

NORTH LITTLE ROCK PARKS AND RECREATION COMMISSION MEETING

NOVEMBER 16, 2009

The North Little Rock Parks and Recreation Commission meeting was called to order by Ms. Vicki Stephens at 5:00 p.m., November 16, 2009, at the North Little Rock Community Center.

Commission Members Present: Tom Davis, Jeanne Hyde, Charles Jones, Bruce Waller and Vicki Stephens. Chandra Martin and Otistene Smith were absent due to illness in their families. They were excused.

Staff Members Present: Bob Rhoads, Jan Eberle-Wilkins, Willie Elizandro and Jeff Caplinger.

Others Present: Paula Jones and Shannon Harris.

Third Quarter 2009 Financial Report: Bruce Waller presented the third quarter financial report of actual revenue and disbursements through September 30, 2009. Through the end of the year, it appears that budget will be approximately \$50,000 under budget, and over revenues. Mr. Waller commended staff for managing the budget.

Mr. Jones made a motion, seconded by Mrs. Hyde, to accept the report as presented. All voted aye and motion passed unanimously.

Third Quarter Utility Cost Report: Bob Rhoads presented the third quarter utility cost report. Utilities have decreased due to cooler weather and rain. Recreation budget showed a gas increase, and it was due to the December 2008 charges not being paid until January 2009. Glenview Recreation Center had a water leak with their splash pool. Central Arkansas Water gave the department approximately \$3,000 partial credit. Funland had faulty sensors in some guard lights, which caused the lights to burn more.

Minutes: Ms. Stephens presented the October 19, 2009, Parks and Recreation Commission meeting minutes.

Mr. Waller made a motion, seconded by Mr. Davis, to accept as distributed. All voted aye and motion passed unanimously.

Arkansas River City Sports Commission Advertising Agreement: Mr. Rhoads presented a revised agreement with advertisers giving money for advertising on scoreboards at the soccer complex. The Legal Department has approved the agreement.

Mr. Waller made a motion, seconded by Mr. Davis, to approve the agreement. All voted aye and motion passed unanimously.

Amendment to Tennis Contract for the Purpose of Selling Advertisement: Mr. Rhoads stated that Gus Rivera has proposed that the Burns Park Tennis Center sell advertising. The City's legal department and Mr. Rivera have approved the amendment.

Mr. Waller made a motion, seconded by Mrs. Hyde, to approve this amendment. All voted aye and motion passed unanimously.
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Grant Request: Mr. Rhoads stated that Representative Barry Hyde was instrumental in seeking and trying to get funds that will be released for grant requests, sometime in December 2009, for after school programs. Funds were available last year, but it was short notice. This year, Mr. Rhoads wants to be ready if funds become available. The non-matching grant would be for the after school program, upgrade the three (3) recreation center computer labs, and buy a van to service the after school and summer programs, if available. Grant availability notice will probably be available in December 2009, with a short turnaround. He will still have to go before the City Council. If funds become available, Mr. Rhoads is seeking authorization to apply for the grants. He said if the commission members have additional ideas, he would like to hear them.

Mr. Waller made a motion, seconded by Mr. Davis, to authorized Mr. Rhoads to present this to the City Council and apply for the grant(s) if funds become available. All voted aye and motion passed unanimously.

Authorization for Execution of Contracts and Agreements: Mr. Rhoads said the City Attorney recommended clarification of duties and responsibilities for the Director of Parks and Recreation. The Parks and Recreation Commission should give authority to the Parks and Recreation Director to execute contracts and agreements for items using Parks and Recreation budgeted hotel, motel, processed food taxes, Parks and Recreation fees and other agreements already approved by the commission. Any general funds budgeted contracts or agreements through the city would be negotiated, signed and executed by the mayor.

This came out of a discussion with the City Attorney in reference to a contract with a construction company, which was signed by the Director. The chairperson should sign unless authority is given to the Director. The current Director's job description addresses this generally by stating the director *prepares contracts used with Parks and Recreation contractors.*

Mr. Waller said this would give the Director of Parks and Recreation authorization to fulfill their duties and publicly manage.

Mrs. Hyde made a motion, seconded by Mr. Davis, to give Bob Rhoads or his (Mr. Rhoads) designee, authorization to negotiate, approve and execute contracts for projects that have been budgeted and approved by the Parks and Recreation Commission, as long as Mr. Rhoads is the Director of Parks and Recreation. The authority will retire with Mr. Rhoads. All voted aye and motion passed unanimously.

Director Reports:

Police Athletic League Grant: Mr. Rhoads stated that Scott Yielding had reported that the Police Athletic League would receive a grant with of least \$200,000, then a follow-up of an additional \$75,000 for making improvements to Vestal Park and setting this location up as a football facility.

Director Reports (continued):

Cell Tower Request: Just to let the commission know, Mr. Rhoads said a request had been made by ATT to place a cell tower at the Burns Park Athletic Complex. A similar request had been made in the past at a different location, but was rejected due to the wording in the contract. The State said a cell tower is not an allowable situation in a park, and a conversion would have to be made.

Two Trail Grants Proposed: Mr. Rhoads reported that a trail grant was proposed for the northern top area near Ft. Roots, and for motocross in the area of I-440 and Highway 165 in North Little Rock. The motocross grant was approved and an environment assessment of that proposed property is being done.

Flood Damage: Floods caused damage to a fence at the Burns Park Athletic Complex, washed out part of the tennis center back parking lot, soccer fields 15 and 16, and Burns Park natural trail areas. The recreation center roofs seemed to be alright.

Holiday Lights in Burns Park: The holiday lights in Burns Park are getting ready to open. A few sponsors have signed up to sponsor a light display and details are being worked out.

Calendar of Events: Ms. Stephens stated that the next commission agenda deadline is Tuesday, December 8, 2009, at 2:00 p.m. Any items need to be called in by that date and time to the Parks and Recreation Administration Office. The next regularly scheduled commission meeting is Monday, December 21, 2009, at 5:00 p.m., in the North Little Rock Community Center.

January agenda deadline will be January 5, 2010, and the regularly scheduled meeting will be January 19, 2010.

Adjournment: Mr. Davis made a motion, seconded by Mrs. Hyde, to adjourn at 5:30 p.m. All voted aye, and the motion passed unanimously.

Public Comments: Ms. Stephens opened the meeting for public comments, but there were none.

Submitted by,

Jan Eberle-Wilkins for Otistene Smith
Secretary