



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

November 12, 2025

Little Rock City Hall

**Attendance:** Quinten Whiteside, Mike Bernardo, Cannon Fletcher, Summer Campbell, Chemia Woods

**Absent:** Ben France, Samuel Ellis, Christopher Kemp, 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 Administration-Angela Nelson, Deputy Director Operations-Justin Dorsey, Susie Matheny-Facility Supervisor, Ron Ross-Sr. Park Planner, Deputy City Attorney-Simone Blagg, Administrative Assistant to the Parks Director-Mahoganey Burkhalter, Courtney Perry-Safety and Training Coordinator, Karen Sykes-Volunteer Program Coordinator, Graham Brown-Parks Data and Marketing Coordinator, Kyndall Richardson-Secretary

**Welcome:** Vice Chairman Whiteside welcomed everyone. Meeting called to order at 11:50 am.

**Roll Call:** Roll call completed. Four (4) Commissioners present at the start of the meeting. One (1) Commissioner arrived later to increase the number to Five (5) Commissioners present. Quorum was established. City Directors arrived later in the meeting.

**Approval of Minutes:** Vice Chairman Whiteside asked for a motion to approve October 2025 minutes. Commissioner Fletcher made 1<sup>st</sup> motion. Motion was 2<sup>nd</sup> by Commissioner Woods. Vote passed. Motion carried.

**Citizen Communication:** Kathryn Nowak

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

#### Director's Report:

- ❖ Discussed Southside, Murray, and Riverfront Park Playground Replacements and Repairs
- ❖ Commissioner Whiteside – Asked about the finishing of the River Trail – managed by Public Works dept.

#### Staff Reports:

- ❖ Commissioner Fletcher asked about Administrative Report - PIT Funds and Revenue going to the General Fund.
- ❖ Commissioner Bernardo asked about Administrative Report – Rental Forecasting
- ❖ The Social Media Coordinator position is now vacant.
- ❖ Commissioner Woods asked about the Social Media vacancy and offered to assist if needed.



#### Events:

- ❖ Parks Administration - Leland Couch – Parks Director
  - Western Hills Grand opening Ribbon Cutting – 11/12/2025 – 3pm
  - I-30 Crossing Masterplan Presentation to the City – 12/3/2025
- ❖ Parks Communication – Graham Brown – Parks Data & Marketing Coordinator
  - Western Hills Grand opening Ribbon Cutting – 11/12/2025 – 3pm
  - Ugly Sweater Race – LR Marathon – 12/20/25
  - Discussed events that have just been completed.

#### Presentation:

- ❖ No Presentation – Deputy Atty – Simone Blagg gave an update on the current status of Section 13.

#### Unfinished Business:

- ❖ Subcommittee Reports
  - Masterplan Subcommittee Report – No Masterplan Subcommittee meeting was held.
  - Parks Conservancy Subcommittee Report – Subcommittee Chair – Commissioner Ellis was absent today. No update given.
  - Marketing Subcommittee Report – Commissioner Whiteside had No Update.
- ❖ Discussed Subcommittee / Chair. The Assignments and Procedures will need to be discussed next meeting.
- ❖ Discussion about current and upcoming Parks Commission vacancies. Currently Parks has Three (3) vacancies.
- ❖ 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.) – Requested that this item be removed from Agenda.
- ❖ Presentation list discussion/Selection for the next meeting. – Will maintain a placeholder for Parks Staff. – Tabled discussion for next meeting.
- ❖ New Commissioner Subcommittee Assignments – Already discussed.
- ❖ Commissioner Retreat – Deputy City Atty Blagg- Advised that we will look to plan this First Qtr. 2026. Will bring dates.
- ❖ Parks Commission Site Visit # 3 – Boyle Park Pavilion - Discussed success of visit and chance to try out the biking trail.

#### New Business:

- ❖ Dates for Parks Commission Golf Tourney – Chairman France – will table to next meeting.
- ❖ Parks Features Directory Update – Per Graham, the website is still under reconstruction, and any updates will have to wait until this process has been completed by IT.
- ❖ 2026 Meetings / Event Schedule for Parks Commission – Commissioners will review for potential conflicts and settle on dates at December 2025 meeting.
- ❖ Discussed Volunteerism and Adoption Process. Requested that Volunteer and the Data Marketing divisions work together to get information added to the Parks Social Media accounts.

#### Agenda items for next meeting:

- ❖ Items previously discussed throughout the meeting.



Board – liaison Feedback

- ❖ Director Lewis gave Kudos to the Parks Dept and discussed the successful event at Kanis Parks.
- ❖ Director Lewis asked for an update for the Stephens Comm Ctr. Deputy Director Dorsey gave an update.
- ❖ Director Peck gave a status on the Budget and offered suggestions to assist the Parks Dept.

Adjournment:

- ❖ Vice Chairman Whiteside asked for a motion to adjourn the meeting ahead of 1pm. Commissioner Bernardo 1<sup>st</sup> motion. Motion was 2<sup>nd</sup> by Commissioner Woods. Vote passed. Motion carried.
- ❖ Meeting Adjourned at 12:58 pm.