



Little Rock Parks & Recreation Commission Meeting August 9, 2023

Human Resources / Finance / Payroll

Address Administration Policies updates/HR related Issues

Filled:

- Administration Assistant for Director

In motion to interview:

- Parks Marketing & Social Media Coordinator
- Outdoor Recreation Coordinator
- Construction & Planning Manager

Revamp positions to fit structure and needs for the Organization:

- Positions Park Maintenance
- Positions in Operations

Increase Headcount of Staff

- Community Centers (19)

Continuation of progressing:

- Parks Handbook

Progress to:

- Parks Policy & Procedure Manual

Stay abreast/Target:

- Reconciling
- Audits
- Monthly submission of taxes
- Accuracy of divisional assets

ParkStat Meeting – Re-evaluate - Goal to improve findings/transparency

Accreditation Team (2-6) – Informative meeting – Collaborate

ARPA-Awards Submission