

# RUSSELLVILLE RECREATION AND PARKS COMMISSION

## Minutes from Monthly Meeting

January 16, 2020

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Present: Johnny Brazil, Dallis Clark, Matt Gray, Greg Hines, Alderman Chris Olson, Terry Thomas  
Absent: Jamey Ellis, Bryan Fisher  
Person Recording: Kelli Nealy  
Guests: Jim Carrillo-Halff Associates; Kenneth Duvall-Public Works Dept.; Sally Horsey-Halff Associates; Glenn Newman-Public Works Dept.

### Call to Order

Terry Thomas called the meeting to order at 2:00pm.

### Approval of Minutes

Greg Hines made a motion to accept the minutes from the November meeting. Dallis Clark seconded the motion, and the motion passed.

### Old Business

**A. Park Master Plan Update by Halff + Marlar**-Jim Carrillo and Sally Horsey from Halff + Marlar gave an update on the development of the Parks Master Plan. Drafts of chapters one, two, and three were distributed to the commissioners. Chapter one explains the purpose of the plan, the benefits of parks and recreation, the history of Russellville parks and a demographic profile of Russellville. In addition, the goals from the plan completed in 2003 were referenced. Chapter two defines the park classifications, states the departmental mission and summarizes the existing parks system including an inventory of each park. Chapter three defines the different methods in the needs assessment analysis. Demand-based, access-based and resource-based assessments will be used to determine what types of parks and recreation facilities and programs are needed in Russellville. Halff + Marlar encouraged input from the commissioners. Dallis Clark said he is interested in the deficiencies determined by the group. Optional recommendations will be presented at the February commission meeting with a public meeting to follow. A briefing will be given to City Council at their January meeting.

### New Business

**A. Park Commission Meeting Date for February**-The commissioners were informed that the February commission meeting will be held on Monday, February 10 at 2:00pm at City Hall. An open house will follow the meeting at 6:00pm at a location yet to be determined.

**B. Dog Park Signage**-The commissioners were shown a preliminary sketch of the logo for the Dog Park. The park sign will show the logo over a background similar to the design of the sign at our disc golf course. Half of the park fence has been installed, and the obstacles will be completed this week.

### Updates

**A. ArDOT Grant Schoolhouse Trail**-The commissioners were informed at the November meeting that the City was recently made aware of an \$180,000 outstanding balance for a grant that was awarded to Public Works several years ago. The balance has been transferred to the school house project. City Engineer Glenn Newman said that construction drawings have been transmitted to ArDOT for review and consideration. A kickoff meeting will be held Wednesday, January 22 with the project coordinator from ArDOT.

**B. Aquatic Center**-The new two-sided LED facility sign has been installed at the Aquatic Center. The commissioners received copies of a new fee schedule which became effective 1-1-20. The rates decreased by approximately fifteen percent. Johnny Brazil said he had been asked if swim team members could get a break in admission price since they are only coming to the center for swim team practice. This request will be discussed with the facility manager.

**C. Monthly Report**-The commissioners received a copy of the department's monthly report.

**D. Upcoming Events**-A schedule of upcoming events was given to the commissioners.

The meeting adjourned at 3:50pm.