

## **Department Parks Team Monthly Update**

### **Operations Division**

**Month: November 2025**

#### **1) Department Highlights and Achievements** (List below with bullet points for each item)

- **Urban Forestry:** Removed underbrush at War Memorial for disc golf course. Completed tree inspections in the Heights. Pick up brush for volunteer event at Knoop Park, trimmed around lights at Merryvale.
- **Mowing Crew:** Grinding leaves, mowed Southside before it flooded.
- **Horticulture:** Setup and mowing of Interstate ball fields for Softball league, kickball league and flag football. Landscaped around silo at Western Hills for grand opening. Starting cleanup of Horticulture shop area.
- **Trail Crew:** Worked on trails to setup for Squatch Run, repairs River Mountain, clearing leaves off of various trails including River Trail.
- **Downtown District:** Replace remembrance tree at River Front Park, removed grates from trees in downtown area that were displaced.



Riverfront Memorial Tree



River Mountain Before and After

**2) Share recognition of a Team Member, Division, Department, or Resident**

**3) Status of 2025 goals and KPI's (List goal, KPI, and % complete)**

- Allsopp Park North--Mountain Bike Trails – Completed with the exception of Signage. Signage is in process. Reimbursements have been submitted to ARDOT for final.
- Boyle Park: Construction Crew finished trail repair caused by spring flooding.
- Centre on 12<sup>th</sup> Street: Construction began July 7. The building is going up, the pickle ball retaining wall is being built.
- Clear Results: Program is continuing and James Short is acquiring information for them for possible reimbursements for October.

- Downtown Christmas Tree was installed by November 15th
- Dunbar gym floor rack has been assembled to hold the new tarp
- East Little Rock Senior Center: Construction Crew working on fixing worn skirting around the building.
- Hindman: Signage has been requested for disc golf. Karen is working on this project.
- Hindman Solar lights have been installed and the parking area striped to meet ADA.
- Jim Daly: Parking lot lights will be repaired in December.
- Kanis Park: Basketball lights reported to be out, but they are being repaired. It appears it is a bad photocell.
- Kanis Park Loop: Project is preparing to go to Bid. Answering questions for ARDOT before proceeding. Still with ARDOT. The government shutdown has delayed this project from moving forward.
- MacArthur Park: Fountain Pump will have parts this Friday. We are working through issues with Jack Tyler on a permanent solution. The pump we believed we received is not the pump we got.
- Remmel Park: Electrical meter stolen and has been deferred to next year repairs.
- Reservoir Restroom electrical is run and awaiting a start date on the restroom for the contractor. Entergy plans to have their part completed by 11.26.25 so the contractor can begin soon thereafter.
- Reservoir Playground on site and stored in Connex boxes. Awaiting the contractor to begin install.
- Reservoir Ballfield bid has reached final review. Minor changes have been made. The bid is being worked on today to go out in the next couple of days.
- River Front Park: Electrical line went bad at Belvedere and is being assessed for cost and repairs. This project is moving forward to protect additional lines that were discovered to be unprotected by breakers and prevent potential future damage.
- River Front Park Tile installed and completed. New Sculpture is scheduled for next week to be installed.
- South Side: Pad poured, Connex box being reviewed for purchase.

- Southwest Community Center Renovation – Carson & Associates. – Renovations are at 95%. Plumber has installed 3 compartment sink and has found a drainage issue. They are working to finish this so the kitchen area can be inspected by the Health Department and opened. The electrical issue is being worked on for a decision of payment so the construction project can closeout.
- Stephens Community Center paperwork is being prepared for complete closeout of Construction. Two Duct Detectors were found to be bad by the Fire Panel Inspection and are scheduled to come in November 21-24<sup>th</sup>. JVL has made this a priority to install these as soon as they arrive. Once installed the Fire Marshall is on standby to complete the inspection of the facility to reopen it completely.
- War Memorial Maintenance Shop: Working with the Zoo on moving items out of the area to house our Maintenance Support Team. 80% complete.
- War Memorial shelter removed.
- Western Hills Grand Opening was a success
- Winterization of Facilities is at 80%.

**4) 2025 Goal Barriers (List goal and Barrier)**

- **Amount of Litter in Parks-**
  - i. 2024 = 182 tons of litter.
  - ii. 2025 TD = 110 tons of litter

**5) List Performance Measures data to attain 2025 goals**

***Operations-***

**Unhoused Work Orders**

# calls received- 6 calls

# Site visits/inspections- 7 site inspections

Cleanups- 5 camp cleanups ( 10 man hrs, 16 cu yd drbris)

## ***Operations-***

### **Operations & Maintenance (Safety) Support**

- **Weather Safety Data Source: LRPR Perry-Weather Platform**
  - Weather Factors That Affect Parks Construction and Parks Maintenance
  - Operations
  - Temperature
    - Average Temp Nov: 70.9 Degrees
    - Average Temp Oct: 81 Degrees

### Rain Event Days

Number Days Rained Nov: 1  
Number Days Rained Oct: 5

### Rain Events Accumulation Totals

Total Amount Rain Nov: 0.94 Inches  
Total Amount Rain Oct: 3.27 Inches

### Relative Humidity (Drives Heat Index)

Average Relative Humidity Nov: 92%  
Average Relative Humidity Oct: 86%

## ***Operations-***

### **Work Orders**

# calls received- 38

## **Safety –**

### **Audits (Playground & Facility)**

Number facility safety audits reported as completed Oct: 36%  
Number facility safety audits reported as completed Nov: 23%

## **Safety –**

### **Training**

Number of staff safety training completed Oct: 47%  
Number of staff safety training completed Nov: 29%

**Safety –*****Playground Safety Reviews***

Number parks/playground safety inspections completed Nov: 35

Number parks/playground safety inspections completed Oct: 2

**6) Personnel Updates** (Relevant personnel issues, including significant vacancies, uptick in complaints, etc.)

- In process of creating requisitions for two Maintenance positions.

**7) Budget** (List needs or possibly challenges to maintain a balanced budget)

NEW 2025 BUDGET 11/18/2025					
	Acct	Budgeted	Actual Spent	Remaining	
DESIGN	104503	\$ 88,113.00	\$ 76,776.05	\$ 11,336.95	13%
DEV. & MAINT. ADMIN	104521	\$ 9,870.00	\$ 15,082.90	\$ (5,212.90)	-53%
OPERATIONS & IMPROV	104522	\$ 820,968.00	\$ 787,504.33	\$ 33,463.67	4%
PARK MAINTENANCE	104523	\$ 1,711,345.00	\$ 1,702,092.14	\$ 9,252.86	1%
HORTICULTURE	104524	\$ 263,682.00	\$ 273,162.63	\$ (9,480.63)	-4%
URBAN FORESTRY	104525	\$ 132,406.00	\$ 167,388.53	\$ (34,982.53)	-26%

**8) Procurement Updates** (List current or upcoming bids, needs or challenges)

**9) Marketing/Communication Needs or Updates** (List upcoming events, needs or challenges)

- Working with Marketing for Grand Opening at Western Hills set for Nov 13th
- Working with Marketing and Safety to do a story on Playground Safety improvements

**10) Requests for support or other relevant information**