



AGENDA

Fort Smith Parks and Recreation Commission
Regular Meeting, July 14, 2021
12:00pm Creekmore Community Center

Approval of minutes from May 12th and June 14th meetings.

1. Presentation of Fundraising Effort for Shade at the Riverfront Bike and Skate Park
2. Review Naming Policy (*requested at the June 14th Special Meeting*)
3. Project Updates
4. Public Comments
5. Commission and Staff Comments

City of Fort Smith
Parks and Recreation Commission
Minutes of Meeting
May 12, 2021

The Parks and Recreation Commission met at noon on Wednesday, May 12, 2021, in the Rose Room at Creekmore Park Community Center.

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

Park Commission members absent: None

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

Others: Bobby Aldridge and Tina Dale.

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

1. Presentation of Master Plan for Soft Surface Trails downtown

Bobby Aldridge with Frontier Engineering presented the Commission with a conceptual design for the construction of a Canopy and Soft Surface Trail for the property purchased by the Parks Department for the construction of soft surface trails. This land was purchased by the City with the understanding that members of Friends of Recreational Trails (F.O.R.T.) and Frontier Ozark Off-Road Cyclists (FOORC) would construct the trails with private funds/labor.

2. Project Updates

Wilson Park- Progressing on schedule.

51 Acres- The bid for the construction of an inclusive playground is currently out for bid. The parking lot will be paved as soon as the asphalt is delivered to the contractor.

Storm Cleanup – Staff is currently working on storm cleanup at our downtown parks as a result of the recent tornado.

Elm Grove Community Center- The facility remains closed due to damage from the February winter storms. Bids for the repair of the facility are currently being solicited.

Pendergraft Park – The Pendergraft Family has been in contact with the department regarding improvements and maintenance issues at the park. The family has stated the cost for this work will be taken from the family's trust for the care of Pendergraft Park.

Maybranch- Phase I preliminary drawings have been sent to the State for review.

Fort Smith Park- The Army Corp of Engineers are reviewing the plans for the restrooms.

Riverfront Skate & Bike Park- Mercy & Baptist Health agreed to donate \$250k each for expansion on the bike portion. Aldridge noted the private sector was waiting on confirmation these funds were still available and for the Parks 1/8% Sales and Use Tax to be renewed.

3. Public Comments

A citizen stated she would like to bring in volunteers to help with any debris clean up in the parks.

4. Commission and Staff Comments

Deuster thanked all the Commissioner that helped with Mulch March on Garrison.

The meeting was adjourned at 1:42 p.m.

Chris Raible, Chairman

Amber Plank, Records Coordinator

City of Fort Smith
Parks and Recreation Commission
Minutes of Meeting
June 14, 2021

The Parks and Recreation Commission met at a Special Meeting at noon on Monday, June 14, 2021, in the Rose Room at Creekmore Park Community Center.

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

Park Commission members absent: None

Staff members present: Doug Reinert, Sara Deuster, and Amber Plank.

Others: Rob Green and Wayne Sandusky.

Chris Raible called the meeting to order at 12:00 p.m.

1. Presentation of Riverfront Drive Sports Fields Inclusive Playground.

Rob Green with ACS was present to review the conceptual drawing for the inclusive playground at Riverfront Drive Sports Fields. Commissioners were in support of the project but placed emphasis on the need for restrooms at the park. Staff noted the restrooms were the next phase of the development of the site and are expected to be open next spring when the park will officially open.

Marquette made motion to accept the project as is and present it to the Board of Directors.

McIntosh seconded the motion. The motion was passed with six in favor and one opposed (Raible).

Raible stated he felt restrooms should be installed before the playground.

The meeting was adjourned at 1:01 p.m.

Chris Raible, Chairman

Amber Plank, Records Coordinator

3J

RESOLUTION NO. R-192-02

A RESOLUTION ADOPTING A REVISED NAMING POLICY
FOR CITY BUILDINGS AND FACILITIES

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CITY OF FORT SMITH, ARKANSAS that:

SECTION ONE: The buildings and facilities naming policy attached hereto as Exhibit "A" is hereby adopted.

SECTION TWO: The building and facilities naming policy adopted by Resolution No. R - 141-01 is hereby repealed.

This Resolution passed this 6th day of August, 2002.



Mayor

ATTEST:

Cindy Remler
City Clerk

Approved as to form
JSL
No publication required

CITY OF FORT SMITH

BUILDING AND FACILITIES NAMING POLICY

1. Purpose.

The purpose of this policy is to establish a formal process for naming city-owned facilities including, but not limited to, buildings, and portions thereof such as meeting rooms, parks, lakes, and other real property facilities. This policy shall also apply to renaming streets and roads, but not to the naming of newly-constructed streets and roads nor to the naming of streets and roads under the administration of the Fort Chaffee Redevelopment Authority. A sound policy can add meaning and significance that embodies the values and heritage of the community.

2. Authorizations.

The Board of Directors shall have final approval of all naming decisions and methods of recognition. If an appointed commission or committee oversees a particular facility, that commission or committee shall make recommendations to the Board of Directors.

3. Objectives.

- a. Provide name identification for city-owned buildings, structures, facilities, parks, and specified areas.
- a. Provide for citizen input into the process of naming city-owned facilities.
- b. Provide for the recommendation of commissions and committees, as appropriate.
- c. Ensure control for the naming of city-owned facilities by the Board of Directors.
- d. Establish guidelines for the methods of recognition.

4. **Qualifying Names.**

Names should provide some form of individual identity related to:

- a. The geographic location of the facility
- b. An outstanding feature of the facility
- c. The adjoining subdivision or neighborhood
- d. A recognized historical event, group, or individual
- e. An individual or group who contributed significantly to the acquisition or development of the facility
- f. An individual who provided an exceptional service in the interest of the city

5. **Naming Process.**

- a. At the time a city facility or land is acquired, but before development occurs, the City Administrator or his designated agent will assign a temporary working name for the area, facility, or project.
- b. Once the development is initiated, the public and interested citizen groups will be invited to submit nominations. If the facility to be named has a corresponding commission or committee, the nominations shall be submitted to the commission or committee. If the facility to be named doesn't have a corresponding commission or committee, the nominations shall be submitted to the City Administrator or his/her designee.
- c. If a commission or committee is reviewing the nominations, the commission or committee shall select a recommended name for the facility. The commission's or committee's recommendation shall be publicized in a local newspaper for at least a two-week period and citizen comments shall be requested. The commission or committee shall consider all public comments received. No later than 60 days following the two-week public notice period and after considering all public comments received, the committee shall finalize its recommendation to the Board of Directors. The Board of Directors shall consider the recommended name, and all other

pertinent information, in determining the name for the facility.

- d. If the City Administrator or his/her designee is receiving nominations, all nominations shall be forwarded to the Board of Directors for review. The Board of Directors shall make an initial selection. Following this initial selection, the Board's recommendation shall be publicized in a local newspaper for at least a two-week period and citizen comments shall be requested. The Board shall consider all public comments received. At any time following the two-week public notice period and after considering all public comments received, the Board may finalize the naming decision.
- e. For the name of an individual (excluding historically significant individuals) to be considered, that person must have contributed significantly to the acquisition or development of the facility or to the city. The nomination must be accompanied by a biographical sketch which shall provide evidence of contributions to the facility or the city. Facilities will not be named for living individuals unless the individual made a significant contribution as outlined in 4E above.

6. Recognition

- a. The methods of recognition shall be subject to approval by the board of directors. A commission making a recommendation regarding a naming decision may also make recommendations regarding the methods of recognition.
- b. Recognition methods may include, but not be limited to:
 - Having the facility or a portion of the facility named after a person, business, or other organization.
 - Erecting a plaque or marker with the honoree's name at the facility.
 - Displaying a sign acknowledging the honoree's donation or accomplishment. Such sign may include a business logo.
- c. Methods of recognition shall not create a commercial appearance of the public facility. Such recognition shall complement the architectural style and appearance of the facility.

7. Renaming.

- a. The renaming of city facilities is strongly discouraged. Efforts to change a name should be subject to the most critical examination so as not to diminish the original justification for the name or discount the value of the prior contributors.
- b. Only those facilities named for geographic location, outstanding feature, or subdivision or neighborhood may be considered for renaming. Facilities named by deed restriction or other legally binding obligation cannot be considered for renaming unless the deed or other restriction so permits.
- c. Facilities named after individuals shouldn't be changed unless it's found that the individual's personal character is or was such that the continued use of their name for a facility would not be in the best interest of the community.
- d. In order for a facility to be considered for renaming, the following must occur:
 - The recommended name must qualify according to Section 5 of the policy; and
 - The nomination for renaming must be accompanied by a petition from the users of the particular facility.

8. Other Naming Alternatives.

- a. Facilities that are donated to the City can be named by deed restriction by the donor. The naming and acceptance of the land is subject to approval by the Board of Directors.
- b. Facilities within a larger facility (i.e., a playground at a park, a meeting room in a building, etc.) may be named separately from the main facility they are in, subject to the other requirements of this policy.