



## **AGENDA**

Fort Smith Parks and Recreation Commission  
Regular Meeting, April 12, 2023  
12:00pm Creekmore Community Center

***Our annual Arbor Day Celebration will take place outside the Creekmore Community Center beginning at 11:45am.***

Approval of minutes from the February 8<sup>th</sup> meeting.

1. Update from Fort Smith Youth Baseball & Softball
2. Update regarding Creekmore Park Putter
3. Discuss Creekmore Park Pool schedule/policies
4. Project Updates
5. Public Comments
6. Commission and Staff Comments

# CELEBRATE ARBOR DAY



TREE CITY USA®



Arbor Day  
Foundation®



**CREEKMORE PARK**  
**APRIL 12th @11:45am**

A Shumard Oak Tree will be planted next to the Creekmore Community Center as part of the celebration.

City of Fort Smith  
Parks and Recreation Commission  
Minutes of Meeting  
February 8, 2023

The Parks and Recreation Commission met at noon on Wednesday, February 8, 2023 in the Rose Room at Creekmore Park Community Center.

Park Commission members present: Madeline Marquette, Chris Raible, Sandy Sanders, John McIntosh, David Roberts, Andrew Deal, and Nancy Raney.

Park Commission members absent:

Staff members present: Jeff Dingman, Doug Reinert, Sara Deuster, Linda Woodruff, and Amber Plank.

Others: Brent Lewis, Bill Kincannon, and Jo Elsken.

Chris Raible called the meeting to order at 12:00 p.m. Sanders made a motion to approve the minutes as written. The motion was seconded by McIntosh and unanimously approved.

**1. Updates from Fort Smith Youth Baseball & Softball**

Brent Lewis presented the Commission with a Profit and Loss Statement from November 2021 through October 2022. They have had 7 tournaments of varying sizes. Currently was chosen to host a 14 year State Tournament, in baseball, bringing in about 25-30 all out of area teams in late June. Bill Kincannon stated only the State tournament generates hotel usage; all other smaller tournaments attract area teams that can drive back and forth daily. Four softball tournaments are scheduled for the 2023 season. The scoreboards are currently in the process of being replaced. All lights, apart from the large field lights, have been transitioned to LED lights.

**2. Project Updates**

Creekmore Park – The inclusive playground is now complete.

Carol Ann Cross Park – A Notice of Award has been issued to Goodwin & Goodwin, Inc. Following a pre-construction meeting, a Notice to Proceed will then be issued.

Dog Parks – An engineering services agreement has been executed for both dog parks. Preliminary designs are underway, including conducting land surveys of the properties.

Martin Luther King Jr. Park- The prefabricated restroom to replace the dilapidated restroom next to the inclusive playground has been ordered.

John Bell Jr. Park – OG&E is working on running a new electric line to the restrooms. Once this work is complete, the restrooms will be open for use.

Maybranch – A waiver request has been submitted to the National Parks Service asking to allow us to place the project out for bid. As part of the grant requirements, we will need to hire an archeologist to be onsite for construction observation on the levee to ensure there are no possible remains along the Trail of Tears.

Chaffee Crossing – Design plans for Phase II are complete. There is an easement being negotiated with Arkansas Game & Fish that must be acquired prior to bidding the project out.

3. **Public Comments**

None

4. **Commission and Staff Comments**

Sanders noted Future Fort Smith complimented the Parks and Recreation Department on all the accomplishments and plans in the works at their last quarterly meeting.

The meeting was adjourned at 12:46p.m.

Chris Raible, Chairman

Amber Plank, Records Coordinator

**2023 Pool Schedule Proposal**

- Open 5 days/week T,W,Th,F,Sat from 11:00 - 5:30 total hrs/week = 32.5 hrs  
(Closed Sun & Mon for cleaning)  
32.5 hrs x \$11.00 - \$357.00/week/hr/employee (10) \$3,575/week payroll (ave)  
Manager (1) and Assistant (1), Head guards (2), Lifeguards (8), Cashier/Concession (3)
  - Recordsetter swim meet - Friday June 23rd and Saturday 24th.
  - Arkansas State Championships - Thursday 20th - Sunday 23rd
  - Open Sat May 27th thru Sat. July 29th (9 weeks)
  - **Special Days Open Memorial Day (May 29th- Monday) and July 4th (Tuesday)**

**Rationale for Schedule/and other considerations**

- Limited days (T,W,Th,F,Sat) - Monday & Sunday closed.
  - Open Tues thru Sat.
  - With limited lifeguard availability it will allow 2 recovery days, with one on the weekend which they can enjoy with their family and the other on a Monday. This will help with lifeguard retention throughout the summer. Statistical data for the last 5 years shows that Mondays are the least attended day of the week - see data below. Many restaurants are doing the exact same thing due to labor costs, labor availability, labor retention, and customer frequency on that day.

**Statistics on Daily attendance weekdays over 5 year period 2017-2021**

weeks	Year	Mon	Tues	Wed	Thurs	Fri	<i>Ave/year</i>
10	2017	230/10	249/10	297/10	274/10	337/9	<b>277</b>
10	2018	316/10	280/10	272/9	278/10	329/9	<b>295</b>
10	2019	257/8	317/9	294/10	344/9	351/8	<b>312</b>
7	2020 (COVID)	90/5	95/7	0/closed	131/5	81/6	<b>99</b>
10	2021	217/8	217/9	0/closed	260/9	188/8	<b>220</b>
	<i>Ave/day/2017-2021</i>	<b>222</b>	<b>231</b>	<b>287</b>	<b>257</b>	<b>257</b>	
	<i>Ave/day/no 2020</i>	<b>255</b>	<b>265</b>	<b>287</b>	<b>289</b>	<b>301</b>	

- Open at 11am and close at 5.30 pm. (11-noon for adult lap swim)
  - Will allow an hour for adults only.
  - Extending the closing 30 minutes will allow an extra 30 min after work.
- Pool facility changes
  - Keep Diving well closed - it is still enclosed within the Dome. (Barriers around)
    - Rationale:
      - a. Lifeguard shortage
      - b. Not many people actually use it
      - c. If there is going to be a rescue, it's usually here
      - d. Chemical savings (sun protection)
      - e. Keeps water cooler in main pool (sun protection)
      - f. Wear and tear on Dome taking up and down
  - Keep the main changing areas in mens and womens dressing rooms closed.
    - Rationale: Difficult to monitor/keep clean, and is too big an area for what is needed.
    - Open all bathroom and shower areas and create a changing area with benches between the handicap bathroom and the shower area.
  - Same entrance procedure as last year funneled to concession area (barriers)

### **Additions and changes from last year**

- Closed Sunday & Monday instead of Sunday and Wednesday - see rationale above
- Special open days - Memorial day (Mon) & 4th July (Tues)
- Restricted Number Policy - Daily count of 150 at one time throughout the day.
  - Counter displayed at the gate entrance with present/ongoing count
  - We very rarely hit this last year as most people don't stay all day
  - It made people schedule their days/times better
  - Allowed for greater control of the pool environment
  - I was very flexible with large groups or extenuating circumstances
- Underage child policy for 2023 season - Rationale - see below
  - Children 15 & under must be accompanied by a responsible Adult (18 +)
  - Children 16 & 17 must show student ID and provide parent name and phone number
- Open Kiddie Pool from noon to 5:30
- Open Concessions and offer canned drinks, bagged candy, and bagged chips (no hotdog preparation).
- Allow for pool parties and rentals 6:00 - 8:00 pm only (except on closed days - Mon and Sun)
- Recordsetter swim meet - June 23 & 24
- State Age Group Swimming Championships - July 20-23

## Rational - Underage Child Policy

- See 2022 incident report at the end of this document - implemented under age documentation for entrance.
- The Mall, Movie theater, and local restaurants are implementing unaccompanied child policies due to the problems they are having to deal with.
- Parrot Island has a policy in place for minors.
- This is a safety/behavior issue - see summary of last year's collected statistics below.

- **Underage unaccompanied children 2022 season**

Age	6 & U	7 & 8	9&10	11& 12	13 & 14	15	16	17
#	7	29	32	45	109	38	32	20

- This will create an enjoyable environment for families
- Proposed policy for 2023 season
  - 15 & under must be accompanied by a responsible adult (18+)
  - 16 & 17 must show ID showing proof of age and name

## Opening needs

- Pool and Facility operation
  - Pool cleaned and circulating with chemicals (I will begin March 15th)
  - Lifeguard chairs, patron chairs, canopies over steps (I will do this)
  - Leaf skimmers (two) (please purchase)
  - Band aids and first aid kit (please purchase)
  - [New Umbrellas - all of the ones we have are in bad shape \(please purchase\)](#)
- Things to get up and running. (Sara and Linda)
  - online job applications setup - city of fort smith
  - restart and pay for shiftnote scheduling software by May 15th at latest
  - employee onboarding meeting set up

## Item No. 3

- Onboarding of Employees.
  - need 8 lifeguards (open it up to about 12 though)
  - need 3 cashier/concession
  - need 1 manager, 1 assistant manager
  - need 2 head guards
  
- Cleaning supplies (please purchase)
  - Hoses, clorox, hand sanitizer, soap in dispensers, toilet paper, paper towels, disinfectant sprays and towels for lounge chairs and bathroom areas.



## 2022 Creekmore Pool Incident Report (ongoing)

Saturday May 28th:

- Two Junior high boys instigating a fight - removed from pool but cursing and threatening others through the gate entrance to fight outside - Can't come back
- Boy (Junior High) who was told by manager to quit horseplay (running and pushing others in) refused to listen and obey - just kept looking at his phone when talked to - Can't come back

Monday May 30th:

- Three boys and a girl (high school age) were caught going into the boys handicapped bathroom (tip off from another pool patron) and smoking weed - Removed from pool - Can't come back

Wednesday June 1st:

- Group of 6 came into the pool - two entered without paying - when confronted the lady heading the group cursed and was very belligerent to manager and cashier - two of the girls in this groups (Junior High Age) would not stop cursing throughout the day when warned to stop - very belligerent and argumentative - two boys, and a couple of the girls in the group kept harassing the lifeguards who were on duty at the time asking for phone numbers and telling them they were hot - Very unruly lot, with total disregard for pool rules - came in a white Tahoe - Can't come back

Friday June 3rd:

- One of the girls (Shanae) from the group that came on Wednesday tried to get in and I refused her entry - foul language and accusations from her ensued.
- Two adults and 4 girls got into an argument over goggles - Lindsey dealt with it and one of the adults and her kids left. I dealt with the four teenage girls with regard to using foul language (after repeated requests to stop from lifeguards) and they were asked to leave the premises and did so without incident.
- Group of 6 that came on Wednesday came back to the pool (along with Shanae who I had just dealt with 40 minutes earlier) - I closed the gate and denied the whole group entry, explaining that they could not come back to the pool because of their behavior and disregard for the pool rules on Wednesday. They left with much verbal abuse hurled at me and calling me all the names under the sun.

Saturday June 4th:

- Group of 3 girls (sisters) at the pool - have had problems with them for a couple of days (language, backtalk, sign gestures). Tom and I talked to them about past behavior before letting in. 1 hour after letting them in one of the sisters got in an altercation on the steps and hit someone else - Tom intervened and the girl was escorted out the front gate - lot of foul language and she punched Tom in the stomach through the front gate as we were trying to keep the gate closed since she was pushing on them to open them. Girls will not be allowed back

## Item No. 3

- Group of teenage boys came - were horseplaying in front of the gates and rough housing (like fighting), one of them was walking around with his hand down his pants in the groin area. We refused entry based on their outside behavior - much foul language was thrown at us. - A couple of the boys will not be allowed back

Thursday June 8th:

- Removed a teenage girl for excessive foul language after she had been warned several times.

Friday June 10th:

- Removed three boys for foul language - they stayed around the entrance gate - an adult mother and kids were leaving the pool and they mouthed off to her - AND she just went off on them using foul language and lecturing them and telling them to get his mother up there. I called the police (as I could see it escalating if more adults came. The police officer came and drove by - once she saw the officer she got in her car and left.

Saturday June 11th:

- Started tracking/collecting data on unaccompanied children (under 18) coming to pool

Thursday June 23rd

Haven't had any major issues since collecting minor information