



Parks and Recreation Commission Meeting Minutes

October 8, 2025
Little Rock City Hall

Attendance: Ben France, Quinten Whiteside, Cannon Fletcher, Summer Campbell, Chemia Woods

Absent: Samuel Ellis, Mike Bernardo, Christopher Kemp, Mabel R. Knight, City Director-Andrea Lewis

City Board of Director Liaison: City Director-Capi Peck

LRPR/LRCAO Staff: Parks Director-Leland Couch, Deputy Director Administration-Angela Nelson, Deputy Director Recreation-Shawanda Craig, Deputy Director Operations-Justin Dorsey, Deputy City Attorney-Simone Blagg, Administrative Assistant to the Parks Administration-Mahoganey Burkhalter, Courtney Perry-Safety and Training Coordinator, Karen Sykes-Volunteer Program Coordinator, Graham Brown-Parks Data and Marketing Coordinator, Kyndall Richardson-Secretary, Gabrielle Pervis-Parks Communication and Social Media Specialist

Welcome: Chairman France welcomed everyone. Meeting called to order at 11:48 am.

Roll Call: Roll call completed. Five (5) Commissioners present. Quorum was established.

Approval of Minutes: Chairman France asked for a motion to approve September 2025 minutes. Commissioner Whiteside made 1st motion. Motion was 2nd by Commissioner Campbell. Vote passed. Motion carried.

Citizen Communication: Chairman France read a letter from the Hindman Park Welcome committee.

Director's Presentation/Staff Reports/Events:

Director's Report:

- ❖ Discussed Budget and Operations Planning is still ongoing.
- ❖ Discussed I-30 Crossing Project
- ❖ Discussed attending the National and State Parks and Recreation Conferences.
 - Deputy Director Craig discussed awards received during the State Conference.
 - Joe Guzman - Recreation Program Coordinator spoke and received his Certified Parks and Recreation Professional.
 - JP Rogers – Parks Maintenance Mgr – received his Executive Certified Parks and Recreation Professional – First to receive it in the department.
- ❖ Discussed Bids and RFPs that the department is attempting and completing
- ❖ Discussed Section 13 current status.

Staff Reports:

- ❖ Commissioner Whiteside made comment about Rebsamen Golf Course improvements.
- ❖ Commissioner Fletcher asked about unsheltered in the parks policy and process.
- ❖ Commissioner Whiteside asked questions about soccer field upkeep process.
- ❖ Commissioner Fletcher asked about Recreation afterschool enrollments.



Events:

- ❖ Parks Communication – Graham Brown – Parks Data & Marketing Coordinator
 - Kick in It at Kanis, Kanis Park - 11/1 – 10am – 2pm, Kanis Park
 - Arkansas Salsa Festival, West Central Comm Ctr – 10/11 at 12pm
 - Billiards Tournament, Southwest Comm Ctr – 10/11 at 10am
 - Creep N Crawl Race – 10/18

Presentation:

- ❖ – Volunteer Division – Karen Sykes, Park Ranger/Volunteer Programs Coordinator.

Request for Motion: Chairman France asked for a Motion to move New Business ahead of Unfinished Business due to needing to leave by a certain time. Commissioner Whiteside made motion. 2nd by Commissioner Fletcher. Vote passed. Motion carried.

Unfinished Business:

- ❖ Subcommittee Reports
 - Masterplan Subcommittee Report – Commissioner Fletcher stated no updates due to meeting being canceled.
 - Parks Conservancy Subcommittee Report – Subcommittee Chair – Commissioner Ellis was absent today.
 - Marketing Subcommittee Report –Commissioner Whiteside had No 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.)
- ❖ Presentation list discussion/Selection for the next meeting. – Will maintain a placeholder for Parks Staff.
- ❖ Parks Features Directory/ Website Assets Review Update – Commissioner Bernardo – Gabi stated that due to the Main city website being worked on and moving to a new platform. Once this has been completed, those updates can be applied.
- ❖ Budget Discussion – Parks Director Couch – Item was discussed during the Parks Director Report.
- ❖ New Commissioner Subcommittee Assignments – Provided update on current status of Commissioners. Will table until next month.
- ❖ Commissioner Retreat – Deputy City Atty Blagg- Advised that we will look to plan this First Qtr 2026.



New Business:

- ❖ Strategic Plan 2025-2030 – Parks Director has called for a vote.
 - Commissioner Whiteside made a motion to approve the Strategic Plan. 2nd by Commissioner Campbell. Vote passed. Motion carried.
- ❖ Parks Commission Site Visit # 3 – Boyle Park Pavilion.
 - Commissioner France discussed visit.

Agenda items for next meeting:

- ❖ Items previously discussed throughout the meeting.

Board – liaison Feedback

- ❖ Director Peck gave a Kudos to Commissioner Ellis due to winning his appeal and pushed adoption of our Parks, Gardens, and Trails.

Adjournment:

- ❖ Meeting Adjourned at 1:00 pm.