

MINUTES
Goshen Parks and Recreation Commission
February 27, 2024 at 6:00PM
Goshen Community Building, 244 Clark Street

Call to Order: Adam Walker called the meeting to order at 6:00 pm

Roll Call: Adam Walker, Daniel Edwards, Caleb Lebow, Kyle McGurk and Mike Nimmo were present.

Approval of Agenda: Mike Nimmo motion to approve agenda as written. Seconded by Caleb LeBow. All in favor. Yay (5). Opposed. (0). The motion carried.

Approval of Minutes:

January 23, 2024 Minutes. Kyle McGurk made a motion to approve the minutes with edit. Seconded by Caleb LeBow. All in favor. Yay (5) Opposed (0). The motion carried.

Old Business:

- A. ARDOT Grant Update & Discussion of Resource Survey:** Caleb LeBow presented. I really don't have too much at the moment. Crafton Tull has ARDOTS comments, which were minimal, on the update. The amendment's been signed, so they are good to go and finish out 90 to 100% of the plan. I have not heard anything about their whole geotechnical boring note, which was in Amendment 2. There's kind of sometime, in a sense, if they want to parlay that. Normally, I think those, you can get that done. Especially for two little drills like that, I would not think it would take them longer than, like, a month, month, and a half to drill it, get a report, and have everything set. And then, otherwise, I have not really seen any emails come back from ARDOT regarding needs for the Cultural Resource Survey. I know that Ken got great news with the Corps of Engineers. I still never saw anything, If Ashley Smith with ARDOT confirmed, if that, in a sense, applies. Mayor: I called today, I did not get a response from her, but I will follow up on that tomorrow. Adam: That was the only real hang-up that I remember was looking at the initial recommendation from CraftON Tull for Clearwater. The list that Lacie was able to get from the state, and then looking to see if this would suffice or if we needed to amend. Outside that, I know we had the working meeting, just discussing where we are at as far as budget-wise. Mayor: I wanted to give you guys an update as to where we are with the budget. So year-to-date, we bought an additional lawn mower, which we had to trade in from the other one. We ended up spending, I forget what the exact amount was. But year-to-date, what we spent was \$9,329.16 out of that \$12,000 park equipment budget. So that is where we are with that. I just spoke with Bob Doherty this week, because we are

anticipating purchasing the property, and because we already purchased a big chunk of it last year, we will not have to pay this lease of the land unless it extends for many, many months. So, the plan is that we will get Bob Doherty paid for the property as soon as we get those HUD funds in, and we will close on that. We will be able to retain that \$10,000 so we can use that for park stuff. So that is the goal. Mike: So that \$10,000 can be reallocated? Mayor: Yes. I am very hopeful that we can do that. Caleb: But we do not want to do that yet. Mayor: We cannot do it yet because we do not know for sure when we are going to get that HUD funds released. The lease payment is due in February. If we can get that done in the next couple of three months. He was okay with that. Adam: Under revenue on the Tyler Royal payment, are we still holding that? Mayor: That is \$2,000 for the Rock Park restoration. That needs to be held until we get the land purchased. So really, that would be like \$12,000 additional that we would be able to use potentially for some of the stuff that we talked about. Mary: When I met with John Beneke, the landscape architect, he said that he thought it should have a sidewalk coming up right in front the blind. It would be nice if we could put the concrete pour for the line in that. I am happy to go try to raise money to do the wooden up structure. I do not know if there will be enough money, but we need to pour it all at the same time. Mayor: Do you guys have the ARDOT budget? Kyle: So, this includes the Geotech investigation and the trail redesign finalization, which are both costs that are to be able to include in the grant. Mayor: Correct. And we have already found that money and we have allocated it to spend for that. So that can be taken out of that, and we will end up spending it. Caleb: The bridge is also coming in closer to \$40,000 was the most recent estimates, instead of \$60,000. I guess the only thing to caveat with that, which it may be covered, I think Crafton, when we pulled that over from them, they had included a pretty hefty amount for that. But in talking to some of the manufacturers of bridges a couple of months ago, they were saying that a safe presumption is the cost of the bridge to get it installed and set. That was their thought. Mayor: If you guys would be good with it, I would think that we could incorporate. I do not think that we are going to get any pushback from ARDOT to incorporate the viewing station. And I do not think we would get any pushback if we wanted to go ahead and incorporate planning for picnic tables that are concrete poured and picnic tables alongside the trail. I think ARDOT would support that. Kyle: My only concern is that that would increase engineering costs and cause delays just because of scope. The city would be the ones responsible for the engineering increased fees, so we would absorb that. I plan on meeting with Crafton Tull soon, we have not been invoiced for much of this at all. So, in total, we have only really been invoiced for about \$23,000 worth of the \$80,000-something with the work that is done. But a lot of it is that we are not going to get bills until the project starts as well. And some of that is built into the fees for the actual oversight of the project.

Kyle: Mary, so your intent for the bird blind is to have a local artisan do that? Or do you work with artisans to construct it? Or would it be contracted out as part of the project? My thought would be this. If ARDOT would do the five, six by six in concrete, and then the dimensional lumber, putting it all together per the plan, have that done professionally, if we can fit it in there. And then the art pieces. I got estimates from a metal cutter. We would have all of the birds and silhouettes would be cut in metal. And then the tree pieces that you are seeing there, that is stylized. I have more specifics than the one that I drew. All the birds and stuff would work from our species list, and they would have a viewing shelf in there, and you would have benches, and you can slide a wheelchair in the middle. There would be a section for wingspan for kids. This is my first draft. This would be a panel where schools who are participating, we invite different schools to post artwork at different times of the year. It would also drive people to use the park locally from Elkins or whatever schools are participating. Right now, we are going to work out of the gate with St. Joe and a school in Springdale, simply because the art teacher is going to retire in a year and wants to work in Mill Branch in retirement. It is about \$300 for a sheet of aluminum. We do the birds out of barn wood. Fara has offered some of her barn wood, and some other people have offered as well. Mayor: The key thing is what part of it would be ARDOT, what part would be the city or the Parks Commission's responsibility to do. I think the major construction part of it would be easy to get in the ARDOT grant. Kyle: It is a fence with details, and that would be easy for them to spec out at a very minimal cost. Adam: So, from what I understand. Kyle, your thought is that if we include the concrete foundation prep work for the build into the ARDOT grant, and then we can look at the construction of the blind itself as more of a city-owned project? Kyle: Try to get it all as an alternative. So, we are going to put it in as an alternative. Adam: Russell, what were your feelings on poured picnic tables along the pathway? Mayor: We need concrete pads to put the picnic tables on. And then also it would be nice if we could get a concrete path poured over to the concrete pad so that people.

Crafton Tull to go over the budget and invoicing. Does anybody want to meet with me during that and talk about including that? Caleb: I could do it if it is online if I can attend virtually. Mayor: I could set up a Zoom. Caleb: On the bridge being closer to 40 than the 60, that was the highest. And then removing the engineering portion out of it, you are at around like \$271,000. So, if we are only coming in around \$271,000. \$30,000 was included for transportation and installation and the bridge foundation for \$40,000. Both companies that I talked to, both manufacturers, said transportation is included, not the install. Mike: I know there is a lot of spalling on that concrete pad there. So, is there any thoughts of grinding that area and making it nice and smooth there? Mary: It is collapsing down on the end. Adam: We have had discussion of beginning the idea of placing picnic tables there, of adding a cedar awning. Mayor: The question is, do we tack ourselves into a position where because there is a concrete pad there, we must do

something with it? Do we have to use that, or should we really look at other places to do better things in the park? I think we could make it a place where there's activities that can be had and done there. Adam: Russell, your plans to follow up with ARDOT on the culture resource survey and then as well as meeting with Crafton Tull, Caleb maybe, Kyle? Kyle: I will join it if you would like. Mayor: If you are around, we can do it at City Hall, including you on Zoom. So, I will have to coordinate when you guys can both do it. Caleb: You are reaching out with Crafton Tull? Mayor: I have already reached out, just like ARDOT. Adam: And then we will look at feasibility for the bird blind, the viewing blind, as well as some of the picnic tables. And then clarification of the bridge as far as the package, and the details on how we are going to get it in there. Mayor: I think ARDOT's ready for us to just submit it.

B. HUD Update on Status from Corps Review: Adam Walker presented. Mary, do you have any update on the HUD components? As far as the Corps thing, they said they must send it to Little Rock Core. Mayor: What are the next steps before HUD will release the funds? We still must get clarification. Adam: We are finalizing with Little Rock Core. You must put it out for 30 days for comment. Once we hear back from Little Rock. The last thing I got, I think, was from Austin. And it included Crafton Tull in that process. Kyle: So, the public comment, will that be a local public comment, or is that the Federal Register public comment? Adam: The Federal Register. Mayor: Were in the process of getting our sam.gov account up and functioning. Hopefully, we get our stuff from Little Rock, and we can move forward.

C. Arkansas State Park Grant: Adam Walker presented. As you all know, as we shared with the council, we did not get selected for it. John Beneke shared just some excellent insight. He spoke with Matt McNair. The state seems to be focusing on how to monetize recreation, which I think can be very, very much construed with the Waltons and the pursuit of the Buffalo River and other interesting entities in the state. So, I think right now, my feeling, and I would be very welcome to you all's opinion, is to simply digest this, push through our ARDOT and our HUD, and reevaluate. I know that you are working with John Beneke, on his contract and the services. Mayor: We need to talk about that, too. John has done great work for us. But we got hit with an invoice of \$28,000 in December from John, and it included work from 2021, 2022, and 2023. And we were like, we did not anticipate this. So, he had not billed the city, and that was great. But at the same time, we did not realize we had all this outstanding work that had been done that we were not being invoiced for. So, you know, some of this, it causes us to go back and look at contracts and agreements. And, you know, one of the contracts that we signed with John was a contract addendum for professional design services. This was done back in June of 2023. The scope is detailed out, and it goes into the fee schedule. Fees shall not exceed \$10,000. But really, this was for getting us through our state park grant. So really, that is what it outlined. And it had a clear outline of the services that are proposed all the way through to the end of that

program submission and submittal. And I was looking at his invoice from December, and there was December 18th, five hours for revised Mill Branch Park master plan in print, meet with Mary Smith on-site discussion while at the observation station. And I did not really think much of it, because I thought we had included some of that in that contract. I did not remember that we did not include anything beyond the state park grant, but we did not. So, his services only extended from the council through that state park grant. So, at this point, like, and I have even talked to John about the five-acre entrance, and I thought this was all included up to \$10,000 of services. So, John, your today is \$10,412.10, and \$2,635 is after that last invoice, which was we got in December. So just to be clear, I have already talked to John today, and I said, you know, we like working with you, but we need to take this to the council and ask them to decide on what services we want John to do. What was budgeted this year in our budget for the city was \$7,000 for engineering services. That includes any engineering services that we are planning to use, whether it is architectural design, you know, engineering, whatever. That is what is in the budget. So, at this point, we are already \$412 into that \$7,000. Kyle: Is that all work to date or work until the end of the year? Mayor: No, that is work to date. So really \$2,635 comes out of the \$7,000 that we have budgeted for this year. Because even though his contract allotted for \$10,000, we didn't budget any extra into this year's budget because we thought his work was done for that project. John's still going to get paid for the services rendered. We just need to figure out exactly what it is we want done and what do we want John to do and what is the spending limitation on that? Because we must have some sort of budget. We must take that to the council and say this is what we would like to do. John's fees are not the Park budget, it is the city budget.

- D. Highlands Gravel Classic:** Kyle McGurk/Daniele Edwards presented. Kyle: Most everyone is up to date about Highlands Gravel Classic. About three weeks ago we had a meeting with the event organizers. They laid out a lot of what their plan is. We talked a little bit about what we are providing for the event. So, I wanted to just use this time to talk a little bit about formalizing our plans for the meal, what we are providing. But effectively, we have agreed to provide a meal for 500 people. We have the meat. The rest of the details we are sorting out. Danielle: I would like to get some ideas what help is needed. Further discussion was mayor has ordered the pasta. He will reach out to Sam's for donations of pasta sauce, containers, parmesan cheese etc. Will try and get some food trucks, for anyone who would like to purchase a breakfast or lunch. Volunteers are needed for prep, serving and cleanup. Kyle has some, Danielle will work on asking for volunteers.

New Business

- A. Grants Budget Report:** Adam Walker presented. Budget was discussed above under the ARDOT Grant Update and Arkansas State Park Grant.

- B. Bird Blind:** Mary Smith presented. Discussed above under ARDOT Grant Update.
- C. Cinnamon Roll Bike Advertisement:** Kyle McGurk presented. Kyle asked if Bruce and Tree have any print outs? Mayor: He will find out. We will post on the Facebook sites. City site.
- D. Spring/Summer Mini Projects:** Kyle McGurk presented. I know there are a lot of things going on around the park that are not really like capital costs but are things that need to get done. One thing that I know of is the trail reroute. It is the Deer Trail. I would like to flag that in the next two weeks. So, it will be a polka dot flag, ribbon, and then pin flags on the grounds of both corridors. I will try to flag that out in a grade, and then we can talk about it at the next meeting, whether we like it or not, or want to change it. The disc golf's a mess. I was walking through there with our new facilities management hire, showing him areas to brush hog because nobody is going to play disc golf if it is not done. Adam will reach out to Emily Jost for year two and see what she has planned. The mulch in front of the pavilion will be moved. More gravel is needed for the parking lot.

Public Input:

Adjournment:

A motion to adjourn was made by Kyle McGurk at 8.00PM. Seconded by Mike Nimmo. All in favor. Yay (5) Opposed. (0) The motion carried. The meeting adjourned at 8:00PM.

Chairman Adam Walker