

NORTH LITTLE ROCK PARKS AND RECREATION COMMISSION MEETING

November 19, 2012

The North Little Rock Parks and Recreation Commission meeting was called to order by Mrs. Vicki Stephens at 5:00 p.m., on November 17, 2012, at the North Little Rock Community Center.

Commission Members Present: Tom Davis, Charles Jones, Otistene Smith, Vicki Stephens and Bruce Waller. Neil Bryant and Chandra Martin were out of town. They were excused.

Staff Members Present: Bob Rhoads, Jan Eberle-Wilkins, John Crow, Tina Worrell, Jeff Caplinger and Assistant City Attorney Paula Jones.

Others Present: Brad Atkinson and Una Carroll.

Financial Report - Third Quarter 2012: Mr. Waller presented the third quarter 2012 financial report. End of November 2012 expenditures are expected to be \$6,100,000, and revenues are anticipated to be \$6,900,000. Funds for the expected difference will be requested for approval from the City Council.

Utility Usage Report - Third Quarter 2012: Mr. Rhoads gave the third quarter 2012 utility usage report. September 2011 showed a usage of \$493,619, and September 2012 showed \$524,814. This is an increase of 5.9% difference.

Disposition of Minutes: Mrs. Stephens presented minutes of the September 17, 2012, Parks and Recreation Commission meeting. There was no October 2012 commission meeting.

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

Presentation of Award: Mr. Rhoads stated that the Hershey Track and Field organization wanted to honor Tina Worrell for her leadership and involvement in the Hershey Track and Field events. She has been a part of this organization for 15 years and served as the Arkansas State Director for the past three (3) years. She was presented with a plaque for her efforts and hard work that has helped make this program a success.

Mrs. Stephens congratulated her on this award.

Arkansas Waterski Club Request for Dragon Boat Race: Jeff Caplinger reported that the Arkansas Water Ski Club is requesting all day use of Victory Lake for a special dragon boat race event on Saturday, May 18, 2013. This date would not be included as part of the proposed all day use dates the ski club will be presenting at a later commission meeting. The event, setup and practice will take place May 15-19, 2013. An event application has been filled out by the event organizer and department staff is processing it.

- May 15-17, 2013 (Wednesday-Friday) - Setup area around Victory Lake
- May 16-17, 2013 (Thursday-Friday) - Practice in Victory Lake from 1:00 p.m. until sunset
(normal Arkansas Waterski Club times)
- May 18, 2013 - Event day (Saturday) all day use of Victory Lake - *the reason for this request*
- May 19, 2013 - (Sunday) Lake will be open for normal use

Mr. Waller asked who would be managing this event and would there be an agreement.

Arkansas Waterski Club Request for Dragon Boat Race (continued): Mr. Caplinger said staff with the Children's Protection Center of Pulaski County would be managing the event. They will have to go through the special event process, which requires an agreement. The agreement will state what is required of them and supply all information they will need.

Mr. Davis made a motion, seconded by Mr. Jones, to approve letting the Arkansas Water Ski Club use the date of May 18, 2013, all day for this event. All voted aye and motion passed unanimously.

Sertoma Club Agreement: Tina Worrell presented the proposed 2013 agreement with the Sertoma Club. For several years, the Sertoma Club has assisted at most soccer tournaments by collecting the admissions. For doing this, the Sertoma Club receives a percentage of the admissions. A formal agreement was never completed with them.

The Sertoma Club members will be required to wear safety vests while working these events. The Parks and Recreation Department will pay the Sertoma Club 13% of gate fees collected within 30 calendar days of receiving an invoice. Sertoma insurance and bylaws will be given to the Parks and Recreation Department.

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

Crestview Park Land Issue: Mr. Rhoads reported that an encroachment that mistakenly occurred on Crestview Park land some 50 years ago became known recently with the Planning Department staff. A house, driveway and yard were built on approximately 1,720 square feet of Crestview Park.

To remedy the situation, the Legal Department staff advised the Planning Department to take bids to sell the property. Two (2) bids were submitted and the current resident won the bid to purchase the property for \$2,000.

The sale of the property needs approval of both the City Council and Parks and Recreation Commission to resolve the encroachment. The City Council reviewed this issue and approved it on November 13, 2012.

Mr. Jones made a motion, seconded by Mrs. Smith, to approve the sale of the Crestview Park property. All voted aye and motion passed unanimously. See Attachments A for land survey and legislation.

License Agreement with Eugene Pfeifer for Land Use: Mr. Rhoads reported that in the past, there have been Burns Park special events that have required the use of property west of Burns Park owned by Eugene Pfeifer. Events have included a Boy Scout Jamboree, cross-country race, and most recently, the Run the Gauntlet event. Each event has been handled individually with Mr. Pfeifer.

Since the yellow trail has been extended to Mr. Pfeifer's property and because of these numerous events, he (Mr. Pfeifer) has requested a mechanism to allow the department to continue to do special events and limit his (Mr. Pfeifer's) liability. This will also simplify conducting events and dealing with Mr. Pfeifer.

Mr. Caplinger stated that the proposed document has been prepared to cover one (1) license agreement without having to go to Mr. Pfeifer every time there is an event that involves use of his land. The agreement will fit in with Mr. Pfeifer's use of the land schedule.

Mr. Waller asked why a trail was going through Mr. Pfeifer's property.

License Agreement with Eugene Pfeifer for Land Use (continued): Mr. Rhoads stated that it was to make a route for equestrians to get to the Big Dam Bridge and get the horses away from the busy paved pedestrian trail.

Mr. Waller made a motion, seconded by Mr. Jones, to accept the license agreement. All voted aye and motion passed unanimously.

Director Reports: Mr. Rhoads presented written director reports.

Public Land Development Task Force Update: Mr. Rhoads presented land acreage information in North Little Rock and around the state. National Standards were set by the National Recreation and Parks Association in early 1980, and revised in the 1990's. To really find out what is needed, people need to be surveyed. Based on the guidelines, recommending a neighborhood park be available per every 1,000 people, they are. The department does not have enough neighborhood parks to meet this standard.

Mrs. Stephens, who serves on the task force, said this group of 13 people is very diverse and interested. They are getting educated on what role the Parks and Recreation serves. She said she has asked the group to fund any suggestions they may have. They are receptive to the proposed lodge in Burns Park.

Mrs. Stephens stated that Mr. Caplinger has done a great job in providing information and photography to educate the task force.

Arkansas River Trail Task Force: Mr. Caplinger stated that the Arkansas River Trail Task Force was started about one and one-half years ago to set trail standards as they exit North Little Rock and Little Rock. These standards will keep the consistency as they continue through other towns and counties in Arkansas.

Bob Evans Park: Mr. Rhoads stated that there will be a dedication ceremony for the Bob Evans Park on Wednesday, November 21, 2012, at 1:00 p.m. It is located under the Levy overpass.

Calendar of Events: Mrs. Stephens stated that the next commission agenda deadline is Tuesday, December 4, 2012, 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 17, 2012, at 5:00 p.m., in the North Little Rock Community Center.

The January 2013, commission agenda deadline will be Tuesday, January 8, 2012, at 2:00 p.m. The January 2013, regularly scheduled commission meeting will be January 22, at 5:00 p.m.

Adjournment: Mr. Jones made a motion, seconded by Mrs. Smith, to adjourn at 5:34 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