Bella Vista City Council
Work Session Meeting Agenda

Date/Time: February 17, 2026
5:30 PM

Location: Bella Vista District Court
2483 Forest Hills Boulevard

City Council and Planning Commission regular meetings are live streamed and archived for your convenience. View the meeting at its scheduled time or after at https://bit.ly/bvmeetingslive.

Mayor:
John D. Flynn

City Clerk:
Wanda Lepillez Krug

Council Members:
Ward 1, Position 1 - Travis Harp
Ward 1, Position 2 - Wendy Hughes
Ward 2, Position 1 - Shea Newport
Ward 2, Position 2 - Larry Wilms
Ward 3, Position 1 - Anna Isbell
Ward 3, Position 2 - Craig Honchell

I. Call to Order

This meeting has been given public notice in accordance with Section 25-19-106 of the Arkansas Freedom of Information Act in such form that will apprise the public and news media of subject matter presented for consideration and action.

II. Review of Minutes

A. February 3, 2026, City Council Special Meeting

B. January 26, 2026, City Council Regular Meeting

III. Unfinished Business

C. **ORDINANCE:** MANDATING THE BELLA VISTA ADVERTISING AND PROMOTION COMMISSION PUBLISH AND INDEFINITELY MAINTAIN APPROVED COMMISSION MEETING MINUTES ON ITS OFFICIAL WEBSITE, AND FOR OTHER PURPOSES

IV. New Business

See meeting packet for complete ordinances and resolutions.

D. **RESOLUTION:** AWARDING BID AND AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO A CONTRACT WITH SUPERIOR AUTOMOTIVE GROUP IN THE TOTAL AMOUNT OF $43,990.00 FOR THE PURCHASE OF ONE (1) CHEVROLET SILVERADO 1500 4WD PICKUP FOR USE BY THE PLANNING AND DEVELOPMENT DEPARTMENT

E. **RESOLUTION:** APPROVING THE MAYOR'S APPOINTMENT OF ERIC FATKIN TO THE PUBLIC SAFETY ADVISORY COMMITTEE FOR A TERM ENDING DECEMBER 31, 2027

F. **RESOLUTION**: APPROVING THE MAYOR'S APPOINTMENT OF ROBERTO SAEZ TO THE PUBLIC SAFETY ADVISORY COMMITTEE FOR A TERM ENDING DECEMBER 31, 2027

G. **RESOLUTION:** APPROVING THE MAYOR'S APPOINTMENT OF BETH SHAW TO THE PUBLIC SAFETY ADVISORY COMMITTEE FOR A TERM ENDING DECEMBER 31, 2027

H. **RESOLUTION:** APPROVING THE MAYOR'S APPOINTMENT OF BILLY WENZEL TO THE PUBLIC SAFETY ADVISORY COMMITTEE FOR A TERM ENDING DECEMBER 31, 2027

I. **RESOLUTION:** APPROVING THE MAYOR'S APPOINTMENT OF KEVIN ATTLESON TO THE PUBLIC SAFETY ADVISORY COMMITTEE FOR A TERM ENDING DECEMBER 31, 2027

J. **RESOLUTION:** APPROVING THE MAYOR'S REAPPOINTMENT OF JB PORTILLO FOR PLANNING COMMISSION FOR A TERM EXPIRING MARCH 1, 2030

K. **RESOLUTION:** APPROVING THE REAPPOINTMENT OF CLAYTON SEDBERRY TO THE PLANNING COMMISSION FOR A TERM EXPIRING MARCH 1, 2030

L. **RESOLUTION:** APPROVING THE MAYOR'S REAPPOINTMENT OF KENNY WILLIAMS TO THE ACTIVE TRANSPORTATION ADVISORY BOARD FOR A THREE-YEAR TERM BEGINNING MARCH 1, 2026

M. **RESOLUTION**: APPROVING THE MAYOR'S APPOINTMENT OF ABBIE SEIDEL TO THE ACTIVE TRANSPORTATION ADVISORY BOARD POSITION 5 FOR A TERM EXPIRING MARCH 1, 2029

N. **RESOLUTION**: APPROVING THE MAYOR'S REAPPOINTMENT OF ISAAC MERRIMAN TO THE ACTIVE TRANSPORTATION ADVISORY BOARD AS AN EX-OFFICIO YOUTH MEMBER FOR A TERM EXPIRING MARCH 1, 2027

V. Discussion Items

O. Status of Electric Meters: Director Taylor Robertson

P. 2025 Planning and Development Department Report: Director Taylor Robertson

Q. Impact Fees: Mayor John Flynn and Ben Griffin of Tischler Bise

VI. Adjournment

SPECIAL NOTICES TO THE PUBLIC: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. To request this service, contact City Clerk prior to each meeting at 479-876-1255.

BELLA VISTA CITY COUNCIL SPECIAL MEETING

February 3, 2026   5:30 PM

Bella Vista District Court 2483 Forest Hills Blvd.

MINUTES

Call to Order by Mayor Flynn at 5:30 pm.

Roll Call called by Clerk Krug. Council Members Wilms, Honchell, Harp, and Newport were present. Council Members Anna Isbell and Wendy Hughes were absent.

(The Chair will entertain a motion to suspend the rules of order and procedure to allow all ordinances on the agenda to be read by title only.) Council Member Wilms made a motion to approve, seconded by Council Member Honchell. ***Roll Call Vote: (Ayes: 4/Nays: 0) Passed: 4-0.***

New Business

ORDINANCE: AN ORDINANCE AUTHORIZING THE ISSUANCE OF SALES AND USE TAX BONDS FOR THE PURPOSE OF FINANCING AND REFINANCING THE COST OF CAPITAL IMPROVEMENTS; PLEDGING COLLECTIONS OF A 1% SALES AND USE TAX TO PAY THE PRINCIPAL OF AND INTEREST ON THE BONDS; PRESCRIBING OTHER MATTERS RELATING THERETO; AND DECLARING AN EMERGENCY.

Mayor Flynn read the ordinance for the first time. He called Cheryl Schluterman from Raymond James forward to present current information on the Bonds. Ms. Schluterman summarized the events since August. The voters approved the sales tax extension of 1% and the various capital improvements covered by the ordinance. At that time, an all-in interest rate of 3.73% with final maturity of 2041 was estimated, expecting those bonds to pay off by 2034 assuming 0 growth and no decline in sales tax collections. Since that time, Raymond James did a presentation with S&P to renew Bella Vista's rating, and an AA rating was affirmed with a stable outlook. This speaks to how well-run the city is, and the growth of the area. Yesterday, Ms. Schluterman had a pricing call with Mayor Flynn and Finance Director Hall and the underwriters, Bob Wright with Cruze & Associates and Kevin Faught with Stevens, Inc. At that time, the interest rate estimate was 3.77% overall. They shortened the final maturity to March 1, 2040, and expected payoff date to 2033, reducing it by one year. The morning of February 3rd, Ms. Schluterman held an order period from 9-10:30 a.m., and an all-in final interest rate of 3.76% was achieved. The sale went very well for the offering of around $25 million of bonds. They had $66.7 million in orders, with several of the maturities that were oversubscribed. She passed out a list of the orders to demonstrate the diversity of buyers: 22 institutional buyers and *some individual accounts. She will send the city a final pricing book with further details at the end of the week. Earlier on Feb. 3rd, Mayor Flynn gave his verbal award, and with the approval of the ordinance on the agenda, they will sign the Bond Purchase Agreement, which is the official purchase of the underwriters of our bonds. The closing will be on March 17, with funds available for the projects thereafter. Ms. Schluterman answered several questions from the Council.*

Mayor Flynn called Attorney Ryan Bowman from Friday, Eldredge, & Clark forward to explain the ordinance. Attorney Bowman referred Council Members to the redlined Bond Ordinance passed out to them, which was completed following the bond sale that morning. He walked through the changes and summarized the capital improvement items. He went through the maturity schedules for the 2026A Bonds (taxable) and the 2026B Bonds (tax-exempt). He explained that with growth in sales tax collections in Bella Vista, the maturity date will arrive earlier. He reviewed the Principal Amounts of 2026A Bonds Maturing March 1, 2032, and the Principal Amounts of 2026B Bonds Maturing March 1, 2040. He explained Section 10: they are issuing only a small portion of what the voters approved for fire improvement. The City is reserving the right (in this section of the ordinance) to issue in the future up to $5,385,000 for the remainder of the fire projects that voters approved. There is not a need to issue all those bonds for Fire today, and so the plan is to issue those bonds within the next couple of years for the remainder of the projects approved. He moved to Section 15 and explained that Bank OZK in Little Rock would be the Trustee for the Bond Issue, and they would actually hold the various project funds, called Construction Funds. There will be a Construction Fund for each of the four projects that the voters approved. Bank OZK will pay the third party vendors once they receive a requisition and an invoice from the City. He answered several questions from the Council. Mayor Flynn explained the Fire Department's need for a prolonged period of time to complete projects. Then he reviewed the Bond decision beginning August 4, 2025, when the Council approved the Special Election for the Bond. The voters approved in November by over 70%, which he found gratifying. Since then, Mayor Flynn found this deal has only gotten better. The interest rate has gone down, the payoff is going to be much faster, and getting the credit rating of AA is also very gratifying. He then called for a motion to suspend the rules and move to third and final reading. Council Member Wilms made a motion to move to third and final, seconded by Council Member Harp. ***Roll Call Vote: (Ayes: 4/Nays: 0) Passed: 4-0.*** *Mayor Flynn read the ordinance for the 3rd and final time. Motion to approve made by Council Member Wilms, seconded by Council Member Honchell.* ***Roll Call Vote: (Ayes: 4/Nays: 0) Passed: 4-0.*** *Motion to adopt the Emergency Clause made by Council Member Honchell, seconded by Council Member Harp.* ***Roll Call Vote: (Ayes:***

4/Nays: 0) Passed: 4-0.

Adjournment by Mayor Flynn at 5:58 pm.

City Clerk Wanda Lepillez Krug	Mayor John D. Flynn

BELLA VISTA CITY COUNCIL REGULAR MEETING

January 26, 2026 6:00 PM

Bella Vista District Court 2483 Forest Hills Boulevard

MINUTES

Call to Order by Mayor Flynn at 6:00 pm. Due to weather, the meeting was conducted on a Zoom call, set up by IT Director John Moeckel.

Pledge of Allegiance recited.

Roll Call called by Clerk Krug. Council Members Isbell, Honchell, Harp, Hughes, Newport were present. Wilms was absent but arrived several minutes after Roll Call.

Citizen Input Mayor Flynn explained the 3-minute rule for Citizen Input and read the name of each person on the list, in turn.
Alan Nabb, 1 Allison Drive. Alan came to speak about the Public Safety Advisory Board, because he understood that the five members chosen for the Board would be approved by Council action that night, but he didn't see any Agenda item for it. He wanted to know when the chosen Board members would be approved by the City Council. The Mayor said the announcement has been moved to the February meeting, and said there were 42 applicants.
Matthew Sanders, 7 Nantwich Circle. Matthew gave a quick rebuttal to someone who reached out to him after last month's meeting, questioning him whether he liked children and wanted to support them. He quoted the New Testament book of Matthew, chapter 18, verse 6, where Jesus speaks about this issue, and he said he stands with Jesus. He moved forward and spoke about his house issues, which he brought to the Council exactly one year ago. At this point, he is sitting on
$150,000 of known repairs needing to be made on the house to bring the house up to code. He reiterated his home should not have received a certificate of occupancy based on the failures to inspect for each of those known inspections. He understands the inspection officer involved was terminated, and he does not blame the city for what has happened. Now he is asking the city to help him move forward. In June 2025, the builder's lawyer and engineer came to his home. They spent 4.5 hours inspecting all the issues identified, and they produced a 60-page document substantiating every one of those claims.

Furthermore, they identified other issues with the framing, which is also not up to code. He sent a letter to the Mayor and the Council members that night, asking them to re-inspect for the 3 known safety issues that need to be addressed by the city.

Council Member Reply None

Reports

Monthly Financial Report: Mayor John Flynn stated for the period ending November 30, 2025, the operating revenue income was up 10.2% this year as compared to last year. The city sales tax was up 12.3%, county sales tax was up 2.8%, and property tax was up very significantly, but he will report year-end numbers to be certain. The total operating expenditures were $1.1 million below budget, so the revenues were $1.8 million more than the budget, which places the city almost $3 million ahead of budget. It was a very positive report. He explained changes made by Director Hall and himself on the balance sheet. Subcategories were added to provide clarity and to see the Cash and the Fund Balance in more detail. He mentioned the city received an AA credit rating on the new bond issue, which is encouraging. He reminded everyone of the City Council Special Meeting on the bond issue on Tuesday, Feb. 3, at 5:30 pm in the Courtroom. He asked the Council members to communicate any unexpected absence, since only 4 can attend, which just meets quorum.

Election of Mayor Pro Tempore Mayor Flynn introduced this annual procedure and asked Attorney Kelley to explain the rules. Attorney Kelley quoted Rule #9b of the Orders and Procedures that says the City Council shall elect one of its members as Mayor Pro Tempore. Any Council member may nominate him/herself or any other member of the City Council for Mayor Pro Tempore and no second of the motion is required. Each Council Member shall vote by naming his choice, if there is more than one nominee for the position. A majority vote of the City Council shall be required for an election.
Council Member Travis Harp said he believes there are ethical and FOIA violations in relation to the Mayor Pro Tempore vote, so he made a motion to table this until after further discussion. Attorney Kelley said that motion is not in order, because state law requires that during the regular meeting in January, the Council must elect a Mayor Pro Tempore. Council Member Craig Honchell nominated himself and Anna Isbell nominated Wendy Hughes. Council Member Wilms made a motion that nominations be closed, seconded by Council Member Honchell. ***Roll Call Vote: (Ayes: 6/Nays: 0) Passed 6-0. Roll Call***

Vote for nominees: (FOR Council Member Honchell: Wilms, Honchell, Harp /FOR Council Member Wendy Hughes: Isbell, Hughes, Newport) Tied: 3-3. Mayor Flynn voted for Council Member Honchell which broke the tie, making Council Member Honchell the Mayor Pro Tempore with 4-3 vote.

(The Chair will entertain a motion to suspend the rules of order and procedure to allow all ordinances on the agenda to be read by title only.) Council Member Wilms made a motion to approve, seconded by Council Member Newport. ***Roll Call Vote: (Ayes: 6/Nays: 0) Passed: 6-0***.

Consent Agenda

Mayor Flynn introduced the items on the Consent Agenda. Council Member Isbell made a motion to approve, seconded by Council Member Honchell. ***Roll Call Vote: (Ayes: 6/Nays: 0) Passed: 6-0.***

Approval of Minutes: December 15, 2025, Regular Meeting

RESOLUTION: AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO A CONTRACT WITH RIGGS CAT, PURSUANT TO A SOURCEWELL COOPERATIVE PURCHASING AGREEMENT, FOR THE PURCHASE OF ONE (1) NEW CATERPILLAR MOTOR GRADER IN THE AMOUNT OF $277,000.00 FOR USE BY THE STREET DEPARTMENT.

RESOLUTION: AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO A CONTRACT WITH RIGGS CAT, PURSUANT TO A SOURCEWELL COOPERATIVE PURCHASING AGREEMENT, FOR THE PURCHASE OF ONE (1) NEW PAVING AND COMPACTION ROLLER IN THE AMOUNT OF $164,275.00 FOR USE BY THE STREET DEPARTMENT

RESOLUTION: AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO A CONTRACT WITH HUGG & HALL EQUIPMENT CO., PURSUANT TO A SOURCEWELL COOPERATIVE PURCHASING AGREEMENT, FOR THE PURCHASE OF ONE (1) NEW JCB WHEELED EXCAVATOR IN THE AMOUNT OF $217,483.33 FOR USE BY THE STREET DEPARTMENT.

RESOLUTION: AWARDING BID AND AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO A CONTRACT WITH PINNACLE EMERGENCY VEHICLES IN AN AMOUNT NOT TO EXCEED $251,003.00 FOR A REMOUNT OF A 2017 4X4 CHIEF XL BRAUN AMBULANCE FOR THE FIRE DEPARTMENT

RESOLUTION: DESIGNATING AUTHORIZED DISBURSING OFFICERS AND MUNICIPAL DEPOSITORY BOARD FOR THE CITY OF BELLA VISTA FOR CALENDAR YEAR 2026

RESOLUTION: SUPPORTING THE REVIVAL OF THE STATE-RUN FEDERAL SURPLUS PROPERTY PROGRAM ADMINISTERED BY THE STATE OF ARKANSAS

RESOLUTION: AUTHORIZING BUDGETARY FUNDING TRANSFERS BETWEEN DEPARTMENTS IN THE 2025 ANNUAL CITY BUDGET

RESOLUTION: AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO A TWELFTH AMENDED ANIMAL SERVICES CONTRACT FOR ANIMAL SHELTERING SERVICES WITH BELLA VISTA ANIMAL SHELTER, INC.

Unfinished Business

New Business

ORDINANCE: AMENDING SECTION 25-51 *STANDARDS APPLICABLE TO SPECIAL EVENTS* OF THE CODE OF ORDINANCES OF THE CITY OF BELLA VISTA TO ELIMINATE THE LIABILITY WAIVER REQUIREMENT, AND FOR OTHER PURPOSES *Staff requests move to 3rd and final reading Mayor Flynn read the ordinance for the first time. Council Member Wilms made a motion to suspend the rules and move to third and final reading, seconded by Council Member Isbell.* ***Roll Call Vote: (Ayes: 6/Nays: 0) Passed 6-0.*** *Mayor Flynn read the ordinance for the third time. Council Member Harp made a motion to approve the ordinance, seconded by Council Member Honchell.* ***Roll Call Vote: (Ayes: 6/Nays: 0) Passed: 6-0.***

ORDINANCE: WAIVING THE REQUIREMENTS OF FORMAL COMPETITIVE BIDDING AND AUTHORIZING THE PURCHASE OF STREET SALT AND SAND BASED ON PRICE AND AVAILABILITY BY INFORMAL PRICE QUOTES THROUGH DECEMBER 31, 2026. *Mayor Flynn read the ordinance for the first time. Council Member Wilms made a motion to suspend the rules and move to third and final reading, seconded by Council Member Honchell.* ***Roll Call Vote: (Ayes: 6/Nays: 0) Passed: 6-0.*** *Mayor Flynn read the ordinance for the final time. Motion to approve the ordinance made by Council Member Wilms, seconded by Council Member Isbell.* ***Roll Call Vote: (Ayes: 6/Nays: 0) Passed: 6-0.***

ORDINANCE: MANDATING THE BELLA VISTA ADVERTISING AND PROMOTION COMMISSION PUBLISH AND INDEFINITELY MAINTAIN APPROVED COMMISSION MEETING MINUTES ON ITS OFFICIAL WEBSITE, AND
FOR OTHER PURPOSES *Mayor Flynn read the ordinance for the first time, and asked for any discussion. Council Member Wilms spoke about an amendment he proposed. Council Member Hughes said she likes the idea of all Commissions making Minutes available to the public. Staff Attorney Kelley made note that he did not prepare the amendment passed out, and that it was a cut-and-paste from the original ordinance. Council Member*

Wilms asked Attorney Kelley to redraft his amendment to bring it to city standards. Attorney Kelley pointed out that not all Advisory Boards take Minutes, and clarified how the A&P Commission is independent compared to others. Council Member Harp reminded the Council that the A&P Commission collects taxes and that sets them apart. Council Members discussed their various perspectives on these issues. The decision was made to go to second reading in February at the Regular Meeting.

RESOLUTION: AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO A CONTRACT WITH P&K EQUIPMENT, INC., PURSUANT TO A SOURCEWELL COOPERATIVE PURCHASING AGREEMENT, FOR THE PURCHASE OF ONE (1) NEW JOHN DEERE 5075M UTILITY TRACTOR WITH ROTARY CUTTER AND CAGE IN THE AMOUNT OF $67,275.71 FOR USE BY THE STREET DEPARTMENT. *Mayor Flynn read the resolution. Motion to approve made by Council Member Wilms, seconded by Council Member Newport.* ***Roll Call Vote: (Ayes: 6/Nays: 0) Passed: 6-0.***

RESOLUTION: AWARDING BID AND AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO A CONTRACT WITH SUPERIOR AUTOMOTIVE GROUP IN THE TOTAL AMOUNT OF $120,521.00 FOR THE PURCHASE OF TWO (2) CHEVROLET TAHOE VEHICLES FOR USE BY THE FIRE DEPARTMENT *Mayor Flynn read the resolution. Council Member Wilms stated he was not satisfied with the documentation that accompanied the agenda item. Question and answers followed within the Council with Attorney Kelley engaged. Council Member Wilms made a motion to table the ordinance until the next regular or special City Council meeting, seconded by Council Member Honchell.* ***Roll Call Vote: (Ayes: 1 Wilms/Nays: 5) Failed: 1-5.*** *Council Member Isbell made a motion to approve the resolution, seconded by Council Member Newport.* ***Roll Call Vote: (Ayes: 5/Nays: 1 Wilms) Passed: 5-1.***

RESOLUTION: AWARDING BID AND AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO A CONTRACT WITH SUPERIOR AUTOMOTIVE GROUP IN THE TOTAL AMOUNT OF $52,666.00 FOR THE PURCHASE OF ONE (1) CHEVROLET SILVERADO 1500 4WD PICKUP FOR USE BY THE FIRE DEPARTMENT *Mayor Flynn read the resolution. Council Member Wilms made a motion to table the resolution until the next regular or special meeting of the Council due to incomplete documentation. Council Member Honchell seconded the motion.* ***Roll Call Vote: (Ayes: 1 Wilms/Nays: 5) Failed 1-5.*** *Council Member Honchell made a motion to pass the resolution, seconded by Council Member Harp.* ***Roll Call Vote: (Ayes: 5/Nays: 1 Wilms) Passed: 5-1.***

RESOLUTION: APPROVING THE MAYOR'S APPOINTMENT OF EUGENE OBERLANDER, JR. TO THE BELLA VISTA BOARD OF CONSTRUCTION APPEALS FOR A TERM ENDING DECEMBER 31, 2028 *Mayor Flynn read the ordinance. Council Member Wilms made a motion to approve, seconded by Council Member Honchell.* ***Roll Call Vote: (Ayes: 6/Nays: 0) Passed: 6-0.***

RESOLUTION: SETTING A BUSINESS LICENSE FEE AND RENEWAL FEE *Mayor Flynn read the resolution. Council Member Wilms presented an amendment to the ordinance. Council Member Hughes says she supports the ordinance amendment. Council Member Harp said he does not support any business license or fees. Council Member Honchell said this is an ordinance about public safety and traceable information. Attorney Kelley said there are timing issues and this is not a debate about business licenses because that is already decided. This is only about the amount of the fee charged. Director Robertson said a fee needs to be established before Monday, February 9th. The plan was to release the application tomorrow, if Council approves this resolution tonight. She reminded the Council that there are 4–5 staff members involved in every Business License. Attorney Kelley mentioned that he did not prepare the amendment, but it was a cut-and-paste version of the original. Council Member Honchell would like to know what this business fee really costs the city, because he does not want to short-change the city. Chief Sims said that annual inspections do get accomplished by the Fire Department, but the business license will help with providing an address, and a location change. Mayor Flynn referred to Director Robertson's comparison chart and said her original proposal was eminently reasonable, and to lower it to $25 and $10 wouldn't cover the cost to the city. Council Member Wilms made a motion to amend the ordinance, seconded by Council Member Newport.* ***Roll Call Vote: (Ayes: 5/Nays: 1 Isbell) Passed: 5-1.*** *Council Member Newport made a motion to approve the amended ordinance, seconded by Council Member Honchell.* ***Roll Call Vote: (Ayes: 4/Nays: 2 Wilms, Isbell) Passed: 4-2.***

RESOLUTION: APPROVING THE MAYOR'S APPOINTMENT OF CHUCK WOODS TO THE TREE ADVISORY BOARD (POSITION 3) FOR THE REMAINDER OF A THREE (3) YEAR UNEXPIRED TERM ENDING MAY 1, 2028 *Mayor Flynn read the resolution. The motion to approve was made by Council Member Wilms, seconded by Council Member Harp.* ***Roll Call Vote: (Ayes: 6/Nays: 0) Passed: 6-0.***

RESOLUTION: AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO A RENEWAL CONTRACT WITH BLUE GUYS I.T. IN THE TOTAL AMOUNT OF

$73,504.20, FOR THE PURCHASE OF TODYL SECURITY SOLUTION TO ENHANCE CITY CYBERSECURITY EFFORTS *Mayor Flynn read the resolution. Council Member Wilms made a motion to approve, seconded by Council Member Honchell.* ***Roll Call Vote: (Ayes: 6/Nays: 0) Passed: 6-0.***

RESOLUTION: AMENDING THE RULES OF ORDER AND PROCEDURE OF THE BELLA VISTA CITY COUNCIL TO LENGTHEN THE PERIOD OF CITIZEN INPUT DURING REGULAR MEETINGS TO SIXTY (60) MINUTES, AND FOR OTHER PURPOSES *Mayor Flynn read the resolution. The Council members discussed their various perspectives on this ordinance. Council Member Honchell made a motion to approve, seconded by Council Member Harp.* ***Roll Call Vote: (Ayes: 2 - Harp, Hughes/Nays: 4) Failed: 2-4.***

Announcements

- City Council Special Meeting: 5:30 pm, Tuesday, February 3 at Bella Vista District Court
- Next City Council Work Session: 5:30 pm, **Tuesday**, February 17 at Bella Vista District Court
- Next City Council Regular Meeting: 6:00 pm, Monday, February 23 at Bella Vista District Court
- Planning Commission Work Session: 4:30 pm, Thursday, January 29 at Bella Vista District Court CANCELLED
- Planning Commission Regular Meeting: 4:30 pm, or immediately following BZA, Monday, February 9 at Bella Vista District Court
- Board of Construction Appeals: 3:00 pm Tuesday, February 10, if necessary, at Fire Station #4 Conference Rm, 1639 Forest Hills Blvd.

Adjournment by Mayor Flynn at 7:39 pm.

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City Clerk Wanda Lepillez Krug Mayor John D. Flynn

MEETING DATE	PREPARED BY	LEGISLATIVE TITLE
February 17, 2026	Wanda Krug, City Clerk	**ORDINANCE:** MANDATING THE BELLA VISTA ADVERTISING AND PROMOTION COMMISSION PUBLISH AND INDEFINITELY MAINTAIN APPROVED COMMISSION MEETING MINUTES ON ITS OFFICIAL WEBSITE, AND FOR OTHER PURPOSES

AGENDA ITEM # III.C

ORDINANCE: MANDATING THE BELLA VISTA ADVERTISING AND PROMOTION COMMISSION PUBLISH AND INDEFINITELY MAINTAIN APPROVED COMMISSION MEETING MINUTES ON ITS OFFICIAL WEBSITE, AND FOR OTHER PURPOSES

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Ordinance AP Minutes posting

ORDINANCE NO. ____________

CITY OF BELLA VISTA, ARKANSAS

MANDATING THE BELLA VISTA ADVERTISING AND PROMOTION COMMISSION PUBLISH AND INDEFINITELY MAINTAIN APPROVED COMMISSION MEETING MINUTES ON ITS OFFICIAL WEBSITE, AND FOR OTHER PURPOSES

WHEREAS, the City Council has determined that transparent access to Bella Vista Advertising and Promotion Commission proceeds would best be fostered by mandating that approved minutes of the Commission's meetings be published and maintained on its official website;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BELLA VISTA, ARKANSAS:

SECTION 1: Publication of Minutes
The Bella Vista Advertising and Promotion Commission ("Commission") shall publish the approved minutes of all regular and special meetings on the Commission's official website.

SECTION 2: Timeframe for Publication
Minutes shall be posted within thirty (30) days after approval by the Commission, or as soon thereafter as practicable.

SECTION 3: Retention and Public Access
All posted minutes shall remain publicly accessible on the Commission's official website indefinitely.

SECTION 4: Applicability
This Ordinance applies to all approved minutes from and after twelve (12) months prior to the effective date of this Ordinance.

SECTION 5: Severability
If any section, clause, sentence, or provision of this Ordinance is found to be invalid or unconstitutional, such finding shall not affect the remaining provisions, which are declared to be severable.

ADOPTED THIS ________ DAY OF __________________________, 2026.

APPROVED:

____
JOHN D. FLYNN
MAYOR

ATTEST:

____

WANDA KRUG
CITY CLERK

Requested by: Council Member Travis Harp
Prepared by: Jason Kelley, Staff Attorney

MEETING DATE	PREPARED BY	LEGISLATIVE TITLE
February 17, 2026	Taylor Robertson, Planning and Development Director	**RESOLUTION:** AWARDING BID AND AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO A CONTRACT WITH SUPERIOR AUTOMOTIVE GROUP IN THE TOTAL AMOUNT OF $43,990.00 FOR THE PURCHASE OF ONE (1) CHEVROLET SILVERADO 1500 4WD PICKUP FOR USE BY THE PLANNING AND DEVELOPMENT DEPARTMENT

AGENDA ITEM # IV.D

RESOLUTION: AWARDING BID AND AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO A CONTRACT WITH SUPERIOR AUTOMOTIVE GROUP IN THE TOTAL AMOUNT OF $43,990.00 FOR THE PURCHASE OF ONE (1) CHEVROLET SILVERADO 1500 4WD PICKUP FOR USE BY THE PLANNING AND DEVELOPMENT DEPARTMENT

BACKGROUND

Included in the City Council approved 2026 Capital Budget was a city truck purchase for the Planning and Development Department in the amount of $45,000. Pursuant to requirements, a bid request was held in January. The included contract from Superior Automotive is in the amount of $43,990 for a base level 4WD Chevy fleet truck. This truck purchase will support the Engineering Division and their inspection needs, which currently range from approximately 30–50 **or more** inspections a day. Currently, the Engineering Division only has one truck which is shared between two full-timers and one part-timer. With one position being out in the field full-time, that does not leave a truck for the other positions that need it and they must find other means of transportation to fulfill their inspection schedule. For additional context, during the restructure of 2023, this department transferred all the inspector trucks (4) to the Fire Department and all the Code Enforcement trucks (3) to the Police Department while some of those duties requiring vehicles still remain within the Planning and Development Department.

RECOMMENDATION

Staff recommends approval.

FISCAL IMPACT

This purchase was included in the 2026 Capital Budget.

ATTACHMENTS

1. 2026 Engineer Division Truck Bid
2. Resolution Superior Chevrolet Silverado for Planning

1157584

Superior Automotive Group

DATE 02/05/2026 STOCK NO. V367165

PURCHASER'S NAME CITY OF BELLA VISTA

STREET ADDRESS PO BOX 5655

CITY & STATE BELLA VISTA AR ZIP 727140655

BUSINESS PHONE 479/876-1204 RESIDENCE PHONE 479/876-1204

SALESMAN TY MONTGOMERY

☒ NEW ☐ CAR
☐ USED ☒ TRUCK

PLEASE ENTER MY ORDER FOR ONE AS FOLLOWS:

YEAR	MAKE	MODEL OR SERIES	BODY TYPE	COLOR	TRIM
2025	CHEVROLET	SILVERADO 1500		SUMMIT WHITE	FL

MVI OR SERIAL NO.	LAST PLATE NO. STATE	YEAR	ODOMETER MILEAGE	TO BE DELIVERED ON OR ABOUT
3GCUKAED7SG367165			1	02/05/2026

CASH PRICE OF VEHICLE	43990 00

Purchaser agrees that this Order includes all of the terms and conditions on both the face and reverse side hereof; that this Order cancels and supersedes any prior agreement and as of the date hereof comprises the complete and exclusive statement of the terms of the agreement relating to the subject matters covered hereby. THIS ORDER IS NOT A BINDING CONTRACT. DEALER SHALL NOT BE OBLIGATED TO SELL ACCORDING TO THE TERMS HEREOF UNTIL: In the event the buyer wishes to enter into a retail installment contract, approval of the terms thereof is given by a bank or finance company willing to purchase the retail installment contract between the parties hereto based on such terms, or (2) Payment in full is received.
ALL WARRANTIES, IF ANY, BY A MANUFACTURER OR SUPPLIER OTHER THAN DEALER ARE THEIRS, NOT DEALER'S, AND ONLY SUCH MANUFACTURER OR OTHER SUPPLIER SHALL BE LIABLE FOR PERFORMANCE UNDER SUCH WARRANTIES, UNLESS DEALER FURNISHES BUYER WITH A SEPARATE WRITTEN WARRANTY OR SERVICE CONTRACT MADE BY DEALER ON ITS OWN BEHALF, DEALER HEREBY DISCLAIMS ALL WARRANTIES, EITHER EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE: (A) ON ALL GOODS AND SERVICES SOLD BY DEALER; AND (B) ON ALL USED VEHICLES WHICH ARE HEREBY SOLD AS IS - NOT EXPRESSLY WARRANTED OR GUARANTEED.
Purchaser by his execution of the Order certifies that he is of legal age or older and acknowledges that he has read its terms and conditions and has received a true copy of this order.

USED VEHICLE ALLOWANCE	N/A
BALANCE OWED	— N/A
NET ALLOWANCE ON TRADE-IN	$ N/A
CASH DEPOSIT	N/A
CASH TO BE PAID AT DELIVERY	N/A
TOTAL DOWN PAYMENT	N/A
UNPAID CASH BALANCE DUE ON DELIVERY OF VEHICLE	43990.00

PURCHASER'S SIGNATURE

✓X

SALESMAN TY MONTGOMERY | ACCEPTED BY | BUS. MGR. APPROVAL

BALANCE ON TRADE-IN OWED TO

ADDRESS

	YEAR	MAKE	MODEL	BODY TYPE	COLOR	MILEAGE	VEHICLE ID NUMBER	STOCK NUMBER
TRADE-IN								

	YEAR	MAKE	MODEL	BODY TYPE	COLOR	MILEAGE	VEHICLE ID NUMBER	STOCK NUMBER
TRADE-IN								

	YEAR	MAKE	MODEL	BODY TYPE	COLOR	MILEAGE	VEHICLE ID NUMBER	STOCK NUMBER
TRADE-IN								

1. As used in this Order the terms (a) "Seller" shall mean the authorized Dealer to whom this Order is addressed and who shall become a party hereto by its acceptance hereof, (b) "Purchaser" shall mean the party executing this Order as such on the face hereof, and (c) "Manufacturer" shall mean the Corporation that manufactured the vehicle or chassis, it being understood by Purchaser and Seller that Seller is in no respect the agent of Manufacturer, that Seller and Purchaser are the sole parties to this Order and that reference to Manufacturer herein is for the purpose of explaining generally certain contractual relationships existing between Seller and Manufacturer with respect to new motor vehicles.

2. Manufacturer has reserved the right to change the price to Dealer of new motor vehicles without notice. In the event the price to Dealer of new motor vehicles of the series and body type ordered hereunder is changed by Manufacturer prior to delivery of the new motor vehicle ordered hereunder to Purchaser. Dealer reserves the right to change the cash delivered price of such motor vehicle to Purchaser accordingly. If such cash delivered price is increased by Dealer, Purchaser may, if dissatisfied therewith, cancel this Order.

3. If the used motor vehicle which has been traded in as a part of the consideration for the motor vehicle ordered hereunder is not to be delivered to Dealer until delivery to Purchaser of such motor vehicle, the used motor vehicle shall be reappraised at that time and such reappraised value shall determine the allowance made for such used motor vehicle. If such reappraised value is lower than the original allowance therefor shown on the front of this Order, Purchaser may, if dissatisfied therewith, cancel this Order, provided, however, that such right to cancel is exercised prior to the delivery of the motor vehicle ordered hereunder to the Purchaser and surrender of the used motor vehicle to Dealer.

4. Purchaser agrees to deliver to Dealer satisfactory evidence of title to any used motor vehicle traded in as a part of the consideration for the motor vehicle ordered hereunder at the time of delivery of such used motor vehicle to Dealer. Purchaser warrants any such used motor vehicle to be his property free and clear of all liens and encumbrances except as otherwise noted herein.

5. Manufacturer has reserved the right to change the design of any new motor vehicle, chassis, accessories or parts thereof at any time without notice and without obligation to make the same or any similar change upon any motor vehicle, chassis, accessories or parts thereof previously purchased by or shipped to Dealer or being manufactured or sold in accordance with Dealer's orders. Correspondingly, in the event of any such change by Manufacturer, Dealer shall have no obligation to Purchaser to make the same or any similar change in any motor vehicle, chassis, accessories or parts thereof covered by this Order either before or subsequent to delivery thereof to Purchaser.

6. Dealer shall not be liable for failure to deliver or delay in delivering the motor vehicle covered by this Order where such failure or delay is due, in whole or in part, to any cause beyond the control or without the fault or negligence of Dealer.

7. The price for the motor vehicle specified on the face of this Order includes reimbursement for Federal Excise taxes, but does not include sales taxes, use taxes or occupational taxes based on sales volume, (Federal, State or Local) unless expressly so stated. Purchaser assumes and agrees to pay, unless prohibited by law, any such sales, use or occupational taxes imposed on or applicable to the transaction covered by this Order, regardless of which party may have primary tax liability therefor.

8. If a charge for Creditor Life Insurance is included in this Order the provisions on Creditor Life Insurance in any retail installment contract form subsequently executed between the parties hereto in conjunction with this Order shall be fully effective. If such insurance is unavailable or partly unavailable under the designated policy, the applicable portion of the charge for Creditor Life Insurance specified herein, and the finance charge thereon, may be deducted from the Total Time Balance and credited to the Purchaser. If such insurance does not become effective, notice thereof will be sent to the Purchaser by the Dealer and this Order and any retail installment contract executed in conjunction therewith shall otherwise remain fully effective.

9. MANUFACTURER'S WARRANTY: ANY WARRANTY ON ANY NEW VEHICLE OR USED VEHICLE STILL SUBJECT TO A MANUFACTURER'S WARRANTY IS THAT MADE BY THE MANUFACTURER ONLY. THE SELLER HEREBY DISCLAIMS ALL WARRANTIES, EITHER EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. ANY STATEMENT CONTAINED HEREIN DOES NOT APPLY WHERE PROHIBITED BY LAW.

10. USED VEHICLE WHETHER OR NOT SUBJECT TO MANUFACTURER'S WARRANTY: UNLESS A SEPARATE WRITTEN INSTRUMENT SHOWING THE TERMS OF ANY DEALER WARRANTY OR SERVICE CONTRACT IS FURNISHED BY DEALER TO BUYER, THIS VEHICLE IS SOLD "AS IS - NOT EXPRESSLY WARRANTED OR GUARANTEED", AND THE SELLER HEREBY DISCLAIMS ALL WARRANTIES, EITHER EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. ANY STATEMENT CONTAINED HEREIN DOES NOT APPLY WHERE PROHIBITED BY LAW.

THE INFORMATION YOU SEE ON THE WINDOW FORM FOR THIS VEHICLE IS PART OF THIS CONTRACT. INFORMATION ON THE WINDOW FORM OVERRIDES ANY CONTRARY PROVISIONS IN THE CONTRACT OF SALE.

11. PURCHASER SHALL NOT BE ENTITLED TO RECOVER FROM DEALER ANY CONSEQUENTIAL DAMAGES, DAMAGES TO PROPERTY, DAMAGES FOR LOSS OF USE, LOSS OF TIME, LOSS OF PROFITS, OR INCOME, OR ANY OTHER INCIDENTAL DAMAGES.

12. The Purchaser, before or at the time of delivery of the motor vehicle covered by this Order will execute such other forms of agreement or documents as may be required by the terms and conditions of payment indicated on the front of this Order.

1157584

Superior
Automotive Group

No.

SOLD TO: CITY OF BELLA VISTA
ADDRESS PO BOX 5655
BELLA VISTA AR 727140655

DATE 02/05/2026
PHONE 479/876-1204

	MAKE	BODY STYLE	COLOR	MODEL OR SERIES	YEAR	STOCK NO.	SERIAL NO.
CAR SOLD	CHEVROLET		SUMMIT WHITE	SILVERADO 1500	2025	V367165	3GCUKAED7SG367165
TRADE-IN							
TRADE-IN							
TRADE-IN							

CUST # 450676

PRICE OF CAR OR TRUCK	43990.00
ACC.	N/A
MISC.	N/A
	N/A
TAX-LICENSE -TITLE & TRANSFER	N/A
VEHICLE SERVICE CONTRACT	N/A
TOTAL CASH DELIVERED PRICE	43990.00
FINANCE CHARGES	N/A
INSURANCE CHARGES (COLL & COMP)	N/A
CREDIT LIFE	N/A
A & H INS.	N/A
TOTAL DELIVERED PRICE	43990.00
ACCT/REC BAL.	
CASH ON DEPOSIT	N/A
CASH PAID ON DELIVERY	N/A
TRADE IN $	N/A
LESS BALANCE OWED $	N/A
TO	N/A
	N/A
# N/A PAYMENTS @ $ 43990.00	43990.00
TOTAL CREDITS	N/A

To Avoid Penalty
Sales Tax Must Be Paid
or Transfer Made Within
30 Days From Date of Sale

SERVICE AND HANDLING FEE
"A SERVICE AND HANDLING FEE IS NOT AN OFFICIAL FEE. A SERVICE AND HANDLING FEE IS NOT REQUIRED BY LAW BUT MAY BE CHARGED TO THE CUSTOMER FOR PERFORMING SERVICES AND HANDLING DOCUMENTS RELATING TO THE CLOSING OF A SALE OR LEASE. THE SERVICE AND HANDLING FEE MAY RESULT IN A PROFIT TO THE DEALER. THE SERVICE AND HANDLING FEE MAY RESULT IN A PROFIT TO THE DEALER. THE SERVICE AND HANDLING FEE DOES NOT INCLUDE PAYMENT FOR THE PREPARATION OF LEGAL DOCUMENTS. THIS NOTICE IS REQUIRED BY LAW."

DISCLAIMER OF WARRANTIES
Any warranties on the products sold hereby are those made by the manufacturer(s) of those products. The above named Dealership, hereby expressly disclaims all warranties, either expressed or implied, including any implied warranty of merchantability or fitness for a particular purpose, and the said dealership neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of said products.

By ____________________ AUTHORIZED SIGNATURE

X ____________________ PURCHASER'S SIGNATURE

SOLD BY TY MONTGOMERY

15346*1*FI

1157584

Arkansas law does not provide for a "cooling off" or other cancellation period for vehicle sales.

Therefore, this contract cannot later be canceled simply because you change your mind, decide the vehicle costs too much, or wish you had acquired a different vehicle, or for any other reason. After you have signed your contract, you are an immediate owner!

I have read and understand that by signing these legal documents and taking delivery of the vehicle for which the contracts have been written, I will not be able to return the car at a later date and have the contracts voided.

X X	CITY OF BELLA VISTA	02/05/2026
Buyer	Printed Name	Date
X		
Co-Buyer	Printed Name	Date

1157584

CITY OF BELLA VISTA
CUSTOMER'S NAME

V367165
STOCK NO.

ODOMETER DISCLOSURE STATEMENT

Federal law (and State law, if applicable) requires that you state the mileage upon transfer of ownership. Failure to complete or providing a false statement may result in fines and/or imprisonment.

I, SUPERIOR CHEVROLET BUICK GMC (transferor's name, PRINT)

state that the odometer now reads 1 (no tenths) miles and to the best of my knowledge that it reflects the actual mileage of the vehicle described below, unless one of the following statements is checked.

☐ (1) I hereby certify that to the best of my knowledge the odometer reading reflects the amount of mileage in excess of its mechanical limits.

☐ (2) I hereby certify that the odometer reading is NOT the actual mileage.
WARNING - ODOMETER DISCREPANCY.

MAKE	MODEL	BODY TYPE
CHEVROLET	SILVERADO 1500	
VEHICLE IDENTIFICATION NUMBER		YEAR
3GCUKAED7SG367165		2025

X
TRANSFEROR'S SIGNATURE

SUPERIOR CHEVROLET BUICK GMC
PRINTED NAME

490 HWY 412 EAST
TRANSFEROR'S ADDRESS (STREET)

SILOAM SPRINGS — AR — 72761
CITY — STATE — ZIP CODE

02/05/2026
DATE OF STATEMENT

X X
TRANSFEREE'S SIGNATURE

CITY OF BELLA VISTA
PRINTED NAME

CITY OF BELLA VISTA
TRANSFEREE'S NAME

PO BOX 5655
TRANSFEREE'S ADDRESS (STREET)

BELLA VISTA — AR — 727140655
CITY — STATE — ZIP CODE

1157584

CITY OF BELLA VISTA
CUSTOMER'S NAME

V367165
STOCK NO.

ODOMETER DISCLOSURE STATEMENT

Federal law (and State law, if applicable) requires that you state the mileage upon transfer of ownership. Failure to complete or providing a false statement may result in fines and/or imprisonment.

I, SUPERIOR CHEVROLET BUICK GMC (transferor's name, PRINT)

state that the odometer now reads 1 (no tenths) miles and to the best of my knowledge that it reflects the actual mileage of the vehicle described below, unless one of the following statements is checked.

☐ (1) I hereby certify that to the best of my knowledge the odometer reading reflects the amount of mileage in excess of its mechanical limits.

☐ (2) I hereby certify that the odometer reading is NOT the actual mileage.
WARNING - ODOMETER DISCREPANCY.

MAKE	MODEL	BODY TYPE
CHEVROLET	SILVERADO 1500	
VEHICLE IDENTIFICATION NUMBER		**YEAR**
3GCUKAED7SG367165		2025

X
TRANSFEROR'S SIGNATURE

SUPERIOR CHEVROLET BUICK GMC
PRINTED NAME

490 HWY 412 EAST
TRANSFEROR'S ADDRESS (STREET)

SILOAM SPRINGS — AR — 72761
CITY — STATE — ZIP CODE

02/05/2026
DATE OF STATEMENT

X X
TRANSFEREE'S SIGNATURE

CITY OF BELLA VISTA
PRINTED NAME

CITY OF BELLA VISTA
TRANSFEREE'S NAME

PO BOX 5655
TRANSFEREE'S ADDRESS (STREET)

BELLA VISTA — AR — 727140655
CITY — STATE — ZIP CODE

Superior
Automotive Group

WE OWE

1157584

NAME CITY OF BELLA VISTA — STK. NO. V367165 — NEW X — USED

ADDRESS PO BOX 5655 — YEAR 2025 — MAKE CHEVROLET

CITY BELLA VISTA — STATE AR — ZIP 727140655 — MODEL SILVERADO 1500

PHONE 479/876-1204 — VIN NO. 3GCUKAED7SG367165

SALESPERSON TY MONTGOMERY — DEL. DATE 02/05/2026

QTY.	NAME OF ITEM	PART	LABOR
	NONE		

I hereby accept this WE-OWE with the understanding that it is valid for only (30) THIRTY DAYS FROM DATE OF ISSUANCE, and that I must make an ADVANCE APPOINTMENT WITH THE SERVICE DEPARTMENT before the above work can be performed.

(FOR APPOINTMENT CALL SERVICE DEPT.)

DATE 02/05/2026

CUSTOMER X

APPROVED [signature] MGR.

RESOLUTION NO. _______

CITY OF BELLA VISTA, ARKANSAS

AWARDING BID AND AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO A CONTRACT WITH SUPERIOR AUTOMOTIVE GROUP IN THE TOTAL AMOUNT OF $43,990.00, FOR THE PURCHASE OF ONE (1) CHEVROLET SILVERADO 1500 4WD PICKUP FOR USE BY THE PLANNING AND DEVELOPMENT DEPARTMENT

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLA VISTA, ARKANSAS:

SECTION 1: Bid is awarded and the Mayor and City Clerk are hereby authorized to enter into a contract with Superior Automotive Group in the total amount of $43,990.00 for the purchase of one (1) Chevrolet Silverado 1500 4WD pickup for use by the Planning and Development Department.

ADOPTED this ______ day of ______________________________, 2026.

APPROVED:

____
Mayor John D. Flynn

ATTEST:

____
Wanda Krug, City Clerk

MEETING DATE	PREPARED BY	LEGISLATIVE TITLE
February 17, 2026	Cassi Lapp, Communications Director	**RESOLUTION:** APPROVING THE MAYOR'S APPOINTMENT OF ERIC FATKIN TO THE PUBLIC SAFETY ADVISORY COMMITTEE FOR A TERM ENDING DECEMBER 31, 2027

AGENDA ITEM # IV.E

RESOLUTION: APPROVING THE MAYOR'S APPOINTMENT OF ERIC FATKIN TO THE PUBLIC SAFETY ADVISORY COMMITTEE FOR A TERM ENDING DECEMBER 31, 2027

BACKGROUND

Per council discussion, the mayor decided to reinstate this already existing committee. The city received 43 applications, from which the police and fire chiefs designated their top choices based on interest, background, and experience, which mostly aligned. Candidates were then chosen from those recommendations by the mayor to be appointed. The committee will consist of 5 voting members who are residents of Bella Vista and two ex-officio non-voting members, the police and fire chiefs.

RECOMMENDATION

APPROVAL

FISCAL IMPACT

NONE

ATTACHMENTS

1. Public Safety Commission Cover Letter Eric Fatkin 2.5.26 v2
2. Resolution Public Safety Cmte Fatkin

Public Safety Committee Cover Letter

Eric Fatkin

21 Hallock Dr.

Bella Vista, AR 72714

Email: edfatkin@gmail.com

Mobile: 479-685-1338

Date: 2/05/2026

Public Safety Committee Interest:

Dear Mayor John Flynn and Members of the Bella Vista City Council,

I respectfully submit my application for appointment to the Bella Vista Public Safety Committee. As a resident of Bella Vista for more than four years, I have developed a deep appreciation for the City's commitment to maintaining a safe, well-managed, and highly livable community while supporting responsible growth and recreational development. I am eager to offer my leadership experience, public service background, and community commitment to assist the Mayor and City Council in advancing the City's public safety priorities.

I bring more than thirty-eight years of executive leadership experience within the banking and financial services industry, serving in senior management roles including Vice President and General Manager across multiple retail-focused organizations. In these capacities, I held responsibility for strategic planning, operational governance, regulatory compliance, financial stewardship, risk management and workforce leadership. I have extensive experience evaluating complex operational data, developing performance improvement strategies, and implementing policies designed to ensure accountability and organizational effectiveness. These competencies, I believe align closely with the oversight, advisory, and policy evaluation/recommendation responsibilities of the Public Safety Committee.

My professional career required consistent collaboration with regulatory agencies, executive leadership teams, and community stakeholders. I have a demonstrated record of balancing fiscal responsibility, customer service priorities, and operational risk mitigation-skills that translate directly to supporting effective and sustainable public safety initiatives within a growing municipality.

In addition to my professional leadership background, I am a veteran of the United States Army, where I served on active duty. My military service strengthened my commitment to discipline, service before self, accountability, and teamwork. These principles continue to shape my leadership philosophy and my dedication to public service.

To further expand my understanding of local law enforcement operations and community safety challenges, I successfully completed the Bella vista Citizens Polce Academy. This program provided valuable insight into the operational demands faced by public safety personnel, emergency preparedness considerations, and the importance of maintaining transparency and trust between public safety agencies and the community. The experience reinforced my interest in contributing to policy discussions and long-term safety planning.

My previous service as a member of the Northwest Arkansas junior Achievement Board of Directors further demonstrates my commitment to civic engagement, organizational governance and community development. Through this role, I gained value experience in nonprofit oversight, strategic planning, and community partnership development.

I will be retiring from my professional career on March 1st, which will allow me to dedicate the necessary time, preparation, and attention required to serve effectively as a Committee Member. I am particularly focused on supporting policies that ensure Bella Vista continues to balance its rapid growth and expanding recreational profile with infrastructure readiness, emergency response capability, and the preservation of the safe and welcoming environment valued by residents.

I am committed to providing thoughtful, objective, and collaborative guidance while maintaining the highest standards of public accountability and service. It would be a privilege to support the Mayor, City Council, and public safety leadership in promoting policies that protect residents, visitors, and first responders while sustaining Bella Vista's long-term quality of life.

Thank you for your time and consideration. I would welcome the opportunity to discuss my qualifications and commitment to public service in greater detail.

Respectfully,
Eric Fatkin

RESOLUTION NO. ___________

CITY OF BELLA VISTA, ARKANSAS

APPROVING THE MAYOR'S APPOINTMENT OF ERIC FATKIN TO THE PUBLIC SAFETY ADVISORY COMMITTEE FOR A TERM ENDING DECEMBER 31, 2027

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLA VISTA, ARKANSAS:

SECTION 1: The City Council hereby approves the Mayor's appointment of Eric Fatkin to the Public Safety Advisory Committee for a term ending December 31, 2027.

ADOPTED THIS ______ DAY OF ________________________, 2026.

APPROVED:

____
Mayor John D. Flynn

Attest:

____
City Clerk Wanda Krug

MEETING DATE	PREPARED BY	LEGISLATIVE TITLE
February 17, 2026	Cassi Lapp, Communications Director	**RESOLUTION**: APPROVING THE MAYOR'S APPOINTMENT OF ROBERTO SAEZ TO THE PUBLIC SAFETY ADVISORY COMMITTEE FOR A TERM ENDING DECEMBER 31, 2027

AGENDA ITEM # IV.F

RESOLUTION: APPROVING THE MAYOR'S APPOINTMENT OF ROBERTO SAEZ TO THE PUBLIC SAFETY ADVISORY COMMITTEE FOR A TERM ENDING DECEMBER 31, 2027

BACKGROUND

Per council discussion, the mayor decided to reinstate this already existing committee. The city received 43 applications, from which the police and fire chiefs designated their top choices based on interest, background, and experience, which mostly aligned. Candidates were then chosen from those recommendations by the mayor to be appointed. The committee will consist of 5 voting members who are residents of Bella Vista and two ex-officio non-voting members, the police and fire chiefs.

RECOMMENDATION

APPROVAL

FISCAL IMPACT

NONE

ATTACHMENTS

1. Public Safety Advisory Committee
2. Resolution Public Safety Cmte Saez

Subject: Public Safety Advisory Committee
Date: Wednesday, February 11, 2026 at 2:57:30 PM Central Standard Time
From: Cassi Lapp
To: Cassi Lapp

From: Susan Visser <susan.bob.saez@gmail.com>
Sent: Wednesday, February 11, 2026 2:46 PM
To: John Flynn <jflynn@bellavistaar.gov>
Subject: Re: FW: Public Safety Advisory Committee

[WARNING: External Email] Do not click links or open attachments unless you trust the sender.

Hi Mayor and Cassi, sorry for the delay and thank you for the reminder yesterday. I am sending this to you from my email because Dr. Saez is not with me right now and i wanted to hurry this to you today, however, his robertosaezmd@gmail.com is appropriate to cc any forthcoming response and communications.

Dear Members of the Selection Committee,

I am writing to express my interest in serving on the Bella Vista Public Safety Advisory Committee. With a career dedicated to public service, emergency response, and community health, I believe I can provide valuable insight and leadership in support of Bella Vista's public safety initiatives.

My professional background began as a United States Navy Corpsman, where I developed extensive experience in emergency medical care, crisis response, and multidisciplinary coordination under high-pressure conditions. That foundation shaped my lifelong commitment to service and preparedness.

I then became an Internal Medicine Physician, providing comprehensive care to diverse patient populations. This role strengthened my skills in leadership, evidence-based decision-making, and collaborative problem-solving—skills that are essential when evaluating public safety systems and policies.

Additionally, I have served as the Medical Director for the Benton County Sheriff's Department. In this capacity, I have worked closely with law enforcement leadership to oversee correctional healthcare services, ensure compliance with medical standards, improve operational protocols, and address the unique healthcare and safety challenges within the detention setting. This position has given me direct experience at the intersection of medicine, law enforcement, risk management, and public accountability.

I am deeply committed to community safety, transparency, and strategic planning. I would be honored to contribute my medical expertise, operational experience, and public service background to the Bella Vista Public Safety Advisory Committee.

Thank you for your consideration. I welcome the opportunity to discuss how I can support the committee's mission.

Regards, Roberto Saez, MD, IM

RESOLUTION NO. ___________

CITY OF BELLA VISTA, ARKANSAS

APPROVING THE MAYOR'S APPOINTMENT OF ROBERTO SAEZ TO THE PUBLIC SAFETY ADVISORY COMMITTEE FOR A TERM ENDING DECEMBER 31, 2027

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLA VISTA, ARKANSAS:

SECTION 1: The City Council hereby approves the Mayor's appointment of Roberto Saez to the Public Safety Advisory Committee for a term ending December 31, 2027.

ADOPTED THIS ______ DAY OF ________________________, 2026.

APPROVED:

____
Mayor John D. Flynn

Attest:

____
City Clerk Wanda Krug

MEETING DATE	PREPARED BY	LEGISLATIVE TITLE
February 17, 2026	Cassi Lapp, Communications Director	**RESOLUTION:** APPROVING THE MAYOR'S APPOINTMENT OF BETH SHAW TO THE PUBLIC SAFETY ADVISORY COMMITTEE FOR A TERM ENDING DECEMBER 31, 2027

AGENDA ITEM # IV.G

RESOLUTION: APPROVING THE MAYOR'S APPOINTMENT OF BETH SHAW TO THE PUBLIC SAFETY ADVISORY COMMITTEE FOR A TERM ENDING DECEMBER 31, 2027

BACKGROUND

Per council discussion, the mayor decided to reinstate this already existing committee. The city received 43 applications, from which the police and fire chiefs designated their top choices based on interest, background, and experience, which mostly aligned. Candidates were then chosen from those recommendations by the mayor to be appointed. The committee will consist of 5 voting members who are residents of Bella Vista and two ex-officio non-voting members, the police and fire chiefs.

RECOMMENDATION

APPROVAL

FISCAL IMPACT

NONE

ATTACHMENTS

1. Resume-Beth
2. Resolution Public Safety Cmte Shaw

BETH SHAW

13 Chatburn Dr. Bella Vista, AR 72715 | 918-606-2017 |
bshaw163@me.com

OBJECTIVE

To obtain a position on the Bella Vista Public Safety Advisory Board

EXPERIENCE

City of Broken Arrow, Oklahoma

Police Captain (Retired) 2016-2022, Police Sergeant 2005-2016, Police Corporal 2002-2005

Police Officer 1998-2002, Communications Officer 1994-1998

- Retired as the Captain over Internal Affairs, also supervising Property Room, Professional Standards, Grant Writer and Public Information Office

EDUCATION

Bachelor of Science, 2012, Northeastern State University, Tahlequah, OK

- Major: Criminal Justice
- Minor: Homeland Security

SKILLS, ABILITIES AND ADVANCED TRAINING

- Manager-responsible for coaching, mentoring and disciplining officers as required
- Crisis Negotiator- involved in several high-profile negotiations; also responsible for teaching mental health to sworn officers during annual in-service training.
- FBI LEEDA Leadership Trilogy
- SMIP- Senior Management Institute for Police
- Basic SWAT School
- Institute for Law Enforcement Administration School of Police Supervision
- TEEX- Incident Management and Response Training

RESOLUTION NO. ___________

CITY OF BELLA VISTA, ARKANSAS

APPROVING THE MAYOR'S APPOINTMENT OF BETH SHAW TO THE PUBLIC SAFETY ADVISORY COMMITTEE FOR A TERM ENDING DECEMBER 31, 2027

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLA VISTA, ARKANSAS:

SECTION 1: The City Council hereby approves the Mayor's appointment of Beth Shaw to the Public Safety Advisory Committee for a term ending December 31, 2027.

ADOPTED THIS ______ DAY OF ________________________, 2026.

APPROVED:

____
Mayor John D. Flynn

Attest:

____
City Clerk Wanda Krug

MEETING DATE	PREPARED BY	LEGISLATIVE TITLE
February 17, 2026	Cassi Lapp, Communications Director	**RESOLUTION:** APPROVING THE MAYOR'S APPOINTMENT OF BILLY WENZEL TO THE PUBLIC SAFETY ADVISORY COMMITTEE FOR A TERM ENDING DECEMBER 31, 2027

AGENDA ITEM # IV.H

RESOLUTION: APPROVING THE MAYOR'S APPOINTMENT OF BILLY WENZEL TO THE PUBLIC SAFETY ADVISORY COMMITTEE FOR A TERM ENDING DECEMBER 31, 2027

BACKGROUND

Per council discussion, the mayor decided to reinstate this already existing committee. The city received 43 applications, from which the police and fire chiefs designated their top choices based on interest, background, and experience, which mostly aligned. Candidates were then chosen from those recommendations by the mayor to be appointed. The committee will consist of 5 voting members who are residents of Bella Vista and two ex-officio non-voting members, the police and fire chiefs.

RECOMMENDATION

APPROVAL

FISCAL IMPACT

NONE

ATTACHMENTS

1. Wenzel Detaied Resume
2. Resolution Public Safety Cmte Wenzel

Billy Jack Wenzel

Born January 6, 1961, Wichita, Kansas

Education/Experience Portfolio

Formal Education

Wichita State University – Hugo Wall School	
Mini Masters in Public Administration	April 2010
Butler County Community College	
Fire Science	May 1991
Derby High School: Derby, Kansas	May 1979

Career History –

Bella Vista Property Owners Association

Date of Entry	March 2014 - Present
Golf Operations – Kingsdale Complex	

Wichita Fire Department

Date of Entry	February 21, 1981
Date of Retirement	March 21, 2013
Promotion to Fire Lieutenant	July 7, 1991
Promotion to Fire Captain	December 14, 1996
Safety/Training Officer	October 1, 2004
Promotion to Director of Safety/Training Division	August 25, 2008
Interim Director of Operations	December 25, 2010 – October 29, 2011

Work Experience

Wichita Fire Department Chief Safety/Training Officer	2008 –2013
WFD Deputy Chief of Operations (Interim)	2010 - 2011
Wichita Fire Department Training Instructor/Safety Officer	2004 - 2008
Wichita Fire Department Battalion One Headquarters Captain	2003 - 2004
Wichita Fire Department Chief of Safety and Training (Interim)	2003
Wichita Fire Department Recruit Training Instructor	2001
Wichita Fire Department Customer Service Officer	1998 - 2008
Wichita Fire Department Rescue Team	1990 - 2007
Wichita Fire Department Hazardous Materials Team	1989 – 1991
Wichita Fire Department Honor Guard Unit Commander	1987 – 2005

Awards Received

City of Wichita - Distinguished Service Citation	March 2013
International Association of Fire Chiefs	July 2010
Award for Excellence	
Wichita Fire Department	
Certificate of Recognition	August 2011
Certificate of Merit	October 2002

Certificate of Service	July 2001
Certificate of Commendation	June 1999
National Accomplishments	
Training Research and Data Exchange Member (Metro Chair)	2008 - 2012
Life Safety Initiatives & Courage to be Safe	2008 – 2012
Fire Department Training Network (Member/Author)	1999 – 2011
Company Officer 3rd Edition (Co-Author)	2009
Fire Engineering Web Magazine	
Author "Training Tips" (7 published articles)	2005 – 2009
Fire Instructor Conference	
Instructor "Grain Elevator Explosion and Rescue"	1999
Fire Engineering Magazine	
Author "Kansas Grain Dust Explosion"	November 1998
Regional Accomplishments	
City of Wichita Staff Screening and Selection Committee	2008 - 2012
Wichita Fire Department History Book Committee	2008 - 2012
Wichita Fire Department Web Design Committee	2007 – 2012
WFD Accident and Damaged Equipment Review Committee	2008 - 2012
WFD Awards Committee	2008 - 2012
WFD Health and Safety Committee (Chair)	2008 – 2010
Wichita Hands on Training Development Committee	
Sponsor/Instructor (Chair)	2006 - 2011
Kansas State Firefighter's Association Training Committee	2005 - 2010
WFD Health and Wellness Committee	2005 - 2008
WFD Equipment Committee (Chair)	2005 - 2008
WFD Building User Review Committee	2001 - 2008
WFD Personal Protective Equipment Committee	2003 - 2005
Technical Rescue School Committee	2000 - 2003
Sedgwick County Disaster Design Committee	2002 – 2012
National Certifications	
Department of Homeland Security - Security Clearance	January 2013
Blue Card Incident Command Certification	January 2011
Veterans Administration Program Manager	October 2008
OSHA HAZWOPER	September 1996
N.A.U.I. Scuba Diver	November 1990
NFPA Hazardous Materials Technician	March 1990
State of Kansas Certifications	
Kansas Fire and Rescue Training Institute	
Program Manager Certification	September 2008
Fire Operations Regional Cooperative	2008 - 2013
Kansas Incident Management Team	
South-Central Region-Team #3	2008 - 2010
Kansas Board of Emergency Medical Services	
Automated External Defibrillator	1993 - 2012
Emergency Medical Technician	1984 – 2012
City of Wichita, Kansas Certifications	
Advanced High Angle Rescue Techniques	September 1995

Confined Space Rescue	September 1995
Water Rescue	September 1995
Trench Rescue	September 1995
Vehicle Extrication	September 1995
Ice Rescue	January 1991
Ventilation Techniques	February 1991

Professional Training

Department of Homeland Security - Washington, DC

Training for Regional Collaboration (Instructor)	March 2013
Advances ICS for Command and General Staff (Instructor)	August 2007
Intermediate ICS for Expanding Incidents (Instructor)	August 2007
Continuity of Operations (COOP)	August 2005
National Emergency Response Plan (NRP)	July 2005
Law Enforcement Response to WMD Incidents (Instructor)	January 2005
National Incident Management System (NIMS)	December 2004

Federal Mediation and Conciliation Service

Workplace Conflict	April 2011
The Grievance Process	April 2011

National Fallen Firefighter Foundation - Emmitsburg, Maryland

Courage to be Safe (Instructor)	June 2008
Safety through Leadership	May 2008

USSBCOM - Wichita, Kansas

Biological Warfare Improved Response Program	July 1999

National Fire Protection Agency - Wichita, Kansas

Learn Not To Burn Curriculum	December 1990

Department of Defense - Wichita, Kansas

Senior Officials Workshop	May 1999

Firehouse Expo - Baltimore, Maryland

Developing a Regional IMT	July 2007
Engine Company Errors	July 2007
House Fires	July 2007
Real Life Rapid Intervention	July 2007
Risk Assessment- The Responders Role	July 2007
Command Safety	July 2005
Firefighter Close Calls, Injury and Death Prevention	July 2005
Commanding Large Incidents	July 2005
Risk Assessment- The Responders Role	July 2005
Objective Based Strategy and Tactics	July 2005

Fire Department Instructors Conference -Indianapolis, Indiana

Weapons of Mass Destruction	March 1999
Defining and Redefining the Fire Service	March 1999

Fire-Rescue Leadership Retreat

Chief Brunacini Leadership	December 2011

National Emergency Training Center -Emmitsburg, Maryland & Regional

ICS 300 and ICS 400	October 2008
Command and Control Decision Making	January 2008
Fire Modeling in a Single Family Residence (Instructor)	November 2007
Fire Behavior in a Single Family Residence (Instructor)	November 2007
Multi-Agency Coordination System	October 2007
Advanced ICS- NIMS 400 (Instructor)	September 2007

Intermediate ICS- NIMS 300 (Instructor)	September 2007
Radiological Emergencies	August 2007
Community Safety Educator	July 2007
Intro to ICS for Operational First Responders	July 2007
Basic NIMS ICS for Operational First Responders	July 2007
EMS Operations at Multi Casualty Incidents	July 2007
Command and General Staff Functions in ICS	March 2007
Advanced Safety Operations and Management	February 2006
Introduction to the Incident Command System	July 2005
Incident Command System, Basic for Disaster Workers	July 2005
NIMS- ICS for the Fire Service (Instructor)	May 2005
Calling the May Day	February 2005
Introduction to Mitigation	July 2004
Emergency Program Manager	March 2004
Role of the Emergency Operations Center	February 2004
Community Emergency Response Teams (Instructor)	September 2003
Managing in a Changing Environment	June 2003
Multi-Hazard Program for Schools (Instructor)	September 2002
Shaping the Future	August 2002
Incident Command for Structural Collapse	May 2002
Command and Control of Target Hazards	March 2002
Incident Command for High-rise Operations	October 2001
Fire Service Supervision	October 2000
Emergency Response to Terrorism (Instructor)	April 2000
Incident Safety Officer	November 1996
Instructional Methodology	February 1992
Building Construction for Fire Suppression Forces	February 1991
Hazardous Materials Incident Analysis	March 1990
Columbia Southern University	
Media Relations	November 2011
Wichita State University	
Adaptive Leadership Development	2010 - 2012
Kansas Department of Emergency Management	
Incident Management Team Position Training	2007
Kansas Bureau of Investigation -Wichita, Kansas	
Clandestine Laboratory Response Training	October 1997
Wichita Hazardous Materials Symposium - Wichita, Kansas	
Risk Based Response	November 2006
Multi Agency Response	November 2006
Weapons of Mass Destruction- Decontamination	November 2002
Advanced Hazardous Materials Strategy and Tactics	November 1997
Arson Seminar - Andover, Kansas	October 1995
University of Kansas Fire Rescue Training Institute	
Training Manager - Lawrence, Kansas	2008 - 2012
Fire Officer 1 (Instructor- Review Committee)	2002 - 2012
Incident Management System (Instructor)	March 2002
Emergency Response to Terrorism Committee Member	1999 to 2012
Winter Fire School (Instructor-Development Committee)	2002 - 2006
Incident Command for Large Scale Incidents	February 2004
Weapons of Mass Destruction Scene Management	August 2003
Reading Smoke	February 2003

Functional Boss Behaviors	January 2000
Fire Department Customer Service	February 1997
City of Wichita Human Resources Training - Wichita, Kansas	
Supervisory Training	August 2011
Performance Appraisal Training	March 2010
Sexual Harassment Training	February 2010
Office 2007 Migration	February 2008
Microsoft Office Training	March 2007
Sexual Harassment in the Workplace	October 2005
Travel Training	December 2003
Phone Mail Training	June 2003
Request for Proposal Training	June 2003
Customer Service for Supervisors	May 2003
Exceptional Customer Service	June 2002
ABBY Recognition Program	May 2002
Microsoft Outlook Training	September 2001
Grant Writing Basics	August 2001
Maximizing Your Full Potential	May 2001
Creating a High Performance Work Environment	April 2001
Beyond Sexual Harassment	April 1999
Diversity Awareness	March 1997
Performance Management Program	April 1997
Managing Change	May 1997
Improving Performance through Performance Appraisals	October 1997
Dealing With the Media	October 1996
Managing the Troubled Employee	April 1995
Human Resource Management for Supervisors	March 1994
Personal Safety Training	June 1993
Developing Leadership Skills	February 1993
Successful Delegation	March 1992
Wichita Airport Authority - Wichita, Kansas	
Advanced Crash Rescue	September 1993
Airplane Crash Rescue	May 1993
Other Training	
MindLeader	
Project Management Overview	October 2011
Project Management from a Peoples Perspective	October 2011
Community Integrative Disaster Response Exercise	
Emergency Operations Center - Wichita, Kansas	October 2007
Community Integrative Disaster Response Exercise	
Command - Kansas City, Missouri	September 2005
Accident Prevention for Business and Industry	
Boeing Airplane Company - Wichita, Kansas	February 1999
Amoco Rollover Class - Wichita, Kansas	September 1996

Personal Achievements

USA Youth Football Coaching Certification	July 1995
Derby Junior Football Head Coach	July 1995-October 2003

RESOLUTION NO. __________

CITY OF BELLA VISTA, ARKANSAS

APPROVING THE MAYOR'S APPOINTMENT OF BILLY WENZEL TO THE PUBLIC SAFETY ADVISORY COMMITTEE FOR A TERM ENDING DECEMBER 31, 2027

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLA VISTA, ARKANSAS:

SECTION 1: The City Council hereby approves the Mayor's appointment of Billy Wenzel to the Public Safety Advisory Committee for a term ending December 31, 2027.

ADOPTED THIS ______ DAY OF ________________________, 2026.

APPROVED:

____
Mayor John D. Flynn

Attest:

____
City Clerk Wanda Krug

MEETING DATE	PREPARED BY	LEGISLATIVE TITLE
February 17, 2026	Wanda Krug, City Clerk	**RESOLUTION:** APPROVING THE MAYOR'S APPOINTMENT OF KEVIN ATTLESON TO THE PUBLIC SAFETY ADVISORY COMMITTEE FOR A TERM ENDING DECEMBER 31, 2027

AGENDA ITEM # IV.I

RESOLUTION: APPROVING THE MAYOR'S APPOINTMENT OF KEVIN ATTLESON TO THE PUBLIC SAFETY ADVISORY COMMITTEE FOR A TERM ENDING DECEMBER 31, 2027

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Resolution Public Safety Cmte Attleson
2. KevinAResume12.1

RESOLUTION NO. __________

CITY OF BELLA VISTA, ARKANSAS

APPROVING THE MAYOR'S APPOINTMENT OF KEVIN ATTLESON TO THE PUBLIC SAFETY ADVISORY COMMITTEE FOR A TERM ENDING DECEMBER 31, 2027

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLA VISTA, ARKANSAS:

SECTION 1: The City Council hereby approves the Mayor's appointment of Kevin Attleson to the Public Safety Advisory Committee for a term ending December 31, 2027.

ADOPTED THIS ______ DAY OF ________________________, 2026.

APPROVED:

____
Mayor John D. Flynn

Attest:

____
City Clerk Wanda Krug

Kevin Attleson
14 Newquay Lane
Bella Vista, AR 72714
913-485-1011
kevinattleson@gmail.com

<u>1984 – 1995 Kansas Department of Corrections</u>

Worked within department at Hutchinson, El Dorado and Ellsworth Kansas locations holding various uniform and non-uniformed security positions.

Corrections Officer promoted up to Corrections Specialist 1 (CS1). OIC of segregation cell house at El Dorado.

<u>1980 – 1984 GMAC</u>

Field rep handling delinquent collection accounts including auto repossessions.

1980 Bethany College graduate with BA in Recreation.

Numerous volunteer activities including Big Brothers Big Sisters, YouthFriends (Kansas City area), Bella Vista Woodcarvers, Bella Vista Fly Tyers, POA Lakes Advisory Committee.

Disability since 1995 due to MVA.

MEETING DATE	PREPARED BY	LEGISLATIVE TITLE
February 17, 2026	Taylor Robertson, Planning and Development Director	**RESOLUTION:** APPROVING THE MAYOR'S REAPPOINTMENT OF JB PORTILLO FOR PLANNING COMMISSION FOR A TERM EXPIRING MARCH 1, 2030

AGENDA ITEM # IV.J

RESOLUTION: APPROVING THE MAYOR'S REAPPOINTMENT OF JB PORTILLO FOR PLANNING COMMISSION FOR A TERM EXPIRING MARCH 1, 2030

BACKGROUND

Section 101-3 created the Planning Commission, set its membership at 7 positions, and dictates that the members serve staggered four-year positions which expire on March 1st of each year. Position 5 has a term set to expire on March 1st of this year. As such, the following candidate is recommended by Staff and re-appointed by the Mayor:

Ms. JB Portillo has agreed to volunteer for Position 5 with a term expiring on March 1, 2030.

RECOMMENDATION

Staff recommends approval.

FISCAL IMPACT

None.

ATTACHMENTS

1. Resolution Planning Commn Portillo Reappointment

RESOLUTION NO. ___________

CITY OF BELLA VISTA, ARKANSAS

APPROVING THE MAYOR'S REAPPOINTMENT OF J.B. PORTILLO TO THE PLANNING COMMISSION FOR A TERM EXPIRING MARCH 1, 2030

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLA VISTA, ARKANSAS:

SECTION 1: The City Council hereby approves the Mayor's reappointment of J.B. Portillo to the Planning Commission for a term expiring March 1, 2030.

ADOPTED THIS ______ DAY OF ________________________, 2026.

APPROVED:

____
Mayor John D. Flynn

Attest:

____
City Clerk Wanda Krug

MEETING DATE	PREPARED BY	LEGISLATIVE TITLE
February 17, 2026	Taylor Robertson, Planning and Development Director	**RESOLUTION:** APPROVING THE REAPPOINTMENT OF CLAYTON SEDBERRY TO THE PLANNING COMMISSION FOR A TERM EXPIRING MARCH 1, 2030

AGENDA ITEM # IV.K

RESOLUTION: APPROVING THE REAPPOINTMENT OF CLAYTON SEDBERRY TO THE PLANNING COMMISSION FOR A TERM EXPIRING MARCH 1, 2030

BACKGROUND

Section 101-3 created the Planning Commission, set its membership at 7 positions, and dictates that the members serve staggered four-year positions which expire on March 1st of each year. Position 4 has a term set to expire on March 1st of this year. As such, the following candidate is recommended by Staff and re-appointed by the Mayor:

Mr. Clayton Sedberry has agreed to serve for Position 4 with a term expiring on March 1, 2030.

RECOMMENDATION

Staff recommends approval.

FISCAL IMPACT

None.

ATTACHMENTS

1. Resolution Planning Commn Sedberry Reappointment

RESOLUTION NO. ___________

CITY OF BELLA VISTA, ARKANSAS

APPROVING THE MAYOR'S REAPPOINTMENT OF CLAYTON SEDBERRY TO THE PLANNING COMMISSION FOR A TERM EXPIRING MARCH 1, 2030

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLA VISTA, ARKANSAS:

SECTION 1: The City Council hereby approves the Mayor's reappointment of Clayton Sedberry to the Planning Commission for a term expiring March 1, 2030.

ADOPTED THIS ______ DAY OF _________________________, 2026.

APPROVED:

____
Mayor John D. Flynn

Attest:

____
City Clerk Wanda Krug

MEETING DATE	PREPARED BY	LEGISLATIVE TITLE
February 17, 2026	Taylor Robertson, Planning and Development Director	**RESOLUTION:** APPROVING THE MAYOR'S REAPPOINTMENT OF KENNY WILLIAMS TO THE ACTIVE TRANSPORTATION ADVISORY BOARD FOR A THREE-YEAR TERM BEGINNING MARCH 1, 2026

AGENDA ITEM # IV.L

RESOLUTION: APPROVING THE MAYOR'S REAPPOINTMENT OF KENNY WILLIAMS TO THE ACTIVE TRANSPORTATION ADVISORY BOARD FOR A THREE-YEAR TERM BEGINNING MARCH 1, 2026

BACKGROUND

Section 5-66 created the Active Transportation Advisory Board, set its membership at 7 positions with two ex-officio youth members, and dictates that the members serve staggered three-year positions which expire on March 1st of each year. Position 4 has a term set to expire on March 1st of this year. As such, the following candidate is recommended by Staff and re-appointed by the Mayor:

Mr. Kenny Williams has agreed to volunteer for Position 4 with a term expiring on March 1, 2029.

RECOMMENDATION

Staff recommends approval.

FISCAL IMPACT

None.

ATTACHMENTS

1. Resolution Active Transp Bd Williams appointment

RESOLUTION NO. ___________

CITY OF BELLA VISTA, ARKANSAS

APPROVING THE MAYOR'S REAPPOINTMENT OF KENNY WILLIAMS TO THE ACTIVE TRANSPORTATION ADVISORY BOARD FOR A THREE-YEAR TERM BEGINNING MARCH 1, 2026

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLA VISTA, ARKANSAS:

SECTION 1: The City Council hereby approves the Mayor's reappointment of Kenny Williams to the Active Transportation Advisory Board for a three-year term beginning March 1, 2026.

ADOPTED THIS ______ DAY OF _________________________, 2026.

APPROVED:

____
Mayor John D. Flynn

Attest:

____
City Clerk Wanda Krug

MEETING DATE	PREPARED BY	LEGISLATIVE TITLE
February 17, 2026	Taylor Robertson, Planning and Development Director	**RESOLUTION**: APPROVING THE MAYOR'S APPOINTMENT OF ABBIE SEIDEL TO THE ACTIVE TRANSPORTATION ADVISORY BOARD POSITION 5 FOR A TERM EXPIRING MARCH 1, 2029

AGENDA ITEM # IV.M

RESOLUTION: APPROVING THE MAYOR'S APPOINTMENT OF ABBIE SEIDEL TO THE ACTIVE TRANSPORTATION ADVISORY BOARD POSITION 5 FOR A TERM EXPIRING MARCH 1, 2029

BACKGROUND

Section 5-66 created the Active Transportation Advisory Board, set its membership at 7 positions with two ex-officio youth members, and dictates that the members serve staggered three-year positions which expire on March 1st of each year. Position 5 has a term set to expire on March 1st of this year. As such, the following candidate is recommended by Staff and appointed by the Mayor:

Ms. Abbie Seidal has agreed to volunteer for Position 5 with a term expiring on March 1, 2029.

RECOMMENDATION

Staff recommends approval.

FISCAL IMPACT

None.

ATTACHMENTS

1. Abbie Seidel Resume
2. Resolution Active Transportation Seidel

Outlook

FW: Board Application Form

From Cassi Lapp <clapp@bellavistaar.gov>
Date Thu 1/8/2026 9:48 AM
To Megan Workman <mworkman@bellavistaar.gov>

1 attachment (41 KB)
inbound5401377898594388429.docx;

Cassi Lapp
Communications Director

Bella Vista

From: noreply@revize.com <noreply@revize.com>
Date: Wednesday, January 7, 2026 at 5:20 PM
To: Cassi Lapp <clapp@bellavistaar.gov>
Subject: Board Application Form

[WARNING: External Email] Do not click links or open attachments unless you trust the sender.

Name = Abbie Seidel
Address = 9 Brompton Drive
City-State-Zip = 72715
Phone = +14692366140
Email = soulseedshydro@gmail.com
Occupation = Irrigation Manager
Place-of-employment = Walmart Home Office Campus
Years-lived-in-BV = 5
Board-interested-in[] = Active Transportation Advisory Board
Qualifications = I have served on several boards.
Interest = I actively commute to work and want to help others find the best way to commute. I would love to serve on this board to provide a positive approach to active transport.
Willingness-to-serve[] = By checking this box, I indicate my willingness to serve on the commission or board checked in the box above. I also indicate my understanding of the time commitment involved in such service. I further authorize the City of Bella Vista to consider my provided application information in considering an appointment to a city commission or board. option-1
Client IP = 98.187.100.153

Abbie Seidel

Irrigation and Landscape Maintenance Specialist

Contact

9 Brompton Drive
Bella Vista AR 72715
(469) 236-6140
Abbie.Seidel@walmart.com

Education

Springtown High School
Springtown, Texas

Brookhaven College
Farmers Branch, Texas

Key Skills

Landscape Maintenance
Irrigation and Drainage
Employee Supervision
Bilingual (English/Spanish)

Motivated
Self-starter
Team player
Creative problem solver

Objective

To work in a field where I can put my experience and love of working outdoors to best use, by creating and maintaining outdoor spaces to help provide an enjoyable experience for others.

Experience

Irrigation Supervisor • Walmart Home Office
May 2021- present

- Manage all aspects of landscape irrigation for Walmart Home Office, which includes existing satellite properties.
- Onboard irrigation for each section of the new campus once complete.
- Developed new hire and continued associate irrigation training.
- Developed and monitored the completion of periodic maintenance schedules.
- Manages, supervises, and assigns tasks to internal direct reports, as well as third-party vendors and contractors, involved in horticultural and landscaping activities. Oversees the irrigation program for Walmart Home Office.
- Operates and maintains equipment for irrigation as needed such as onboarding and programming each irrigation controller.

Landscape Coordinator • Green Circle Projects (Red Barn Bentonville)
June 1, 2020 – April 2021

- Responsible for landscape maintenance of the approximately 20-acre Red Barn community.
- Daily tasks include hand pruning shrubs for best appearance, weeding, blowing debris off all hard surfaces, event setup and tear down.
- Responsible for all irrigation for both the residential and farm areas.
- Oversee the landscape contractor who provides mowing services.
- Plan landscape design and installation. Research and implement organic processes for landscape maintenance.

Owner & VP • Poo B Gone, Inc. Pet Waste Removal Service

March 10, 2010 – March 1, 2020

- Started the company and provided pet waste removal service for over 450 customers on a weekly basis; hired and managed teams of pet waste removal technicians; scheduled efficient and cost-saving routes; maintained customer relations.

Irrigation/Landscape Manager • Mary Ann's Exteriors

August 2000 – June 1, 2019

- Installation, diagnosis and maintenance of irrigation systems for hundreds of commercial and residential properties; managed an irrigation assistant and landscape crews on large irrigation projects.
- Purchased materials and parts, investigated new irrigation technologies and made recommendations to customers.
- Continued to provide supervision to landscape crews and work in the office.

Supervisor • Landscape Maintenance • Mary Ann's Exteriors

July 1995 – June 2013

- Promoted to head supervisor; supervised 4 crews of 15-20 employees in daily landscape maintenance activities for over 350 properties, while continuing to work in landscape maintenance.
- Began also working in the office doing employee payroll and other general office duties.

Landscape Maintenance • Mary Ann's Exteriors

May 1992 – July 1995

- Worked on landscape maintenance crew, mowing, weed eating and providing general landscape maintenance for residential and commercial properties.
- In May 1993 was promoted to crew supervisor over a 3-man crew.

Interests

Mountain Biking
Hiking
Fishing
Kayaking
Camping
Gardening

Leadership & Volunteer Activities

Adopted and regularly maintain two trail sections for FAST-TAP (Friends of Arkansas Single Track Trail Adoption Program)
Volunteer for the greenhouse propagation program at Compton Gardens
Volunteer for the Lowell Animal Shelter
Former Board of Directors member, Greyhound Adoption League of Texas
Former Animal Services committee member, City of Farmers Branch
Former Membership Director, Dallas Off-Road Bicycle Association

References

Available on Request

RESOLUTION NO. ___________

CITY OF BELLA VISTA, ARKANSAS

APPROVING THE MAYOR'S APPOINTMENT OF ABBIE SEIDEL TO THE ACTIVE TRANSPORTATION ADVISORY BOARD POSITION 5 FOR A TERM EXPIRING MARCH 1, 2029

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLA VISTA, ARKANSAS:

SECTION 1: The Mayor's appointment of Abbie Seidel to the Active Transportation Advisory Board, Position 5, for a term expiring March 1, 2029, is hereby approved.

ADOPTED THIS ______ DAY OF _________________________, 2026.

APPROVED:

____
Mayor John D. Flynn

Attest:

____
City Clerk Wanda Krug

MEETING DATE	PREPARED BY	LEGISLATIVE TITLE
February 17, 2026	Taylor Robertson, Planning and Development Director	**RESOLUTION**: APPROVING THE MAYOR'S REAPPOINTMENT OF ISAAC MERRIMAN TO THE ACTIVE TRANSPORTATION ADVISORY BOARD AS AN EX-OFFICIO YOUTH MEMBER FOR A TERM EXPIRING MARCH 1, 2027

AGENDA ITEM # IV.N

RESOLUTION: APPROVING THE MAYOR'S REAPPOINTMENT OF ISAAC MERRIMAN TO THE ACTIVE TRANSPORTATION ADVISORY BOARD AS AN EX-OFFICIO YOUTH MEMBER FOR A TERM EXPIRING MARCH 1, 2027

BACKGROUND

Section 5-66 created the Active Transportation Advisory Board, set its membership at 7 positions with two ex-officio youth members, and dictates that the members serve staggered three-year positions which expire on March 1st of each year. The youth ex-officio position has a term set to expire on March 1st of this year. As such, the following candidate is recommended by Staff and re-appointed by the Mayor:

Mr. Isaac Merriman has agreed to volunteer for an ex-officio youth position with a term expiring on March 1, 2027.

RECOMMENDATION

Staff recommends approval.

FISCAL IMPACT

None.

ATTACHMENTS

1. Resolution Active Transportation Merriman

RESOLUTION NO. ___________

CITY OF BELLA VISTA, ARKANSAS

APPROVING THE MAYOR'S REAPPOINTMENT OF ISAAC MERRIMAN TO THE ACTIVE TRANSPORTATION ADVISORY BOARD AS AN EX-OFFICIO YOUTH MEMBER FOR A TERM EXPIRING MARCH 1, 2027

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLA VISTA, ARKANSAS:

SECTION 1: The Mayor's reappointment of Isaac Merriman to the Active Transportation Advisory Board as an ex-officio youth member for a term expiring March 1, 2027, is hereby approved.

ADOPTED THIS ______ DAY OF _________________________, 2026.

APPROVED:

____

Mayor John D. Flynn

Attest:

____

City Clerk Wanda Krug

DRAFT
Impact Fee Study

Prepared for:
Bella Vista, Arkansas

December 19, 2025

TischlerBise
FISCAL | ECONOMIC | PLANNING

4701 Sangamore Road
Suite S240
Bethesda, MD 20816
301.320.6900
www.TischlerBise.com

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EXECUTIVE SUMMARY

Bella Vista, Arkansas, contracted with TischlerBise, Inc., to prepare an impact fee program for the City. Impact fees are one-time payments used to construct system improvements needed to accommodate future development. The fee represents future development's proportionate share of infrastructure costs. Impact fees may be used for infrastructure improvements or debt service for growth-related infrastructure. In contrast to general taxes, impact fees may not be used for operations, maintenance, replacement, or correcting existing deficiencies. This fee study includes the following capital facilities:

1. Fire/EMS
2. Police
3. Library
4. Pathways

GENERAL LEGAL FRAMEWORK

Both state and federal courts have recognized the imposition of impact fees on development as a legitimate form of land use regulation, provided the fees meet standards intended to protect against regulatory takings. Land use regulations, development exactions, and impact fees are subject to the Fifth Amendment prohibition on taking of private property for public use without just compensation. To comply with the Fifth Amendment, development regulations must be shown to substantially advance a legitimate governmental interest. In the case of impact fees, that interest is in the protection of public health, safety, and welfare by ensuring that development is not detrimental to the quality of essential public services. The means to this end are also important, requiring both procedural and substantive due process. The process followed to receive community input, with stakeholder meetings, work sessions, and public hearings provide opportunity for comments and refinements to the impact fees.

There is little federal case law specifically dealing with impact fees, although other rulings on other types of exactions (e.g., land dedication requirements) are relevant. In one of the most important exaction cases, the U. S. Supreme Court found that a government agency imposing exactions on development must demonstrate an "essential nexus" between the exaction and the interest being protected (see *Nollan v. California Coastal Commission,* 1987). In a more recent case (*Dolan v. City of Tigard, OR,* 1994), the Court ruled that an exaction also must be "roughly proportional" to the burden created by development. However, the *Dolan* decision appeared to set a higher standard of review for mandatory dedications of land than for monetary exactions such as impact fees.

There are three reasonable relationship requirements for impact fees that are closely related to "rational nexus" or "reasonable relationship" requirements enunciated by a number of state courts. Although the term "dual rational nexus" is often used to characterize the standard by which courts evaluate the validity of impact fees under the U.S. Constitution, we prefer a more rigorous formulation that recognizes three elements: need, benefit, and proportionality. The dual rational nexus test explicitly addresses only the first two, although proportionality is reasonably implied, and was specifically mentioned by the U.S. Supreme Court in the *Dolan* case. Individual elements of the nexus standard are discussed further in the following paragraphs.

All new development in a community creates additional demands on some, or all, public facilities provided by local government. If the capacity of facilities is not increased to satisfy that additional demand, the quality, or availability of public services for the entire community will deteriorate. Impact fees may be used to recover the cost of growth-related facilities, but only to the extent that the need for facilities is a consequence of development that is subject to the fees. The *Nollan* decision reinforced the principle that development exactions may be used only to mitigate conditions created by the developments upon which they are imposed. That principle clearly applies to impact fees. In this study, the impact of development on infrastructure needs is analyzed in terms of quantifiable relationships between various types of development and the demand for specific facilities, based on applicable level-of-service standards.

The requirement that exactions be proportional to the impacts of development was clearly stated by the U.S. Supreme Court in the *Dolan* case (although the relevance of that decision to impact fees has been debated) and is logically necessary to establish a proper nexus. Proportionality is established through the procedures used to identify growth-related facility costs, and in the methods used to calculate impact fees for various types of facilities and categories of development. The demand for facilities is measured in terms of relevant and measurable attributes of development (e.g., a typical housing unit's average weekday vehicle trips).

A sufficient benefit relationship requires that impact fee revenues be segregated from other funds and expended only on the facilities for which the fees were charged. Impact fees must be expended in a timely manner and the facilities funded by the fees must serve the development paying the fees. However, nothing in the U.S. Constitution or the state enabling legislation requires that facilities funded with fee revenues be available *exclusively* to development paying the fees. In other words, benefit may extend to a general area including multiple real estate developments. All of these procedural, as well as substantive, issues are intended to ensure that new development benefits from the impact fees they are required to pay. The authority and procedures to implement impact fees is separate from and complementary to the authority to require improvements as part of subdivision or zoning review.

Conceptual Impact Fee Calculation

In contrast to project-level improvements, impact fees fund growth-related infrastructure that will benefit multiple development projects, or the entire service area (usually referred to as system improvements). The first step is to determine an appropriate demand indicator for the particular type of infrastructure. The demand indicator measures the number of service units for each unit of development. For example, an appropriate indicator of the demand for parks is population growth and the increase in population can be estimated from the average number of persons per housing unit. The second step in the impact fee formula is to determine infrastructure units per service unit, typically called level-of-service (LOS) standards. In keeping with the park example, a common LOS standard is improved park acres per thousand people. The third step in the impact fee formula is the cost of various infrastructure units. To complete the park example, this part of the formula would establish a cost per acre for land acquisition and/ or park improvements.

METHODOLOGY

Impact fees for the capital facilities made necessary by future development must be based on the same level of service (LOS) provided to existing development in the service area. There are three basic methodologies used to calculate impact fees. They examine the past, present, and future status of infrastructure. Each methodology has advantages and disadvantages in a particular situation and can be used simultaneously for different cost components. Reduced to its simplest terms, the process of calculating impact fees involves two main steps: (1) determining the cost of growth-related capital improvements and (2) allocating those costs equitably to various types of development. In practice, though, the calculation of impact fees can become quite complicated because of the many variables involved in defining the relationship between development and the need for facilities within the designated service area. The following paragraphs discuss basic methodologies for calculating impact fees and how those methodologies can be applied.

- **Cost Recovery** (past improvements) - The rationale for recoupment, often called cost recovery, is that new development is paying for its share of the useful life and remaining capacity of facilities already built, or land already purchased, from which new growth will benefit. This methodology is often used for utility systems that must provide adequate capacity before new development can take place.
- **Incremental Expansion** (concurrent improvements) - The incremental expansion methodology documents current LOS standards for each type of public facility, using both quantitative and qualitative measures. This approach assumes there are no existing infrastructure deficiencies or surplus capacity in infrastructure. New development is only paying its proportionate share for growth-related infrastructure. Revenue will be used to expand or provide additional facilities, as needed, to accommodate new development. An incremental expansion cost method is best suited for public facilities that will be expanded in regular increments to keep pace with development.
- **Plan-Based** (future improvements) - The plan-based methodology allocates costs for a specified set of improvements to a specified amount of development. Improvements are typically identified in a long-range facility plan and development potential is identified by a land use plan. There are two basic options for determining the cost per demand unit: (1) total cost of a public facility can be divided by total demand units (average cost), or (2) the growth-share of the public facility cost can be divided by the net increase in demand units over the planning timeframe (marginal cost).

EVALUATION OF CREDITS

There are two types of credits that should be addressed in impact fee studies and ordinances. The first type of credit is a revenue credit due to possible double payment situations, which could occur when other revenues may contribute to the capital costs of infrastructure covered by the impact fee. This type of credit is integrated into the fee calculation, thus reducing the fee amount.

The second type of credit is a site-specific credit, or developer reimbursement, for dedication of land or construction of system improvements. This type of credit is addressed in the administration and implementation of the impact fee program. For ease of administration, TischlerBise normally recommends developer reimbursements for system improvements.

IMPACT FEE SUMMARY

IMPACT FEE COMPONENTS

Shown below, Figure 1 summarizes service areas, methodologies, and capital facilities for each infrastructure category.

Figure 1: Proposed Impact Fee Service Areas, Methodologies, and Capital Facilities

Fee Category	Service Area	Incremental Expansion	Plan-Based	Cost Allocation
Library	Citywide	Library Collection	n/a	Persons
Fire	Citywide	Fire Facilities, Fire Apparatus	n/a	Persons, Vehicle Trips
Police	Citywide	Police Vehicles, Police Equipment	Police Facilities	Persons, Vehicle Trips
Paved Pathways	Citywide	Citywide Benefiting Pathways	n/a	Persons, Jobs

PROPOSED IMPACT FEES

Proposed impact fees for residential development will be assessed per dwelling unit, based on the type of unit. Nonresidential impact fees will be assessed per 1,000 square feet of floor area, based on the type of development. Proposed impact fees are shown below in Figure 2.

Fees shown below represent the maximum allowable fees. Bella Vista may adopt fees that are less than the amounts shown; however, a reduction in impact fee revenue will necessitate an increase in other revenues, a decrease in planned capital improvements and/or a decrease in the City's level-of-service standards. All costs are in current dollars with no assumed inflation rate over time. If cost estimates change significantly over time, impact fees should be recalibrated.

Figure 2: Proposed Impact Fees

Development Type	Library	Fire	Police	Pathways	Maximum Supportable Fee	Current Fee	Change
Residential (per housing unit by square feet)							
Single Family	$64	$1,500	$484	$207	**$2,255**	$1,143	$1,112
Multifamily	$48	$1,128	$364	$156	**$1,696**	$619	$1,077
Nonresidential (per 1,000 square feet)							
Retail	$0	$2,657	$873	$192	**$3,722**	$3,344	$378
Office	$0	$1,255	$412	$295	**$1,962**	$1,354	$608
Institutional	$0	$1,247	$410	$259	**$1,916**	$1,354	$562
Industrial	$0	$564	$185	$142	**$891**	$692	$199

FIRE/EMS IMPACT FEES

METHODOLOGY

The Fire/EMS impact fees include components for stations space and apparatus. The *incremental expansion* methodology is used for stations and apparatus. Infrastructure costs to future development allocated to both residential and nonresidential growth using functional population to determine proportionate share factors.

SERVICE AREA

The City of Bella Vista provides Fire/EMS services throughout Bella Vista; therefore, there is a single service area for the Fire/EMS impact fees.

PROPORTIONATE SHARE

Impact fees should not exceed a proportionate share of the capital cost needed to provide capital facilities to the development. The Fire/EMS impact fees allocate the cost of capital facilities between residential and nonresidential development using functional population. Based on 2022 population and employment data, from the U.S Census Bureau, TischlerBise can calculate the functional population within Bella Vista. Residential development accounts for approximately 91 percent of functional population and nonresidential development is responsible for the remaining 9 percent.

Figure F1: Proportionate Share

City of Bella Vista (2022)				
Residential			*Demand*	*Person*
Population*	30,159		*Hours/Day*	*Hours*
Residents Not Working		17,509	22	385,198
Employed Residents		12,650		
Employed in Bella Vista		784	16	12,544
Employed outside Bella Vista		11,866	16	189,856
			Residential Subtotal	587,598
			Residential Share =>	**91%**
Nonresidential				
Non-working Residents		17,509	2	35,018
Jobs Located in Bella Vista		2,513		
Residents Employed in Bella Vista		1,729	8	13,832
Non-Resident Workers (inflow commuters)		784	8	6,272
			Nonresidential Subtotal	55,122
			Nonresidential Share =>	**9%**
			TOTAL	642,720

Source: U.S. Census Bureau, OnTheMap 6.1.1 Application and LEHD Origin-Destination Employment Statistics.
* Source: U.S. Census Bureau, 2022 American Community Survey 5-Year Estimates

The proportionate share of costs attributable to residential development will be allocated to population and then converted to an appropriate amount by type of housing unit, based on persons per housing unit. Since the breakdown of nonresidential calls for service is not by specific nonresidential use (i.e., retail, office, industrial, etc.), TischlerBise recommends using average weekday vehicle trips as the best demand indicator for Fire/EMS infrastructure. Trip generation rates are highest for commercial development, such as a shopping center, and lowest for industrial/warehouse development. Office/institutional trip rates fall between the other two categories. This ranking of trip rates is consistent with the relative demand for Fire/EMS services from nonresidential development. Other possible nonresidential demand indicators, such as employment or floor area, do not accurately reflect the demand for Fire/EMS services. If employees per 1,000 square feet of building area were used as the demand indicator, Fire/EMS impact fees would be too high for office/institutional development.

IMPACT FEE COMPONENTS

Fire/EMS Stations – Incremental Expansion

As a result of anticipated development, the City of Bella Vista plans to expand its current inventory of Fire/EMS station space to serve future development. As shown in Figure F2, the current inventory includes 28,824 square feet at an estimated replacement cost of $12,970,800. This replacement cost is based on the anticipated per square foot cost to construction planned stations 5 and 6 ($450 per square foot).

This analysis uses functional population to allocate the proportionate share of demand to residential and nonresidential development. The existing level of service for residential development is 0.738 square feet per person (26,230 square feet X 91 percent residential share / 35,551 persons). The existing nonresidential level of service is 0.254 square feet per nonresidential vehicle trip (2,594 square feet X 9 percent nonresidential share / 10,209 vehicle trips). Using the future construction cost of $450 per square foot, the Fire/EMS station cost is $332.01 per person (0.738 square feet per person X $450 per square foot) and $114.35 per nonresidential vehicle trip (0.254 square feet per trip X $450 per square foot).

Figure F2: Fire/EMS Station Level of Service and Cost Allocation

Fire/EMS Facilities	Square Feet	Current Cost per Unit	Replacement Cost
Town Center Central Fire	6,824	$450	$3,070,800
Trafalgar Rd Station 2	5,000	$450	$2,250,000
Highlands Gate Station	9,200	$450	$4,140,000
Branch Wood Station	7,800	$450	$3,510,000
Total	**28,824**		**$12,970,800**

Level-of-Service Standards	Residential	Nonresidential
Proportionate Share	91%	9%
Share of Square Feet	26,230	2,594
2025 Population/Nonres. Vehicle Trips	35,551	10,209
Square Feet per Person/Vehicle Trip	**0.738**	**0.254**

Cost Analysis	Residential	Nonresidential
Square Feet per Person/Vehicle Trip	0.738	0.254
Average Cost per Square Foot [1]	$450	$450
Capital Cost per Person/Vehicle Trip	**$332.01**	**$114.35**

Source: City of Bella Vista Fire Department
[1] Anticipated fire station construction cost

Fire/EMS Apparatus – Incremental Expansion

The City of Bella Vista plans to expand its current inventory of Fire/EMS apparatus to serve future development. The current inventory includes 14 units with a total replacement cost of $16,600,000 in current pricing. This results in an average cost per unit of $1,185,714 per unit.

This analysis uses functional population to allocate the proportionate share of demand to residential and nonresidential development. The existing level of service for residential development is 0.00036 units per person (14 units X 91 percent residential share / 35,551 persons). The existing nonresidential level of service is 0.00012 units per nonresidential vehicle trip (14 units X 9 percent nonresidential share / 10,209 trips). Using the average cost of $1,185,714 per unit, the Fire/EMS apparatus cost is $424.91 per person (0.00036 units per person X $1,185,714 per unit) and $146.34 per nonresidential trip (0.00012 units per trip X $1,185,714 per unit).

Figure F3: Fire/EMS Apparatus Level of Service and Cost Allocation

Apparatus	Units	Current Cost per Unit	Replacement Cost
Pumper Truck	5	$1,400,000	$7,000,000
Ladder Truck	2	$2,000,000	$4,000,000
Rescue Truck	1	$2,300,000	$2,300,000
Ambulance	6	$550,000	$3,300,000
Total	**14**	**$1,185,714**	**$16,600,000**

Level-of-Service Standards	Residential	Nonres
Proportionate Share	91%	9%
Share of Fleet	12.7	1.3
2025 Population/Nonres. Vehicle Trips	35,551	10,209
Units per Person/Vehicle Trip	**0.00036**	**0.00012**

Cost Analysis	Residential	Nonres
Units per Person/Vehicle Trip	0.00036	0.00012
Average Cost per Unit	$1,185,714	$1,185,714
Capital Cost per Person/Vehicle Trip	**$424.91**	**$146.34**

Source: City of Bella Vista Fire Department

PROJECTED DEMAND

Fire/EMS Stations

Based on a projected population increase of 11,872 persons over the next 10 years, future residential development demands an additional 8,759 square feet (11,872 additional persons X 0.738 square feet per person). With a projected 2,982 increase in nonresidential vehicle trip ends over the next 10 years, future nonresidential development demands an additional 758 square feet (2,982 additional trips X 0.254 square feet per trip). Future development demands an additional 9,517 square feet of Fire/EMS station space at a cost of $4,282,490 (9,517 square feet X $450 per square foot).

Figure F5: Projected Demand for Fire Station Facilities

Infrastructure	Level of Service				Cost/Unit
Fire Stations	Residential	0.738	Square Feet	per person	$450
	Nonresidential	0.254		per vehicle trip	

Growth-Related Need for Fire Stations						
Year		Population	Nonres. Vehicle Trips	Residential Square Feet	Nonresidential Square Feet	Total Square
Base	2025	35,551	10,209	26,230	2,594	28,824
Year 1	2026	36,738	10,474	27,106	2,661	29,767
Year 2	2027	37,925	10,746	27,982	2,731	30,712
Year 3	2028	39,112	11,025	28,858	2,801	31,659
Year 4	2029	40,300	11,311	29,733	2,874	32,608
Year 5	2030	41,487	11,605	30,609	2,949	33,558
Year 6	2031	42,674	11,906	31,485	3,025	34,511
Year 7	2032	43,861	12,215	32,361	3,104	35,465
Year 8	2033	45,048	12,532	33,237	3,184	36,421
Year 9	2034	46,235	12,857	34,113	3,267	37,380
Year 10	2035	47,423	13,191	34,989	3,352	38,341
Ten-Year Increase		11,872	2,982	8,759	758	9,517
			Projected Expenditure	**$3,941,504**	**$340,987**	**$4,282,490**

Growth-Related Expenditures for Fire Stations	$4,282,490

Fire/EMS Apparatus

Based on a projected population increase of 11,872 persons over the next 10 years, future residential development demands an additional 4.3 units of Fire/EMS apparatus (11,872 additional persons X 0.00036 units per person). With projected growth of 2,982 nonresidential vehicle trips over the next 10 years, future nonresidential development demands an additional 0.4 units of Fire/EMS apparatus (2,982 additional trips X 0.00012 units per nonresidential vehicle trip). Future development demands an additional 4.6 units of Fire/EMS apparatus at a cost of $5,480,721 (4.6 units X $1,185,714 per unit).

Figure F6: Projected Demand for Fire/EMS Apparatus

Infrastructure	Level of Service				Cost/Unit
Fire Apparatus	Residential	0.00036	Units	per person	$1,185,714
	Nonresidential	0.00012		per vehicle trip	

Growth-Related Need for Fire Apparatus						
Year		Population	Nonres. Vehicle Trips	Residential Units	Nonresidential Units	Total Units
Base	2025	35,551	10,209	12.7	1.3	14.0
Year 1	2026	36,738	10,474	13.2	1.3	14.5
Year 2	2027	37,925	10,746	13.6	1.3	14.9
Year 3	2028	39,112	11,025	14.0	1.4	15.4
Year 4	2029	40,300	11,311	14.4	1.4	15.8
Year 5	2030	41,487	11,605	14.9	1.4	16.3
Year 6	2031	42,674	11,906	15.3	1.5	16.8
Year 7	2032	43,861	12,215	15.7	1.5	17.2
Year 8	2033	45,048	12,532	16.1	1.5	17.7
Year 9	2034	46,235	12,857	16.6	1.6	18.2
Year 10	2035	47,423	13,191	17.0	1.6	18.6
Ten-Year Increase		11,872	2,982	4.3	0.4	4.6
			Projected Expenditure	**$5,044,327**	**$436,394**	**$5,480,721**

Growth-Related Expenditures for Fire Apparatus	$5,480,721

Credit for Future Debt Payments

To ensure fee-payers avoid potential double payment for annual debt service, TischlerBise included a credit in the development impact fee calculations for the debt issued for Fire Station 5 that was included in the recently passed 2026 Sales and Use Tax Bond. As part of this bond referendum, $6 million was included for Fire Station 5, a replacement fire truck and two ambulance remounts.

The repayment of annual debt service is allocated to residential and nonresidential development via functional population. Estimated annual principal payments are divided by population/nonresidential vehicle trips to yield principal payments per person/trip. To account for the time value of money, annual payments are discounted using a net present value formula based on the applicable discount (interest) rate. This results in a credit of $81.33 per person and $29.12 per nonresidential vehicle trip.

Figure F7: Principal Payment Credit for Fire/EMS Impact Fees

Total		Residential Share			Nonresidential Share (100%)		
Date	Total Principal	Residential Share of Principal Payment	Population	Principal Payment per Person	Nonresidential Share of Principal	Nonresidential Vehicle Trips	Principal Payment per Vehicle Trip
2026	$300,000	$273,000	36,738	$7.43	$27,000	10,209	$2.64
2027	$300,000	$273,000	37,925	$7.20	$27,000	10,474	$2.58
2028	$300,000	$273,000	39,112	$6.98	$27,000	10,746	$2.51
2029	$300,000	$273,000	40,300	$6.77	$27,000	11,025	$2.45
2030	$300,000	$273,000	41,487	$6.58	$27,000	11,311	$2.39
2031	$300,000	$273,000	42,674	$6.40	$27,000	11,605	$2.33
2032	$300,000	$273,000	43,861	$6.22	$27,000	11,906	$2.27
2033	$300,000	$273,000	45,048	$6.06	$27,000	12,215	$2.21
2034	$300,000	$273,000	46,235	$5.90	$27,000	12,532	$2.15
2035	$300,000	$273,000	37,925	$7.20	$27,000	12,857	$2.10
2036	$300,000	$273,000	48,634	$5.61	$27,000	13,191	$2.05
2037	$300,000	$273,000	49,876	$5.47	$27,000	13,533	$2.00
2038	$300,000	$273,000	51,150	$5.34	$27,000	13,885	$1.94
2039	$300,000	$273,000	52,456	$5.20	$27,000	14,245	$1.90
2040	$300,000	$273,000	53,796	$5.07	$27,000	14,615	$1.85
2041	$300,000	$273,000	55,170	$4.95	$27,000	14,994	$1.80
2042	$300,000	$273,000	56,579	$4.83	$27,000	15,383	$1.76
2043	$300,000	$273,000	58,024	$4.70	$27,000	15,783	$1.71
2044	$300,000	$273,000	59,506	$4.59	$27,000	16,192	$1.67
2045	$300,000	$273,000	61,026	$4.47	$27,000	16,613	$1.63
Total	**$6,000,000**	**$5,460,000**		**$116.99**	**$540,000**		**$41.92**

Discount Rate	4.1%
Net Present Value	$81.33

Discount Rate	4.1%
Net Present Value	$29.12

PROPOSED FIRE/EMS IMPACT FEES

Infrastructure components and cost factors for Fire/EMS impact fees are summarized in the upper portion of Figure F8. For Fire/EMS impact fees, the capital cost is $675.60 per person and $231.57 per trip end.

Fire/EMS impact fees for residential development are assessed according to the number of persons per housing unit. The single-family fee of $1,500 is calculated using a cost of $675.60 per person multiplied by a demand unit of 2.22 persons per housing unit.

Nonresidential impact fees are assessed according to the average weekday vehicle trip ends by type of development. The industrial fee of $564 per 1,000 square feet of floor area is derived from a cost of $231.57 per trip multiplied by a demand unit of 2.44 trips per 1,000 square feet.

Figure F8: Schedule of Maximum Allowable Fire/EMS Impact Fees

Fee Component	Cost per Person	Cost per Vehicle Trip
Fire Stations	$332.01	$114.35
Fire Apparatus	$424.91	$146.34
Gross Total	$756.92	$260.69
Sales and Use Tax Bond Credit	**($81.33)**	**($29.12)**
Net Total	**$675.60**	**$231.57**

Residential

Housing Type	Persons per Housing Unit	Maximum Supportable Fee	Current Fee	Change
Residential (per housing unit)				
Single Family	2.22	**$1,500**	$788	$712
Multifamily	1.67	**$1,128**	$428	$700

Nonresidential

Development Type	Vehicle Trips per 1,000 Sq.	Maximum Supportable Fee	Current Fee	Change
Nonresidential (per 1,000 square feet)				
Retail	11.47	**$2,657**	$2,992	($335)
Office	5.42	**$1,255**	$1,169	$86
Institutional	5.39	**$1,247**	$1,169	$78
Industrial	2.44	**$564**	$595	($31)

Projected Fire/EMS Impact Fee Revenue

Projected fee revenue shown below is based on the development projections, shown in Appendix A, and the proposed Fire/EMS impact fees shown in Figure F8. If development occurs at a more rapid rate than projected, the demand for infrastructure will increase and impact fee revenue will increase at a corresponding rate. If development occurs at a slower rate than is projected, the demand for infrastructure will also decrease, along with impact fee revenue. Projected impact fee revenue over the next 10 years equals $8,711,848 and total projected expenditures equal $18,358,603.

Figure F9: Projected Fire/EMS Impact Fee Revenue

Infrastructure Costs for Fire Facilities

	Total CIP Cost
Central Station Expansion	$5,538,600
Fre Station 5	$3,285,000
Fre Station 6	$3,285,000
New Ladder Truck	$2,000,000
New Pumper	$1,400,000
New Rescue Truck	$2,300,000
New Ambulance	$550,000
Total Expenditures	**$18,358,600**

Projected Development Impact Fee Revenue

		Single Family $1,500 per unit	Multifamily $1,128 per unit	Retail $2,657 per KSF	Office $1,255 per KSF	Industrial $564 per KSF	Institutional $1,247 per KSF
Year		Housing Units	Housing Units	KSF	KSF	KSF	KSF
Base	2025	15,823	499	486	240	172	541
1	2026	16,357	500	499	246	176	555
2	2027	16,891	501	512	253	181	570
3	2028	17,425	502	525	259	185	584
4	2029	17,959	503	539	266	190	600
5	2030	18,493	504	553	273	195	615
6	2031	19,027	505	567	280	200	631
7	2032	19,561	506	582	287	205	647
8	2033	20,095	507	597	295	211	664
9	2034	20,629	508	612	302	216	681
10	2035	21,163	509	628	310	222	699
Ten-Year Increase		5,340	10	142	70	50	158
Projected Revenue		$8,010,000	$11,280	$377,242	$87,951	$28,282	$197,093

Projected Revenue	**$8,711,848**
Projected Expenditures	**$18,358,600**
Non-Impact Fee Funding	**$9,646,752**

POLICE IMPACT FEES

METHODOLOGY

The Police impact fees include components for Police special operations space, and vehicles/equipment. The *incremental expansion* methodology is used for Police vehicles and equipment. The *plan-based* methodology is used for special operations facilities. Police infrastructure costs to future development allocated to both residential and nonresidential growth using functional population to determine proportionate share factors.

SERVICE AREA

The City of Bella Vista provides Police services throughout Bella Vista; therefore, there is a single service area for the Police impact fees.

PROPORTIONATE SHARE

Impact fees should not exceed a proportionate share of the capital cost needed to provide capital facilities to the development. The Police impact fees allocate the cost of capital facilities between residential and nonresidential development using functional population. Based on 2022 population and employment data, from the U.S Census Bureau, TischlerBise can calculate the functional population within Bella Vista. Residential development accounts for approximately 91 percent of functional population and nonresidential development accounts for the remaining 9 percent.

Figure P1: Proportionate Share

City of Bella Vista (2022)				
Residential			*Demand*	*Person*
Population*	30,159		*Hours/Day*	*Hours*
Residents Not Working		17,509	22	385,198
Employed Residents		12,650		
Employed in Bella Vista		784	16	12,544
Employed outside Bella Vista		11,866	16	189,856
			Residential Subtotal	587,598
			Residential Share =>	**91%**
Nonresidential				
Non-working Residents		17,509	2	35,018
Jobs Located in Bella Vista		2,513		
Residents Employed in Bella Vista		1,729	8	13,832
Non-Resident Workers (inflow commuters)		784	8	6,272
			Nonresidential Subtotal	55,122
			Nonresidential Share =>	**9%**
			TOTAL	642,720

Source: U.S. Census Bureau, OnTheMap 6.1.1 Application and LEHD Origin-Destination Employment Statistics.
* Source: U.S. Census Bureau, 2022 American Community Survey 5-Year Estimates

The proportionate share of costs attributable to residential development will be allocated to population and then converted to an appropriate amount by type of housing unit, based on persons per housing unit. Since the breakdown of nonresidential calls for service is not by specific nonresidential use (i.e., retail, office, industrial, etc.), TischlerBise recommends using average weekday vehicle trips as the best demand indicator for Police infrastructure. Trip generation rates are highest for commercial development, such as a shopping center, and lowest for industrial/warehouse development. Office/institutional trip rates fall between the other two categories. This ranking of trip rates is consistent with the relative demand for Police protection from nonresidential development. Other possible nonresidential demand indicators, such as employment or floor area, do not accurately reflect the demand for Police services. If employees per 1,000 square feet of building area were used as the demand indicator, Police impact fees would be too high for office/institutional development.

IMPACT FEE COMPONENTS

Special Operations – Plan Based

The City of Bella Vista recently constructed the 47,000 square foot Public Safety Building at a cost of $18,800,000 that was oversized to serve development in the future. This facility was constructed using a Sales and Use Tax bond and was included in our previous Impact Fee Study. However, the amount of sales and use tax collected by the City has been more than anticipated and there is only approximately $4.2 million remaining to be retired. Given the available sales and use tax revenue and accelerated time of debt retirement, the City has decided to remove Headquarters space from the impact fee calculation. Instead, a component of the impact fee will be to construct additional Special Operations space. As shown in Figure P2, the City currently as 5,000 square feet of Special Operations space, which it plans to expand by 10,000 some time over the next ten years. Since the expansion of this facility is being constructed partly to correct existing deficiencies as well as serve the needs of new growth, TischlerBise is using year 2035 to establish the level of service for this facility. This will ensure that all demand units are treated equally, and new development pays no more than their proportionate share.

This analysis uses functional population to allocate the proportionate share of demand to residential and nonresidential development. The 2035 planned level of service for residential development is 0.288 square feet per person (15,000 square feet X 91 percent residential share / 47,423 persons). The planned 2035 nonresidential level of service is 0.102 square feet per nonresidential vehicle trip (15,000 square feet X 9 percent nonresidential share / 13,191 trips). Using the average cost of $290 per square foot, the Special Operations cost is $83.47 per person (0.288 square feet per person X $290 per square foot) and $29.68 per nonresidential vehicle trip (0.102 square feet per trip X $290 per square foot).

Figure P2: Planned Special Operations Facilities Level of Service and Cost Allocation

Police Facilities	Square Feet	Cost per Sq. Ft.	Cost
Special Operations Building	15,000	$290	$4,350,000
Total	**15,000**	**$290.00**	**$4,350,000**

Level-of-Service Standards	Residential	Nonresidential
Proportionate Share	91%	9%
Share of Square Feet	13,650	1,350
2035 Population/Nonres. Vehicle Trips	47,423	13,191
Square Feet per Person/Vehicle Trip	**0.288**	**0.102**

Cost Analysis	Residential	Nonresidential
Square Feet per Person/Vehicle Trip	0.288	0.102
Average Cost per Square Foot [1]	$290.00	$290.00
Capital Cost per Person/Vehicle Trip	**$83.47**	**$29.68**

Source: Bella Vista Police Department

[1] Cost per square foot for Spec Ops Building comes from ICC average Metal Building Cost of $290 per square foot, Public Safety Bldg cost is $18,800,000.

Police Vehicles – Incremental Expansion

The City of Bella Vista plans to expand its current inventory of Police vehicles to serve future development. The current inventory includes 68 units with a total replacement value of $4,909,900, which equates to an average cost of $72,204 per unit.

This analysis uses functional population to allocate the proportionate share of demand to residential and nonresidential development. The existing level of service for residential development is 0.0017 units per person (68 units X 91 percent residential share / 35,551 persons). The existing nonresidential level of service is 0.0006 units per nonresidential trip (68 units X 9 percent nonresidential share / 10,209 trips). Using the average cost of $72,204, the Police vehicles cost is $125.68 per person (0.0017 units per person X $72,204 per unit) and $43.28 per nonresidential trip end (0.0006 units per trip X $72,204 per unit).

Figure P3: Police Vehicle Level of Service and Cost Allocation

Vehicles	Units	Current Cost per Unit	Replacement Cost
Patrol Vehicle	31	$92,450	$2,865,950
Pool/Admin Vehicle	19	$73,650	$1,399,350
Code Enforcement	4	$58,250	$233,000
CID Fleet	8	$48,000	$384,000
Patrol E-Bike	6	$4,600	$27,600
Total	**68**	**$72,204**	**$4,909,900**

Level-of-Service Standards	Residential	Nonresidential
Proportionate Share	91%	9%
Share of Vehicles	61.9	6.1
2025 Population/Nonres. Vehicle Trips	35,551	10,209
Vehicles per Person/Vehicle Trip	**0.0017**	**0.0006**

Cost Analysis	Residential	Nonresidential
Vehicles per Person/Vehicle Trip	0.0017	0.0006
Average Cost per Vehicle	$72,204	$72,204
Capital Cost per Person/Vehicle Trip	**$125.68**	**$43.28**

Source: Bella Vista Police Department
Note: Includes cost to upfit vehicles

Police Equipment – Incremental Expansion

As additional Patrol Officers are hired by the City, there is a one-time capital cost incurred to equip each officer. As shown in Figure P4, this includes weapons and radios. The current inventory includes 257 units of equipment with a total replacement value of $353,555, which equates to an average cost of $1,376 per unit.

This analysis uses functional population to allocate the proportionate share of demand to residential and nonresidential development. The existing level of service for residential development is 0.0066 units per person (257 units X 91 percent residential share / 35,551 persons). The existing nonresidential level of service is 0.0023 units per nonresidential trip (257 units X 9 percent nonresidential share / 10,209 trips). Using the average cost of $1,376, the Police equipment cost is $9.05 per person (0.0066 units per person X $1,376 per unit) and $3.12 per nonresidential trip end (0.0023 units per trip X $1,376 per unit).

Figure P4: Police Equipment Level of Service and Cost Allocation

Equipment Type	Units	Current Cost per Unit	Total Replacement
Weaponry	132	$1,359	$179,400
Handheld Radios	60	$1,478	$88,680
Mobile Radios	65	$1,315	$85,475
Total	**257**	**$1,376**	**$353,555**

Level-of-Service Standards	Residential	Nonresidential
Proportionate Share	91%	9%
Share of Equipment	233.9	23.1
2025 Population/Nonres. Vehicle Trips	35,551	10,209
Units per Persons/Vehicle Trip	**0.0066**	**0.0023**

Cost Analysis	Residential	Nonres
Units per Person/Vehicle Trip	0.0066	0.0023
Average Cost per Unit	$1,376	$1,376
Capital Cost per Person/Vehicle Trip	**$9.05**	**$3.12**

Source: Bella Vista Police Department

PROJECTED DEMAND

Police Vehicles

Based on a projected population increase of 11,872 persons over the next 10 years, future residential development demands an additional 20.7 vehicles (11,872 additional persons X 0.0017 vehicles per person). With projected nonresidential trip growth of 2,982 over the next 10 years, future nonresidential development demands an additional 1.8 vehicles (2,982 additional trips X 0.0006 units per trip). Future development demands an additional 22.5 Police vehicles at a cost of $1,621,072 (22.5 vehicles X $72,204 per unit).

Figure P5: Projected Demand for Police Vehicles

Infrastructure	Level of Service				Cost/Unit
Police Vehicles	Residential	0.0017	Units	per person	$72,204
	Nonresidential	0.0006		per vehicle trip	

Growth-Related Need for Police Vehicles						
Year		Population	Nonres. Vehicle Trips	Residential Units	Nonresidential Units	Total Units
Base	2025	35,551	10,209	61.9	6.1	68.0
Year 1	2026	36,738	10,474	63.9	6.3	70.2
Year 2	2027	37,925	10,746	66.0	6.4	72.5
Year 3	2028	39,112	11,025	68.1	6.6	74.7
Year 4	2029	40,300	11,311	70.1	6.8	76.9
Year 5	2030	41,487	11,605	72.2	7.0	79.2
Year 6	2031	42,674	11,906	74.3	7.1	81.4
Year 7	2032	43,861	12,215	76.3	7.3	83.7
Year 8	2033	45,048	12,532	78.4	7.5	85.9
Year 9	2034	46,235	12,857	80.5	7.7	88.2
Year 10	2035	47,423	13,191	82.5	7.9	90.5
Ten-Year Increase		11,872	2,982	20.7	1.8	22.5
			Projected Expenditure	$1,491,997	$129,075	$1,621,072

Growth-Related Expenditures for Police Vehicles	$1,621,072

Police Equipment

Based on a projected population increase of 11,872 persons over the next 10 years, future residential development demands an additional 78.1 equipment items (11,872 additional persons X 0.0066 items of equipment per person). With projected nonresidential trip growth of 2,982 over the next 10 years, future nonresidential development demands an additional 6.8 equipment items (2,982 additional trips X 0.0023 items of equipment per trip). Future development demands an additional 84.9 equipment items at a cost of $116,757 (84.9 item X $1,376 per item).

Figure P6: Projected Demand for Police Equipment

Infrastructure	Level of Service				Cost/Unit
Equipment	Residential	0.0066	Items	per person	$1,376
	Nonresidential	0.0023		per vehicle trip	

Growth-Related Need for Equipment						
Year		Population	Nonres. Vehicle Trips	Residential Items	Nonresidential Items	Total Items
Base	2025	35,551	10,209	233.9	23.1	257.0
Year 1	2026	36,738	10,474	241.7	23.7	265.4
Year 2	2027	37,925	10,746	249.5	24.3	273.8
Year 3	2028	39,112	11,025	257.3	25.0	282.3
Year 4	2029	40,300	11,311	265.1	25.6	290.7
Year 5	2030	41,487	11,605	272.9	26.3	299.2
Year 6	2031	42,674	11,906	280.7	27.0	307.7
Year 7	2032	43,861	12,215	288.5	27.7	316.2
Year 8	2033	45,048	12,532	296.3	28.4	324.7
Year 9	2034	46,235	12,857	304.2	29.1	333.3
Year 10	2035	47,423	13,191	312.0	29.9	341.9
Ten-Year Increase		11,872	2,982	78.1	6.8	84.9
			Projected Expenditure	**$107,460**	**$9,297**	**$116,757**

Growth-Related Expenditures for Equipment		$116,757

CREDITS

As discussed previously, the City does have debt on the existing Police Headquarters. However, that infrastructure is not included in the level of service for the Police impact fee. Since the City has no outstanding debt on the existing Special Operations facility, a credit for future principal payments is not included. If elected officials make a legislative policy decision to fully fund growth-related collection costs from impact fees, there will be no potential double-payment from other revenue sources.

PROPOSED POLICE IMPACT FEES

Infrastructure components and cost factors for Police impact fees are summarized in the upper portion of Figure P7. For Police impact fees, the capital cost is $218.20 per person and $76.08 per trip end.

Police impact fees for residential development are assessed according to the number of persons per housing unit. The single-family fee of $484 is calculated using a cost of $218.20 per person multiplied by a demand unit of 2.22 persons per housing unit.

Nonresidential impact fees are assessed according to the average weekday vehicle trip ends per 1,000 square feet of floor area. The industrial fee of $185 per 1,000 square feet of floor area is derived from a cost of $76.08 per trip end multiplied by a demand unit of 2.44 trips per 1,000 square feet.

Figure P7: Schedule of Maximum Allowable Police Impact Fees

Fee Component	Cost per Person	Cost per Vehicle Trip
Special Operations Facilities	$83.47	$29.68
Police Vehicles	$125.68	$43.28
Police Equipment	$9.05	$3.12
Gross Total	**$218.20**	**$76.08**

Residential

Housing Type	Persons per Housing Unit	Maximum Supportable Fee	Current Fee	Change
Residential (per housing unit)				
Single Family	2.22	$484	$302	$182
Multifamily	1.67	$364	$164	$200

Nonresidential

Development Type	Vehicle Trips per 1,000 Sq. Ft.	Maximum Supportable Fee	Current Fee	Change
Nonresidential (per 1,000 square feet)				
Retail	11.47	$873	$298	$575
Office	5.42	$412	$117	$295
Institutional	5.39	$410	$117	$293
Industrial	2.44	$185	$59	$126

PROJECTED POLICE IMPACT FEE REVENUE

Projected fee revenue shown below is based on the development projections, shown in Appendix A, and the proposed Police impact fees shown in Figure P7. If development occurs at a more rapid rate than projected, the demand for infrastructure will increase and impact fee revenue will increase at a corresponding rate. If development occurs at a slower rate than is projected, the demand for infrastructure will also decrease, along with impact fee revenue. Projected impact fee revenue over the next 10 years equals $2,815,101 and total projected expenditures equal $4,911,757. Existing development's share equals $2,096,656 and must use non-development funds for repayment.

Figure P8: Projected Police Impact Fee Revenues

Infrastructure Costs for Police Facilities

	Total CIP Cost	Growth-Related Cost
Police Facilities	$2,900,000	$1,079,454
Police Vehicles	$1,895,000	$1,895,000
Police Equipment	$116,757	$116,757
Total Expenditures	**$4,911,757**	**$3,091,211**

Projected Development Impact Fee Revenue

		Single Family	Multifamily	Retail	Office	Industrial	Institutional
		$484 per unit	$364 per unit	$873 per KSF	$412 per KSF	$185 per KSF	$410 per KSF
Year		Housing Units	Housing Units	KSF	KSF	KSF	KSF
Base	2025	15,823	499	486	240	172	541
1	2026	16,357	500	499	246	176	555
2	2027	16,891	501	512	253	181	570
3	2028	17,425	502	525	259	185	584
4	2029	17,959	503	539	266	190	600
5	2030	18,493	504	553	273	195	615
6	2031	19,027	505	567	280	200	631
7	2032	19,561	506	582	287	205	647
8	2033	20,095	507	597	295	211	664
9	2034	20,629	508	612	302	216	681
10	2035	21,163	509	628	310	222	699
Ten-Year Increase		5,340	10	142	70	50	158
Projected Revenue		$2,584,560	$3,640	$123,949	$28,873	$9,277	$64,802
						Projected Revenue	**$2,815,101**
						Projected Expenditures	**$4,911,757**
						Non-Impact Fee Funding	**$2,096,656**

LIBRARY IMPACT FEES

METHODOLOGY

The Bella Vista Library is owned by the Bella Vista Public Library Foundation. The Foundation owns the building, while the City owns the collection and operates the Library. As such, this analysis only includes components for library collections. The Library impact fees include components for collection items. The *incremental expansion* methodology is used for Library collection items. The Library impact fees allocate 100 percent of the cost of infrastructure is allocated to population and then converted to an appropriate amount by type of housing unit, based on housing unit type.

SERVICE AREA

The Library Foundation provides Library services throughout Bella Vista; therefore, there is a single service area for the Library impact fees.

PROPORTIONATE SHARE

Impact fees should not exceed a proportionate share of the capital cost needed to provide capital facilities to the development within the City of Bella Vista. An analysis of Library registration cards indicate that the demand for Library services and infrastructure is 97 percent attributable to City residents. Non-residents account for 3 percent of demand.

Figure L1: Library Proportionate Share Analysis

Proportionate Share Analysis		
Type	Registration Cards*	Percent
Residents	10,160	97%
Non-Residents	313	3%
Total	**10,473**	**100%**

Source: City of Bella Vista Library

IMPACT FEE COMPONENTS

Library Collection – Incremental Expansion

The City of Bella Vista plans to expand its current inventory of Library collection items to serve future development. The current inventory includes 46,130 collection items with an estimated replacement cost of $22.83 per collection item.

This analysis uses Bella Vista Library card registration data, provided by City staff, to allocate the proportionate share of demand to residents versus nonresidents, which is 97%. The existing level of service for residential development is 1.26 units per person (46,130 collection items X 97 percent City resident share equals 44,751 collection items / 35,551 persons). Using the average cost of $22.83 per collection item, the Library collection items cost is $28.74 per person (1.26 collection items per person X $22.83 per item.

Figure L2: Library Collection Cost Allocation and Level of Service

Description	Units	Bella Vista Share	Bella Vista Units	Unit Cost
Library Collection	46,130	97%	44,751	$22.83
Total	**46,130**		**44,751**	

Level-of-Service Standards	Residential
Proportionate Share	97%
Share of Collection	44,751
2025 Population	35,551
Collection Items per Person	**1.26**

Cost Analysis	Units
Collection Items per Person	1.26
Average Cost per Unit [1]	$22.83
Capital Cost per Person/Job	**$28.74**

Source: City of Bella Vista Library

PROJECTED DEMAND

Library Collection Items

Based on a projected population increase of 11,872 persons over the next 10 years, future residential development demands an additional 14,944 collection items (11,872 additional persons X 1.26 collection items per person). This results in a library collection item cost of $341,666 (14,944 units X $22.83 per item).

Figure L3: Projected Demand for Library Collection Items

Infrastructure	Level of Service				Cost/Unit
Library Collection	Residential	1.26	Collection Items	per person	$22.83

Growth-Related Need for Library Collection			
Year		Population	Residential Items
Base	2025	35,551	44,751
Year 1	2026	36,738	46,246
Year 2	2027	37,925	47,740
Year 3	2028	39,112	49,234
Year 4	2029	40,300	50,729
Year 5	2030	41,487	52,223
Year 6	2031	42,674	53,718
Year 7	2032	43,861	55,212
Year 8	2033	45,048	56,706
Year 9	2034	46,235	58,201
Year 10	2035	47,423	59,695
Ten-Year Increase		11,872	14,944
		Projected Expenditure	**$341,166**

Growth-Related Expenditures for Library Collection	$341,166

Credits

As the City has no outstanding debt on Library collection materials, a credit for future principal payments is not included. If elected officials make a legislative policy decision to fully fund growth-related collection costs from impact fees, there will be no potential double-payment from other revenue sources.

Proposed Library Impact Fees

Infrastructure components and cost factors for Library impact fees are summarized in figure L4. For Library impact fees, the capital cost is $28.74 per person.

Library impact fees for residential development are assessed according to the number of persons per housing unit. The single-family fee of $64 is calculated using a cost of $28.74 per person multiplied by a demand unit of 2.22 persons per housing unit.

Figure L4: Schedule of Maximum Allowable Library Impact Fees

Fee Component	Cost per Person
Library Collection	$28.74
Total	**$28.74**

Residential

Housing Type	Persons per Housing Unit	Maximum Supportable Fee	Current Fee	Increase/ Decrease
Residential (per housing unit)				
Single Family	2.22	$64	$54	$10
Multifamily	1.67	$48	$27	$21

PROJECTED LIBRARY IMPACT FEE REVENUE

Projected fee revenue shown below is based on the development projections, shown in Appendix A, and the proposed Library impact fees shown in Figure L4. If development occurs at a more rapid rate than projected, the demand for infrastructure will increase and impact fee revenue will increase at a corresponding rate. If development occurs at a slower rate than is projected, the demand for infrastructure will also decrease, along with impact fee revenue. Projected impact fee revenue over the next 10 years equals $342,240 and total projected expenditures equal $341,166.

Figure L5: Projected Library Impact Fee Revenue

Infrastructure Costs for Library Facilities

	Growth-Related Costs
Library Collection	$341,166

Projected Development Impact Fee Revenue

		Single Family $64 per unit	Multifamily $48 per unit
Year		Housing Units	Housing Units
Base	2025	15,823	499
1	2026	16,357	500
2	2027	16,891	501
3	2028	17,425	502
4	2029	17,959	503
5	2030	18,493	504
6	2031	19,027	505
7	2032	19,561	506
8	2033	20,095	507
9	2034	20,629	508
10	2035	21,163	509
Ten-Year Increase		5,340	10
Projected Revenue		$341,760	$480
		Projected Revenue =>	**$342,240**
		Total Expenditures =>	**$341,166**
		Non-Impact Fee Funding =>	**$0**

Paved Pathways Impact Fees

Methodology

The Pathways impact fees include components for paved paths the provide Citywide benefit. The *incremental expansion* methodology is used for the Pathways impact fee. The Pathways infrastructure costs to future development allocated to both residential and nonresidential growth using functional population to determine proportionate share factors.

Service Area

The City of Bella Vista provides Pathways throughout Bella Vista; therefore, there is a single service area for the Pathway impact fees.

Proportionate Share

Impact fees should not exceed a proportionate share of the capital cost needed to provide capital facilities to the development. The Pathways impact fees allocate the cost of capital facilities between residential and nonresidential development using functional population. Based on 2022 population and employment data, from the U.S Census Bureau, TischlerBise can calculate the functional population within Bella Vista. Residential development accounts for approximately 91 percent of functional population and nonresidential development accounts for the remaining 9 percent.

Figure PP1: Proportionate Share

City of Bella Vista (2022)				
Residential			*Demand*	*Person*
Population*	30,159		*Hours/Day*	*Hours*
Residents Not Working	17,509		22	385,198
Employed Residents	12,650			
Employed in Bella Vista		784	16	12,544
Employed outside Bella Vista		11,866	16	189,856
			Residential Subtotal	587,598
			Residential Share =>	**91%**
Nonresidential				
Non-working Residents	17,509		2	35,018
Jobs Located in Bella Vista	2,513			
Residents Employed in Bella Vista		1,729	8	13,832
Non-Resident Workers (inflow commuters)		784	8	6,272
			Nonresidential Subtotal	55,122
			Nonresidential Share =>	**9%**
			TOTAL	642,720

Source: U.S. Census Bureau, OnTheMap 6.1.1 Application and LEHD Origin-Destination Employment Statistics.
* Source: U.S. Census Bureau, 2022 American Community Survey 5-Year Estimates

IMPACT FEE COMPONENTS

Citywide Paved Pathways – Incremental Expansion

The City of Bella Vista plans to expand its current inventory of paved pathways that provide Citywide benefit to serve future development. As shown in Figure PP2, the current inventory includes 3.65 miles of paved pathways, and the estimated cost to construct a mile of paved pathway is $1,000,000.

This analysis uses functional population to allocate the proportionate share of demand to residential and nonresidential development. The existing level of service for residential development is 0.000093 miles per person (3.65 miles X 91 percent residential share / 35,551 persons). The existing nonresidential level of service is 0.000091 miles per employee (3.65 miles X 9 percent nonresidential share / 3,629 jobs). Using the future construction cost of $1,000,000 per miles, the capital cost per demand unit is $93.43 per person (0.000093 miles per person X $1,000,000 per mile) and $90.52 per employee (0.000091 miles per job X $1,000,000 per mile).

Figure PP2: Citywide Paved Pathways Level of Service and Cost Allocation

Citywide Benefiting Paved Pathways	Length (miles)
Blowing Springs	3.30
Razorback	0.35
Total	**3.65**

Level-of-Service Standards	Residential	Nonresidential
Proportionate Share	91%	9%
Total Miles	3.32	0.33
2025 Population/Jobs	35,551	3,629
Miles per Persons/Job	**0.000093**	**0.000091**

Cost Analysis	Residential	Nonresidential
Miles per Person/Job	0.000093	0.000091
Average Cost per Mile	$1,000,000	$1,000,000
Capital Cost per Person/Job	**$93.43**	**$90.52**

Source: City of Bella Vista

PROJECTED DEMAND

Paved Pathways

Based on a projected population increase of 11,872 persons over the next 10 years, future residential development demands an additional 1.11 miles (11,872 additional persons X 0.000093 miles per person). With a projected 1,060 increase in employment over the next 10 years, future nonresidential development demands an additional .10 miles (1,060 additional jobs X 0.000091 miles per job). Future development demands an additional 1.21 miles of paved pathways at a cost of $1,205,098 (1.21 miles X $1,000,000 per mile).

Figure PP3: Projected Demand for Paved Pathways

Infrastructure	Level of Service		Demand Unit	Cost/Mile
Paved Pathways	0.000093	Miles	per Person	$1,000,000
	0.000091		per Job	

Growth-Related Need for Paved Pathways						
Year		Population	Employment	Residential Miles	Nonresidential Miles	Total Miles
Base	2025	35,551	3,629	3.32	0.33	3.65
Year 1	2026	36,738	3,723	3.43	0.34	3.77
Year 2	2027	37,925	3,820	3.54	0.35	3.89
Year 3	2028	39,112	3,919	3.65	0.35	4.01
Year 4	2029	40,300	4,021	3.77	0.36	4.13
Year 5	2030	41,487	4,125	3.88	0.37	4.25
Year 6	2031	42,674	4,232	3.99	0.38	4.37
Year 7	2032	43,861	4,342	4.10	0.39	4.49
Year 8	2033	45,048	4,455	4.21	0.40	4.61
Year 9	2034	46,235	4,570	4.32	0.41	4.73
Year 10	2035	47,423	4,689	4.43	0.42	4.86
Ten-Year Increase		11,872	1,060	1.11	0.10	1.21
					Projected Expenditure	$1,205,098

Growth-Related Expenditures for Paved Pathways	$1,205,098

CREDITS

As the City has no outstanding debt on Paved Pathways, a credit for future principal payments is not included. If elected officials make a legislative policy decision to fully fund growth-related collection costs from impact fees, there will be no potential double-payment from other revenue sources.

PROPOSED PAVED PATHWAYS IMPACT FEES

Infrastructure components and cost factors for Paved Pathway impact fees are summarized in figure PP4. For Paved Pathway impact fees, the capital cost is $93.43 per person and $90.52 per trip end.

Paved Pathway impact fees for residential development are assessed according to the number of persons per housing unit. The single-family fee of $207 is calculated using a cost of $93.43 per person multiplied by a demand unit of 2.22 persons per housing unit.

Nonresidential impact fees are assessed according to the number of employees per 1,000 square feet by type of development. The industrial fee of $142 per 1,000 square feet of floor area is derived from a cost of $90.52 per job multiplied by a demand unit of 1.57 employees per 1,000 square feet.

Figure PP4: Schedule of Maximum Allowable Paved Pathway Impact Fees

Fee Component	Cost per Person	Cost per Job
Citywide Benefiting Paved Pathways	$93.43	$90.52
Gross Total	**$93.43**	**$90.52**

Residential

Housing Type	Persons per Housing Unit	Maximum Supportable Fee	Current Fee	Change
Residential (per housing unit)				
Single Family	2.22	**$207**	$0	$2
Multifamily	1.67	**$156**	$0	$2

Nonresidential

Development Type	Employees per 1,000 Sq. Ft.	Maximum Supportable Fee	Current Fee	Change
Nonresidential (per 1,000 square feet)				
Retail	2.12	**$192**	$0	$192
Office	3.26	**$295**	$0	$295
Institutional	2.86	**$259**	$0	$259
Industrial	1.57	**$142**	$0	$142

Projected Paved Pathways Impact Fee Revenue

Projected fee revenue shown below is based on the development projections, shown in Appendix A, and the proposed Paved Pathway impact fees shown in Figure PP4. If development occurs at a more rapid rate than projected, the demand for infrastructure will increase and impact fee revenue will increase at a corresponding rate. If development occurs at a slower rate than is projected, the demand for infrastructure will also decrease, along with impact fee revenue. Projected impact fee revenue over the next 10 years equals $1,203,000 and total projected expenditures equal $1,205,098.

Figure PP5: Projected Paved Pathway Impact Fee Revenue

Infrastructure Costs for Pathway Facilities

	Growth Demand
Pathway Surface	$1,205,098
Total Expenditures	**$1,205,098**

Projected Development Impact Fee Revenue

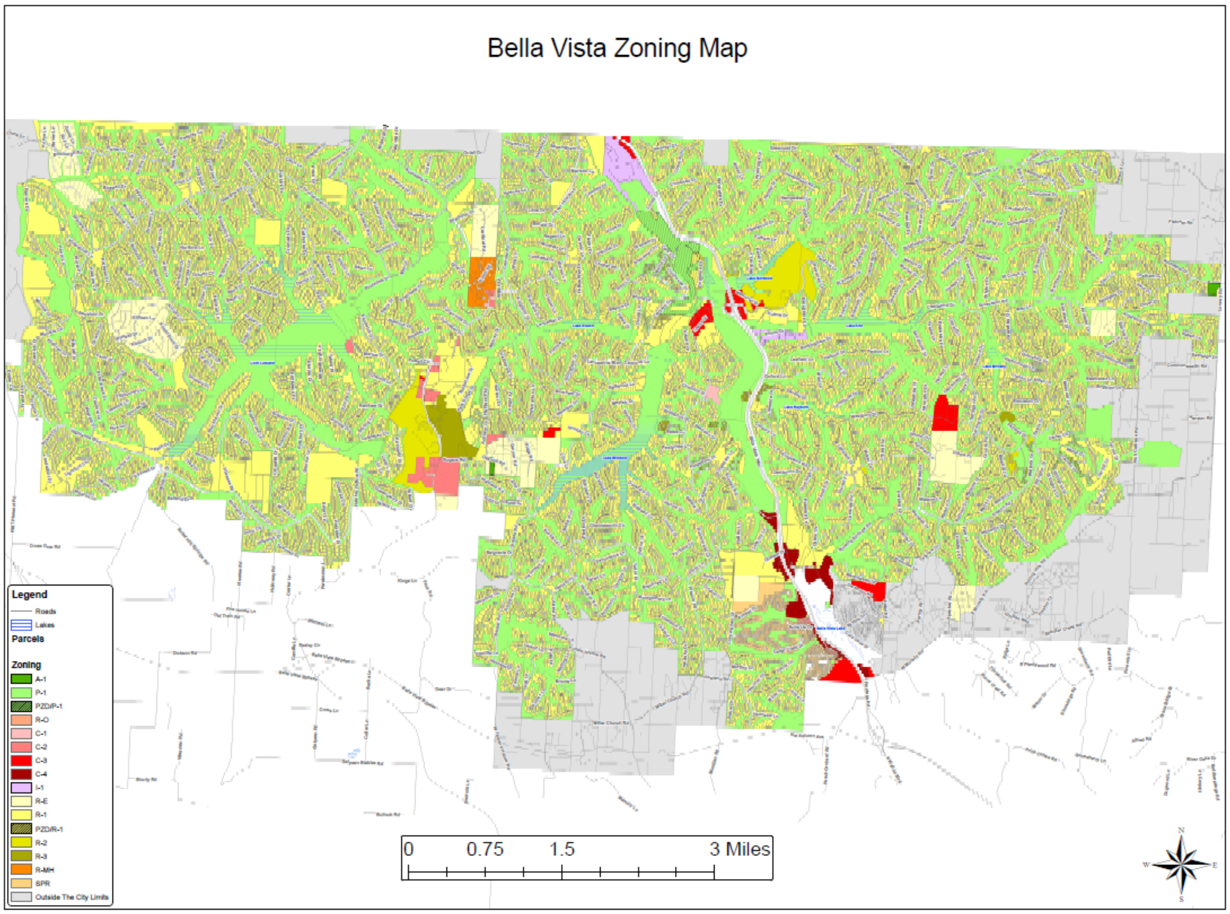
		Single Family $207 per unit	Multifamily $156 per unit	Retail $192 per KSF	Office $295 per KSF	Industrial $142 per KSF	Institutional $259 per KSF
Year		Housing Units	Housing Units	KSF	KSF	KSF	KSF
Base	2025	15,823	499	486	240	172	541
1	2026	16,357	500	499	246	176	555
2	2027	16,891	501	512	253	181	570
3	2028	17,425	502	525	259	185	584
4	2029	17,959	503	539	266	190	600
5	2030	18,493	504	553	273	195	615
6	2031	19,027	505	567	280	200	631
7	2032	19,561	506	582	287	205	647
8	2033	20,095	507	597	295	211	664
9	2034	20,629	508	612	302	216	681
10	2035	21,163	509	628	310	222	699
Ten-Year Increase		5,340	10	142	70	50	158
Projected Revenue		$1,105,380	$1,560	$27,260	$20,674	$7,121	$40,936

Projected Revenue	**$1,203,000**
Projected Expenditures	**$1,205,098**
Non-Impact Fee Funding	**$2,098**

APPENDIX A: LAND USE ASSUMPTIONS

The City of Bella Vista, Arkansas, retained TischlerBise to analyze the impacts of development on its capital facilities and to calculate impact fees based on that analysis. TischlerBise prepared current demographic estimates and future development projections for both residential and nonresidential development that will be used in the calculation of the impact fees. Current demographic data estimates for 2025 are used in calculating levels of service (LOS) provided to existing development in Bella Vista.

The estimates and projections of residential and nonresidential development in this *Land Use Assumptions* document are for areas within the boundaries of Bella Vista, Arkansas. The map below illustrates the areas within the Citywide Service Area for Fire/EMS, Police, and Library development impact fees.



Note: calculations throughout this Chapter are based on an analysis conducted using Excel software. Results are discussed in the memo using one-and two-digit places (in most cases), which represent rounded figures. However, the analysis itself uses figures carried to their ultimate decimal places; therefore, the sums and products generated in the analysis may not equal the sum or product if the reader replicates the calculation with the factors shown in the report (due to the rounding of figures shown, not in the analysis).

SUMMARY OF GROWTH INDICATORS

Development projections, summarized below, will be used to estimate impact fee revenue and to indicate the anticipated need for growth-related infrastructure. However, impact fee methodologies are designed to reduce sensitivity to development projections in the determination of the proportionate share fee amounts. If actual development is slower than projected, fee revenue will decline, but so will the need for growth-related infrastructure. In contrast, if development is faster than anticipated, Bella Vista will receive an increase in fee revenue, but will also need to accelerate infrastructure improvements to keep pace with the actual rate of development. During the next 10 years, Citywide development projections indicate an increase of 5,350 housing units and approximately 420 thousand square feet of nonresidential floor area. The projections contained in this document provide the foundation for the Impact Fee Study. These metrics are the service units and demand indicators used in the Impact Fee Study.

Figure A1. Summary of Development Projections

Bella Vista, AR	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	10-Year
	Base Yr	1	2	3	4	5	6	7	8	9	10	Increase
Population[1]	35,551	36,738	37,925	39,112	40,300	41,487	42,674	43,861	45,048	46,235	47,423	**11,872**
Housing Units[2]												
Single Family Units	15,823	16,357	16,891	17,425	17,959	18,493	19,027	19,561	20,095	20,629	21,163	**5,340**
Multifamily Units	499	500	501	502	503	504	505	506	507	508	509	**10**
Total	16,322	16,857	17,392	17,927	18,462	18,997	19,532	20,067	20,602	21,137	21,672	**5,350**
Jobs[3]												
Retail	1,032	1,059	1,086	1,114	1,143	1,173	1,204	1,235	1,267	1,300	1,333	**301**
Office	782	802	823	844	866	888	911	935	959	984	1,010	**228**
Industrial	270	276	284	291	299	306	314	322	331	339	348	**79**
Institutional	1,546	1,586	1,627	1,670	1,713	1,757	1,803	1,850	1,898	1,947	1,998	**452**
Total	3,629	3,723	3,820	3,919	4,021	4,125	4,232	4,342	4,455	4,570	4,689	**1,060**
Nonres Sq Ft in thousands (KSF)[3]												
Retail	486	499	512	525	539	553	567	582	597	612	628	**142**
Office	240	246	253	259	266	273	280	287	295	302	310	**70**
Industrial	172	176	181	185	190	195	200	205	211	216	222	**50**
Institutional	541	555	570	584	600	615	631	647	664	681	699	**158**
Total	1,439	1,476	1,514	1,554	1,594	1,635	1,678	1,721	1,766	1,812	1,859	**420**

1. Population projections are based on housing growth and PPHU factors.
2. Housing growth based on building permit trends from the Bella Vista Planning & Development Department.
3. Source: ESRI Business Analyst; Arkansas Division of Workforce Services QCEW; TischlerBise analysis
4 Nonresidential Floor Area is calculated by multiplying an ITE (Institute of Transportation Engineers) floor area per employee (Sq.Ft.) estimate and that years employees in per respective industry.

POPULATION AND HOUSING CHARACTERISTICS

Impact fees often use per capita standards and persons per housing unit or persons per household to derive proportionate share fee amounts. Housing types have varying household sizes and, consequently, a varying demand on City infrastructure and services. Thus, it is important to differentiate between housing types and size.

When persons per housing unit (PPHU) is used in the development impact fee calculations, infrastructure standards are derived using year-round population. In contrast, when persons per household (PPHH) is used in the development impact fee calculations, the fee methodology assumes all housing units will be occupied, thus requiring seasonal or peak population to be used when deriving infrastructure standards. TischlerBise recommends that fees for residential development in the City of Bella Vista be imposed according to persons per housing unit.

Based on housing characteristics, TischlerBise recommends using two housing unit categories for the Impact Fee study: (1) Single Family and (2) Multifamily. Each housing type has different characteristics which results in a different demand on City facilities and services.

Figure A2 shows the US Census American Community Survey 2023 5-Year Estimates (ACS) data for the City of Bella Vista. Single family units have a housing unit size of 2.22 persons and multifamily units have a housing unit size of 0.85 persons. Additionally, there is a housing mix of 96 percent single family and 4 percent multifamily. Importantly, the margin of error for the multifamily units and PPHU calculation in the ACS responses for Bella Vista were very high. To help ensure accuracy, as a reasonable proxy for multifamily PPHU, Figure A2 shows the PPHU calculations for Benton County where multifamily units have a housing unit size of 1.67 persons per unit.

The estimates in Figure A2 are for PPHU calculations for Bella Vista. Base year population and housing units are estimated with another, more recent data source.

Figure A2. Persons per Housing Unit – City of Bella Vista

Housing Type	Persons	Housing Units	Persons per Housing Unit	Households	Persons per Household	Housing Unit Mix	Vacancy Rate
Single Family [1]	30,376	13,710	**2.22**	12,600	2.41	96%	8.8%
Multifamily [2]	425	499	**0.85**	294	1.45	4%	69.7%
Total	30,801	14,209	**2.17**	12,894	2.39		10.2%

[1] Includes attached and detached single family homes and mobile homes
[2] Includes all other types
Source: U.S. Census Bureau, 2023 American Community Survey 5-Year Estimates

Figure A3. Persons per Housing Unit – Benton County

Housing Type	Persons	Housing Units	Persons per Housing Unit	Households	Persons per Household	Housing Unit Mix	Vacancy Rate
Single Family [1]	259,364	99,229	**2.61**	91,120	2.85	84%	8.9%
Multifamily [2]	32,094	19,242	**1.67**	16,522	1.94	16%	16.5%
Total	291,458	118,471	**2.46**	107,642	2.71		10.1%

[1] Includes attached and detached single family homes and mobile homes
[2] Includes all other types
Source: U.S. Census Bureau, 2023 American Community Survey 5-Year Estimates

Base Year Housing Units and Population

Base year housing is derived from the U.S. Census Bureau 2020 Decennial Census plus housing development from building permit data provided by the City of Bella Vista. The base year population is estimated using the PPHU factors by housing unit type in Figures A2 and A3. This leads to an estimate of 35,551 residents with 15,823 single family units and 499 multifamily units.

Figure A4. Base Year Housing Units and Population

City of Bella Vista	Base Year 2025
Population [1]	35,551
Housing Units [2]	
Single Family	15,823
Multifamily	499
Total Housing Units	16,322

[1] Source: U.S. Census Bureau, 2023 American Community Survey 5-Year Estimates, TischlerBise analysis
[2] Source: TischlerBise analysis of U.S. Census Bureau 2020 Decennial Census, City of Bella Vista building permit data

NEW RESIDENTIAL CONSTRUCTION TREND

To illustrate residential development trends in the City, Figure A5 lists the past five years of new construction in Bella Vista. Over the past five years there has been a total of 2,676 housing units added with 2,671 being single family homes and 5 being multifamily units. This leads to an annual average of 535 housing units added with 534 being single family homes and 1 being multifamily units.

Figure A5. Annual New Construction Estimates by Housing Type

Housing Type	2020	2021	2022	2023	2024	Total	5-Year Average
Single Family [1]	416	583	539	497	636	2,671	**534**
Multifamily	0	0	0	0	5	5	**1**
Total	416	583	539	497	641	2,676	**535**

Source: Bella Vista Planning & Development Department

HOUSING UNIT AND POPULATION PROJECTIONS

Past housing construction trends are assumed to continue through the next ten years. The annual average totals are included in the projections to estimate housing growth in the City. Population growth is estimated based on housing development and PPHU by housing type. As a result, there are 5,350 new housing units projected in the city over the next ten years, broken down into 5,340 single family units and 10 multifamily units. Based on the housing development, population in the city is estimated to grow by 11,872 residents or 33 percent.

Figure A6. Residential Development Projections

City of Bella Vista	Base Year 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Total Increase
Population	35,551	36,738	37,925	39,112	40,300	41,487	42,674	43,861	45,048	46,235	47,423	**11,872**
Percent Increase		*3.34%*	*3.23%*	*3.13%*	*3.04%*	*2.95%*	*2.86%*	*2.78%*	*2.71%*	*2.64%*	*2.57%*	**33%**
Housing Units [2]												
Single Family	15,823	16,357	16,891	17,425	17,959	18,493	19,027	19,561	20,095	20,629	21,163	**5,340**
Multifamily	499	500	501	502	503	504	505	506	507	508	509	**10**
Total Housing Units	16,322	16,857	17,392	17,927	18,462	18,997	19,532	20,067	20,602	21,137	21,672	**5,350**

[1] Population projections are based on housing growth and PPHU factors
[2] Housing growth based on building permit trends from the Bella Vista Planning & Development Department

CURRENT EMPLOYMENT AND NONRESIDENTIAL FLOOR AREA

The impact fee study will include nonresidential development as well. Utilizing ESRI Business Analyst data, 2025 total employment in the City is estimated at 2,623 jobs. Employment data ESRI Business Analyst is used to break down this job total. Listed in Figure A7, there are an estimated 1,032 retail jobs, 782 office jobs, 270 industrial jobs, and 1,546 institutional jobs located in the City.

To estimate the nonresidential floor area, employee density factors from the Institute of Transportation Engineers (ITE) *Trip Generation* Manual (2021) are applied to job estimates. Figure A8 lists the land use type and density factors that are included in the analysis. Overall, there is 1.4 million square feet estimated in the city in the base year. Retail and institutional development make up the majority of this with a combined 72 percent of the total floor area.

Figure A7. Base Year Employment and Nonresidential Floor Area

City of Bella Vista	Base Year Jobs [1]	Sq. Ft. per Job [2]	Floor Area (sq. ft.)	Percent of Total
Retail	1,032	471	486,072	34%
Office	782	307	239,921	17%
Industrial	270	637	171,672	12%
Institutional	1,546	350	541,100	38%
Total	**3,629**		**1,438,764**	**100%**

[1] ESRI Business Analyst; TischlerBise Analysis
[2] Source: *Trip Generation* , Institute of Transportation Engineers, 11th Edition (2021)

Figure A8. Institute of Transportation Engineers (ITE) Employment Density Factors

Employment Industry	ITE Code	Land Use	Demand Unit	Emp Per Dmd Unit	Sq Ft Per Emp
Retail	820	Shopping Center	1,000 Sq Ft	2.12	471
Office	710	General Office	1,000 Sq Ft	3.26	307
Industrial	110	Light Industrial	1,000 Sq Ft	1.57	637
Institutional	610	Hospital	1,000 Sq Ft	2.86	350

Source: *Trip Generation* , Institute of Transportation Engineers, 11th Edition (2021)

EMPLOYMENT AND NONRESIDENTIAL FLOOR AREA PROJECTIONS

Job and nonresidential floor area projections for the next ten years are shown in Figure A9. Job growth is projected using the Arkansas Division of Workforce Services Quarterly Census of Employment and Wages (QCEW) average annual employment growth rate in Northwest Arkansas between 2014 and 2024. Over the next ten years, there is an estimated increase of 1,060 jobs, a 29 percent increase from the base year.

Job growth is converted into nonresidential floor area using the ITE square feet per employee averages shown in Figure A9. Over the next ten years there is a projected increase of 420,000 nonresidential square feet in the city, a 29 percent increase from the base year. Institutional development accounts for the greatest share of the increase at 38 percent of the total projected new square feet.

Figure A9. Employment and Nonresidential Floor Area Projections

Industry	Base Year 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Total Increase
Jobs [1]												
Retail	1,032	1,059	1,086	1,114	1,143	1,173	1,204	1,235	1,267	1,300	1,333	**301**
Office	782	802	823	844	866	888	911	935	959	984	1,010	**228**
Industrial	270	276	284	291	299	306	314	322	331	339	348	**79**
Institutional	1,546	1,586	1,627	1,670	1,713	1,757	1,803	1,850	1,898	1,947	1,998	**452**
Total	3,629	3,723	3,820	3,919	4,021	4,125	4,232	4,342	4,455	4,570	4,689	**1,060**
Nonresidential Floor Area (1,000 sq. ft.) [2]												
Retail	486	499	512	525	539	553	567	582	597	612	628	**142**
Office	240	246	253	259	266	273	280	287	295	302	310	**70**
Industrial	172	176	181	185	190	195	200	205	211	216	222	**50**
Institutional	541	555	570	584	600	615	631	647	664	681	699	**158**
Total	1,439	1,476	1,514	1,554	1,594	1,635	1,678	1,721	1,766	1,812	1,859	**420**

[1] Source: ESRI Business Analyst; Arkansas Division of Workforce Services QCEW; TischlerBise analysis
[2] Source: Institute of Transportation Engineers, *Trip Generation* , 2021

FUNCTIONAL POPULATION

Both residential and nonresidential developments increase the demand on City services and facilities. To calculate the proportional share between residential and nonresidential demand on service and facilities, a functional population approach is used. The functional population approach allocates the cost of the facilities to residential and nonresidential development based on the activity of residents and workers in the City through the 24 hours in a day.

Residents that do not work are assigned 22 hours per day to residential development and 2 hours per day to nonresidential development (annualized averages). Residents that work in the City of Bella Vista are assigned 16 hours to residential development and 8 hours to nonresidential development. Residents that work outside the City are assigned 16 hours to residential development, the remaining hours in the day are assumed to be spent outside of the city working. Inflow commuters are assigned 8 hours to nonresidential development. Based on the most recent functional population data (2022), residential development accounts for 91 percent of the functional population, while nonresidential development accounts for 9 percent.

Figure A10. City of Bella Vista Functional Population

City of Bella Vista (2022)				
Residential			*Demand*	*Person*
Population*	30,159		*Hours/Day*	*Hours*
Residents Not Working	17,509		22	385,198
Employed Residents	12,650			
Employed in Bella Vista		784	16	12,544
Employed outside Bella Vista		11,866	16	189,856
			Residential Subtotal	587,598
			Residential Share =>	**91%**
Nonresidential				
Non-working Residents	17,509		2	35,018
Jobs Located in Bella Vista	2,513			
Residents Employed in Bella Vista		1,729	8	13,832
Non-Resident Workers (inflow commuters)		784	8	6,272
			Nonresidential Subtotal	55,122
			Nonresidential Share =>	**9%**
			TOTAL	642,720

Source: U.S. Census Bureau, OnTheMap 6.1.1 Application and LEHD Origin-Destination Employment Statistics.
* Source: U.S. Census Bureau, 2022 American Community Survey 5-Year Estimates

VEHICLE TRIP GENERATION

Residential Vehicle Trips Adjustment Factors

A vehicle trip end is the out-bound or in-bound leg of a vehicle trip. As a result, so to not double count trips, a standard 50 percent adjustment is applied to trip ends to calculate a vehicle trip. For example, the out-bound trip from a person's home to work is attributed to the housing unit and the trip from work back home is attributed to the employer.

However, an additional adjustment is necessary to capture City residents' work bound trips that are outside of the City. The trip adjustment factor includes two components. According to the National Household Travel Survey, home-based work trips are typically 36 percent of out-bound trips (which are 50 percent of all trip ends). Also, utilizing the most recent data from the Census Bureau's web application "OnTheMap", 94 percent of Bella Vista workers travel outside the city for work. In combination, these factors account for 17 percent of additional production trips (0.36 x 0.50 x 0.94 = 0.17). Shown in Figure A11, the total adjustment factor for residential housing units includes attraction trips (50 percent of trip ends) plus the journey-to-work commuting adjustment (17 percent of production trips) for a total of 67 percent.

Figure A11. Residential Trip Adjustment Factor for Commuters

Trip Adjustment Factor for Commuters

Employed Bella Vista Residents (2022)	12,650
Residents Working in Bella Vista (2022)	784
Residents Commuting Outside of Bella Vista for Work	11,866
Percent Commuting Out of Bella Vista	94%
Additional Production Trips	**17%**

Standard Trip Adjustment Factor	**50%**
Residential Trip Adjustment Factor	**67%**

Source: U.S. Census, OnTheMap Application, 2022

Nonresidential Vehicle Trips

Vehicle trip generation for nonresidential land uses are calculated by using ITE's average daily trip end rates and adjustment factors found in their recently published 11th edition of *Trip Generation*. To estimate the trip generation in the City of Bella Vista, the weekday trip end per 1,000 square **feet** factors listed in Figure A11 are used.

Figure A12. Institute of Transportation Engineers Nonresidential Factors

Employment Industry	ITE Code	Land Use	Demand Unit	Wkdy Trip Ends Per Dmd Unit	Wkdy Trip Ends Per Employee
Retail	820	Shopping Center	1,000 Sq Ft	37.01	17.42
Office	710	General Office	1,000 Sq Ft	10.84	3.33
Industrial	110	Light Industrial	1,000 Sq Ft	4.87	3.10
Institutional	610	Hospital	1,000 Sq Ft	10.77	3.77

Source: *Trip Generation* , Institute of Transportation Engineers, 11th Edition (2021)

For nonresidential land uses, the standard 50 percent adjustment is applied to office, industrial, and institutional. A lower vehicle trip adjustment factor is used for retail because this type of development attracts vehicles as they pass-by on arterial and collector roads. For example, when someone stops at a convenience store on their way home from work, the convenience store is not their primary destination.

In Figure A13, the Institute for Transportation Engineers' land use code, daily vehicle trip end rate, and trip adjustment factor is listed for each land use.

Figure A13. Daily Vehicle Trip Factors

Land Use	ITE Codes	Daily Vehicle Trip Ends	Trip Adj. Factor	Daily Vehicle Trips
Residential (per housing unit)				
Single Family	210	9.43	67%	6.32
Multifamily	220	4.54	67%	3.04
Nonresidential (per 1,000 square feet)				
Retail	820	37.01	31%	11.47
Office	710	10.84	50%	5.42
Industrial	110	4.87	50%	2.44
Institutional	610	10.77	50%	5.39

Source: *Trip Generation* , Institute of Transportation Engineers, 11th Edition (2021); National Household Travel Survey, 2022

VEHICLE TRIP PROJECTIONS

The base year vehicle trip totals and vehicle trip projections are calculated by combining the vehicle trip end factors, the trip adjustment factors, and the residential and nonresidential assumptions for housing stock and floor area. Citywide, residential land uses account for 101,490 vehicle trips and nonresidential land uses account for 10,209 vehicle trips in the base year (Figure A14).

Through 2035, it is projected that daily vehicle trips will increase by 36,751 trips with the majority of the growth being generated by single family (92 percent) and retail (4 percent) development which leads to a 33 percent increase in vehicle trips from the base year through 2035.

Figure A14. City of Bella Vista Vehicle Trip Projections

City of Bella Vista	Base Year 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Total Increase
Residential Trips												
Single Family	99,972	103,346	106,720	110,094	113,468	116,842	120,216	123,589	126,963	130,337	133,711	**33,739**
Multifamily	1,517	1,520	1,523	1,526	1,530	1,533	1,536	1,539	1,542	1,545	1,548	**30**
Subtotal	101,490	104,867	108,244	111,620	114,997	118,374	121,751	125,128	128,505	131,882	135,259	**33,769**
Nonresidential Trips												
Retail	5,577	5,722	5,870	6,022	6,179	6,339	6,504	6,672	6,846	7,023	7,206	**1,629**
Office	1,300	1,334	1,369	1,404	1,441	1,478	1,517	1,556	1,596	1,638	1,680	**380**
Industrial	418	429	440	451	463	475	487	500	513	526	540	**122**
Institutional	2,914	2,989	3,067	3,147	3,228	3,312	3,398	3,486	3,577	3,670	3,765	**851**
Subtotal	10,209	10,474	10,746	11,025	11,311	11,605	11,906	12,215	12,532	12,857	13,191	**2,982**
Vehicle Trips												
Grand Total	111,699	115,341	118,989	122,645	126,308	129,979	133,657	137,343	141,037	144,739	148,450	**36,751**

Source: Institute of Transportation Engineers, *Trip Generation* , 11th Edition (2021)

APPENDIX B: LAND USE DEFINITIONS

RESIDENTIAL DEVELOPMENT

As discussed below, residential development categories are based on data from the U.S. Census Bureau, American Community Survey. Bella Vista will collect impact fees from all new residential units. One-time impact fees are determined by site capacity (i.e., number of residential units).

Single-Family Units:

1. Single-family detached is a one-unit structure detached from any other house, that is, with open space on all four sides. Such structures are considered detached even if they have an adjoining shed or garage. A one-family house that contains a business is considered detached as long as the building has open space on all four sides.
2. Single-family attached (townhouse) is a one-unit structure that has one or more walls extending from ground to roof separating it from adjoining structures. In row houses (sometimes called townhouses), double houses, or houses attached to nonresidential structures, each house is a separate, attached structure if the dividing or common wall goes from ground to roof.
3. Mobile home includes both occupied and vacant mobile homes, to which no permanent rooms have been added. Mobile homes used only for business purposes or for extra sleeping space and mobile homes for sale on a dealer's lot, at the factory, or in storage are not counted in the housing inventory.

Multi-Family Units:

1. 2+ units (duplexes and apartments) are units in structures containing two or more housing units, further categorized as units in structures with "2, 3 or 4, 5 to 9, 10 to 19, 20 to 49, and 50 or more apartments."
2. Boat, RV, Van, Etc. includes any living quarters occupied as a housing unit that does not fit the other categories (e.g., houseboats, railroad cars, campers, and vans). Recreational vehicles, boats, vans, railroad cars, and the like are included only if they are occupied as a current place of residence.

Nonresidential Development

The proposed general nonresidential development categories (defined below) can be used for all new construction within Bella Vista. Nonresidential development categories represent general groups of land uses that share similar average weekday vehicle trip generation rates and employment densities (i.e., jobs per thousand square feet of floor area).

Commercial: Establishments primarily selling merchandise, eating/drinking places, and entertainment uses. By way of example, *Commercial* includes shopping centers, supermarkets, pharmacies, restaurants, bars, nightclubs, automobile dealerships, movie theaters, hotels, and motels.

Industrial: Establishments primarily engaged in the production, transportation, or storage of goods. By way of example, *Industrial* includes manufacturing plants, distribution warehouses, trucking companies, utility substations, power generation facilities, and telecommunications buildings.

Institutional: Public and quasi-public buildings providing educational, social assistance, or religious services. By way of example, *Institutional* includes schools, universities, churches, daycare facilities, hospitals, government buildings, assisted living facilities, and nursing home facilities.

Office: Establishments providing management, administrative, professional, or business services. By way of example, *Office* includes banks, business offices, medical offices, and veterinarian clinics.

APPENDIX C: SERVICE AREA MAPS

CITYWIDE SERVICE AREA

The map below represents the Citywide Service Area for Fire/EMS, Police, Library, and Transportation development impact fees.