



AGENDA

Fort Smith Parks and Recreation Commission
Regular Meeting, March 13, 2024
12:00pm Creekmore Community Center

Approval of minutes from the February 14th meeting.

1. Creekmore Park Tennis Courts Presentation
2. Fort Smith Youth Baseball & Softball Annual Report
3. Social Pinpoint Presentation
4. Creekmore Park Sidewalks & Drainage Improvements
5. Project Updates
6. Public Comments
7. Commission and Staff Comments

City of Fort Smith
Parks and Recreation Commission
Minutes of Meeting
February 14, 2024

The Parks and Recreation Commission met at noon on Wednesday, February 14, 2024 in the Rose Room at Creekmore Park Community Center.

Park Commission members present: Madeline Marquette, Chris Raible, David Roberts, Sandy Sanders, Sam Hanna, Nancy Raney (via phone), and Andrew Deal.

Park Commission members absent:

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

Others: Shea Brown, Michael Mings, Tim Schale, Chris Hoover, Elliott Bell, Lizzie Sinclair, Amanda Cravey, Jo Elsken, Terry Bognar, Josh W, Roger H, Michele Jackson, and Mike Smetts.

Chris Raible called the meeting to order at 12:02 p.m. Roberts made a motion to approve the December 13th the minutes as amended to reflect Sanders was not present at the December meeting. The motion was seconded by Hanna and unanimously approved.

1. RAISE Grant Presentation

The City of Fort Smith 's Mobility Coordinator, Michael Mings, presented the Commission with the Bass Reeves Legacy Loop. The design is for a 15-mile greenway that connects to both major destinations and existing trails. This proposed project will create safe connections to schools, parks, jobs, medical care, and essential services. It aims to improve community mobility, public health, and social cohesion. Hanna made a motion to enthusiastically support the project and the plan to be presented to the Board of Directors. The motion was seconded by Deal and unanimously approved.

2. Fort Smith Botanical Society Presentation

Shea Brown with the Fort Smith Botanical Society presented the Commission with a presentation about the importance of a Botanical Garden. His vision for this amenity includes the potential to include rainwater collection, solar energy, xeriscaping, and aquaponics.

3. Project Updates

Fort Smith Park Restroom- Bid opening is scheduled for February 27th. The restroom is expected to be delivered mid-late April and expected to open for us this summer.

Creekmore Park Drainage & Sidewalks- Bid opening will be held in mid-March.

Creekmore Park Miniature Golf Course- The United Way Day of Caring is April 18th. The planned project for our assigned volunteers is to replace the carpets and rotted timbers.

Carol Ann Cross Park Trail & Boardwalk- Bid Opening will be on February 20th. Will be taken to the Board the first meeting in March.

Tilles Park Improvements- Change Order No. 1 will be taken to the Board of Directors for consideration on February 20th. This change order includes the rehabilitation/conversion of two of the dilapidated tennis courts to basketball courts, installing two pads for spectator bleachers, and adding solid sod over old basketball courts.

Martin Luther King, Jr. Park Splash pad- The rendering of the final design will be taken to the Board for approval on February 20th with anticipated opening in June.

Creekmore Park Bathhouse & Diving Well Enclosure- Construction documents and final design are complete with a bid opening in March. Once the construction schedule is finalized, we will determine the operating logistics to open the pool this summer.

Hillcrest Park Improvements- A summary of the neighborhood meeting and phone/email communication held on February 5th was provided to the Commission. Citizen input included additional picnic tables, solar lighting, removing the flag stone area, new water fountain, trash receptacle enclosures, larger grills, and small toddler play amenities. The neighborhood would also like to see the existing trees protected, maintain green space, and the curbs power washed.

4. **Public Comments**

Terry Bogner, Chairman of WAPA, wanted to thank the Commission for their support. He suggested a way to use the other tennis courts at Tilles Park for both pickleball and tennis by using removable tape.

An audience wanted to mention that the pickleball courts at Chaffee Crossing are heavily utilized and inquired about if there was perhaps any funding for repair or resurfacing the courts. Deuster said the Department has reached out to an engineer for a proposal. They suggested a complete concrete overlay on the courts that would cost approximately \$750K, which would include adding two courts, striping, sport court surfacing, nets, and fencing.

Joe Elksin commented she enjoys how the Parks Commission meetings are run. She is the chair for a small nonprofit that would like the lot across from the Antioch Community Garden to be turned into a serenity place for senior citizens. Her organization is looking into an AARP Grant.

5. **Commission and Staff Comments**

Marquette mentioned the City did not receive the Farmer's Market Grant. Deuster commented there will be a new grant committee next year and we can possibly reapply for the grant.

Roberts inquired about how the Oak Cemetery process is going. Deuster replied many of the gravesites were not in compliance with City Ordinances. Signs were posted in September 2023 on both entrances of the cemetery to remove any decorations that do not comply with the municipal

code. Parks Staff removed these items on February 8th and several citizens have expressed gratitude for addressing this growing issue.

Marquette mentioned the Father Daughter Dance will be held at Kay Rogers Park on February 24th from 7pm-10pm. Tickets are \$10 in advance and \$15 at the door.

Spring Break will be held on March 21st at Creekmore Park. Staff will setup the ninja warrior course, other activities, and provide food for attendees.

The meeting was adjourned at 1:39 p.m.

Chris Raible, Chairman

Madeline Marquette, Vice Chairman

Amber Plank, Records Coordinator



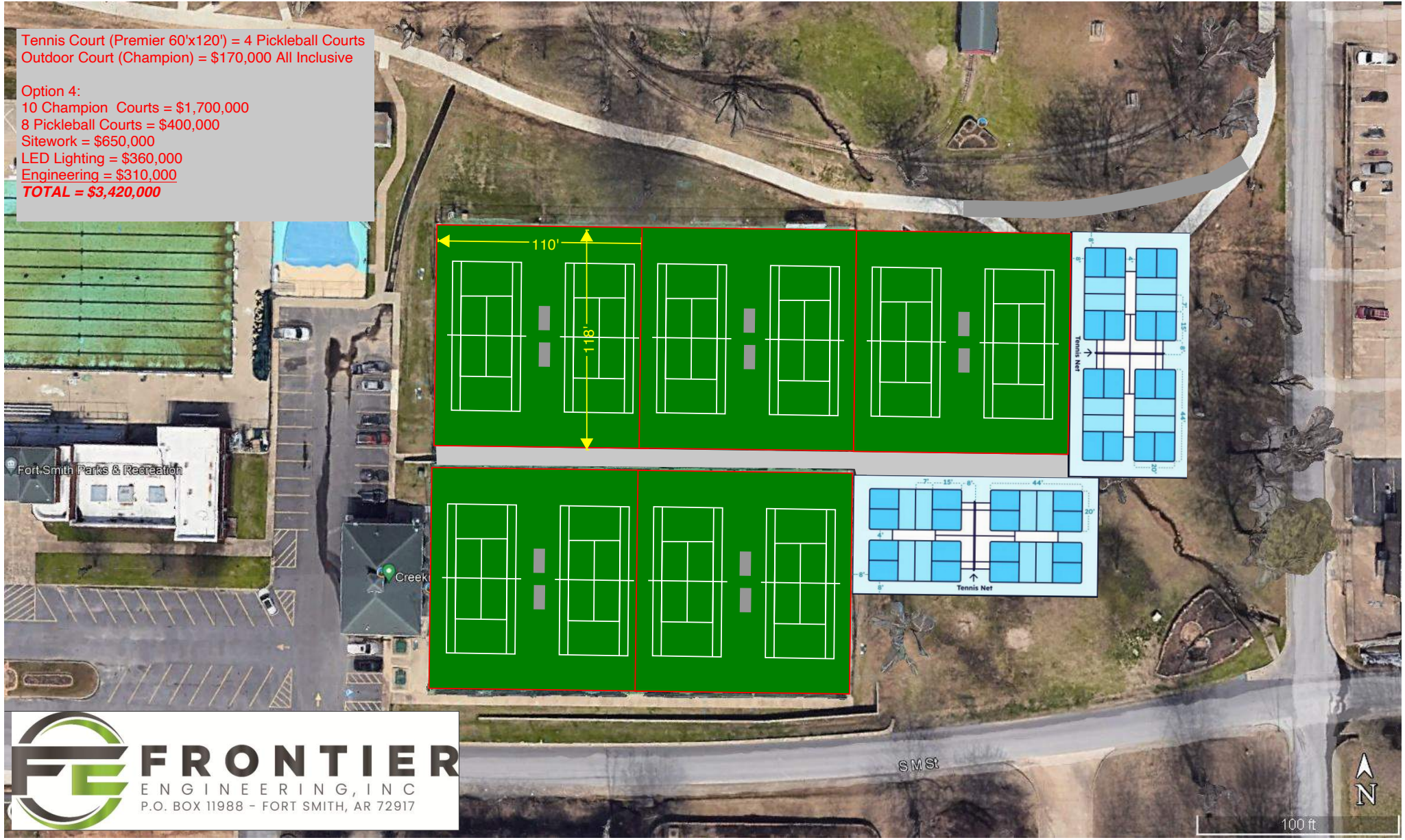
City of Fort Smith Memorandum
Parks & Recreation

TO: Parks and Recreation Commission
FROM: Parks Staff
DATE: March 8, 2024
SUBJECT: Creekmore Park Tennis Court Presentation

Bobby Aldridge with Frontier Engineering will be present to give a presentation of a proposed public-private partnership for improvements/expansion of the tennis courts at Creekmore Park. Attached are renderings of the proposed project.

Tennis Court (Premier 60'x120') = 4 Pickleball Courts
Outdoor Court (Champion) = \$170,000 All Inclusive

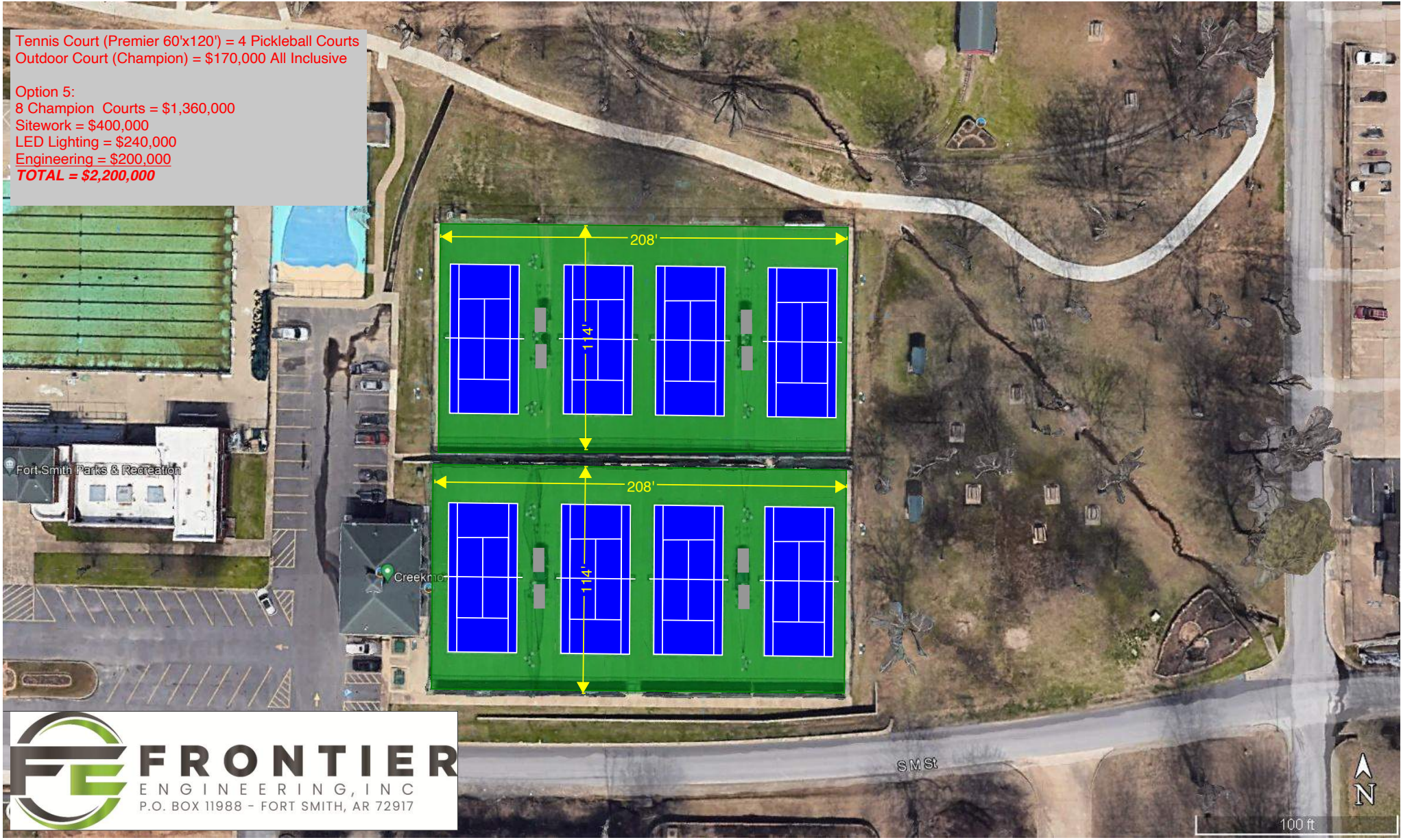
Option 4:
10 Champion Courts = \$1,700,000
8 Pickleball Courts = \$400,000
Sitework = \$650,000
LED Lighting = \$360,000
Engineering = \$310,000
TOTAL = \$3,420,000



FRONTIER
ENGINEERING, INC
P.O. BOX 11988 - FORT SMITH, AR 72917

Tennis Court (Premier 60'x120') = 4 Pickleball Courts
Outdoor Court (Champion) = \$170,000 All Inclusive

Option 5:
8 Champion Courts = \$1,360,000
Sitework = \$400,000
LED Lighting = \$240,000
Engineering = \$200,000
TOTAL = \$2,200,000



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City of
Fort Smith Memorandum
Parks & Recreation

TO: Parks and Recreation Commission
FROM: Parks Staff
DATE: March 8, 2024
SUBJECT: Fort Smith Youth Baseball & Softball Annual Update

Bill Kincannon with Fort Smith Youth Baseball & Softball will be present to give an annual update regarding their operation of the Kelley Park Ballfields. As required by the lease agreement, attached are the financial statements from the 2023 operating season.

FSYBS INC

PO Box 11191

Fort Smith, Ar 72917

2023 Year End Notes

For the 2023 operating year FSYBS Inc undertook several major projects for the ball park.

The batting cages were reinforced and new I-screens added to provide a safer experience for players and spectators. This included the installation of stronger cables, I hooks, and other anchoring materials.

The 3 lower fields, with natural surfaces, were leveled, crowned, treated, fertilized, and seeded 3 times in an effort to improve drainage, and playability. This was the 1st major renovations of those fields in 20 years.

The rehabilitation of Hernreich Field continued with the addition of two loads of top soil, as well as another turf cutting to separate the dirt base paths from the existing natural grass surface. The biggest issue we have with this field is unauthorized use, which often destroys any recently made repairs or renovations. Even with locks on the gates and signage clearly stating the procedure to procure the field for use when available, people continue to climb the fence or through dugouts to access the field.

New Scoreboards and scoreboard signage installation occurred on Pendergraft, Parker, Higgins, Skokos, and Kuykendal fields.

These mark the end of the major projects we had planned. 2024 will be spent refining playing surfaces, and planning projects for 2025 and 2026.

2023 MAJOR PROJECTS

PARK SAFETY

Batting Cage reinforcement	5950
Batting Cage L screens	2865
Tree root Removal	1016
	<u>9831</u>

Field Improvements

Pendegraft	
Leveling and drainage	8400
Overseeding	1185
	<u>9585</u>

Parker	
Leveling and drainage	8400
Overseeding	1185
	<u>9585</u>

Kelley	
Leveling and drainage	11508
Overseeding	1325
	<u>12833</u>

Hernreich	
Leveling and drainage	2265
	<u>2265</u>

Scoreboards/Scoreboard signage

Pendergraft	8000
Parker	8000
Higgins	8000
Skokos	8000
Flocks	8000
	<u>40000</u>

Total 2023 MAJOR PROJECTS **84099**

3:50 PM

02/19/24

Accrual Basis

FSYB&S INC Profit & Loss

November 2022 through October 2023

	<u>Nov '22 - Oct 23</u>
Ordinary Income/Expense	
Income	
all star revenue	12,970.18
donations	99,900.00
Field Rental Income	850.00
golf income	12,298.00
league concession sales	
Square revenue	14,617.19
league concession sales - Other	51,519.03
Total league concession sales	<u>66,136.22</u>
Registration fees	76,869.33
sponsorships	31,200.00
tournament concession revenue	37,396.55
tournament entry fees	42,409.96
TOURNAMENT GATE REVENUE	76,064.01
tournament square revenue	0.00
tournament tshirt revenue	5,656.65
Total Income	<u>461,750.90</u>
Expense	
Advertising and Promotion	800.00
all star exepenses	15,488.03
cleaning	3,771.25
CLINIC EXPENSES	95.27
Computer and Internet Expenses	4,436.84
concession equipment	1,299.81
concession product	61,606.88
concession startup	1,350.00
contract labor	528.00
Field repairs	34,268.22
fuel	87.58
Golf Tournament Expense	14,384.87
grounds equipment	9,307.12
Insurance Expense	11,134.00
Interest Expense	1,593.83
lawn expense	6,818.00
league awards	2,593.52
league concession workers	8,090.00
league sanctioning fee	1,470.00
LEAGUE UMPIRE FEES	34,475.23
lease expense	20.00
mowing expense	1,600.00
Office Supplies	296.52
paypall fees	2,348.34
Payroll Expenses	
Federal Payroll Tax	2,078.60
State Payroll Tax	1,641.74
WAGES	2,663.40
Payroll Expenses - Other	22,376.24
Total Payroll Expenses	<u>28,759.98</u>

3:50 PM

02/19/24

Accrual Basis

FSYB&S INC
Profit & Loss

November 2022 through October 2023

	<u>Nov '22 - Oct 23</u>
permits	100.00
player equipment	6,089.82
player uniforms	47,271.70
Professional Fees	2,132.60
Repairs and Maintenance	18,610.21
restroom supplies	3,321.66
scorebaord project	9,225.50
square fees	848.91
tournament awards	162.00
tournament concession workers	7,959.50
TOURNAMENT DIRECTOR	3,850.00
TOURNAMENT GATE WORKERS	12,095.00
tournament grounds crew	225.00
tournament sanction fees	1,750.00
TOURNAMENT SCHEDULING FEES	1,510.00
TOURNAMENT SHARING FEES	24,043.00
tournament startup	5.00
tournament tshirt expense	4,070.47
TOURNAMENT UMPIRE FEES	38,385.00
tournament workers food/water	147.14
TOURNAMENT SITE DIRECTOR	4,000.00
	<hr/>
Total Expense	432,425.80
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Net Ordinary Income	29,325.10
	<hr/>
Net Income	29,325.10



City of Fort Smith Memorandum
Parks & Recreation

TO: Parks and Recreation Commission
FROM: Parks Staff
DATE: March 8, 2024
SUBJECT: Social Pinpoint Presentation

Josh Buchfink, Public Relations Manager for the City of Fort Smith, will be present to provide the Commission with an overview of a new platform, Social Pinpoint, the City will begin utilizing for citizen engagement.

Social Pinpoint will be used to collect input from citizens to identify and prioritize the continued development of John Bell, Jr. Park. This information will also be used to update the Master Plan for the park that was developed in 2016. Parks Staff request the Commission recommend amenities to be included on the citizen survey.



City of Fort Smith Memorandum
Parks & Recreation

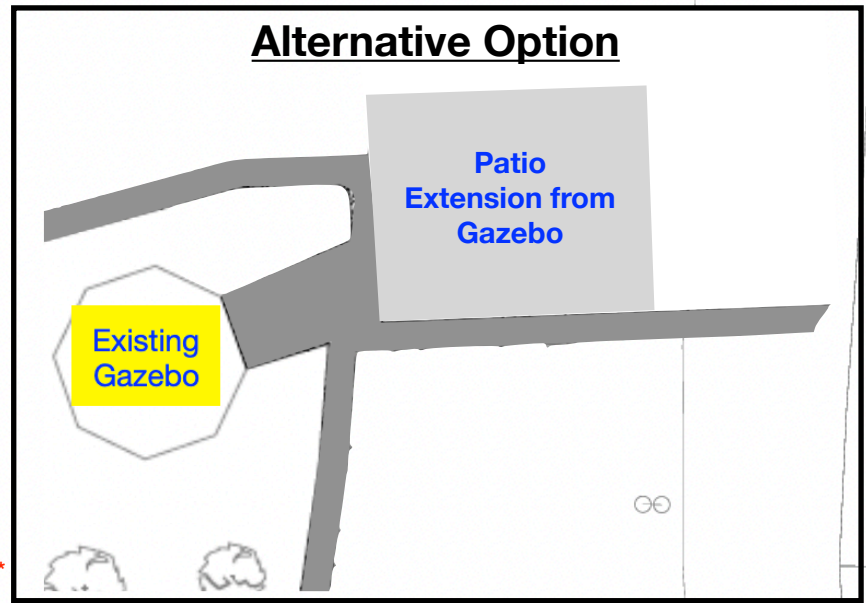
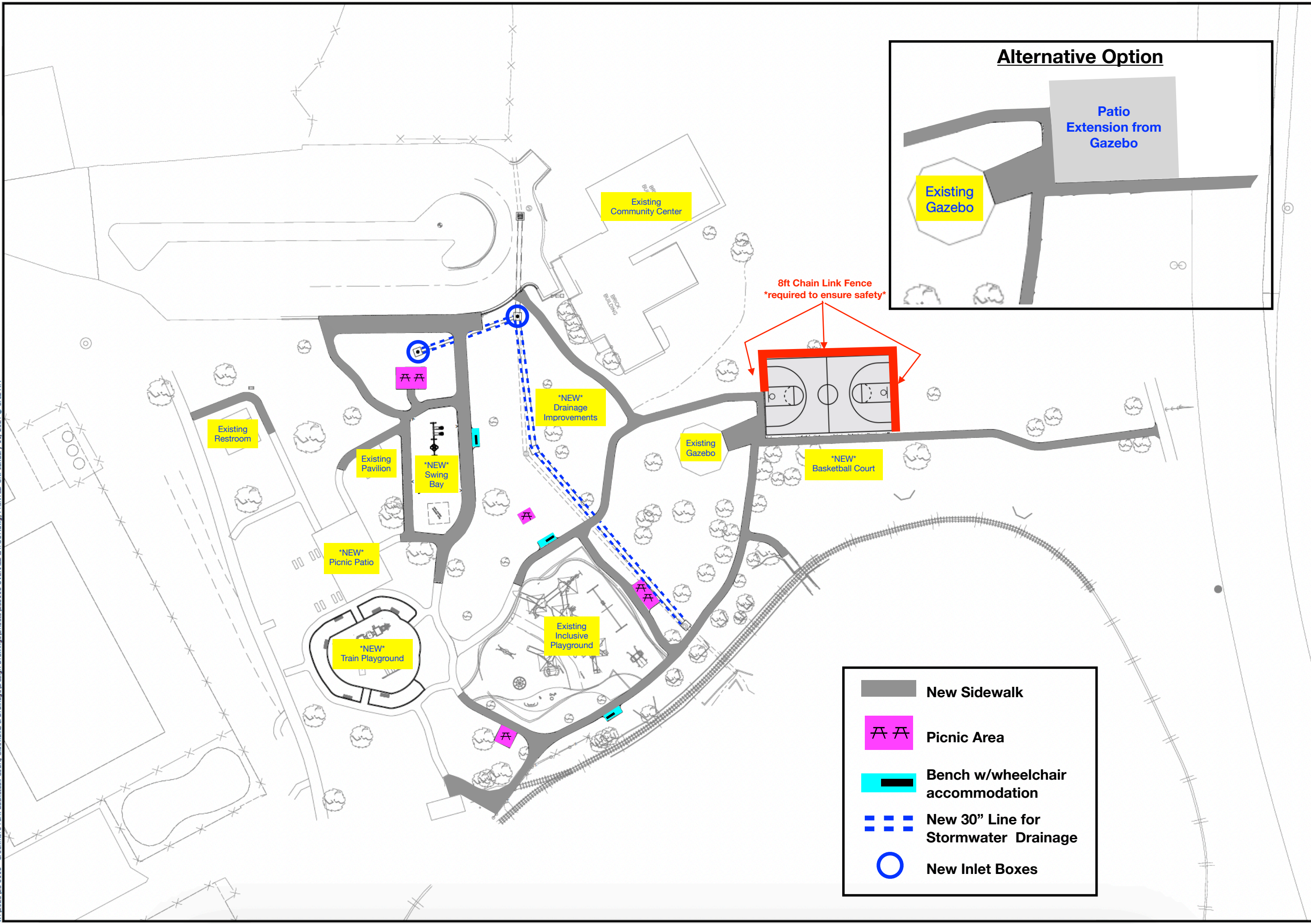
TO: Parks and Recreation Commission
FROM: Parks Staff
DATE: March 8, 2024
SUBJECT: Creekmore Park Sidewalks & Drainage Improvements

Attached a site map of the above referenced project. During the design process, Parks Staff worked with the engineer to incorporate a basketball court as part of the project and preserve as much greenspace as possible. The site map shows the location for the basketball court to achieve this. However, Parks Staff have the following concerns with this location:


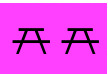



- There will be a significant drop-off from the pavement to the grass on the western portion of the basketball court. This is due to the stormwater drainage ditch and change in elevation. To ensure the safe use of a basketball court, an 8-ft tall chain-link fence will need to be installed.
- The walking path alongside the basketball court is high-use pedestrian path. There is not sufficient space to widen the walking path on the east side of the court to allow a fence to be installed to create a barrier between the court and walking path.
- The large gazebo is utilized for large events for citizens of all ages. One of the leading concerns with the proposed basketball court near the inclusive playground was the potential of foul language being used. This same issue is a concern with this site.
- The Parks Commission recommended to keep a patio area as an extension from the gazebo to serve as an extension for events. Having a dual-purpose basketball court and patio can create conflict amongst those hosting an event and those wishing to play basketball. Our outdoor facilities are first come, first served and there is not feasible, fair option to give one use priority over the other.

An alternative option to the basketball court is to dedicate the space to a patio area. This option is provided in the top right corner of the attached site map. Parks Staff request the Commission make a recommendation regarding this portion of the park.

W:\2023\23-8118 - Creakmore Park Basketball Court, Sidewalks & Drainage\Design Drawings\Sheets\238118 OVERALL LAYOUT.dwg, PRINTED ON: January 11, 2024 @ 8:02 AM



8ft Chain Link Fence
required to ensure safety

-  New Sidewalk
-  Picnic Area
-  Bench w/wheelchair accommodation
-  New 30" Line for Stormwater Drainage
-  New Inlet Boxes

MCE McClelland
CONSULTING, INC.
2120 WALDRON RD., BLDG A, SUITE 5
FORT SMITH, ARKANSAS 72903
(479) 434-5333
HTTP://WWW.MCE.US.COM

PRELIMINARY
NOT FOR
CONSTRUCTION
ORIGINAL SIGNATURE ON FILE

CREEKMORE PARK DRAINAGE, BB COURT,
& SIDEWALK IMPROVEMENTS
3301 S. M STREET
FORT SMITH, AR



REV	DATE	DESCRIPTION

OVERALL
LAYOUT

DESIGNED BY: AH	DRAWN BY: AH
DATE: 1/11/2024	REVISION: 90%
SCALE: AS NOTED	JOB NUMBER: 23-8118