



Parks and Recreation Commission Meeting Minutes

September 10, 2025
Little Rock City Hall

Attendance: Ben France, Mike Bernardo, Summer Campbell, Samuel Ellis, Christopher Kemp

Absent: Cannon Fletcher, Mabel R. Knight, Quinten Whiteside, Chemia Woods, City Director-Andrea Lewis

City Board of Director Liaison: City Director-Capi Peck

LRPR/LRCAO Staff: Parks Director-Leland Couch, Deputy Director Operations-Justin Dorsey, Deputy City Attorney-Simone Blagg, Administrative Assistant to the Parks Administration-Mahoganey Burkhalter, 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 11:51 am.

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

Approval of Minutes: Chairman France arrived. Commissioner Ellis made 1st motion. Motion was 2nd by Commissioner Bernardo. Vote passed. Motion carried.

Citizen Communication: No Citizen Communication.

Director's Presentation/Staff Reports/Events:

Director's Report:

- ❖ BOD Agenda Items and Upcoming Agenda Items from Parks

Staff Reports:

- ❖ No Questions

Events:

- ❖ Volunteer Division – Karen Sykes, Volunteer Coordinator
 - National Public Lands Day – 9/27 – 9am -11:30am, Hindman Park
- ❖ Parks Communication – Graham Brown – Parks Data & Marketing Coordinator
 - The Battle under 630 - Basketball Event postponed to 11/1 – 8am – 2pm, Kanis Park
 - Logans Run – 9/20, Murray Park
 - Arkansas Salsa Festival, West Central Comm Ctr – 10/11 at 12pm
 - Fall Festival – SWCC – Oct 25th
 - Trunk or Treat - Stephens CC/ Dunbar CC – Oct 30th, 6pm-8pm
 - Trunk or Treat – West Central CC – Oct. 31, 6:30 pm - 8:30 pm



- ❖ Parks Director – Leland Couch
 - Disc Golf Course Pop up Event – War Memorial Park – 9/13
 - Murray Park 5K run – Murray Park – 9/13
 - Parks Mgmt traveling to Orlando, FL for the NPRA Conference
 - Parks Mgmt traveling to Fort Smith, AR for the APRA Conference
 - Mobile City Hall – 9/8, next one in October
 - Public Input Station for I30 Crossing Park at Downtown Food Truck Festival – 9/21
 - I30 Crossing Park Public Presentation – 9/20
 - Big Dam Bridge Ride – 9/27
 - Tinker-fest – Museum of Discovery
- ❖ City Director Capi Peck
 - Keep the Rock Beautiful - 9/13th – 9am – 12 pm Murray Park

Presentation:

- ❖ Section 13 Parks Presentation – Deputy Director of Operations, Justin Dorsey
 - Parks Director gave update.

Unfinished Business:

- ❖ Subcommittee Reports
 - Masterplan Subcommittee Report – Commissioner Bernardo advised that they were reviewing the Masterplan and waiting for a completed update on Section 13.
 - Parks Conservancy Subcommittee Report – Subcommittee Chair – Commissioner Ellis stated that there is no update at this time.
 - Marketing Subcommittee Report –No Update. Vice Chairman Whiteside Absent.
- ❖ 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.)
- ❖ Parks Commission Vacancy/ Appointment update. - Advised that there are currently 2 vacancies.
- ❖ Presentation list discussion/Selection for the next meeting. – Will maintain a placeholder for Parks Staff.
- ❖ Parks Features Directory Update – Commissioner Bernardo – Gabi will give a presentation in November.
- ❖ Website Assets Review – Commissioner Fletcher – Will Combine w/ Parks Features per Graham.
- ❖ Arkansas River Trail Update request – Commissioner Ellis – Graham has updated the LR City Website-Will show in a November Presentation.
- ❖ Section 13 and Ordinance 20,183 – Still waiting on the Legal Opinion from the CAO



- ❖ Section 13 Public hearing Dates (8/27, 8/28, 9/3, 9/4) – Dates will fall off the agenda for now.
- ❖ Dates for Parks Commission Golf Tourney – Chairman France – Chairman France suggested a date of 5/2026. Parks Director Suggested that this be moved to the Marketing Subcommittee. Will table issue to New Business on November 2025 agenda.

New Business:

- ❖ Parks Features Directory Update – Commissioner Bernardo – Presentation in November by Parks Comm and Marketing team.
- ❖ Website Assets Review – Commissioner Fletcher – Will Combine w/ Parks Features Update and will be added to November Presentation by Parks Comm and Marketing team.
- ❖ Strategic Plan 2025-2030 – Parks Director would like to finalize via vote in October meeting. Parks Director would like to call for a vote. Will add to New Business for vote for next month's October Meeting.
- ❖ Budget Discussion – Parks Director Couch gave a high-level overview of the Parks budget and what it currently covers.
- ❖ Subcommittees Vacancy/Chair – Selection/Appointments – Discussed the objectives and responsibilities of each subcommittee.
- ❖ Commissioner Retreat-Deputy City Atty Simone Blagg – Advised of the option for the commission to have a retreat and have discussions about ideas and goals. Advised that other commissions have had a retreat and it was during the week for an hour or two. Will work on locations.

Agenda items for next meeting:

- ❖ Items previously discussed throughout the meeting.

Board – liaison Feedback

- ❖ Director Peck has been getting a lot of questions regarding Reservoir Park from her Constituents. She provided a list.
- ❖ Director Peck also discussed a Stephens memorial grant for a long-term Stephens employee who was a Master Gardener and was a member of the Reservoir community. This grant in her memory will be available to help with improvements to Reservoir Park.

Adjournment:

- ❖ Chairman France made a Motion to Adjourn due to the meeting ending earlier.
 - 2nd by Commissioner Bernardo.
 - Vote passed. Motion carried. Adjournment approved.
 - Meeting Adj at 12:49 pm.