Bryant Parks Committee

Boswell Municipal Complex - City Hall Conference Room

Date: 02-15-2022 - **Time:** 6:00 PM

Call to Order

Approval of Minutes

1. January Parks Meeting Minutes -

- Minutes 1-18-22.pdf

Finance Reports

2. Parks Financial Report -

- Parks Committee Financial Report Feb 2022.pdf

Associations / Club Reports

Public Comments

Old Business

Parks and Recreation

3. Aquatics Roof Repair

Estimate on roof repair and other aquatics maintenance items.

- 2022-01-21 Bryant Aquatics Proposal.pdf

4. Committee By-Law - Discussion Only

Review suggested changes from January's parks committee workshop

- Parks Committee updated by laws..pdf

New Business

Parks and Recreation

5. Midland Park Soccer Field Lights - Discussion Item/Recommendation Needed

Musco Sports Lighting Estimate (Project Listed Soccer 1 and 2 HID)

- Midland Park Soccer LED and HID Budget estimate (2).pdf
- midland park overhead.pdf

Miscellaneous

BRYANT PARKS AND RECREATION COMMITTEE MEETING
AGENDA MINUTES
January 18, 2022 at 6:00 p.m.

Call to order
In attendance: Spencer McCorkel, Jordan O'Roark, Renee Curtis, Amanda Jolly, Lynn Farmer, Richard McKeown, Jason Whittington

Others: Chris Treat, Keith Cox, Stacey Reynolds, Rhonda Sanders

Election of Chairperson
Spencer McCorkel made a motion the add election of committee chair to the agenda. Motion was seconded by Richard McKeown. Motion passed unanimously.

Spencer McCorkel nominated Amanda Jolly to serve as committee chair. Jordan O'Roark seconded the motion. Motion passed unanimously.

Approval of minutes
Renee Curtis made a motion to approve committee minutes from November 1, 2021. Motion seconded by Lynn Farmer. Motion passed unanimously

OLD BUSINESS
2022 Meeting Dates
Amanda Jolly pointed out the meeting date on June 20th is a federal holiday and recommended that meeting be moved to June 21st. Jordan O'Roark made a motion to accept the committee meeting dates for 2022 with the proposed change of the June date. Jason Whittington Seconded the motion. Motion passes unanimously for 2022 meeting dates:
Jan. 18, Feb. 15, Mar. 21, Apr. 18, May 16, Jun. 21, Jul. 18, Aug. 15, Sep. 19, Oct. 17, Nov. 21, Dec. 19

NEW BUSINESS

Finance Report
Treat informed the committee that since it's the first of the year there wasn't anything to report, but asked if they would like a copy of the budget anyway. Amanda Jolly & Richard McCorkel requested a report in the format Treat usually provides. Treat will send the committee a copy as soon as possible.

Adjourn
Spencer McCorkel made motion to adjourn the meeting. Jordan O'Roark seconded

Workshop
Amanda Jolly called to order a workshop to work on rewriting the Parks Committee By-Laws.

The committee looked at adjusting the bylaws as follows:

PARKS AND RECREATION COMMITTEE

BYLAWS

DATE: Feb 15, 2022

SECTION I. PURPOSE: It is the intent of the Bylaws to prescribe the organization of the City of Bryant Parks and Recreation Committee to establish orderly, equitable, and expeditious procedures for the conduct of its affairs to the end that all may be informed and the public well served.

SECTION II. THE COMMITTEE: The original Parks Commission was first established on July 20, 1992. The membership of the Committee was first established on July 23, 2007, by Ordinance No. 2007-30, City of Bryant, Arkansas.

A. Committee Membership and Terms

(1) Membership shall consist of eight (8) members. There will be two (2) Committee members for each Ward (1, 2, 3, and 4). Each Ward shall be identified as Committee member Position one (1) and two (2).

2) Members of the Parks and Recreation Committee shall be named and appointed by the Mayor and confirmed by the City Council. Members who are appointed to fill vacancies for terms, which have not expired, shall join the Committee at the next meeting following their appointment and confirmation. All members of the Committee whose terms may expire shall serve until their successors in office have been appointed and confirmed.

3) Per Ordinance No. 2007-30, Section 15: Parks Committee members who miss three (3) or more meetings during any one calendar year, except for excused illnesses or absences, may be replaced. The City Council may consider excessive absenteeism as cause for removal. A Parks Committee member may be removed by a two-thirds (2/3) vote of the City Council.

4) Terms of the members of the Parks and Recreation Committee shall be four (4) years. The initial appointment of Parks Committee members shall be staggered two (2) and four (4) years for an eight-member committee.

B) Parks Committee Emeritus Status

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committee member from the ward and position of the emeritus member elected by the committee.

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3) Election: Annually, with the recommendation of the Mayor, City Council Person or Parks Committee Member, The Parks Committee Chair will present the nomination(s) along with supporting statements to the Parks Committee for its consideration. A simple majority vote of directors at a meeting at which a quorum is present is sufficient to approve an appointment.

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(1) The election of the Chairperson shall be held at the first Committee meeting of each calendar year.

(2) Nominations shall come from the floor and officers shall be elected to office by a simple majority of Committee members. Voting on election of Chairman in which there is a contest shall be by secret ballot.

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(6) The Chairperson shall sign all approved minutes, and when authorized, other documents on behalf of the Committee.

(7) The Chairperson and Parks Director shall work with the Office Manager to prepare the agenda for each meeting.

C. Ex-Officio

The Mayor shall assign an advisor/liaison from the City Council and such other staff assistance from the City staff as deemed necessary for the Committee to work. The staff's appointment,

promotion, demotion or removal shall be subject to the same provisions of law as governed by other employees of the City. The City Council shall, in the manner provided by law, budget or contract for services necessary to carry out functions of the Park and Recreation Committee.

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(b) Advise City Council concerning the intent & desire of the Committee and the Committee concerning the intent and desire of the City Council.

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(a) Providing updated status reports of the Parks Department.

(b) The agendas of items to be considered at meetings as prescribed by the Chairperson

(c) Carrying on routine correspondence

(d) Maintaining files of the Committee

(e) Maintaining a record of the Bylaws of the Committee and Current membership of the Committee with their terms of office

(f) Maintaining a record of organization of the Committee and its staff

(g) Serves as Secretary of all sub-committees and provides minutes of each meeting

(h) Preparing the minutes of each meeting and publishing the minutes to the City website attached to the following month's Parks Committee agenda.

SECTION III. PARKS AND RECREATION COMMITTEE PROCEDURES

A. Duties of the Committee:

1. Advocate on behalf of Bryant Parks to residents & Elected Officials.
    1. Provide needed information regarding the role of parks in the quality of life.
    2. Encourage community involvement in obtaining needed resources & future development
2. Intentionally communicate with residents, elected officials and the Department in order to:
    1. Understand concerns & desires regarding Bryant Parks
    2. Communicate those concerns & desires to the Department.
    3. Educate regarding the importance of, direction, and needs of Bryant Parks.
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3. Advise the Department & elected officials regarding:
    1. Agreements with partner organizations.
    2. Long range planning & capital improvements.
    3. Advise the Department on operational or other issues brought by the Director or Assistant Director.

B. Day-to-Day Operations: The Committee has the authority to establish basic policies and guidelines, subject to City Council approval. It does not concern itself with the day-to-day operations, personnel issues, programs, and problems of the department. That is the job and responsibility of the Director and staff.

C. Budget: The Committee shall review, study, and make recommendations to the Director of Parks and Recreation for the preparation of the annual operations & capital budget for approval by the City Council.

SECTION IV. SUB-COMMITTEES:

A. Standing Sub-Committees: The Standing Sub-Committees may be created by the Parks and Recreation Committee and charged with such duties as the Committee deems necessary

and desirable. Such sub-committees shall be composed of a minimum of one Committee member and less than a quorum of the full Committee. The Sub-Committee shall hold membership for one year or until succeeded.

B. Special Sub-Committees: Special Sub-Committees may be created in the same and under the same conditions as Standing Sub-Committees, except the Chairperson shall also designate a date for the submission of the Sub-Committee's final report. Special Sub-Committees shall be dissolved when their particular function or task has been completed. No Special Sub-Committees shall exist for a term of more than twelve (12) consecutive months, except by the direction of the Committee.

C. Advisory Sub-Committees: The Committee may create such Advisory Sub-Committees, as it deems necessary or desirable. Each Advisory Sub-Committee shall be composed of at least one Committee member with other officials and private citizens in a number determined by the Committee. Generally, members shall be private, professional, or technical representatives, public officials working on problems with which the sub-committee is concerned, and individuals who have special interest or experience with such problems.

SECTION V. MEETINGS:

A. Regular Meetings

(1) The Bryant Parks Committee shall meet regularly as determined by the Committee.

(2) The time of the meeting will be at 6:00 p.m.

(3) The Committee shall meet regularly at the Boswell Municipal Complex.

(4) Notice – (a) All meetings should be made public through notification of local news agencies; (b) notification to the local press of all meetings shall be made at least two (2) hours before the meeting takes place to ensure the public shall have representatives at the meeting; (c) legal notice on plans, regulations, ordinances, or amendments shall be published as prescribed by the City of Bryant or by law.

B. Called Meetings

(1) Special meetings may be called by the Chairperson, or by three (3) Committee members, or by a majority of those present at a regular or called meeting. Notice of such a meeting shall be

given as prescribed for a regular meeting. Announcement of a special meeting at any meeting at which all members are present shall be sufficient notice of such meeting.

(2) Under extraordinary conditions, an emergency meeting may be called at the direction of the Chairperson by telephone and without other notice. However, notification to the local press may not be omitted.

C. Adjourned Meetings: Where all matters cannot be disposed of on the day set, the Committee may adjourn from day-to-day as necessary to complete the hearing of all items docketed. A majority vote of those present shall be required to adjourn.

SECTION VI. CONDUCT OF BUSINESS:

A. Order of Agenda: All meetings shall be conducted in accordance with the agenda, which shall enumerate the topics and cases in the following order:

(1) Roll Call / Finding a quorum

(2) Reading and approval of minutes as read

(3) Business

(4) Adjournment

B. Order of Meeting: At a meeting, the order shall be as follows:

(1) Announcement of subject by the Chairperson

(2) Discussion and recommendations by the Committee and/or Sub-Committees

(3) Interested party's presentation

(4) Opposing views

(5) Rebuttals

(6) Committee members vote on the request as filed

C. Standard Rules of Procedure: Except as may otherwise be set forth in these Bylaws, parliamentary procedures shall be as stated in the latest edition of Roberts Rules of Order, Revised. Procedural provisions of these Bylaws may be suspended with the consent of three-fourths (3/4) of those Committee members present.

D. Special Rules of Procedure:

(1) Quorum – A quorum for the transaction of business shall be five (5) members except when a reduction in force caused by a member(s) resignation makes this impossible. A quorum shall be considered the majority of the remaining members of the Committee.

(2) Vote and Proxy – Each Committee member, including the Chairperson, shall be entitled to one (1) vote. No Committee member shall cast a vote for another member by proxy.

(3) Motion and Voting – Any matter of business requiring action by the Committee may be presented by oral motion, and the members present may voice their vote. In the case of a split vote, the chairperson may request a show of hands. The minutes shall indicate voting to be “denied” or “passed” and the name of any abstained.

(4) Majority vote – (a) Simple majority of those members present at a meeting shall be sufficient to approve any administrative or procedural action; (b) in those instances where a majority vote of the full Committee cannot be, the matter before the Committee shall be automatically deferred until the next schedule meeting; (c) in the event that no majority vote is obtained at the second meeting, the matter will fail due to lack of a majority.

(5) Conduct of Meeting – Public meetings shall be conducted informally, and the Chairperson shall make all rulings and determinations regarding all matters presented, except that any member shall be privileged to make inquiries personally and to call for a vote on any ruling of the Chairperson with which he or she does not agree, whereupon the vote shall determine the effective ruling. It shall be the purpose of the Chairperson to expedite all meetings, confining them to the presentation of only essential matters in the interest of saving time, but entertaining the presentation of sufficient matter to do substantial justice to all concerned.

E. General Policies:

(1) Formal Action – No request for final approval shall be made to the Committee without it being an agenda item. However, with majority approval, the Committee may suspend the rules and add an item to the agenda.

(2) Closing of Agenda – No application for an agenda item shall be submitted to the Committee, or prepared by the Ex-Officio for submission unless it has been filed one week prior to the regularly scheduled meeting of the Committee.

(3) Open Meetings – All meetings of the Committee shall be open to the public as required by law.

(4) Public Records – All minutes of the Committee meetings and all petitions, applications, reports and other documents on which action has been taken by the Committee shall be open to the public and available for inspection as required by law.

(5) Reconsideration of Denied or Amended Applications –

(a) Expunging Action – The Committee may, when it deems necessary and for cause, expunge any motion and subsequent action in order to introduce a substitute motion for other action. The motion to accomplish such shall be made immediately and preceding the introduction of the next item of business on that agenda. When an item has been voted on and passed over for the next item of business, it shall not be recalled at the meeting for further action.

(b) Reconsideration – Except for cause and with the unanimous consent of all members present at a meeting, no matter on which final action has previously been taken shall be reopened for further consideration by the Committee unless reconsideration is granted by the Committee. The case will be rescheduled for the next regular meeting.

(6) Individual(s) with inquiries on the docket shall be present or represented at the meetings and prepared to discuss the request.

(7) Individuals or user groups must obtain approval through the Parks Committee for any policies or guidelines relating to park issues. If the issue is denied by the Committee, the individual or user group has the option to appeal to the City Council.

(8) Precedents – No action of the Committee shall be deemed to set a precedent. Each item docketed shall be decided upon its own merit and circumstances attendant thereto.

(9) Public comments and association reports are limited to no more than three (3) minutes unless otherwise approved by the Parks Director prior to submission of the Parks Committee agenda.

(10) Dissent - If a member of the Committee wishes to dissent from a majority opinion of the Committee they may communicate a written minority opinion to:

(a) All members of the Committee,

(b) The Parks Director,

(c) The Mayor, and

(d) All members of the City Council.

SECTION VII. AMENDMENTS: These Bylaws may be amended or repealed by an affirmative vote of not less than a majority of the full membership of the Committee. A proposed amendment or a motion to repeal shall first be presented in writing at a regular meeting and placed on the agenda for subsequent regular meeting for action, unless ten days written notice has been given to all Committee members in which case action may be taken at any regularly scheduled meeting.

Revenue

Account Number	Account Description	Budget Line Description	2022 Budget	2022 Actual
Designated Sales Tax	Xfer Designated Tax		$593,834.00	$49,486.00
Designated Sales Tax	Xfer Park 1/8 O & M		$742,292.00	$61,858.00
Mills Park R50	Mills Park Revenue	Admissions, Concessions, Rentals	$71,000.00	$230.00
Midland Park R74	Midland Revenue	CASC Participation Fee	$24,000.00	$0.00
Bishop Park R30	Bishop Revenue	Memberships	$370,000.00	$22,288.50
Bishop Park R33	Bishop Revenue	Rental Fees/Participation Fees (BAA/BSA)	$186,995.00	$3,490.00
Bishop Park R36	Bishop Revenue	Programming Fees	$156,000.00	$6,732.80
Bishop Park R50	Bishop Revenue	Concessions/Merchandise/Daily Admissions	$132,000.00	$4,368.75
Bishop Park R60	Miscellaneous Revenue		$5,000.00	$2,543.89
Bishop Park R74	Bishop Revenue	Sponsorships	$98,500.00	$8,493.21
Alcoa Park R36	Alcoa Revenue	Rental Fees	$1,000.00	$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
Ashley Park R60	Misc. Revenue		$0.00	$0.00
		Total	$2,390,621.00	$159,491.15

Expenses

Account Number	Account Description	Budget Line Description	2022 Budget	2022 Actual
General Parks E01	Personnel Expense		$843,301.38	$91,266.48
Parks General E10	Building & Grounds Exp.	Tools & Insurance	$3,526.00	$397.75
Parks General E20	Vehicle Expense		$30,133.39	$7,136.03
Parks General E30	Supply Expense	Postage	$100.00	$98.37
Parks General E40	Operations Expense	Sales Tax	$1,000.00	$569.21
Parks General E55	Professional Services	Accounting & Audit	$35,550.00	$1,955.00
Parks General E60	Miscellaneous Expense	IT Expenses	$18,105.00	$598.50
Parks General E72	Bond Expense	Amendment 78 Equipment Loan	$71,993.00	$10,897.91
Parks General E80	Fixed Assets	Equipment	$0.00	$14,572.22
Parks General E85	Interest Exp		$1,038.88	$274.09
Mills Park E01	Personnel Expense		$24,759.00	$0.00
Mills Park E10	Building & Grounds Exp.	Repairs/Maint/Utilities	$29,150.00	$1,066.80
Mills Park E30	Supplies	Concessions/Pool	$15,000.00	$0.00
Midland Park E10	Building & Grounds Exp.	Repairs/Maint/Utilities	$49,124.00	$1,166.51
Bishop Park E01	Personnel Expense		$736,879.08	$84,855.58
Bishop Park E10	Building & Grounds Exp.	Repairs/Maint/Utilities	$590,158.00	$47,394.41

Bishop Park E20	Vehicle Expense		$20,000.00	$4,730.53
Bishop Park E30	Supply Expense	Concessions/Programs	$82,500.00	$2,458.04
Bishop Park E40	Operations Expense	Aquatics/Credit Card Fees	$29,623.00	$3,461.01
Bishop Park E55	Professional Services	Advertising, Referees, Aerobics	$195,720.00	$15,409.21
Bishop Park E 60	Miscellaneous Expense	Inspections & Monitoring	$3,900.00	$0.00
Bishop Park E80	Fixed Assets	Infrastructure	$73,725.00	$0.00
Alcoa Park E10	Building & Grounds Exp.	Repairs/Maint/Utilities	$19,556.00	$0.00
Alcoa Park E80	Fixed Assets	Infrastructure	$0.00	$0.00
Ashley Park E10	Building & Grounds Exp.	Repairs/Maint/Utilities	$11,000.00	$0.00
Ashley Park E80	Fixed Assets	Infrastructure	$0.00	$0.00
		Total	$2,885,841.73	$288,307.65

* numbers from Budget Status Report run Jan 24, 2022

January 21, 2022

Chris Treat
Parks Director
City of Bryant
201 SW 3rd Street
Bryant, AR 72022

Subject: City of Bryant Aquatic Center at Bishop Park

Dear Chris,

OpenAire Sale Inc. is pleased to submit its proposal for above referenced project. This proposal is to upgrade the operating systems and replace Crushable Media Blocks, D-Mags and Cross Bracing due to safety issues.

Upgrade 18 sliders with new motor assemblies with bronze gear, aluminum gear rack-anodized, wiring harness, limit switches. Using existing motor covers.
Replace DMags & hardware on trolley
Replace Cross Bracing 136" Col to Col
Replace Crushable Media Blocks
Replace Tek Screws that are showing signs of corrosion
Epoxy to be applied to column base plates

TOTAL COST: USD $120,090.00 _____ Initial

The above price includes material, labor, paint and shipping. Additional cost may apply if further material or labor is required for undetected issues.

Motors are as of today 44 wk lead time _____ Initial

It has also been noted that the patio doors and swing doors need replacement glass and hardware, we do suggest you contact local door and glass companies for these repairs.

If there is no dehumidification (HVAC), environmental control system in place, there will be no warranty on the materials. _____ Initial

Warranty is 1 year from completion, provided the above is confirmed. _____ Initia

Due to the pandemic, we like everyone else are experiencing longer lead times and price increases. Our proposal is valid for 30 days. If approve after 30 days we will review our pricing and revise if necessary. _____ Initial

We also recommend the pool enclosure be closed for the duration of this work

Notes: _____ Initial

- Equipment rental by others
- Complete installation by OpenAire's non-union crew
- Additional costs will be incurred if a union crew is required
- Removal of material (debris) will be placed in owner's supplied dumpster
- OpenAire is not responsible for damage caused to the existing structure during removal or installation
- This contract made for acceptance within thirty (30) days. Acceptance after thirty (30) days shall not be binding upon OpenAire, Inc and might be subject to escalation.

Items not included in this contract: _____ Initial

1) Disposal of materials
2) Permits and bonds
3) Final cleaning
4) Taxes
5) Repair or painting of the existing structure
6) Provision and removal of dumpsters
7) Protection of work after installation
8) Protection of pool and pool deck
9) Covering of pool during installation
10) Equipment Rental

Please review the above, and initial where indicated, sign and return with the requested deposit should you decide to go forward with the upgrade and repairs.

Payment Terms:

1. 50% upon signing of proposal
2. 40% prior to delivery of materials
3. 10% substantial completion

If you have any questions, please let us know.

We look forward to working with you.

Pricing, terms and conditions listed herein are satisfactory and are hereby accepted.

Vendor: **OpenAire Sales Inc.**	**Purchaser:**
_____	_____
Mark Albertine President	
Date: _____	Date: _____

PARKS AND RECREATION COMMITTEE

BYLAWS

DATE: **Feb 15, 2022**

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B. Day-to-Day Operations: The Committee has the authority to establish basic policies and guidelines, subject to City Council approval. It does not concern itself with the day-to-day operations, personnel issues, programs, and problems of the department. That is the job and responsibility of the Director and staff.

C. Budget: The Committee shall review, study, and make recommendations to the Director of Parks and Recreation for the preparation of the annual operations & capital budget for approval by the City Council.

SECTION IV. SUB-COMMITTEES:

A. Standing Sub-Committees: The Standing Sub-Committees may be created by the Parks and Recreation Committee and charged with such duties as the Committee deems necessary and desirable. Such sub-committees shall be composed of a minimum of one Committee member and less than a quorum of the full Committee. The Sub-Committee shall hold membership for one year or until succeeded.

B. Special Sub-Committees: Special Sub-Committees may be created in the same and under the same conditions as Standing Sub-Committees, except the Chairperson shall also designate a date for the submission of the Sub-Committee's final report. Special Sub-Committees shall be dissolved when their particular function or task has been completed. No Special Sub-Committees shall exist for a term of more than twelve (12) consecutive months, except by the direction of the Committee.

C. Advisory Sub-Committees: The Committee may create such Advisory Sub-Committees, as it deems necessary or desirable. Each Advisory Sub-Committee shall be composed of at least one Committee member with other officials and private citizens in a number determined by the Committee. Generally, members shall be private, professional, or technical representatives, public officials working on problems with which the sub-committee is concerned, and individuals who have special interest or experience with such problems.

SECTION V. MEETINGS:

A. Regular Meetings

(1) The Bryant Parks Committee shall meet regularly as determined by the Committee.

(2) The time of the meeting will be at 6:00 p.m.

(3) The Committee shall meet regularly at the Boswell Municipal Complex.

(4) Notice – (a) All meetings should be made public through notification of local news agencies; (b) notification to the local press of all meetings shall be made at least two (2) hours before the meeting takes place to ensure the public shall have representatives at the meeting; (c) legal notice on plans, regulations, ordinances, or amendments shall be published as prescribed by the City of Bryant or by law.

B. Called Meetings

(1) Special meetings may be called by the Chairperson, or by three (3) Committee members, or by a majority of those present at a regular or called meeting. Notice of such a meeting shall be given as prescribed for a regular meeting. Announcement of a special meeting at any meeting at which all members are present shall be sufficient notice of such meeting.

(2) Under extraordinary conditions, an emergency meeting may be called at the direction of the Chairperson by telephone and without other notice. However, notification to the local press may not be omitted.

C. Adjourned Meetings: Where all matters cannot be disposed of on the day set, the Committee may adjourn from day-to-day as necessary to complete the hearing of all items docketed. A majority vote of those present shall be required to adjourn.

SECTION VI. CONDUCT OF BUSINESS:

A. Order of Agenda: All meetings shall be conducted in accordance with the agenda, which shall enumerate the topics and cases in the following order:

(1) Roll Call / Finding a quorum

(2) Reading and approval of minutes as read

(3) Business

(4) Adjournment

B. Order of Meeting: At a meeting, the order shall be as follows:

(1) Announcement of subject by the Chairperson

(2) Discussion and recommendations by the Committee and/or Sub-Committees

(3) Interested party's presentation

(4) Opposing views

(5) Rebuttals

(6) Committee members vote on the request as filed

C. Standard Rules of Procedure: Except as may otherwise be set forth in these Bylaws, parliamentary procedures shall be as stated in the latest edition of Roberts Rules of Order, Revised. Procedural provisions of these Bylaws may be suspended with the consent of three-fourths (3/4) of those Committee members present.

D. Special Rules of Procedure:

(1) Quorum – A quorum for the transaction of business shall be five (5) members except when a reduction in force caused by a member(s) resignation makes this impossible. A quorum shall be considered the majority of the remaining members of the Committee.

(2) Vote and Proxy – Each Committee member, including the Chairperson, shall be entitled to one (1) vote. No Committee member shall cast a vote for another member by proxy.

(3) Motion and Voting – Any matter of business requiring action by the Committee may be presented by oral motion, and the members present may voice their vote. In the case of a split vote, the chairperson may request a show of hands. The minutes shall indicate voting to be "denied" or "passed" and the name of any abstained.

(4) Majority vote – (a) Simple majority of those members present at a meeting shall be sufficient to approve any administrative or procedural action; (b) in those instances where a majority vote of the full Committee cannot be, the matter before the Committee

shall be automatically deferred until the next schedule meeting; (c) in the event that no majority vote is obtained at the second meeting, the matter will fail due to lack of a majority.

(5) Conduct of Meeting – Public meetings shall be conducted informally, and the Chairperson shall make all rulings and determinations regarding all matters presented, except that any member shall be privileged to make inquiries personally and to call for a vote on any ruling of the Chairperson with which he or she does not agree, whereupon the vote shall determine the effective ruling. It shall be the purpose of the Chairperson to expedite all meetings, confining them to the presentation of only essential matters in the interest of saving time, but entertaining the presentation of sufficient matter to do substantial justice to all concerned.

E. General Policies:

(1) Formal Action – No request for final approval shall be made to the Committee without it being an agenda item. However, with majority approval, the Committee may suspend the rules and add an item to the agenda.

(2) Closing of Agenda – No application for an agenda item shall be submitted to the Committee, or prepared by the Ex-Officio for submission unless it has been filed one week prior to the regularly scheduled meeting of the Committee.

(3) Open Meetings – All meetings of the Committee shall be open to the public as required by law.

(4) Public Records – All minutes of the Committee meetings and all petitions, applications, reports and other documents on which action has been taken by the Committee shall be open to the public and available for inspection as required by law.

(5) Reconsideration of Denied or Amended Applications –

(a) Expunging Action – The Committee may, when it deems necessary and for cause, expunge any motion and subsequent action in order to introduce a substitute motion for other action. The motion to accomplish such shall be made immediately and preceding the introduction of the next item of business on that agenda. When an item has been voted on and passed over for the next item of business, it shall not be recalled at the meeting for further action.

(b) Reconsideration – Except for cause and with the unanimous consent of all members present at a meeting, no matter on which final action has previously been taken shall be reopened for further consideration by the Committee unless

reconsideration is granted by the Committee. The case will be rescheduled for the next regular meeting.

(6) Individual(s) with inquiries on the docket shall be present or represented at the meetings and prepared to discuss the request.

(7) Individuals or user groups must obtain approval through the Parks Committee for any policies or guidelines relating to park issues. If the issue is denied by the Committee, the individual or user group has the option to appeal to the City Council.

(8) Precedents – No action of the Committee shall be deemed to set a precedent. Each item docketed shall be decided upon its own merit and circumstances attendant thereto.

(9) Public comments and association reports are limited to no more than three (3) minutes unless otherwise approved by the Parks Director prior to submission of the Parks Committee agenda.

(10) Dissent - If a member of the Committee wishes to dissent from a majority opinion of the Committee they may communicate a written minority opinion to:

(a) All members of the Committee,

(b) The Parks Director,

(c) The Mayor, and

(d) All members of the City Council.

SECTION VII. AMENDMENTS: These Bylaws may be amended or repealed by an affirmative vote of not less than a majority of the full membership of the Committee. A proposed amendment or a motion to repeal shall first be presented in writing at a regular meeting and placed on the agenda for subsequent regular meeting for action, unless ten days written notice has been given to all Committee members in which case action may be taken at any regularly scheduled meeting.

Musco Sports Lighting: Budget Estimate

October 2020
Chris Treat
Midland Soccer Fields
Bryant, AR

Dear Chris:

Thank you for the opportunity to discuss Musco's Light-Structure System™, and the benefits it will bring to your Soccer Fields at Midland Park in Bryant, AR. We are excited to offer this innovative system, and are confident you will see the value for many years to come.

This estimate includes two options for lighting your Soccer Fields. This system includes pre-cast concrete bases, galvanized steel poles, remote electrical component enclosures, pole length wire harnesses and factory-aimed and assembled luminaries. Option 1: Light-Structure System with Green Generation Lighting™ (HID). Option 2: Light-Structure System with TLC for LED™ Total Light Control™.

Option 1: ***Light-Structure System with Green Generation Lighting™ (HID)***

- Guaranteed light levels of 30
- Control-Link® System for remote on/off control and performance monitoring with 24/7 support.
- Reduction of spill light and glare by 50% or more
- Reduction of energy and maintenance costs by 50%
- Product assurance and warranty program that includes materials and onsite labor, eliminating 100% of your maintenance costs for 10 years

Option 2: ***Light-Structure System with TLC for LED®Total Light Control™***

- Guaranteed light levels of 30
- Control-Link® System for remote on/off control and performance monitoring with 24/7 support.
- Reduction of spill light and glare by 50% or more
- Reduction of energy and maintenance costs by 50% up to 85% over typical 1500w HID equipment
- Product assurance and warranty program that includes materials and onsite labor, eliminating 100% of your maintenance costs for 25 years

Estimated Project Cost: Materials Only

Soccer 1 and 2 HID ……$208,000 - $230,000

Soccer 1 and 2 LED ……$294,000 - $325,000

*Pricing is based on project happening in 2022. If project moves forward sooner, please reach out for a more accurate budget estimate.

This **estimate** includes **materials only**. It does not include the cost of installation or a new electrical transformer. Thank you for the trust you have placed in Musco Lighting. Please feel free to contact me with any questions you may have.

Jeremy Lemons
Sales Representative
Musco Sports Lighting, LLC
Phone: 501.249.8056
E-mail: Jeremy.Lemons@musco.com

Google Maps



Imagery ©2022 Maxar Technologies, Pulaski Area GIS, State of Arkansas, U.S. Geological Survey, USDA Farm Service Agency, Map data ©2022

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