



## **AGENDA**

Fort Smith Parks and Recreation Commission  
Regular Meeting, August 9, 2023  
12:00pm Creekmore Community Center

Approval of minutes from the July 12<sup>th</sup> meeting.

1. Discuss Fees for Self-Service Kayak Rental
2. Suggestions for Concrete Pad behind Creekmore Community Center
3. Project Updates
4. Public Comments
5. Commission and Staff Comments

City of Fort Smith  
Parks and Recreation Commission  
Minutes of Meeting  
July 12, 2023

The Parks and Recreation Commission met at noon on Wednesday, July 12, 2023 at the River Park Events Building, West Room.

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

Park Commission members absent: Sandy Sanders.

Staff members present: Sara Deuster, Linda Woodruff, and Amber Plank.

Others: None.

A ribbon cutting ceremony for the inclusive playground at John Bell, Jr. Park was held at 11:00am.

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

**1. Review and Discuss Revised FY23-FY27 Capital Improvement Plan**

The Commission reviewed the proposed revision to the FY23-FY27 Parks Capital Improvement Plan as presented in the agenda packet. Deuster reviewed the project descriptions included in the packet. The Commission expressed concern regarding the adult-size basketball court to be placed within the play area. The Commission discussed this with a focus on keeping the play area geared toward youth and families. Marquette made a motion to replace the proposed adult-size court with a youth size court. The motion was seconded by Roberts and unanimously approved.

Raible made a motion to approve the CIP for FY23-FY26 with the suggested changes to the basketball court at Creekmore Park. The motion was seconded by Deal and unanimously approved.

**2. Public Comments**

None.

**3. Commission and Staff Comments**

Woodruff wanted to thank Marquette and Raney for their help during the department's Kids in the Kitchen event.

Marquette made a motion that the Commission recommend Deuster to be named the Director of the Parks Department to the Board of Directors. The motion was seconded by Raney and unanimously approved.

Raible mentioned that the Sebastian County 1% sales tax renewal is scheduled to be voted on August 8<sup>th</sup>. He 45% of this sales tax provides funding to the City's General Fund.

The meeting was adjourned at 1:22p.m.

Chris Raible, Chairman

Amber Plank, Records Coordinator



**City of Fort Smith** Memorandum  
Parks & Recreation

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**TO:** Parks and Recreation Commission  
**FROM:** Parks Staff  
**DATE:** August 4, 2023  
**SUBJECT:** Self-Service Kayak Rental Fees

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The Parks and Recreation Commission made a recommendation to approve an agreement with Rent.Fun! for a self-service kayak rental program to be located at Carol Ann Cross Park. The Board of Directors approved the agreement via Resolution No. R-113-23 on June 13, 2023. The agreement has been executed and a kickoff meeting is scheduled with Rent.Fun! on August 8<sup>th</sup> to determine a timeline for the launch date of the program.

The City is responsible for establishing the fees and operating schedule for the program. Rent.Fun! proposed a \$25 fee for two hours. This was mentioned during the Board of Directors Meeting during their discussion of the agreement. The Board communicated the fees need to be affordable for citizens and should also take into consideration family members will want to use the kayaks together. Under the recommended fee, two (2) hours of kayaking will cost a family of two \$50.00. Attached for your review are the more popular fee structured currently utilized in locations participating in this program. It was communicated the Parks and Recreation Commission would determine the fees to be charged to users.

Parks Staff request the Commission to make a recommendation on the following:

1. Fee (cost and use time)
2. Season Pass (Rent.Fun! recommended charging \$75.00 for a season pass, which includes unlimited two (2) hour rentals for the pass holder and one (1) friend).
3. Operating Season (dates and hours of operation)

Please contact our office should you have any questions.

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### Example Fee Structures Utilized by Current Rent.Fun! Locations

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<b>Fee</b>	<b>Time</b>	<b>Example Locations Using this Fee Structure</b>
\$9.00	30 minutes	Ponca City, OK; Elk City, OK; and Bay City, TX
\$10.00	1 hour	Olney, IL and Paynesville, MN
\$15.00	1 hour	Lenexa KS, Olathe, KS; and Butler County, OH
\$19.00	1.5 hours	Village of Baldwinsville, NY
\$20.00	1 hour	La Porte, IN, San Bernadin, CA, and Carbondale, IL
\$30.00	2 hours	Rock Falls, Illinois

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### Operating Hours

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Most locations allow users to rent kayaks from Sunrise to Sunset. The operating schedule can be adjusted as the times for each change throughout the year.

Parks Staff recommend also discussing the operating season for the kayak program.



City of  
**Fort Smith** Memorandum  
Parks & Recreation

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**TO:** Parks and Recreation Commission  
**FROM:** Parks Staff  
**DATE:** August 4, 2023  
**SUBJECT:** Renovation of Concrete Pad behind Creekmore Community Center

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Replacement/improvements to the interior sidewalks at Creekmore Park are currently in the design process. Behind the Creekmore Community Center and to the north of the large pavilion is an approximately 50ft x 60ft concrete pad. This area was previously utilized to play horseshoes and shuffleboard. Improvements to this area will be included in the interior sidewalks project, as a walking path goes through the pad. Below are some options to consider for this space:

- Adult Basketball Court (space is available)
- Concrete Cornhole (with bike deterrent block)
- Concrete Ping Pong
- Picnic Tables
- Game Tables
- Painted Areas (ex. hopscotch)

Parks Staff request the Commission to make recommendations on how this space can be utilized. While this [website](#) provides examples, it is recommended the Commission utilize a search engine to see how other cities/venues have designed these amenities.

Please contact our office should you have any questions.