



## **Parks and Recreation Commission Meeting Minutes**

August 13, 2025  
Little Rock City Hall

**Attendance:** Ben France, Quinten Whiteside, Mike Bernardo, Summer Campbell, Chemia Woods, Samuel Ellis, Christopher Kemp

**Absent:** Cannon Fletcher, Mabel R. Knight

**City Board of Director Liaison:** City Director-Capi Peck, City Director-Andrea Lewis

**LRPR/LRCAO Staff:** Parks Director-Leland Couch, Deputy Director Operations-Justin Dorsey, Deputy Director Recreation Services-Shawanda Craig, Deputy City Attorney-Simone Blagg, Administrative Assistant to the Parks Administration-Mahoganey Burkhalter, Graham Brown-Parks Data and Marketing Coordinator, Kyndall Richardson-Secretary, Gabrielle Pervis-Parks Communication and Social Media Specialist

**Welcome:** Vice Chairman Whiteside welcomed everyone. Meeting called to order at 11:49 am.

**Roll Call:** Roll call completed. Started meeting with Four (4) Commissioners. Three (3) more Commissioners arrived for a total of Seven (7) Commissioners out of Ten (10) Commissioners in attendance. Quorum was established.

**Approval of Minutes:** Chairman France arrived. Commissioner Bernardo asked to amend the meeting minutes. He asked for a motion to approve Amended July 2025 minutes. Commissioner Whiteside made 1<sup>st</sup> motion. Motion was 2<sup>nd</sup> by Commissioner Bernardo. Vote passed. Motion carried.

**Citizen Communication:** No Citizen Communication.

### **Director's Presentation/Staff Reports/Events:**

#### Director's Report:

- ❖ BOD Agenda Items and Upcoming Agenda Items from Parks
  - Musco Lights replacement approved for War Memorial.
  - Fleet equipment Sprayers for First Tee Golf Course was taken to the Board.
  - I-30 Crossing Masterplan-will be hosting a public input session at UALR 9/20 4- 6 pm & the Food Truck Festival on 9/27, 11am – 6 pm.

#### Staff Reports:

- ❖ Commissioner Bernardo asked about the budget and operations report. Deputy Director Dorsey provided an update.



#### Events:

- ❖ Volunteer Division – Karen Sykes, Volunteer Coordinator
  - National Public Lands Day – 9/27 – 9am -11:30am, Hindman Park
- ❖ Parks Communication – Graham Brown – Parks Data & Marketing Coordinator
  - 3 on 3 Basketball Event – 9/13 – 8am – 2pm, Kanis Park
  - Rebsamen Golf Course and Two Rivers Parks are nominated for Best of the Best
- ❖ City Director Capi Peck
  - Adopt a Highway, Thrasher Boys club, 8/16 8:30 – 11:30
  - Keep the Rock Beautiful by Keep Arkansas Beautiful, 9/13<sup>th</sup> @ Murray Park
  - Free Litter Kits at CALs that students can use to gain Volunteer hours.
- ❖ Commissioner Christopher Kemp was given an opportunity to introduce himself.

#### Presentation:

- ❖ Section 13 Parks Presentation – Deputy Director of Operations, Justin Dorsey

#### Unfinished Business:

- ❖ Subcommittee Reports
  - Masterplan Subcommittee Report – Tabled until New Business.
  - Parks Conservancy Subcommittee Report – Subcommittee Chair – Commissioner Ellis stated that there is no update at this time.
  - Marketing Subcommittee Report – Subcommittee Chair - Commissioner Whiteside stated that there is No update at this time. Opportunity offered for a new Chair for the Marketing committee due to the Vice Chairman's new position.
- ❖ Onboarding for New Commissioners and Subcommittee Assignments
- ❖ Ongoing Parks Fundraiser – Request/Update
- ❖ Request for Park Commissioners to submit one (1) photo a month of themselves in a Park to Graham for the Parks social media (Was mentioned by the Marketing Committee last meeting.)
- ❖ Parks Commission Vacancy/ Appointment update.
- ❖ Presentation list discussion/Selection for the next meeting.
- ❖ The Acceptance of the Resignation of Vice Chair – JT Ferstl
- ❖ The Nomination and Vote for a New Vice Chair.

**Chairman France requested that some recurring unfinished business items be removed. He requested that the recurring items going forward should be Subcommittee Reports, Requests for Parks Commissioners to submit 1 photo a month of themselves in a park, and Parks Commission Vacancy/Appointment Update.**

#### New Business:

- ❖ Parks Features Directory Update – Commissioner Bernardo –
  - Graham will request for someone to come give an update regarding the website update.
- ❖ Website Assets Review – Commissioner Fletcher
  - Commissioner Fletcher was absent – Will keep on New Business. Graham will provide an update at next meeting.
- ❖ Arkansas River Trail update request – Commissioner Ellis –
  - Graham stated that they would need to look at a 3<sup>rd</sup> Party tool.



- Suggestion by the Director for an interactive tool that can be updated by users. Commissioner Ellis will look at possible options to present to the Commission.
- ❖ Section 13 and Ordinance 20,183
- ❖ Section 13 Public Hearing Dates (8/27, 8/28, 9/3, 9/4)
- ❖ Dates for Parks Commission Golf Tourney - Chairman France, will speak with Mike to get dates for some time next year.

Agenda items for next meeting:

- ❖ Items previously discussed throughout the meeting.

Board – liaison Feedback

- ❖ Director Peck – Spoke earlier during events. Kudos to Parks Communication team.
- ❖ Director Lewis – Kudos

Adjournment:

- ❖ Chairman France made a Motion to Adjourn due to the meeting ending earlier.
  - Commissioner Woods made the motion to adjourn at 12:57 pm
  - 2<sup>nd</sup> by Commissioner Whiteside.
  - Vote passed. Motion carried. Adjournment approved.
  - Meeting Adj at 12:57 pm.