



Bryant Parks and Recreation Committee Meeting  
Agenda  
October 10 at 6:00 p.m.

**CALL MEETING TO ORDER**

**COMMENTS FROM THE PUBLIC**

**ANNOUNCEMENTS**

**DIRECTOR'S REPORT**

**ASSOCIATIONS OR CLUBS REPORTS**

**FINANCE REPORT**

*Finance report as of 10/6/2016.*

Documents:

[Oct16BudgetReport.pdf](#)

**ALCOHOL PERMITS**

**APPROVAL OF MINUTES**

**PARKS AND RECREATION REPORT**

Documents:

[ParksOctober2016.pdf](#)

**OLD BUSINESS**

**NEW BUSINESS**

**Bryant Athletic Association Use Agreement**

*Review and recommend to City Council.*

Documents:

[BAA\\_UseAgmt\\_2017\(A\).pdf](#)

**Bryant Softball Association Use Agreement**

*Review and recommend to City Council.*

Documents:

[BSAUse Agmt\\_ 2017.pdf](#)

**Tournament Fees**

**MISCELLANEOUS**

**ADJOURN**

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

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
001-0300-5142	Janitorial Supplies and Main	650.00	0.00	0.00	650.00	0.00	650.00	100.00
	E10 Sub Totals:	28,805.00	11,277.73	11,277.73	17,527.27	316.56	17,210.71	59.75
E30	Supply Expense							
001-0300-5300	Supplies - Office	6,000.00	3,125.02	3,125.02	2,874.98	0.00	2,874.98	47.92
001-0300-5350	Postage Expense	1,000.00	384.28	384.28	615.72	0.00	615.72	61.57
	E30 Sub Totals:	7,000.00	3,509.30	3,509.30	3,490.70	0.00	3,490.70	49.87
E40	Operations Expense							
001-0300-5480	Dues & Subscriptions	3,000.00	1,549.66	1,549.66	1,450.34	58.75	1,391.59	46.39
	E40 Sub Totals:	3,000.00	1,549.66	1,549.66	1,450.34	58.75	1,391.59	46.39
E55	Professional Services							
001-0300-5553	Prof Services - Advertising	500.00	0.00	0.00	500.00	0.00	500.00	100.00
001-0300-5589	Prof Services - Printing	4,000.00	2,485.66	2,485.66	1,514.34	220.00	1,294.34	32.36
	E55 Sub Totals:	4,500.00	2,485.66	2,485.66	2,014.34	220.00	1,794.34	39.87
E60	Miscellaneous Expense							
001-0300-5606	Main Renewals Computer Related	500.00	0.00	0.00	500.00	0.00	500.00	100.00
001-0300-5608	Software - Computer	20,000.00	17,241.44	17,241.44	2,758.56	0.00	2,758.56	13.79
001-0300-5614	Copier Maint & Lease	3,000.00	450.61	450.61	2,549.39	0.00	2,549.39	84.98
	E60 Sub Totals:	23,500.00	17,692.05	17,692.05	5,807.95	0.00	5,807.95	24.71
	Expense Sub Totals:	426,068.38	273,655.96	273,655.96	152,412.42	5,555.66	146,856.76	34.47
	Dept 0300 Sub Totals:	-351,131.62	-230,388.61	-230,388.61	-120,743.01	5,555.66		
Dept 001-0400	Parks General							
R62	Intergovernmental Tsfrs							
001-0400-4627	Xfer Designated Tax	416,000.00	311,999.94	311,999.94	104,000.06	0.00	104,000.06	25.00
001-0400-4629	Xfer Park 1/8 O & M	521,000.00	390,749.94	390,749.94	130,250.06	0.00	130,250.06	25.00
	R62 Sub Totals:	937,000.00	702,749.88	702,749.88	234,250.12	0.00	234,250.12	25.00
	Revenue Sub Totals:	937,000.00	702,749.88	702,749.88	234,250.12	0.00	234,250.12	25.00
E01	Personnel Expense							
001-0400-5000	Salary Expense	239,500.55	131,228.96	131,228.96	108,271.59	0.00	108,271.59	45.21
001-0400-5001	Part Time Labor	49,500.00	24,408.30	24,408.30	25,091.70	0.00	25,091.70	50.69
001-0400-5005	SWB Reimbursement	174,400.00	116,266.64	116,266.64	58,133.36	0.00	58,133.36	33.33
001-0400-5010	Overtime Expense	15,000.00	8,618.91	8,618.91	6,381.09	0.00	6,381.09	42.54
001-0400-5020	FICA Expense	22,000.00	12,626.51	12,626.51	9,373.49	0.00	9,373.49	42.61
001-0400-5022	Unemployment Expense	4,445.07	1,185.50	1,185.50	3,259.57	0.00	3,259.57	73.33

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
001-0400-5025	Worker's Comp Expense	6,800.00	6,766.00	6,766.00	34.00	0.00	34.00	0.50
001-0400-5030	APERS Expense	34,800.00	20,697.80	20,697.80	14,102.20	0.00	14,102.20	40.52
001-0400-5040	Health Insurance Expense	58,375.00	27,578.56	27,578.56	30,796.44	0.00	30,796.44	52.76
001-0400-5050	Physical & Drug Screen Exp	1,025.00	1,025.00	1,025.00	0.00	675.00	-675.00	0.00
001-0400-5055	Uniform Expense	4,100.00	1,027.23	1,027.23	3,072.77	0.00	3,072.77	74.95
001-0400-5057	Vehicle Allowance	6,000.00	3,692.32	3,692.32	2,307.68	0.00	2,307.68	38.46
001-0400-5060	Travel & Training Expense	500.00	705.74	705.74	-205.74	0.00	-205.74	0.00
	<b>E01 Sub Totals:</b>	<b>616,445.62</b>	<b>355,827.47</b>	<b>355,827.47</b>	<b>260,618.15</b>	<b>675.00</b>	<b>259,943.15</b>	<b>42.17</b>
E10	Building & Grounds Exp							
001-0400-5102	Repairs & Maint - Building	1,000.00	1,991.00	1,991.00	-991.00	231.32	-1,222.32	0.00
001-0400-5104	Repairs & Maint - Grounds	24,000.00	107.05	107.05	23,892.95	0.00	23,892.95	99.55
001-0400-5110	Utilities - Electric	2,700.00	4,032.34	4,032.34	-1,332.34	0.00	-1,332.34	0.00
001-0400-5112	Utilities - Water	1,560.00	0.00	0.00	1,560.00	0.00	1,560.00	100.00
001-0400-5120	Insurance - Property	1,500.00	0.00	0.00	1,500.00	0.00	1,500.00	100.00
001-0400-5130	Sanitation	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0400-5145	Tools	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00
	<b>E10 Sub Totals:</b>	<b>31,760.00</b>	<b>6,130.39</b>	<b>6,130.39</b>	<b>25,629.61</b>	<b>231.32</b>	<b>25,398.29</b>	<b>79.97</b>
E20	Vehicle Expense							
001-0400-5200	Fuel Expense	25,000.00	8,998.64	8,998.64	16,001.36	0.00	16,001.36	64.01
001-0400-5225	Insurance Expense - Vehicle	1,850.00	1,835.50	1,835.50	14.50	0.00	14.50	0.78
	<b>E20 Sub Totals:</b>	<b>26,850.00</b>	<b>10,834.14</b>	<b>10,834.14</b>	<b>16,015.86</b>	<b>0.00</b>	<b>16,015.86</b>	<b>59.65</b>
E30	Supply Expense							
001-0400-5322	Supplies - Operating	53,086.00	0.00	0.00	53,086.00	0.00	53,086.00	100.00
001-0400-5350	Postage Expense	100.00	91.75	91.75	8.25	0.00	8.25	8.25
001-0400-5380	Prisoner Care Expense	1,750.00	960.72	960.72	789.28	0.00	789.28	45.10
	<b>E30 Sub Totals:</b>	<b>54,936.00</b>	<b>1,052.47</b>	<b>1,052.47</b>	<b>53,883.53</b>	<b>0.00</b>	<b>53,883.53</b>	<b>98.08</b>
E55	Professional Services							
001-0400-5550	Prof Services - Acctg & Audit	5,000.00	2,000.00	2,000.00	3,000.00	0.00	3,000.00	60.00
001-0400-5586	Prof Services - Other	20,000.00	7,700.04	7,700.04	12,299.96	0.00	12,299.96	61.50
	<b>E55 Sub Totals:</b>	<b>25,000.00</b>	<b>9,700.04</b>	<b>9,700.04</b>	<b>15,299.96</b>	<b>0.00</b>	<b>15,299.96</b>	<b>61.20</b>
E60	Miscellaneous Expense							
001-0400-5606	Main Renewals Computer Related	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0400-5608	Software - Computer	2,950.00	3,025.49	3,025.49	-75.49	0.00	-75.49	0.00
	<b>E60 Sub Totals:</b>	<b>2,950.00</b>	<b>3,025.49</b>	<b>3,025.49</b>	<b>-75.49</b>	<b>0.00</b>	<b>-75.49</b>	<b>0.00</b>
E80	Fixed Assets							
001-0400-5810	Fixed Assets - Equipment	12,000.00	11,671.61	11,671.61	328.39	0.00	328.39	2.74

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
E80 Sub Totals:		12,000.00	11,671.61	11,671.61	328.39	0.00	328.39	2.74
Expense Sub Totals:		769,941.62	398,241.61	398,241.61	371,700.01	906.32	370,793.69	48.16
Dept 0400 Sub Totals:		-167,058.38	-304,508.27	-304,508.27	137,449.89	906.32		
Dept 001-0410	Park Program Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R36	Tennis	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0410-4384		0.00	0.00	0.00	0.00	0.00	0.00	0.00
R36 Sub Totals:		0.00	0.00	0.00	0.00	0.00	0.00	0.00
R50	Sale of Services	63,000.00	65,979.90	65,979.90	-2,979.90	0.00	-2,979.90	0.00
001-0410-4500	Mills Pool-Admin/Concessions	4,500.00	4,467.50	4,467.50	32.50	0.00	32.50	0.72
001-0410-4534	Pavillion Fees	67,500.00	70,447.40	70,447.40	-2,947.40	0.00	-2,947.40	0.00
R50 Sub Totals:		7,000.00	7,000.00	7,000.00	0.00	0.00	0.00	0.00
R74	Sponsorship/Rebates	7,000.00	7,000.00	7,000.00	0.00	0.00	0.00	0.00
001-0410-4740		7,000.00	7,000.00	7,000.00	0.00	0.00	0.00	0.00
R74 Sub Totals:		74,500.00	77,447.40	77,447.40	-2,947.40	0.00	-2,947.40	0.00
Revenue Sub Totals:		11,000.00	0.00	0.00	11,000.00	0.00	11,000.00	100.00
E01	Personnel Expense	1,912.60	0.00	0.00	1,912.60	0.00	1,912.60	100.00
001-0410-5001	Part Time Labor	750.00	0.00	0.00	750.00	0.00	750.00	100.00
001-0410-5020	FICA Expense	550.00	549.00	549.00	1.00	0.00	1.00	0.18
001-0410-5022	Unemployment Expense	2,550.00	2,125.00	2,125.00	425.00	325.00	100.00	3.92
001-0410-5025	Worker's Comp Expense	16,762.60	2,674.00	2,674.00	14,088.60	325.00	13,763.60	82.11
001-0410-5050	Physical & Drug Screen Exp	1,000.00	5.45	5.45	994.55	0.00	994.55	99.46
E01 Sub Totals:		10,000.00	5,651.15	5,651.15	4,348.85	1,120.48	3,228.37	32.28
Building & Grounds Exp		2,500.00	4,316.62	4,316.62	-1,816.62	588.02	-2,404.64	0.00
001-0410-5102	Repairs & Maint - Building	6,000.00	4,344.64	4,344.64	1,655.36	0.00	1,655.36	27.59
001-0410-5104	Repairs & Maint - Grounds	100.00	103.60	103.60	-3.60	0.00	-3.60	0.00
001-0410-5105	Repairs & Maint - Pool	660.00	620.16	620.16	39.84	0.00	39.84	6.04
001-0410-5110	Utilities - Electric	500.00	0.00	0.00	500.00	0.00	500.00	100.00
001-0410-5111	Utilities - Gas	5,220.00	2,186.49	2,186.49	3,033.51	593.84	2,439.67	46.74
001-0410-5112	Utilities - Water	25,980.00	17,228.11	17,228.11	8,751.89	2,302.34	6,449.55	24.83
001-0410-5120	Insurance - Property							
001-0410-5130	Sanitation							
E01 Sub Totals:		25,980.00	17,228.11	17,228.11	8,751.89	2,302.34	6,449.55	24.83
E30	Supply Expense							

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
001-0410-5308	Supplies - Concession	3,000.00	2,277.54	2,277.54	722.46	650.00	72.46	2.42
001-0410-5328	Supplies - Pools	8,500.00	6,042.89	6,042.89	2,457.11	77.79	2,379.32	27.99
	<b>E30 Sub Totals:</b>	11,500.00	8,320.43	8,320.43	3,179.57	727.79	2,451.78	21.32
E70	Grant Expense							
001-0410-5700	Grant Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<b>E70 Sub Totals:</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E80	Fixed Assets							
001-0410-5810	Fixed Assets - Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<b>E80 Sub Totals:</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Expense Sub Totals:</b>	54,242.60	28,222.54	28,222.54	26,020.06	3,355.13	22,664.93	41.78
	<b>Dept 0410 Sub Totals:</b>	-20,257.40	-49,224.86	-49,224.86	28,967.46	3,355.13		
Dept 001-0420	Sponsorships							
R74	Sponsorship/Rebates	5,000.00	5,000.00	5,000.00	0.00	0.00	0.00	0.00
001-0420-4740		5,000.00	5,000.00	5,000.00	0.00	0.00	0.00	0.00
	<b>R74 Sub Totals:</b>	5,000.00	5,000.00	5,000.00	0.00	0.00	0.00	0.00
	<b>Revenue Sub Totals:</b>	11,800.00	13,071.46	13,071.46	-1,271.46	6,480.31	-7,751.77	0.00
E10	Building & Grounds Exp							
001-0420-5104	Repairs & Maint - Grounds	11,800.00	13,071.46	13,071.46	-1,271.46	6,480.31	-7,751.77	0.00
	<b>E10 Sub Totals:</b>	11,800.00	13,071.46	13,071.46	-1,271.46	6,480.31	-7,751.77	0.00
	<b>Expense Sub Totals:</b>	6,800.00	8,071.46	8,071.46	-1,271.46	6,480.31		
Dept 001-0430	Membership Fees							
R30	Membership Family	205,000.00	131,381.28	131,381.28	73,618.72	0.00	73,618.72	35.91
001-0430-4300	Membership Senior	85,000.00	73,083.00	73,083.00	11,917.00	0.00	11,917.00	14.02
001-0430-4301	Membership Adults	55,000.00	33,733.00	33,733.00	21,267.00	0.00	21,267.00	38.67
001-0430-4302	Membership Youth	20,000.00	18,250.00	18,250.00	1,750.00	0.00	1,750.00	8.75
001-0430-4303	Membership Silver Sneakers	45,000.00	9,085.67	9,085.67	35,914.33	0.00	35,914.33	79.81
001-0430-4304	Silver & Fit Annual Fees	13,500.00	13,705.00	13,705.00	-205.00	0.00	-205.00	0.00
001-0430-4305	Membership 3 Mo Adult	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00
001-0430-4310	Membership 3 Mo Youth	7,000.00	4,303.22	4,303.22	2,696.78	0.00	2,696.78	38.53
001-0430-4311	Membership 3 Mo Senior	8,500.00	8,590.00	8,590.00	-90.00	0.00	-90.00	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
001-0430-4313	Membership 3 Mo Family	14,000.00	14,503.00	14,503.00	-503.00	0.00	-503.00	0.00
001-0430-4314	Membership 3 Mo College	1,000.00	1,536.00	1,536.00	-536.00	0.00	-536.00	0.00
001-0430-4318	Membership 6 Mo College	1,000.00	744.00	744.00	256.00	0.00	256.00	25.60
001-0430-4319	Membership 6 Mo Military	3,000.00	2,688.00	2,688.00	312.00	0.00	312.00	10.40
001-0430-4320	Membership Annual Adult	8,000.00	6,810.00	6,810.00	1,190.00	0.00	1,190.00	14.88
001-0430-4321	Membership Annual Youth	6,000.00	4,005.00	4,005.00	1,995.00	0.00	1,995.00	33.25
001-0430-4322	Membership Annual Senior	40,000.00	35,017.00	35,017.00	4,983.00	0.00	4,983.00	12.46
001-0430-4323	Membership Annual Family	20,000.00	15,180.00	15,180.00	4,820.00	0.00	4,820.00	24.10
001-0430-4384	Spec Prgms-Tennis Youth	1,000.00	1,573.25	1,573.25	-573.25	0.00	-573.25	0.00
	<b>R30 Sub Totals:</b>	<b>534,000.00</b>	<b>374,187.42</b>	<b>374,187.42</b>	<b>159,812.58</b>	<b>0.00</b>	<b>159,812.58</b>	<b>29.93</b>
R33	Rental Fees							
001-0430-4332	Equipment Rental	3,000.00	1,095.00	1,095.00	1,905.00	0.00	1,905.00	63.50
001-0430-4334	After Hours Charge Bishop	1,000.00	260.00	260.00	740.00	0.00	740.00	74.00
001-0430-4336	Room Rental Large Room (both)	15,000.00	5,434.00	5,434.00	9,566.00	0.00	9,566.00	63.77
001-0430-4337	Room Rental Large Room	15,000.00	14,210.00	14,210.00	790.00	0.00	790.00	5.27
001-0430-4338	Room Rental Small Rooms (both)	2,000.00	2,250.00	2,250.00	-250.00	0.00	-250.00	0.00
001-0430-4339	Room Rental Small Room	6,000.00	4,055.00	4,055.00	1,945.00	0.00	1,945.00	32.42
001-0430-4340	Room Rental Party Room	30,000.00	23,725.00	23,725.00	6,275.00	0.00	6,275.00	20.92
001-0430-4341	Room Rental Court Gym	10,000.00	5,575.00	5,575.00	4,425.00	0.00	4,425.00	44.25
001-0430-4342	Room Rental Full Gym	2,500.00	3,275.00	3,275.00	-775.00	0.00	-775.00	0.00
001-0430-4343	Room Rental Full Facility	2,000.00	0.00	0.00	2,000.00	0.00	2,000.00	100.00
001-0430-4344	Room Rental Fitness Room	2,000.00	0.00	0.00	2,000.00	0.00	2,000.00	100.00
001-0430-4345	Rental - Splash Pad	5,000.00	4,620.00	4,620.00	380.00	0.00	380.00	7.60
001-0430-4347	Competitive Pool Fees	10,000.00	6,155.00	6,155.00	3,845.00	0.00	3,845.00	38.45
001-0430-4348	Therapy Pool Fees	2,000.00	300.00	300.00	1,700.00	0.00	1,700.00	85.00
001-0430-4350	Use Agreement Fees	2,500.00	2,500.00	2,500.00	0.00	0.00	0.00	0.00
001-0430-4352	Rental - Outdoor Field Fees	5,000.00	4,187.50	4,187.50	812.50	0.00	812.50	16.25
001-0430-4354	Tournaments	40,000.00	17,013.00	17,013.00	22,987.00	0.00	22,987.00	57.47
	<b>R33 Sub Totals:</b>	<b>153,000.00</b>	<b>94,654.50</b>	<b>94,654.50</b>	<b>58,345.50</b>	<b>0.00</b>	<b>58,345.50</b>	<b>38.13</b>
R36	Park Program Fees							
001-0430-4257	Uncorking Fee - Beer/Wine	1,000.00	200.00	200.00	800.00	0.00	800.00	80.00
001-0430-4259	Uncorking Fee - Spirits	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-0430-4260	Parks Rental	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-0430-4360	Aerobic Classes	90.00	80.00	80.00	10.00	0.00	10.00	11.11
001-0430-4364	Basketball	40,000.00	22,940.00	22,940.00	17,060.00	0.00	17,060.00	42.65
001-0430-4366	BASS Swim Program	35,000.00	46,677.37	46,677.37	-11,677.37	0.00	-11,677.37	0.00
001-0430-4370	Flag Football	2,500.00	1,400.00	1,400.00	1,100.00	0.00	1,100.00	44.00
001-0430-4374	Life Coach Class	10,500.00	12,519.35	12,519.35	-2,019.35	0.00	-2,019.35	0.00
001-0430-4376	Programs - Misc Activity	6,000.00	645.00	645.00	5,355.00	0.00	5,355.00	89.25
001-0430-4382	Pool Swim Lessons	55,000.00	56,149.80	56,149.80	-1,149.80	0.00	-1,149.80	0.00
001-0430-4386	Track	1,500.00	0.00	0.00	1,500.00	0.00	1,500.00	100.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
001-0430-4390	Volleyball Adult/Youth	10,000.00	11,485.00	11,485.00	-1,485.00	0.00	-1,485.00	0.00
	<b>R36 Sub Totals:</b>	<b>161,790.00</b>	<b>152,096.52</b>	<b>152,096.52</b>	<b>9,693.48</b>	<b>0.00</b>	<b>9,693.48</b>	<b>5.99</b>
R50	Sale of Services							
001-0430-4500	Concessions - Bishop	45,000.00	30,015.68	30,015.68	14,984.32	0.00	14,984.32	33.30
001-0430-4514	Daily Admissions Adults	25,000.00	22,393.00	22,393.00	2,607.00	0.00	2,607.00	10.43
001-0430-4516	Daily Admissions Senior	1,000.00	1,268.00	1,268.00	-268.00	0.00	-268.00	0.00
001-0430-4518	Daily Admissions Youth	25,000.00	25,676.00	25,676.00	-676.00	0.00	-676.00	0.00
001-0430-4520	Multiple Adults	7,500.00	5,178.50	5,178.50	2,321.50	0.00	2,321.50	30.95
001-0430-4522	Multiple Senior	1,000.00	1,074.00	1,074.00	-74.00	0.00	-74.00	0.00
001-0430-4524	Multiple Youth	2,000.00	1,443.00	1,443.00	557.00	0.00	557.00	27.85
001-0430-4530	Merchandise Sales	3,000.00	1,727.00	1,727.00	1,273.00	0.00	1,273.00	42.43
001-0430-4532	Spectator Admissions	10,000.00	10,374.50	10,374.50	-374.50	0.00	-374.50	0.00
001-0430-4534	Red Cross Programs	6,000.00	7,650.00	7,650.00	-1,650.00	0.00	-1,650.00	0.00
	<b>R50 Sub Totals:</b>	<b>125,500.00</b>	<b>106,799.68</b>	<b>106,799.68</b>	<b>18,700.32</b>	<b>0.00</b>	<b>18,700.32</b>	<b>14.90</b>
R60	Miscellaneous Revenue							
001-0430-4394	Disc Golf Project -Bishop Park	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0430-4600	Miscellaneous Revenue	5,000.00	4,702.43	4,702.43	297.57	0.00	297.57	5.95
	<b>R60 Sub Totals:</b>	<b>5,000.00</b>	<b>4,702.43</b>	<b>4,702.43</b>	<b>297.57</b>	<b>0.00</b>	<b>297.57</b>	<b>5.95</b>
R70	Grant Revenue							
001-0430-4700	Grant Revenue - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0430-4702	Grant - Veterans	50,000.00	0.00	0.00	50,000.00	0.00	50,000.00	100.00
	<b>R70 Sub Totals:</b>	<b>50,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>50,000.00</b>	<b>0.00</b>	<b>50,000.00</b>	<b>100.00</b>
R74	Sponsorships							
001-0430-4740	Sponsorship/Rebates	18,000.00	20,853.00	20,853.00	-2,853.00	0.00	-2,853.00	0.00
001-0430-4742	Scoreboard Signage BP	80,000.00	37,541.50	37,541.50	42,458.50	0.00	42,458.50	53.07
	<b>R74 Sub Totals:</b>	<b>98,000.00</b>	<b>58,394.50</b>	<b>58,394.50</b>	<b>39,605.50</b>	<b>0.00</b>	<b>39,605.50</b>	<b>40.41</b>
	<b>Revenue Sub Totals:</b>	<b>1,127,290.00</b>	<b>790,835.05</b>	<b>790,835.05</b>	<b>336,454.95</b>	<b>0.00</b>	<b>336,454.95</b>	<b>29.85</b>
E01	Personnel Expense							
001-0430-5000	Salary Expense	389,500.00	237,190.14	237,190.14	152,309.86	0.00	152,309.86	39.10
001-0430-5001	Part Time Labor	106,000.00	132,575.82	132,575.82	-26,575.82	0.00	-26,575.82	0.00
001-0430-5010	Overtime Expense	5,000.00	3,687.75	3,687.75	1,312.25	0.00	1,312.25	26.25
001-0430-5020	FICA Expense	34,022.68	29,861.68	29,861.68	4,161.00	0.00	4,161.00	12.23
001-0430-5022	Unemployment Expense	10,464.14	2,677.16	2,677.16	7,786.98	0.00	7,786.98	74.42
001-0430-5025	Worker's Comp Expense	11,000.00	10,972.00	10,972.00	28.00	0.00	28.00	0.25
001-0430-5030	APERS Expense	39,335.00	33,933.50	33,933.50	5,401.50	0.00	5,401.50	13.73
001-0430-5040	Health Insurance Expense	58,987.20	32,221.60	32,221.60	26,765.60	0.00	26,765.60	45.38

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
001-0430-5050	Physical & Drug Screen Exp	1,500.00	952.00	952.00	548.00	775.00	-227.00	0.00
001-0430-5055	Uniform Expense	3,000.00	1,300.87	1,300.87	1,699.13	270.00	1,429.13	47.64
	<b>E01 Sub Totals:</b>	<b>658,809.02</b>	<b>485,372.52</b>	<b>485,372.52</b>	<b>173,436.50</b>	<b>1,045.00</b>	<b>172,391.50</b>	<b>26.17</b>
E10	Building & Grounds Exp							
001-0430-5102	Repairs & Maint - Building	27,500.00	33,341.31	33,341.31	-5,841.31	5,693.49	-11,534.80	0.00
001-0430-5104	Repairs & Maint - Grounds	79,614.00	65,545.37	65,545.37	14,068.63	33,280.37	-19,211.74	0.00
001-0430-5105	Repairs & Maint - Pool	55,000.00	30,069.86	30,069.86	24,930.14	4,976.75	19,953.39	36.28
001-0430-5106	Repairs & Maint - Splash Pad	2,000.00	2,122.90	2,122.90	-122.90	0.00	-122.90	0.00
001-0430-5110	Utilities - Electric	180,000.00	147,615.52	147,615.52	32,384.48	0.00	32,384.48	17.99
001-0430-5111	Utilities - Gas	36,000.00	24,748.33	24,748.33	11,251.67	0.00	11,251.67	31.25
001-0430-5112	Utilities - Water	15,000.00	19,930.37	19,930.37	-4,930.37	0.00	-4,930.37	0.00
001-0430-5115	Communication Exp - Telephone	16,000.00	12,390.19	12,390.19	3,609.81	0.00	3,609.81	22.56
001-0430-5116	Communication Exp - Cellular	5,460.00	2,930.10	2,930.10	2,529.90	0.00	2,529.90	46.34
001-0430-5120	Insurance - Property	18,000.00	0.00	0.00	18,000.00	0.00	18,000.00	100.00
001-0430-5130	Sanitation	24,700.00	17,777.98	17,777.98	6,922.02	7,400.00	-477.98	0.00
001-0430-5140	Supplies - B&G	2,000.00	1,798.64	1,798.64	201.36	188.80	12.56	0.63
001-0430-5142	Janitorial Supplies and Main	25,000.00	16,330.77	16,330.77	8,669.23	1,882.41	6,786.82	27.15
	<b>E10 Sub Totals:</b>	<b>486,274.00</b>	<b>374,601.34</b>	<b>374,601.34</b>	<b>111,672.66</b>	<b>53,421.82</b>	<b>58,250.84</b>	<b>11.98</b>
E20	Vehicle Expense							
001-0430-5212	Service & Repair - Equipment	11,000.00	10,108.49	10,108.49	891.51	641.78	249.73	2.27
001-0430-5214	Service & Repair - Heavy Equip	30,000.00	25,950.50	25,950.50	4,049.50	0.00	4,049.50	13.50
	<b>E20 Sub Totals:</b>	<b>41,000.00</b>	<b>36,058.99</b>	<b>36,058.99</b>	<b>4,941.01</b>	<b>641.78</b>	<b>4,299.23</b>	<b>10.49</b>
E30	Supply Expense							
001-0430-5300	Supplies - Office	2,950.00	2,111.38	2,111.38	838.62	381.20	457.42	15.51
001-0430-5308	Supplies - Concession	33,500.00	28,573.63	28,573.63	4,926.37	7,115.70	-2,189.33	0.00
001-0430-5330	Supplies - Park Programs	14,000.00	19,930.72	19,930.72	-5,930.72	333.95	-6,264.67	0.00
001-0430-5332	Supplies - Resale Merchandise	2,000.00	354.94	354.94	1,645.06	662.48	982.58	49.13
	<b>E30 Sub Totals:</b>	<b>52,450.00</b>	<b>50,970.67</b>	<b>50,970.67</b>	<b>1,479.33</b>	<b>8,493.33</b>	<b>-7,014.00</b>	<b>0.00</b>
E40	Operations Expense							
001-0430-5141	Pest/Chem/Seed/Fert	3,000.00	0.00	0.00	3,000.00	0.00	3,000.00	100.00
001-0430-5460	BASS Program Expense	12,500.00	10,681.98	10,681.98	1,818.02	989.88	828.14	6.63
001-0430-5461	Aquatic Program Expense	2,500.00	2,197.65	2,197.65	302.35	0.00	302.35	12.09
001-0430-5475	Credit Card Fees	25,000.00	27,872.68	27,872.68	-2,872.68	0.00	-2,872.68	0.00
001-0430-5480	Dues & Subscriptions	500.00	386.00	386.00	114.00	50.00	64.00	12.80
	<b>E40 Sub Totals:</b>	<b>43,500.00</b>	<b>41,138.31</b>	<b>41,138.31</b>	<b>2,361.69</b>	<b>1,039.88</b>	<b>1,321.81</b>	<b>3.04</b>
E55	Professional Services							
001-0430-5553	Prof Services - Advertising	7,000.00	6,782.27	6,782.27	217.73	0.00	217.73	3.11

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
001-0430-5585	Prof Service - Basketball	34,000.00	37,619.00	37,619.00	-3,619.00	70.00	-3,689.00	0.00
001-0430-5586	Prof Services - Other	31,000.00	42,229.49	42,229.49	-11,229.49	442.50	-11,671.99	0.00
001-0430-5587	Prof Services - Aerobic Instr	32,000.00	33,001.00	33,001.00	-1,001.00	0.00	-1,001.00	0.00
001-0430-5589	Prof Services - Printing	1,000.00	838.83	838.83	161.17	0.00	161.17	16.12
	<b>E55 Sub Totals:</b>	<b>105,000.00</b>	<b>120,470.59</b>	<b>120,470.59</b>	<b>-15,470.59</b>	<b>512.50</b>	<b>-15,983.09</b>	<b>0.00</b>
E60	Miscellaneous Expense							
001-0430-5485	Inspections & Monitoring	500.00	205.00	205.00	295.00	963.13	-668.13	0.00
001-0430-5608	Software - Computer	9,500.00	2,266.85	2,266.85	7,233.15	0.00	7,233.15	76.14
	<b>E60 Sub Totals:</b>	<b>10,000.00</b>	<b>2,471.85</b>	<b>2,471.85</b>	<b>7,528.15</b>	<b>963.13</b>	<b>6,565.02</b>	<b>65.65</b>
E70	Grant Expense							
001-0430-5700	Grant Expense	345,000.00	347,367.48	347,367.48	-2,367.48	0.00	-2,367.48	0.00
	<b>E70 Sub Totals:</b>	<b>345,000.00</b>	<b>347,367.48</b>	<b>347,367.48</b>	<b>-2,367.48</b>	<b>0.00</b>	<b>-2,367.48</b>	<b>0.00</b>
E80	Fixed Assets							
001-0430-5810	Fixed Assets - Equipment	25,500.00	31,206.89	31,206.89	-5,706.89	0.00	-5,706.89	0.00
001-0430-5811	Other Assets-Bishop	19,500.00	13,244.08	13,244.08	6,255.92	9,728.92	-3,473.00	0.00
001-0430-5816	Fixed Assets - Infrastructure	20,798.61	22,279.16	22,279.16	-1,480.55	0.00	-1,480.55	0.00
	<b>E80 Sub Totals:</b>	<b>65,798.61</b>	<b>66,730.13</b>	<b>66,730.13</b>	<b>-931.52</b>	<b>9,728.92</b>	<b>-10,660.44</b>	<b>0.00</b>
E85	Interest Expense							
001-0430-5850	Interest Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<b>E85 Sub Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>Expense Sub Totals:</b>	<b>1,807,831.63</b>	<b>1,525,181.88</b>	<b>1,525,181.88</b>	<b>282,649.75</b>	<b>75,846.36</b>	<b>206,803.39</b>	<b>11.44</b>
Dept 001-0440	Dept 0430 Sub Totals:	680,541.63	734,346.83	734,346.83	-53,805.20	75,846.36		
R36	Alcoa Park							
001-0440-4260	Park Program Fees	750.00	0.00	0.00	750.00	0.00	750.00	100.00
	Park Rental							
	<b>R36 Sub Totals:</b>	<b>750.00</b>	<b>0.00</b>	<b>0.00</b>	<b>750.00</b>	<b>0.00</b>	<b>750.00</b>	<b>100.00</b>
R74	Sponsorships							
001-0440-4740	Sponsorship/Rebates	5,000.00	5,000.00	5,000.00	0.00	0.00	0.00	0.00
	<b>R74 Sub Totals:</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>Revenue Sub Totals:</b>	<b>5,750.00</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>750.00</b>	<b>0.00</b>	<b>750.00</b>	<b>13.04</b>
E10	Building & Grounds Exp							
001-0440-5104	Repairs & Maint - Grounds	2,000.00	6,138.12	6,138.12	-4,138.12	3,789.27	-7,927.39	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
001-0440-5110	Utilities - Electric	4,300.00	5,227.27	5,227.27	-927.27	0.00	-927.27	0.00
001-0440-5112	Utilities - Water	2,500.00	2,955.90	2,955.90	-455.90	0.00	-455.90	0.00
	E10 Sub Totals:	8,800.00	14,321.29	14,321.29	-5,521.29	3,789.27	-9,310.56	0.00
	Expense Sub Totals:	8,800.00	14,321.29	14,321.29	-5,521.29	3,789.27	-9,310.56	0.00
	Dept 0440 Sub Totals:	3,050.00	9,321.29	9,321.29	-6,271.29	3,789.27		
Dept 001-0450	Sponsorships	5,000.00	5,000.00	5,000.00	0.00	0.00	0.00	0.00
R74	Sponship/Rebates							
001-0450-4740		5,000.00	5,000.00	5,000.00	0.00	0.00	0.00	0.00
	R74 Sub Totals:	5,000.00	5,000.00	5,000.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	5,000.00	5,000.00	5,000.00	0.00	0.00	0.00	0.00
E10	Building & Grounds Exp							
001-0450-5104	Repairs & Maint - Grounds	3,000.00	1,212.31	1,212.31	1,787.69	1,120.49	667.20	22.24
001-0450-5110	Utilities - Electric	0.00	1,570.39	1,570.39	-1,570.39	0.00	-1,570.39	0.00
001-0450-5112	Utilities - Water	2,500.00	276.45	276.45	2,223.55	0.00	2,223.55	88.94
	E10 Sub Totals:	5,500.00	3,059.15	3,059.15	2,440.85	1,120.49	1,320.36	24.01
	Expense Sub Totals:	5,500.00	3,059.15	3,059.15	2,440.85	1,120.49	1,320.36	24.01
	Dept 0450 Sub Totals:	500.00	-1,940.85	-1,940.85	2,440.85	1,120.49		
Dept 001-0500	Fire Department							
R15	Taxes - Property	700.00	371.20	371.20	328.80	0.00	328.80	46.97
001-0500-4156	Fire Rescue Funds							
	R15 Sub Totals:	700.00	371.20	371.20	328.80	0.00	328.80	46.97
R60	Miscellaneous Revenue							
001-0500-4600	Miscellaneous Revenue	200.00	220.00	220.00	-20.00	0.00	-20.00	0.00
	R60 Sub Totals:	200.00	220.00	220.00	-20.00	0.00	-20.00	0.00
R62	Intergovernmental Tsfrs							
001-0500-4627	Xfer Designated Tax	1,041,000.00	780,750.00	780,750.00	260,250.00	0.00	260,250.00	25.00
001-0500-4629	Xfer Fire Special Tax	1,562,000.00	1,171,499.94	1,171,499.94	390,500.06	0.00	390,500.06	25.00
	R62 Sub Totals:	2,603,000.00	1,952,249.94	1,952,249.94	650,750.06	0.00	650,750.06	25.00
R66	Sale of Equipment							
001-0500-4900	Sale of Fixed Assets	24,000.00	22,429.00	22,429.00	1,571.00	0.00	1,571.00	6.55

## **Parks and Recreation Report October 2016**

1. Continuously sold memberships.
2. Had recurring and new reservations at The Center.
3. Hosted Karate for Christ on September 10<sup>th</sup>
4. Annual Fall Fest was held at Bishop Park on September 24<sup>th</sup> The parks department helped with the immensely.
5. Parks hosted the Post Game in the Park on September 23<sup>rd</sup>
6. Beautification projects done around the outside of The Center (laying mulch, pruning trees, etc.
7. Softball fall season just ended.
8. Baseball fall season is still going on until the end of October.
9. Started working on Ashley Park field improvement.
10. Hired Cassie Henry-Saorrano as Assistant Athletic & Program Coordinator.
11. Started youth volleyball program with over 200 participants.
12. Started flag football with over 100 participants.
13. Leaping Beyond began using the therapy pool once a week for a 5-week water class for children with disabilities.
14. Offering all aquatic fitness classes. This includes water aerobics, deep water aerobics, silver splash, mom and me swim lessons, preschool lessons, private and semi-private swim lessons and group swim lessons.
15. BASS swim team and Racers swim team are holding regular practices.
16. Hosted Racers swim meet on September 17, 2016.
17. Completed a lifeguard training class.

**Bryant Parks and Recreation Department  
2017 Program and Use Agreement**

THIS AGREEMENT made and entered into on \_\_\_\_\_, 2016 by and between the CITY OF BRYANT PARKS AND RECREATION DEPARTMENT, doing business at 6401 Boone Road, Bryant, Arkansas (hereinafter called “**THE CITY AND/OR THE DEPARTMENT**”), and Bryant Athletic Association at 400 S. W. 2<sup>nd</sup>, Bryant, Arkansas (hereinafter called “**BAA**”).

WITNESSETH

WHEREAS, THE CITY maintains property at **Alcoa 40 Park, Ashley Park, and Bishop Park** in Bryant, Arkansas; and

WHEREAS, the use of said property for the purpose of the Youth Baseball and Youth Football Program has been considered the best use of this property for recreational purpose and to better service the citizens of Bryant, Arkansas.

WHEREAS, THE CITY provides and maintains certain recreational facilities for programs and parks in Bryant; and

WHEREAS, BAA provides program administration and operations of the Youth Baseball and Youth Football Program in Bryant;

NOW, THEREFORE, in consideration of mutual covenants and promises set forth herein, the parties agree as follows:

THE CITY agrees to grant use of **Bishop Park A, B, and C Complexes** between January 1, 2017 – **October 31, 2017** and **Alcoa 40 Park (MULTIPURPOSE FIELD)** BETWEEN August 1, 2017 - December 31, 2017 **Monday – Sunday and Ashley Park on Tuesdays and Thursdays from 5:30pm-10:00pm** as outlined here to BAA for the operation of Youth Baseball and Youth Football. Alcoa 40 Park, and Bishop Park may be used by the BAA for events, practices, and games on the dates and times listed on the schedules provided no later **March 31<sup>st</sup> for Baseball and September 1<sup>st</sup> for Football**

The general conditions of this program agreement will be:

1. BAA will operate programs in accordance with nondiscrimination requirements of *Title VI* of the 1964 Civil Rights Act.
2. It is agreed that the program for which this agreement is written must be made available to the general public to join and participate in.
3. It is further agreed that program personnel must adhere to all provisions of the Americans with Disabilities Act (ADA) that apply to a particular program.
4. Program personnel and participants agree to abide by all Federal, State, and Local laws in addition to the policies of THE CITY pertaining to parks and facilities.
5. It is understood that THE CITY will not be liable for any injuries incurred by participants who are participating in activities on or in THE CITY Facilities. BAA shall indemnify and hold the City of Bryant, its departments, and all of its employees harmless against losses, claims, causes of action

and liabilities on account of damage to property or injury to or death of persons arising out of negligent acts by BAA, its agents, employees, or program participants.

6. No alterations, changes, or modifications to change the intended use may be made to facilities by BAA, without first receiving written approval from THE CITY, DRC (Development Review Committee) and Parks Committee. The BAA must submit a detailed request in writing to the City's Parks Department.
7. BAA assumes full responsibility and liability for damage caused by participants of their programs. Any damage caused will be fixed by BAA. If the repair is neglected for a long period of time THE CITY will make the necessary repairs and bill the BAA. A long period of time is considered three business days following the damage, unless otherwise agreed to by BAA and the Parks Director.
8. BAA must inspect facilities prior to each use. If damage is discovered to equipment or a facility that poses an immediate hazard or danger BAA must immediately notify the City's Parks Department via the Parks Request webpage. Damaged equipment or facilities that do not pose a danger or hazard should be discussed with THE DEPARTMENT. BAA must report any vandalism or theft to THE DEPARTMENT within 24 (twenty-four) hours or next business day.
9. League games and practices cannot be scheduled to begin past 9:30 p.m. No scheduled league games will be allowed to start after 10:00 p.m. A new inning/period may not begin after 10:30 pm. BAA agrees to provide THE DEPARTMENT with a schedule of any dates their participants will be at the named site. This schedule must include times and dates of the following: tryouts, scheduled games, practices, tournaments, special events, work dates, etc. Dates and times must not conflict with THE DEPARTMENT work schedule without prior approval. Normal work hours for THE DEPARTMENT are: 8:00 AM - 5:00 PM Monday – Friday, unless other arrangements have been made with THE DEPARTMENT.
10. BAA agrees to provide one financial statement of the program(s) that this program agreement is written for in the first quarter of the following year. Also a copy of their 501(c)(3) non-profit status must be given to THE DEPARTMENT each year. BAA's fiscal year is October 1<sup>st</sup> – September 30<sup>th</sup>.
11. BAA agrees to return this agreement signed by the appropriate persons, and any and all additional requested material before sign-ups begin by BAA. At this time keys and security codes to all buildings and fields are exchanged between THE DEPARTMENT and BAA.
12. Additional conditions to be agreed upon not previously listed:
  - A. **BAA will pay THE DEPARTMENT \$20 per participant for the field use and provide team rosters to THE DEPARTMENT by April 15<sup>th</sup> 2017.**
  - B. BAA will provide proper insurance for the programs they will be operating on city property. Proof of insurance must be attached to this program agreement by March 31, 2017. BAA understands that their program participants are in no way covered by insurance by THE DEPARTMENT or the City.

- D. **BAA is responsible for paying to THE DEPARTMENT the facility rental rates for tournament hosting. The BAA agrees to help recruit tournaments and adjust schedule around tournaments.**
  - E. Alcoa Park is an Arkansas Parks and Tourism Department Grant Park and all APTD Guidelines must be followed for improvements, preparations, etc. for special events and must be approved by the Director of THE DEPARTMENT after approval from the Department of Parks and Tourism, prior to any alteration of the park.
  - F. **BAA will submit a member to PRAC and who will also be contact person(s) for after business hours emergencies.**
  - G. BAA will insure that their employees or participants do not attempt to operate equipment belonging to THE DEPARTMENT or the City.
13. THE DEPARTMENT agrees to the following specific conditions and assurances:
- A. The park area will be maintained on a regular schedule. All fields will undergo extensive turf maintenance programs (including aeration, fertilization, and weed removal).
  - B. THE DEPARTMENT will be responsible Monday - Friday for their field preparation (including dragging and chalking), cleaning the restrooms, and maintaining other park areas.
  - D. THE DEPARTMENT will purchase and replace light bulbs. If extensive damage is caused by weather or vandalism, the replacement time for lights may be longer than usual.
  - E. THE DEPARTMENT will attempt to repair damage to facilities in a timely manner, according to repairs needed.
  - F. **THE DEPARTMENT will be responsible for utilities and the expendable materials necessary for the BAA programming**
  - G. THE DEPARTMENT at the written request of the BAA will provide a liaison to the BAA monthly meetings to assure the maintenance program is satisfactory. The liaison will contact the president of the BAA if they are unable to attend.
  - H. **THE DEPARTMENT will make concessions available at events listed on the Schedule provided on or before March 31, 2017**
  - I. **THE DEPARTMENT will waive room rental fee for meeting rooms with 10 day notice, provided the room is available. For request made within 10 days of rental date, regular fees apply.**
14. BAA and THE DEPARTMENT recognize that use of the facilities during the dates and times provided by the BAA as part of their program, will give BAA first access to use of the facilities. However, if BAA team practice, game, or event is cancelled or otherwise does not occur, BAA will take reasonable steps to notify THE DEPARTMENT of the cancellation as soon as BAA is reasonably able to make the facilities available to other citizens of Bryant at THE DEPARTMENT's discretion. Furthermore, BAA recognizes that the facilities are tax payer constructed facilities meant for the benefit and use of the Citizens of Bryant, and as such will work with THE DEPARTMENT to provide a realistic schedule that maximizes BAA's use

of the facilities while maximizing the potential field rental fees for THE DEPARTMENT and maximizing citizen access to the facilities.

THE DEPARTMENT or BAA may amend this agreement by the mutual assent of all parties. If this agreement is amended, it will be written, signed by all parties stated and attached to this original agreement.

**THE DEPARTMENT may terminate this agreement with 90 days' notice upon a finding, by a 2/3 rds vote by City Council, that the consideration provided by BAA in regards to provision of youth services is not being adequately fulfilled, adequately met, or otherwise adequately accomplishing the goals of this user agreement. To effectuate this paragraph's provision, the City Council shall during a regular or special meeting adopt a Resolution of Intent to terminate this program agreement by a 2/3rds vote of the Council. The City agrees that any such vote must occur before the 90 day written notice can be submitted. The City agrees that for the City Council to take such an action, all notice provisions under Arkansas Law for regular or special meetings must be complied with prior to any such meeting calling for such Resolution to exercise this paragraph's provision. Further, the City shall notify, via the notification provisions within this agreement, the President of the BAA of the Resolution of Intent to terminate this program agreement at least 48 hours before any Council Meeting to vote on such Resolution of Intent to terminate.**

**IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed in their behalf on BAA; and supersede any and/or all previous agreements, contracts, or leases.**

City of Bryant,  
A municipal Corporation,

\_\_\_\_\_, Mayor Jill Dabbs

User Organization,

\_\_\_\_\_, 2016 President

Reviewed by Bryant Parks and Recreation Committee

\_\_\_\_\_, 2016 Committee  
Chairman

## Bryant Parks and Recreation Department 2017 Program and Use Agreement

THIS AGREEMENT made and entered into on \_\_\_\_\_, 2016 by and between the CITY OF BRYANT PARKS AND RECREATION DEPARTMENT, doing business at **6401 Boone Road**, Bryant, Arkansas (hereinafter called “**THE CITY AND/OR THE DEPARTMENT**”), and Bryant Softball Association at 1110 Shobe Road, Bryant, Arkansas (hereinafter called “**BSA**”).

### WITNESSETH

WHEREAS, THE CITY maintains property at Bishop Park and Alcoa 40 in Bryant, Arkansas; and  
WHEREAS, the use of said property for the purpose of the Youth Girls Softball Program has been considered the best use of this property for recreational purpose and to better service the citizens of Bryant, Arkansas.

WHEREAS, THE CITY provides and maintains certain recreational facilities for programs and parks in Bryant; and

WHEREAS, BSA provides program administration and operations of the Youth Softball Program in Bryant,

NOW, THEREFORE, in consideration of mutual covenants and promises set forth herein, the parties agree as follows:

THE CITY agrees to grant use of Alcoa 40 Park FIELDS #1, 2, 3 and Bishop Park D Complex as outlined here to BSA for the operation of Youth Softball beginning on January 1, 2017 and ending on **October 31, 2017 Monday - Sunday. Scheduled events, practices, and games will be provided by the BSA to THE DEPARTMENT no later than March 31<sup>st</sup> for Spring Season and September 1<sup>st</sup> for Fall Season.**

Named property will be used by BSA for events, practices, and games on the dates and times listed on the schedules provided to THE DEPARTMENT. All base distances must be included on schedule.

The general conditions of this program agreement will be:

1. BSA will operate programs in accordance to with nondiscrimination requirements of *Title VI* of the 1964 Civil Rights Act.
2. It is agreed that the program for which this agreement is written must be made available to the general public to join and participate in.
3. It is further agreed that program personnel must adhere to all provisions of the Americans with Disabilities Act (ADA) that apply to a particular program.
4. Program personnel and participants agree to abide by all Federal, State, and Local laws in addition to the policies of THE CITY pertaining to parks and facilities.
5. It is understood that THE CITY will not be liable for any injuries incurred by participants who are participating in activities on or in THE CITY Facility. BSA shall indemnify and hold the City of Bryant, its departments, and all of its employees harmless against losses, claims, causes of action and liabilities on account of damage to property or injury to or death of persons arising out of negligent acts by BSA, its agents, employees, or program participants.

6. No alterations, changes, or modifications to change the intended use may be made to facilities by BSA.
7. BSA assumes full responsibility and liability for damage caused by participants of their programs. Any damage caused will be fixed by BSA. If the repair is neglected for a long period of time THE CITY will make the necessary repairs and bill the BSA. A long period of time is considered three business days following the damage, unless otherwise agreed to by BSA and the Parks Director.
8. BSA must inspect facilities prior to each use. If damage is discovered to equipment or a facility that poses an immediate hazard or danger BSA must immediately notify the City's Parks Department via the Parks Request webpage. Damaged equipment or facilities that do not pose a danger or hazard should be discussed with THE DEPARTMENT. BSA must report any vandalism or theft to THE DEPARTMENT within 24 (twenty-four) hours or next business day.
9. League games and practices cannot be scheduled to begin past 9:30 p.m. No scheduled league games will be allowed to start after 10:00 p.m. A new inning/period may not begin after 10:30 pm. BSA agrees to provide THE DEPARTMENT with a schedule of any dates their participants will be at the named site. This schedule must include times and dates of the following: tryouts, scheduled games, practices, tournaments, special events, work dates, etc. Dates and times must not conflict with THE DEPARTMENT work schedule without prior approval. Normal work hours for THE DEPARTMENT are: 8:00 AM - 5:00 PM Monday – Friday, unless other arrangements have been made with THE DEPARTMENT.
10. BSA agrees to provide a financial statement of the program(s) that this program agreement is written for, in the first quarter of the following year. Also a copy of their 501(c)(3) non-profit status must be given to THE DEPARTMENT each year. BSA's fiscal year is January 1<sup>st</sup> – December 31<sup>st</sup>.
11. BSA agrees to return this agreement signed by the appropriate persons, and any and all additional requested material before sign-ups begin by BSA. At this time keys and security codes to all buildings and fields are exchanged between THE DEPARTMENT and BSA.
12. Additional conditions to be agreed upon not previously listed:
  - A. **BSA will pay THE DEPARTMENT \$250 per BSA team along with a list of BSA member teams.**
  - B. BSA will provide proper insurance for the programs they will be operating on city property. Proof of insurance must be attached to this program agreement by March 1, 2017. BSA understands that their program participants are in no way covered by insurance by THE DEPARTMENT or the City.
  - C. **BSA is responsible for paying to THE DEPARTMENT the facility rental rates for tournament hosting. The BSA agrees to help recruit tournaments and adjust schedule around tournaments.**

- D. Alcoa Park is an Arkansas Parks and Tourism Department Grant Park and all APTD Guidelines must be followed for improvements, preparations, etc. for special events and must be approved by the Director of THE DEPARTMENT after approval from the Department of Parks and Tourism, prior to any alteration of the park.
  - E. BSA will submit a member of PRAC who will serve as contact person(s) for after hour's emergencies.
  - F. At the request of THE DEPARTMENT, and with at least 120 days' notice, BSA will remove all their equipment at the completion of this agreement period.
  - G. BSA will insure that their employees or participants do not attempt to operate equipment belonging to THE DEPARTMENT or the City. Equipment includes tractors, mowers, and vehicles.
13. THE DEPARTMENT agrees to the following specific conditions and assurances:
- A. The park area will be maintained by the Parks Department on a regular schedule. All fields will undergo extensive turf maintenance programs (including aeration, fertilization, and weed removal).
  - B. THE DEPARTMENT will be responsible Monday - Sunday for their field preparation (including dragging and chalking), cleaning the restrooms, and maintaining other park areas.
  - C. THE DEPARTMENT will purchase and replace light bulbs. If extensive damage is caused by weather or vandalism, the replacement time for lights may be longer than usual.
  - D. THE DEPARTMENT will attempt to repair damage to facilities in a timely manner, according to repairs needed.
  - E. THE DEPARTMENT at the written request of the BSA will provide a liaison to the BSA monthly meetings to assure the maintenance program is satisfactory. The liaison will contact the president of the BSA if they are unable to attend.
  - F. **THE DEPARTMENT will make concessions available at events listed on the Schedule provided on or before March 31, 2017G (including labor, material and supplies and cleaning of restrooms).**
  - G. **THE DEPARTMENT will waive room rental fee for meeting rooms with 10 day notice. For request made within 10 days of rental date, regular fees apply.**
14. BSA and THE DEPARTMENT recognize that use of the facilities during the dates and times provided by the BSA as part of their program, will give BSA first access to use of the facilities. However, if BSA team practice, game, or event is cancelled or otherwise does not occur, BSA will take reasonable steps to notify THE DEPARTMENT of the cancellation as soon as BSA is reasonably able to make the facilities available to other citizens of Bryant at THE DEPARTMENT's discretion. Furthermore, BSA recognizes that the facilities are tax payer constructed facilities meant for the benefit and use of the Citizens of Bryant, and as such will work with THE DEPARTMENT to provide a realistic schedule that maximizes BSA's use of the facilities while maximizing the potential field rental fees for THE DEPARTMENT and maximizing citizen access to the facilities.

THE DEPARTMENT or BSA may amend this agreement by the mutual assent of all parties. If this agreement is amended, it will be written, signed by all parties stated and attached to this original agreement.

**THE DEPARTMENT may terminate this agreement with 90 days' notice upon a finding, by a 2/3 rds vote by City Council, that the consideration provided by BAA in regards to provision of youth services is not being adequately fulfilled, adequately met, or otherwise adequately accomplishing the goals of this user agreement. To effectuate this paragraph's provision, the City Council shall during a regular or special meeting adopt a Resolution of Intent to terminate this program agreement by a 2/3rds vote of the Council. The City agrees that any such vote must occur before the 90 day written notice can be submitted. The City agrees that for the City Council to take such an action, all notice provisions under Arkansas Law for regular or special meetings must be complied with prior to any such meeting calling for such Resolution to exercise this paragraph's provision. Further, the City shall notify, via the notification provisions within this agreement, the President of the BAA of the Resolution of Intent to terminate this program agreement at least 48 hours before any Council Meeting to vote on such Resolution of Intent to terminate.**

**IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed in their behalf on BAA; and supersede any and/or all previous agreements, contracts, or leases.**

City of Bryant,  
A municipal Corporation,

\_\_\_\_\_, Mayor, Jill Dabbs

User Organization,

\_\_\_\_\_, 2016 President

Reviewed by Bryant Parks and Recreation Committee

\_\_\_\_\_, Committee Chairman