

NORTH LITTLE ROCK PARKS AND RECREATION COMMISSION MEETING

MARCH 18, 2013

The North Little Rock Parks and Recreation Commission meeting was called to order by Mrs. Vicki Stephens at 5:00 p.m., on March 18, 2013, at the North Little Rock Community Center.

Commission Members Present: Neil Bryant, Tom Davis, Chandra Martin, Otistene Smith, Vicki Stephens and Bruce Waller. Charles Jones was working and excused.

Staff Members Present: Jan Eberle-Wilkins, John Crow, Tina Worrell and Jeff Caplinger.

Others Present: Deanna Garretson, Rob Fisher, Gayle Smith and Josh Fendley.

Disposition of Minutes: Mrs. Stephens presented minutes of the February 19, 2013, Parks and Recreation Commission meeting.

Mr. Bryant made a motion, seconded by Mr. Davis, to accept the minutes as presented. All voted aye and motion passed unanimously.

Burns Park Tennis Center 2012 Annual Report: Jeff Caplinger introduced Deanna Garretson, Arkansas Tennis Association Executive Director. Ms. Garretson reported that 12 outdoor tennis courts were refurbished in 2012, and most of the windscreens will be replaced this year. A senior mixed doubles sectional tournament will be held in October 2013, which will include 55 mixed doubles involving nine (9) states. This event will bring approximately 1,000 people to central Arkansas area.

Mr. Bryant stated that four (4) to five (5) years ago, the Burns Park Tennis Center was rated the best indoor tennis facility in the United States. He said he would be glad to keep the commission informed as work progresses.

Mr. Bryant made a motion, seconded by Mrs. Smith, to accept this report. All voted aye and motion passed unanimously.

Wildcat Football 2012 Annual Report and 2013 Agreement: Mr. Caplinger stated that the North Little Rock Football Association did not have all of the paperwork for their annual report, so this and their proposed agreement will be held until the April 2013 regularly scheduled commission meeting.

Mrs. Smith made a motion, seconded by Mr. Davis, to accept the recommendation to move this item to the April 2013 regularly scheduled commission meeting. All voted aye and motion passed unanimously.

Batting Cage Agreement: Mr. Caplinger stated that Mr. Bryant wanted the batting cage agreement postponed until the regularly scheduled April 2013 commission meeting.

Mrs. Smith made a motion, seconded by Mr. Bryant, to move the Batting Cage agreement to the April 2013 agenda. All voted aye and motion passed unanimously.

Arkansas State Soccer Association Agreement for 2013: Mr. Caplinger introduced Gayle Smith with the Arkansas State Soccer Association. He stated that the proposed 2013 agreement is the same as last year except it includes new fees and dates. The main change in the agreement is that the charges are based on the actual per field usage cost instead of an annual fee. Games in the state soccer league will receive a reduced rate for field use. Also, field use for the Olympic Development Program (ODP) will be charge a reduced rate for their use. Fees and specified dates are in the agreement.

Arkansas State Soccer Association Agreement for 2013 (continued): The agreement has been approved by the Legal Department. Staff is asking permission to execute the association agreement for 2013 with the Arkansas State Soccer Association

<u>2012</u>	<u>Flat Fee</u>	<u>Affiliated Fees</u>	<u>Non-Affiliated Fees</u>
League / ODP	\$8,600		
<u>2013</u>			
<u>Games</u>			
Per Field (2 hours) – no lights		\$30	\$40
Per Field (2 hours) – with use of lights		\$40	\$80
<u>Olympic Development League</u>			
Per Field Per Agreement (4 hours)		\$30	\$80
<u>Tournaments</u>			
Deposit to reserve date(s)		\$150	\$500

Mr. Bryant asked the following questions:

- Article V. Section 5.03, (a) and (b): Were the preferential scheduling dates only for the dates listed?

Mr. Caplinger replied that the dates listed are season dates.

- Article III. Section 3.05: Is the department getting fees when the association hosts tournaments?

Mr. Caplinger replied that the association tournaments hosted is under a separate agreement.

- Article VI. Fees: Would the association pay for using the fields for practice and using lights?

Mr. Caplinger clarified that this agreement addresses the usage of fields for tournaments only. Usage of fields for practice is under a separate rental agreement. If a team wants to schedule a field for practice through the Arkansas State Soccer Association, then the association is charged a fee.

- Article IX. Section 9.02. What are the parameters on insurance?

Mr. Caplinger stated that the insurance coverage is under a separate policy.

- Section XIV, Section 14.01: Is there is a policy regarding advertising for vendors?

Mr. Caplinger stated that there is a policy regarding signage and the association will comply with the guidelines.

Gayle Smith said the association runs the leagues and hosts tournaments. The tournaments are under a separate agreement. This agreement is just for league games they schedule.

Arkansas State Soccer Association Agreement for 2013 (continued): Mrs. Gayle Smith reported that the Arkansas State Soccer Association would be hosting a Southern State Regional Tournament June 18-23, 2015. This event will host 208 teams over a week's time.

Mr. Bryant made a motion, seconded by Mrs. Otistene Smith, to accept this agreement. All voted aye and motion passed unanimously.

Request to Place a Community Garden at Idlewild Park: Mr. Caplinger introduced Josh Fendley with the non-profit organization called The People Tree. Some residents of the Park Hill and Lakewood neighborhoods would like to place a small community garden in Idlewild Park. It would be a raised 25' x 25' bed. A grant for Fit2Live would be sought to build the garden plot, with the participants involved being responsible for ongoing upkeep and maintenance of the garden. Requirements of the Fit2Live Community Garden are similar to the requirements of the Parks and Recreation agreements.

Mr. Fendley said his organization is helping the citizens apply for a grant to put a community garden in at Idlewild Park. They are aware of the guidelines with the Fit2Live grant.

Mr. Bryant made a motion, seconded by Mrs. Smith, to approve this request based on grant funding and following all guidelines set forth in the Management Agreement with Fit2Live. All voted aye and motion passed unanimously.

Director Reports:

Tina Worrell stated that a **prescribed burn** in Burns Park was held March 13, 2013.

Mr. Crow said 95% of 62 acres were burned.

Mrs. Worrell reported the following:

- **Fishing pier** construction south of the soccer complex is underway. Pylons have been installed and access to the sidewalk has started.
- Bids to repair the **Glenview drainage** problem will be opened March 28, 2013.
- **Park Ranger position** was closed on March 13, 2013.
- **Easter egg hunt** will be held March 30, 2013, and **Funland** will also open that day.

Mr. Crow reported that he would be resigning as Park Superintendent effective April 5, 2013, to be the new Parks and Recreation Director in Cabot. He said he appreciated the opportunity and confidence given to him by the city and commission to move forward, and this current job prepared him for the Director's position. It is a step up and an opportunity for his family. He said he plans to continue using North Little Rock facilities.

On behalf of the commission, Mrs. Stephens congratulated him and wished him luck, but said he will be greatly missed.

Mr. Caplinger reported that **four (4) grants** are in the process:

- Wildlife Observation Trail Grant
- Arkansas Forestry Commission grant for Burns Park Ball Complex tree islands
- General Improvement Funds grant for a 2013 teen golf program
- 2012 Outdoor Recreation Program grant for Sherman Park and Burns Park

Director Reports (continued):

Mr. Bryant asked if the **Rose City ballfield lights** were repaired.

Mr. Crow said the lights at Rose City are 90% complete. Staff is waiting for the ground to dry to replace the Rose City pole arms, and other light repairs at **North Heights**. The roof and ceiling have been replaced at the **Rose City concession**. Park Maintenance is working on **vandalism problems and storm clean-up**.

Calendar of Events: Mrs. Stephens stated that the next commission agenda deadline is Tuesday, April 2, 2013, 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, April 15, 2013, at 5:00 p.m., in the North Little Rock Community Center.

Mrs. Smith requested that the Recreation Advisory Committee update report be placed on the April 2013 agenda.

Adjournment: Mr. Bryant made a motion, seconded by Mrs. Martin, to adjourn at 5:31 p.m. All voted aye, and the motion passed unanimously.

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

Submitted by,

Otistene Smith, Secretary