

## Department Parks Team Monthly Update

### Operations Division

Month: July 2025

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

- Urban Forestry: Continuing cleanup of storm damage, to date have hauled over 600 tons, 1000 square yards of debris. Removed three trees at Morehart for Operations Impact.
- Mowing Crew: Mowing cycle is ongoing. Due to wet conditions and staff shortages it is behind the 14 day goal. We also have two of our mowers currently broken and in the shop for repairs.
- Horticulture: Helping to set up and maintain Interstate Park for West Central CC baseball games, repairs to irrigation systems including War Memorial Gateway East Side. Received new field grooming machine.
- **Trail Crew: Constructed steps on Rose Creek Trail, trail maintenance.**
- Downtown District: Completed repairs to large Riverfront Splash Pad as well as the small Kiddie Splash Pad. All are functioning and are seeing increased use. Ongoing watering and mulching projects in park.



Rose Creek Construction





Horticulture Using  
New FieldPro



Urban Forestry  
Operation Impact



Rose Creek  
Unsheltered



Titus Trail/Electric Avenue 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)**

- Southwest Community Center Renovation – Carson & Associates. – Renovations are ongoing. Closing date for the project was supposed to be May 5, 2025. The project is delayed and we are working through issues with the Contractor.
- We have signed off on partial completion for the indoor area and are pushing the contractor to finish the outside.
- East Little Rock Community Center – Project complete with one punchlist item pending. Marathon offices are nearing completion, Broken Windows are replaced, 2 air conditioning units stopped and are being replaced with cost effective units. Community Center signage frames are in process of being designed and welded.
- Allsopp Park North – Mountain Bike Trails – Progressing. Change order submitted to Grants for review to submit to ArDot. (80% Complete). Bridge to be moved to parking lot for install soon.
- West Central Ballfield Renovation – Progressing. Construction Crew raised a large section of the ballfield with donated dirt from CAW. Parking lot lights near Tennis Courts are scheduled to be installed by Entergy in the next two weeks.
- Stephens Community Center- Punch list of items to be completed has not been completed. City Attorney has been requested to be assigned to start moving the contractor out of the project. Still not completed but is ours to use. (95% Complete)
- Centre on 12<sup>th</sup> Street: Preconstruction meeting held on 6.18.25 with Flynco. Work is to begin approximately July 7th.
- Western Hills Phase II (65% Complete)- Work on trail is progressing, no major issues currently.
- Rebsamen Pro Shop: construction crew is working on wiring for camera's, renovation of restroom partitions. Other Carpentry work to be completed in upcoming weeks due to termite damage. Sewer line collapsed and is set to be repaired this week.
- West Central Ballfield: work is progressing and in the final walkthrough stages. Weather has delayed substantial completion and some demo of sidewalks have to be done in the coming week to meet ADA standards that were found to be out of compliance by inspectors. Hopeful to have

project substantially completed by July 10th. Rolling and leveling the field will be in the coming week will be the largest punch list items. Minor renovations are being done on the aesthetics of existing fields.

- Kanis Park Loop: Project is preparing to go to Bid

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

- **Amount of Litter in Parks-**
  - i. 2024 = 182 tons of litter.
  - ii. 2025 TD = 43.75 tons of litter

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

**Operations-**

**Unhoused Work Orders**

- # calls received- 2 calls
- # Site visits/inspections- 2 site inspections
- #Cleanups- 1 camp cleanup (2 man hours, 1 cu yd debris)

**Operations-**

**Weather**

- Weather Factors That Affect Parks Construction and Parks Maintenance Operations

Temperature

Average Temp	May: <b>89.4 Degrees</b>
Average Temp	June: <b>88.5 Degrees</b>

Rain Event Days

Number Days Rained	May: <b>7</b>
Number Days Rained	June: <b>10</b>

Rain Events Accumulation Totals

Total Amount Rain	May: <b>6.17 Inches</b>
Total Amount Rain	June: <b>2.63 Inches</b>

## **Operations-**

### **Work Orders**

# calls received- 47

Site visits/inspections-Rebsamen Golf, West Central, Stephens, Kiwanis, Murray, Big Dam Bridge, Centre on 12<sup>th</sup> street, Rebsamen Golf, Asher Maintenance, Boyle Shop, Two Rivers.

## **Safety –**

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

Number parks/playground safety inspections completed May: **6**

Number parks/playground safety inspections completed June: **2**

Number facility safety audits reported as completed May: **50%**

Number facility safety audits reported as completed June: **41%**

## **Safety –**

### **Training**

Number of staff safety training completed May: **51%**

Number of staff safety training completed June: **77%**

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

- Maintenance Senior at Urban Forestry has resigned for another position. We are working to fill the position.
- The third and final trails position has started work. Trails crew is fully staffed.
- There are 2 Maintenance II positions and 1 Maintenance Senior position are in the onboarding process for the Mowing Crew.

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

NEW 2025 BUDGET 06.16.25					
	Acct	Budgeted	Actual Spent	Remaining	
DESIGN	104503	\$ 88,113.00	\$ 35,790.20	\$ 52,322.80	59%
DEV. & MAINT. ADMIN	104521	\$ 9,870.00	\$ 10,472.18	\$ (602.18)	-6%
OPERATIONS & IMPROV	104522	\$ 820,968.00	\$ 483,152.60	\$ 337,815.40	41%
PARK MAINTENANCE	104523	\$ 1,711,345.00	\$ 912,858.05	\$ 798,486.95	47%
HORTICULTURE	104524	\$ 263,682.00	\$ 105,146.65	\$ 158,535.35	60%
URBAN FORESTRY	104525	\$ 132,406.00	\$ 63,566.87	\$ 68,839.13	52%

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

- Contract for Cromwell and Reservoir design is in CA Office

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

- Operation Impact: June 12-13 @ Morehart Park
- WCCC Ballfield Grand Opening will be July 15<sup>th</sup>
- Operation Impact: October 23-24 @ TDB
- Working with Marketing and EOA to schedule Opening at Kiwanis

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