



AGENDA

Fort Smith Parks and Recreation Commission
Regular Meeting, Wednesday, October 10, 2018
12:00pm River Park Events Building West Room

Approval of minutes from September 2018 meeting.

Items of Business:

1. Review FY19-FY23 Capital Improvement Plan
2. Presentation of Trail Counter Project (*requested by Millspaugh*)
3. Rental Policy for Riverfront Drive Skate and Bike Park (*requested by Millspaugh*)
4. Project Updates
5. Public Comments
6. Commission and Staff Comments

City of Fort Smith
Parks and Recreation Commission
Minutes of Meeting
September 12, 2018

The Parks and Recreation Commission met at noon on Wednesday, September 12, 2018 at the Creekmore Community Center.

Park Commission members present: Madeline Marquette, Susan Pruitt, Chris Raible, Lacey Jennen, Jim Rowland, Nancy Raney, and Casey Millspaugh.

Park Commission members absent: None

Staff members present: Doug Reinert, Sara Deuster, Jim Mackey, Linda Woodruff and Amber Plank.

Others: Bobby Aldridge, David Harris, Penny Packard, Bill Black, Nick Gibson, Keley Simpson, Paula Linder, Aric Mitchell, Jady Watson-Fisher.

Marquette called the meeting to order at 12:02p.m. Raible made a motion to approve the minutes as written. The motion was seconded by Raney and unanimously approved.

New Park Commissioners Susan Pruitt and Casey Millspaugh were introduced to their fellow Commissioners, Staff, and audience members.

1. Election of Chairman

Commissioners Jennen and Raney nominated Millspaugh to serve as Chairman. There were no other nominations. Millspaugh was voted in as the Chairman with Raible in opposition.

2. Project Updates

Rice Carden Extension: The walkthrough has been completed and the final pay application will be taken to the Board for approval. Parks Staff still have a few punch list items to complete, such as addressing the grass growth along the fence line.

Rice Carden Vandalism: A police report was made regarding a burned patch of asphalt on the trail. The Street Department assisted our department in sawing out the damaged asphalt and repaving the section.

Fort Smith Park Fishing Tournament: Maintenance Staff have been grooming Fort Smith Park for the FCA fishing tournament this weekend.

Christmas Lights: Staff has begun preparing Christmas displays for Holiday Express.

Skate Park: Bobby Aldridge with Frontier Engineering was present to provide an update. He stated the landscaping is in progress, noting Frank Sharum donated an additional \$20,000 worth of trees for the site. Sharum asked for additional irrigation to be installed. The private sector will provide the additional funding for this. Aldridge stated the skate park features are mostly complete, and the site amenities are scheduled for delivery next Tuesday. 64.6, First National Bank, and the private donors

are planning a grand opening event, including a skate competition, in October. The date will be officially released soon.

Rowland made mention of the difference between the skate park at Martin Luther King, Jr. Park and the Riverfront. He stated the one downtown will meet the needs of every age group and every skill group. Rowland added this is one of the most significant projects Fort Smith has achieved. He encouraged his fellow Commissioners and the audience to personally visit the site.

Splash Pads: Aldridge also provided an update on the splash pads at Tilles and Woodlawn Parks. He stated the City issued a two-part Notice to Proceed since the spray amenities took several weeks to be delivered. The first NTP gave Creative Design Pools the approval to order the features. The second NTP authorized them to begin actual construction. The second NTP was issued August 27th. This is a 75-day contract, with a final completion date of November 10th. Aldridge noted the site work currently being performed is within the existing pumphouses.

Chaffee Crossing Trails: The final easement is awaiting signatures. Once the documents are fully executed, Segment One of the project will be ready to advertise for bids.

51 Acres: We are waiting on a response from Kansas City Southern regarding the easement for the waterline.

Regarding the Riverfront Drive Skate and Bike Park, Aldridge added that due to efforts of all parties on the public portion of the project, the contract came in under the budgeted amount. This underage was used for a climbing net structure that compliments the artwork at the park. This amenity has a 14-week lead time, which will lead to an installation date near the end of the year.

3. Public Comments

David Harris was present in the audience and asked if the City would appeal the decision of the court regarding the City paying the contractors \$200,000 for work performed at the River Valley Sports Complex. Reinert stated the decision would be made by City Administration.

Penny Packard made note of the public confusing the River Valley Sports Complex and the Riverfront Drive Sports Fields (51 Acres) with one another. She asked the property to be referred to as a soccer facility. Reinert noted the project is named the Riverfront Drive Sports Fields and the master plan includes more than just soccer fields. Additionally, the Board of Directors approved the Master Plan for the project as referred to as the "51 Acre Park on Riverfront Drive" (Resolution R-35-16).

Millspaugh asked what the next plan for the property is. The second phase of the project consists of an inclusive playground, for which a \$250,000 grant is being applied for, a Miracle League Field, restrooms, and a pavilion. Reinert noted the restrooms are contingent on when the easement for the waterline is acquired. Millspaugh asked what would occur next after the easement is secured. Reinert stated the waterline project will go through the City's standard policy regarding the bidding and awarding of projects. Millspaugh inquired if there was enough money to complete all three phases of the Riverfront Drive Sports Fields. Reinert noted we have enough funds to complete Phase II.

4. **Commission and Staff Comments**

Deuster noted the next event will be October 27th. Beginning Monday, brick pavers for the entrance to Fort Smith Dog Park will be available for purchase. The prices will range from \$50 to \$65.

Raible asked about engaging a marketing/advertising agency to promote our parks system. Marquette asked if there was an in-house marketing person who could assist with this. Reinert noted the City has a Communications Manager. Deuster mentioned Plank's idea to partner with University of Arkansas – Fort Smith to prepare the marketing material. Pruitt noted her support of pursuing this idea. She stated her preference would be to develop an app citizens can readily access on their phone. Raible added the marketing effort could pay for itself if we were to sell ads in which local companies could promote their businesses.

The meeting was adjourned at 1:02 p.m.

Madeline Marquette, Vice-Chairman
Amber Plank, Records Coordinator

Parks & Recreation 1/8% Sales and Use Tax
FY2019 - FY2023 Capital Improvement Plan

	Est. 2018	2019	2020	2021	2022	2023
BEGINNING BALANCE	2,828,084	2,459,244	1,250,095	1,840,295	48,495	125,495
Current Year Revenues						
Sales Tax*	2,637,000	2,637,000	2,637,000	2,637,000	2,637,000	2,637,000
Grants/Contributions	1,250,000	500,000	500,000	500,000	0	0
Total - Current Year Revenues	3,887,000	3,137,000	3,137,000	3,137,000	2,637,000	2,637,000
Total Funds Available	6,715,084	5,596,244	4,387,095	4,977,295	2,685,495	2,762,495
Projects						
Carol Ann Cross Park Improvements	0	0	0	0	330,000	220,000
Chaffee Crossing Trail System	5,000	1,210,300	736,800	2,277,300	0	0
Creekmore Park Inclusive Playground	0	0	0	550,000	0	0
Creekmore Park Parking Lot Resurfacing	0	110,000	0	0	0	220,000
Creekmore Park Pool Bathhouse	0	0	0	0	0	742,500
Fort Smith Park Fishing Pavilion	123,028	0	0	0	0	0
Fort Smith Park Parking Lot	267,327	0	0	0	0	0
Fort Smith Park Playground	216,051	0	0	0	0	0
Park Inclusion Improvements	0	82,500	82,500	110,000	110,000	110,000
Marshals Museum Property Purchase	200,000	0	0	0	0	0
Matching Funds	0	100,000	200,000	150,000	0	0
Maybranch Trail	0	150,000	550,000	550,000	750,000	750,000
Neighborhood Parks	0	0	0	330,000	330,000	330,000
Parrot Island Water Park	0	650,000	0	0	0	0
Rice Carden Extension	1,133,125	0	0	0	0	0
River Valley Sports Complex	224,560	201,000	0	0	0	0
Riverfront Drive Sports Fields (51 Acres)	40,000	905,300	400,000	500,000	750,000	0
Riverfront Drive Sports Fields Maintenance Building	51,905	69,949	0	0	0	0
Riverfront Drive Sports Fields Water Line	25,000	275,000	0	0	0	0
Riverfront Drive Skate and Bike Park	1,219,595	0	0	0	0	0
Shade Structures at Martin Luther King, Jr. Park	8,000	0	0	0	0	0
Stagecoach Park	0	0	0	181,500	0	0
Tennis Court Resurfacing	0	0	302,500	0	0	0
Tilles and Woodlawn Parks Splash Pads	444,567	0	0	0	0	0
Wilson Park Improvements	0	165,000	0	0	0	0
Total Projects	3,958,158	3,919,049	2,271,800	4,648,800	2,270,000	2,372,500
Capital Equipment						
(2) 60" Groom Mowers	38,835	0	0	0	0	0
4x4 Cew Cab 1-Ton with Dump Bed	40,964	0	0	0	0	0
30' Equipment Trailer	0	20,000	0	0	0	0
Capital Equipment	0	0	100,000	100,000	100,000	100,000
Dump Truck	0	80,000	0	0	0	0
Mini-Excavator and Brush Cutter	64,598	0	0	0	0	0
Total Capital Equipment	144,397	100,000	100,000	100,000	100,000	100,000
SUBTOTAL	4,102,555	4,019,049	2,371,800	4,748,800	2,370,000	2,472,500
Indirect and Operating Costs*	153,285	327,100	175,000	180,000	190,000	200,000
TOTAL EXPENDITURES	4,255,840	4,346,149	2,546,800	4,928,800	2,560,000	2,672,500
Ending Balance	2,459,244	1,250,095	1,840,295	48,495	125,495	89,995
Grants/Contributions						
AHTD TAP Grant	0	500,000	0	0	0	0
Arkansas Game and Fish	100,000	0	0	0	0	0
Park Partners	500,000	0	0	0	0	0
First National Bank	100,000	0	0	0	0	0
Fort Chaffee Redevelopment Authority	0	500,000	500,000	500,000	0	0
Friends of Recreational Trails	550,000	0	0	0	0	0
TOTAL GRANTS/CONTRIBUTIONS	1,250,000	500,000	500,000	500,000	0	0

*Please note the highlighted cells will be prepared by the Finance Department and updated for the final version of the CIP.