

Norman Board of Parks Commissioners  
April 6, 2023

The Norman Board of Parks Commissioners of the City of Norman, Cleveland County, State of Oklahoma, met on the 6th day of April 2023 at 5:30 p.m., and notice and agenda of the meeting were posted at 201 West Gray Street - 24 hours prior to the beginning of the meeting.

ROLL CALL

Present: Chair Wright and Commissioners Davison, Isacksen, Ross, Salmond and Sheriff

Absent: Commissioners May and Sallee

Tardy: Commissioner Moxley

City Officials

Present: Jason Olsen, Director of Parks and Recreation  
James Briggs, Park Development Manager  
Bethany Grissom, Park Planner  
Mitchell Richardson, Recreation Supervisor  
Wade Thompson, Facility and Park Manager  
Veronica Tracy, Recreation Manager  
Karla Sitton, Administrative Technician IV

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ITEM 1, being:

APPROVAL OF THE FEBRUARY 2, 2023, PARK BOARD MINUTES

Commissioner Davison made the motion, and Commissioner Isacksen seconded to approve the February 2, 2023, Park Board minutes. The vote was taken with the following results:

YEAH: Chair Wright and Commissioners Davison, Isacksen, Ross, Salmond, and Sheriff

NAY: None

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Commissioner Moxley arrived at the meeting at 5:32 p.m.

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ITEM 2, being:

ANNUAL PRESENTATION FROM SANTA FE FAMILY LIFE CENTER

Mr. Jason Olsen, Director of Parks and Recreation, said the Annual Presentation from Santa Fe Family Life Center is postponed to a future meeting.

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ITEM 3, being:

ANNUAL PRESENTATION FROM NORMAN OPTIMIST CLUB

Mr. Brent Orr, Executive Director of the Norman Optimist Club (NOC), presented to the Board. He said NOC offers youth sports leagues in flag football, tackle football, volleyball, basketball, baseball, and softball. Mr. Orr said NOC utilizes the following facilities, the NOC Hanger, Reaves Park, Norman North football field, and Norman High football field. He said NOC has collaborated with the City of Moore to offer better tournaments for youth baseball and softball tournaments.

Mr. Orr highlighted the sports programs, league and tournament fee schedule, and the fall and spring number of games, leagues, players, and scholarships. He said the players range from 5 to 14 years throughout all the programs NOC offers to the community.

Mr. Orr highlighted NOC's revenue activity from April 2022 – March 2023 and the current assets and liabilities as of April 5, 2023. Commissioner Isacksen asked if the softball and baseball revenues are combined, and Mr. Orr said yes. She asked if there is a "checks and balance" system since the same people authorize expenditures and maintain the books, and Mr. Orr said yes, anything over \$2,000 requires two signatures. Commissioner Sheriff asked if NOC paid a portion of the electricity used at Reaves Park, and Mr. Jason Olsen, Director of Parks and Recreation, said yes, on a progressive scale, i.e., last year, they started at 20%. Now they pay 40% of the electric fees.

The Board acknowledged the presentations.

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ITEM 4, being:

**BENTLEY PARK PLAYGROUND SELECTION PRESENTATION**

Ms. Bethany Grissom, Park Planner, said an RFP for the Bentley Park playground was published on February 10, 2023, and seven (7) submittals have been reviewed. She said the playground budget is \$200,000, and the winning bid was presented to ACS Playground Adventures. Commissioner Moxley asked if Staff designed the playground before putting it out to bid, and Staff said no, the companies design and submit their proposals according to the budget price.

Ms. Grissom distributed pictures depicting the playground, which includes two separate play areas, one for 2 – 5-year-olds and another for 5 – 12-year-olds. She said that both areas are covered, offer accessible features, and will have a synthetic turf surface instead of mulch. Commissioner Salmond asked if there was a maintenance plan for the artificial turf surface. Mr. James Briggs, Park Development Manager, said Staff monitors the surfacing constantly for possible maintenance and/or repairs; however, the life span is 20 to 25 years.

Mr. Jason Olsen, Director of Parks and Recreation, said Staff wanted to show the design selected to the Park Board before Council consideration and approval at next week's Council meeting.

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ITEM 5, being:

**CONSIDERATION OF LAND OR FEE IN LIEU OF PARKLAND FOR THE McCOOP ABODE ADDITION PUD**

Mr. James Briggs, Planning Development Manager, said the McCoop Abode Addition PUD is located on the west side of Berry Road, just south of Lindsey Street, across from the Rebecca Lane intersection with Berry Road. The addition consists of two houses proposed on a vacant 1-acre lot that was not part of any previous plat in the area, making it necessary to go through the platting process now. Both houses will share a common drive entry off Berry Road. At this unit count, the development would generate a public parkland dedication of 0.0131 acres or a private park dedication of twice that amount (0.0262 acres). This development will also yield \$150.00 in Neighborhood Park Development fees and the same in Community Park Development fees once the building permits have been issued.

Mr. Briggs said the City has no interest in a land option for this small development, and the developer has indicated a desire for a Fee-in-Lieu of land dedication. This Fee-in-Lieu, plus the building fees collected with the two building permits, can be used to help continue development in the closest public park, Monroe Park, located less than half a mile from the development, just adjacent to Monroe Elementary.

Mr. Briggs said Staff recommends that the Park Board accept the Fee-in-Lieu of parkland decision for the McCoop Abode Addition PUD.

Commissioner Moxley motioned, and Commissioner Salmond seconded to accept the Fee-in-Lieu of Parkland decision for the McCoop Abode Addition PUD. The vote was taken with the following results:

YEAH:	Chair Wright and Commissioners Davison, Isacksen, Moxley, Ross, Salmond, and Sheriff
NAY:	None

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ITEM 6, being:

**NORMAN FORWARD UPDATE**

Mr. Jason Olsen gave an update on the Norman Forward Projects.

**Reaves Park**

Mr. Olsen said a ribbon-cutting ceremony was held on March 25 and showed the Board a picture of the Mayor throwing out the first pitch. He said Flintco has a couple of items to wrap up on the project, and Staff is also completing some fence work outside the project scope. The \$10.2 million Reaves Park Norman Forward project includes constructing four new fields, restrooms, and concessions for 5-8U teams, a new park loop road and parking

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lots, a pond, and upgrades to 11 other baseball and softball fields. The project was designed by Halff Associates, INC. Project Management was provided by Flintco, LLC.

### **Griffin Park**

Mr. Olsen said Phase 6 work continues at Griffin Park, and road earthwork has begun. He showed pictures of new concession and restroom building construction, irrigation installation, and grade work being done on the fields. Mr. Olsen said a ribbon cutting would be scheduled for the entire project in the fall.

### **Multi-Sport/Indoor Aquatic Facility - YFAC**

Mr. Olsen said work continued at the Young Family Athletic Center (YFAC) and showed pictures of the gym, the southside entrance reflecting the recent window installation, the warm water pool, and the exterior side of the aquatics area reflecting the windows that will give natural sunlight to the space. He said the building should be fully enclosed in a couple of weeks, and interior work will begin to include the heating and air conditioning installation. The building should be substantially complete in October, and afterward, Staff will work with the operator for approximately 60 days to get the facility up and running. A ribbon cutting is expected for January before the winter basketball league begins.

### **Adult Wellness and Education Center**

Mr. Olsen said work continued at the Adult Wellness and Education Center and showed pictures depicting progress at the facility, including the front entrance and interior areas, including the pool and recreation areas. He said the project should be substantially complete by late summer. Staff will work with the operator for approximately 30 days to get the facility up and running. A ribbon cutting is expected in September.

### **Cherry Creek Park**

Mr. Olsen said the work at Cherry Creek is near completion and showed a picture of the new playground installation with a shade structure and the new grass turf that was recently installed. He invited the Board to a ribbon cutting on May 3rd at 5:30 p.m. to celebrate this project!

Commissioner Ross asked if there were any new updates regarding considerations for land purchase(s) near Sutton Wilderness, and Mr. Olsen said Staff forwarded the information to the City Manager and City Attorney's offices. He said he would check the status and forward any updates to the Board.

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ITEM 7, being:

### **DIVISIONAL UPDATES**

Ms. Veronica Tracy, Recreation Manager, said the Spring Egg Hunt at Andrews Park is tomorrow, April 7th, with activities beginning at 5:30 pm and the egg hunt at 6:30 pm. She said the first @Legacy Park Concert will be April 21st at 7 pm, and the Earth Day Event is Sunday, April 23rd at Reaves Park from noon to 5 pm. Ms. Tracy said Little Axe Community Center is hosting an Arts and Activities Class for Adults with Disabilities on April 19th, and the Senior Center will have a Mystery Dinner on April 18.

Mr. James Briggs, Park Development Manager, said a lot of activity is going on in Park Development. He told Sunrise and William Morgan Parks are the following neighborhood parks on the list to have future renovations. He said some of the Westwood Tennis outdoor courts are being re-surfaced, and the contractor is almost finished with the Lions Park Restrooms Project. Mr. Briggs said Staff is working on an RFP for the Andrews Park Master Plan and will bid out the Sutton Wilderness Parking Lot and Trails addition(s) which will be state funded. The Norman Forward Saxon Park Ad-Hoc Committee has been formed, and meetings will begin soon. Mr. Briggs said Mr. Colin Zink, City Forester, just finished reviewing the RFQs submitted for professional services to complete an urban tree inventory, tree ordinance review, and work on an Urban Forest Master Plan for Norman. Commissioner Ross asked whether Sutton Wilderness is included in the tree inventory and Urban Forest Master Plan. Mr. Briggs said no; Sutton Wilderness, Saxon Park, and some areas in Ruby Grant Park were excluded because they are considered "wild land" parks, and inventorying the trees would be too costly. He said Sutton Wilderness already has its management plan.

Mr. Wade Thompson, Facility and Parks Manager said the mowing season has begun, and Staff has also been doing tree work in City Parks and at City facilities. He said Staff has also been busy installing and repairing irrigation systems. Mr. Thompson said about half of the lights along Legacy Trail are not working because OGE has started

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replacing them with LED lights. Chair Wright asked whether Staff was cutting trees in Faculty Heights Park, and Mr. Thompson said the City has partnered with OGE to trim and/or remove some of the trees in electric lines. Mr. Briggs said once the removal is complete, the *right* trees will be replanted in the *right* place, similar to those recently replanted at Tulls Park. Staff said the roof replacement will begin next week at The Depot with new clay tiles that are class 4 rated, which can take more impact and will last longer.

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### MISCELLANEOUS DISCUSSION

None.

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### ADJOURNMENT

Chair Wright adjourned the meeting at 7:31 p.m.

Passed and approved this \_\_\_\_\_ of \_\_\_\_\_ 2023

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Kristi D. Wright, Chair