



**Bryant Parks and Recreation Committee Meeting
Agenda
March 9th, 2020 at 6:00 p.m.
Parks Department Admin Building**

CALL MEETING TO ORDER

COMMENTS FROM THE PUBLIC

ANNOUNCEMENTS

May 11th Ashley Park Celebration
May 16th National Kids to the Park Day
July 10th Center 10 year Celebration

APPROVAL OF MINUTES

February 10th, 2020 Minutes

Documents:

[Feb 2020 Bryant Parks Committee Minutes.pdf](#)

ASSOCIATIONS OR CLUBS REPORTS

DIRECTOR'S REPORT

Parking Lot Update

FINANCE REPORT

Budget Status by Category

Documents:

[March Financial.pdf](#)

ALCOHOL PERMITS

OLD BUSINESS

Special Sign Sub-Committee

Springhill Park Update

Fencing

Lighting

Crosswalk

Grant

NEW BUSINESS

Parks Department Organizational Changes

Documents:

[org chart march 2020.pdf](#)

MISCELLANEOUS

ADJOURN

Bryant Parks and Recreation Department
6401 Boone Road
Bryant, Arkansas 72022
501.943.0444

Bryant Parks Committee Minutes

February 10,2020

6:00 p.m. Parks Admin Building

Call Mtg to Order

Amanda Jolly called the meeting to order

In attendance

BJ May, Amanda Jolly, Andrea Hooten, Renee Curtis, Richard McKeown, Joyce Boswell, Jay Lasey

Comments from the Public

Announcements

Jay Lacey announced he is moving to Little Rock.

Richard welcome new members and thanked Jay for his work on the committee.

Approval of Minutes

Richard motion, Renee 2nd

Directors Report

Registration for summer programing at B&G club starts March 2nd. They expect over 800 kids.

Amanda Jolly asked about Parks liaison from council.

Finance Report

Treat noted the addition of payroll and overtime as requested by Jay. Treat pointed out the payroll is divided between 400 and 430.

Andrea asked about the revenue numbers not equaling the expenses. Treat went over the three sources of renew for the Dept. Designated tax, Parks revenue, and tax from the general fund. Andrea requested the revenue from the general fund be reported on the report.

BJ asked a question about the \$35,000 council designated from A&P money for festival electrical work for the new pavilion. Treat gave information about the location of the pavilion and electrical work.

Richard noticed a mistake in expense line. Treat corrected the report to reflect 1455.57 in the Midland expense line.

Alcohol Permits

Amada moved, Renee 2nd to approve alcohol sells at the RJ Hawk for state rep watch party.

Old Business

Andrea updated the committee on the history of the parks signs. Andrea has talked to Rob and he mentioned the city might hire a firm to rebrand the city. Amanda asked why can't we have the parks logo on parks signs. The committee discussed the best way to make sure we are communicating well with council and the best way to move forward. The decision was made for the sign subcommittee to meet with the parks liaison RJ Hawk.

New Business

Treat reported Springhill playground failed testing.

Jay Motion made to close the park until brought up to standard or dangerous equipment removed. 2nd BJ May. The committee asked that the department to communicate with the neighborhood why it is being closed and have a plan for next phase of the park.

Treat will work on the plan for the park and report back to the committee.

NSA request for waive of rental fee. Committee doesn't recommend giving the NSA the space based on the Facebook invite of the event they need the space starting at 10 am and the space isn't available during those hours.

Amanda motion Richard 2nd to approve all B&G Club requests.

Miscellaneous

Amanda Jolly read an email from Lee Wood Thomas requesting picnic tables and as swing at Debswood Park. Jay Lacy pointed out the priority of Springhill at this point. Treat recommended the Dept will provide picnic tables for Debswood Park in 2020.

Jay Lacey suggests another drive around the parks system for the committee in April.

Joyce brought up the use of Plumb park for tree planting.

Adjourn

Joyce motion, Andrea 2nd

Revenue

Account Number	Account Description	Budget Line Description	2020 Budget	2020 Actual
Designated Sales Tax Revenue	Xfer Designated Tax		\$480,000.00	\$80,000.00
Designated Sales Tax Revenue	Xfer Park 1/8 O & M		\$600,000.00	\$100,000.00
Mills Park R50	Mills Park Revenue	Admissions, Concessions, Rentals	\$69,000.00	\$935.00
Mills Park R70	Mills Park Grant Revenue	TAP Grant	\$36,000.00	\$0.00
Midland Park R74	Midland Revenue	CASC Participatioin Fee	\$24,000.00	\$0.00
Bishop Park R30	Bishop Revenue	Memberships	\$375,000.00	\$65,532.59
Bishop Park R33	Bishop Revenue	Rental Fees/Participation Fees (BAA/BSA)	\$186,995.00	\$14,611.00
Bishop Park R36	Bishop Revenue	Programming Fees	\$156,000.00	\$16,497.85
Bishop Park R50	Bishop Revenue	Concessions/Merchandise/Daily Admissions	\$155,000.00	\$17,765.86
Bishop Park R60	Miscellaneous Revenue		\$5,000.00	\$10,628.60
Bishop Park R74	Bishop Revenue	Sponsorships	\$98,500.00	\$31,245.00
Alcoa Park R36	Alcoa Revenue	Rental Fees	\$6,000.00	\$0.00
Alcoa Park R74	Alcoa Revenue	Sponsorships/Use Agreements	\$5,000.00	\$0.00
Ashley Park R36	Ashley Rental	Rentals	\$5,000.00	\$0.00
		Total	\$2,201,495.00	\$337,215.90

Expenses

Account Number	Account Description	Budget Line Description	2020 Budget	2020 Actual
General Parks E01	Personnel Expense	Overtime 7000/0	\$751,922.00	\$114,750.18
Parks General E10	Building & Grounds Exp.	Tools & Insurance	\$3,884.00	\$708.10
Parks General E20	Vehicle Expense		\$24,000.00	\$6,217.97

Parks General E55	Professional Services	Audit/Other	\$20,000.00	\$4,362.58
Parks General E60	Miscellaneous Expense	IT Expneses	\$25,080.00	\$480.00
Parks General E72	Bond Expense	Amendment 78 Equipment Loan	\$63,200.00	\$10,427.13
Mills Park E01	Personnel Expense		\$22,606.00	\$0.00
Mills Park E10	Building & Grounds Exp.	Repairs/Maint/Utilites	\$15,650.00	\$8,520.80
Mills Park E30	Supplies	Concessions/Pool	\$15,500.00	\$0.00
Mills Park E70	Grant Expense	Closed out TAP grant in 2019	\$45,000.00	\$4,200.00
Midland Park E10	Building & Grounds Exp.	Repairs/Maint/Utilites	\$47,620.00	\$5,109.81
Bishop Park E01	Personnel Expense	Overtime 5000/1207.48	\$712,621.46	\$111,762.85
Bishop Park E10	Building & Grounds Exp.	Repairs/Maint/Utilites	\$579,718.14	\$85,284.54
Bishop Park E20	Vehicle Expense		\$9,000.00	\$6,217.02
Bishop Park E30	Supply Expense	Concessions/Programs	\$82,500.00	\$9,922.60
Bishop Park E40	Operations Expense	Aquatics/Credit Card Fees	\$29,623.00	\$4,767.43
Bishop Park E55	Professional Services	Advertising, Referees, Arobics	\$154,254.44	\$29,550.99
Bishop Park E 60	Miscellaneous Expense	Inspections & Monitoring	\$3,900.00	\$0.00
Alcoa Park E10	Building & Grounds Exp.	Repairs/Maint/Utilites	\$9,160.00	\$2,547.13
Ashley Park E10	Building & Grounds Exp.	Repairs/Maint/Utilites	\$10,000.00	\$1,706.12
		Total	\$2,625,239.04	\$406,535.25
General Fund Operations Projection	\$423,744.04	Total non tax Revenue	\$1,121,495.00	\$157,215.90
Parks Designated tax fund	\$87,783.00	% of total Revenue	50.94%	46.62%
		National Avg.	26.00%	

