Norman Board of Parks Commissioners
September 3, 2026

The Norman Board of Parks Commissioners of the City of Norman, Cleveland County, State of Oklahoma, met in a Regular Session in the Development Center Conference Room A, on the 3rd day of September, 2026, at 5:38 p.m., and notice of the agenda of the meeting was posted at the Development Center Building at 225 N. Webster Avenue and on the City website at least 24 hours prior to the beginning of the meeting.

ROLL CALL

Present:	Chair Sheriff and Commissioners Davison, Fagin, Isacksen, Nanny, and Usry
Absent:	Commissioners Tedder-Loffland, Wright and Wyckoff
City Officials Present:	Jason Olsen, Director of Parks and Recreation James Briggs, Park Development Manager Cyriacus Igwilo, Recreation Manager Jeff Moody, Event & Media Coordinator Wade Thompson, Parks Manager Karla Sitton, Administrative Technician IV

ITEM 1, being:

CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF MINUTES FROM THE JUNE 4, 2026, PARK BOARD REGULAR MEETING

Commissioner Isacksen made the motion, and Commissioner Usry seconded to approve the Regular Park Board minutes of June 4, 2026. The vote was taken with the following results:

YEAH:	Chair Sheriff and Commissioners Davison, Fagin, Isacksen, Nanny, and Usry
NAY:	None

ITEM 2, being:

CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PREVIOUSLY APPROVED COUNCIL ITEMS

Mr. Jason Olsen, Director of Parks and Recreation, highlighted the previously approved Council actions pertaining to the Parks and Recreation Department as follows:

- **Item #13:** Transfer of 0.67 Acres from the Oklahoma Department of Transportation to the City for Real Property to be Used as Park Land in Conjunction at Adkins Crossing Park and the Potential Norman Forward River Park
- **Item #15**: Contract K-2627-25: Norman Firehouse Art Center for the Use of the Firehouse Art Center in Lions Park
- **Item #16:** Contract K-2627-32: Performing Arts Studio dba The Depot for Use of the Santa Fe Train Station
- **Item #17:** Contract K-2627-36: Beck Design in the Amount of $92,000 for the Sooner Theatre Mast Plan Project

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ITEM 3, being**:**

CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF LAND OR FEE IN LIEU OF PARK LAND FOR THE RE-PLAT OF CEDAR LANE ADDITION

Cedar Lane Addition is located north of Cedar Lane Road, south of Post Oak, west of 12th Ave. SE, and east of the BNSF Railroad, adjacent to Eagle Cliff Addition and Cobblestone Creek Golf Course. The preliminary plat was submitted in 2005, proposing 861 single-family lots requiring 5.6935 acres of parkland, which led to

the creation of Songbird Park for both Cedar Lane and Monterey residents. Previously, a large portion of the south half was not planned for R-1 housing, but that area has now been redesigned for 183 new R-1 lots, necessitating 1.1987 acres of public parkland and double that for private parks. The revised plat includes open spaces but no designated parkland, with new R-1 units generating $13,725 in neighborhood and community park development fees per building permit issued.

The re-plat of Cedar Lane Addition includes street and sidewalk connections to the original single-family area and Songbird Park on Skylar's Way. The developer plans to pay a Fee-In-Lieu of Land for additional R-1 housing and will preserve a significant area as open/green space. Given that Songbird Park has amenities like a playground, walking trail, gazebo, basketball court, and soccer field, staff supports this proposal. The fee and additional park development fees from new housing will fund improvements at Songbird Park. Moreover, nearby parks in Eagle Cliff, Links, Southlake/St. James, and Pebblebrook will serve residents, easing the demand on Songbird.

City Staff recommends that the Park Board accept a fee-in-lieu-of-land decision for the re-plat of Cedar Lane Addition.

Commissioner Nanny made the motion, and Commissioner Fagin seconded to accept a fee-in-lieu of land decision for the re-plat of Cedar Lane Addition. The vote was taken with the following results:

YEAH: Chair Sheriff and Commissioners Davison, Fagin, Isacksen, Nanny, and Usry

NAY: None

ITEM 4, being:

CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE ANNUAL REPORT FROM SOONER THEATRE

Ms. Jennifer Baker, Executive Director of the Sooner Theatre, delivered an annual presentation to the Board, including financial information, which was provided to the Board prior to the meeting. She stated that more than 13,000 audience members attended Sooner Theatre events during FY 2025 and spent an average of $49.36 per person in the community, resulting in an economic impact of $651,058. Ms. Baker said 1,378 enrolled in more than 75 camps and classes, and the Sooner Theatre awarded $81,167 in scholarships to 384 students, maintaining a policy of never turning a child away for financial need. She highlighted the programs, special events, and rental activities, and mentioned that Sooner Theatre partnered with Healthy Living Norman to stage a production of Guys and Dolls SR, featuring a cast of 47 senior performers aged 50-84. Ms. Baker said total revenue earned for FY2025 was $938,699, which accounted for 73% of Sooner Theatre's budget.

Commissioner Isacksen asked about the $83,000 miscellaneous expense in the audited financials, and Ms. Baker said many items are lumped together, i.e., income or expenses that were not realized from the last fiscal year that carried over. Staff recommended that the Board accept the annual report from Sooner Theatre and recommend submitting it to the City Council.

Commissioner Isacksen made the motion, and Commissioner Nanny recommended accepting the Sooner Theatre annual report and submitting it to the City Council. The vote was taken with the following results:

YEAH: Chair Sheriff and Commissioners Davison, Fagin, Isacksen, Nanny, and Usry

NAY: None

ITEM 5, being:

CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE APPOINTMENT OF NORMAN RESIDENTS TO THE SOONER THEATRE MASTER PLAN STEERING COMMITTEE

Mr. Jason Olsen, Director of Parks and Recreation, said in May 2026 that a Request for Qualifications (RFQ-2526-51) for Professional Design Services for the Sooner Theatre Improvements Master Plan was advertised in the Norman Transcript and on the City of Norman website. Complete proposals were received from fifteen design teams. The Review Committee shortlisted five firms for interviews and subsequently recommended engaging the services of the team led by Beck Design of Oklahoma City for this project. The process we intend to use to develop the master plan will include utilizing a project Steering Committee, a public input process, and review by the Norman Board of Park Commissioners, Parks and Recreation Staff, and City Council. A vital part of the plan will be to obtain a current opinion of probable costs, funding sources, and a phasing plan to help craft the scope of any construction project(s) resulting from this study.

The contract with Beck includes a schedule of input meetings, design work, and deliverables, which will give the city a clear vision for renovating the facility into this immensely popular cultural entertainment space. On August 25, 2026, the Council approved Contract Number K-2627-36 to Beck Design in the total amount of $92,000.00 for the Sooner Theatre Master Plan Project. The proposed funding will come from the proposed appropriation of the Room Tax Account Fund Balance.

Norman Board of Park Commissioners - Sooner Theatre Steering Committee

Mayor Nominee:	Nicholas Bartell
Ward 4 Nominee:	Julius Manda Shae Dickinson
Park Board Chair Nominee:	Brad Benson
Parks Director Nominee:	Lee Hall
Sooner Theatre Nominee:	Leslie Clowners
Park Board Ex Officio:	Kristina Wycoff

It is recommended that the Board of Park Commissioners approve the above list of Norman residents for the Sooner Theatre Master Plan Steering Committee.

Commissioner Usry made the motion, and Commissioner Nanny seconded to approve the proposed Sooner Theatre Master Plan Steering Committee. The vote was taken with the following results:

YEAH:	Chair Sheriff and Commissioners Davison, Fagin, Isacksen, Nanny, and Usry
NAY:	None

ITEM 6, being:

CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE ANNUAL REPORT FROM MOORE-LINDSAY HISTORICAL HOUSE MUSEUM

Ms. Savannah Miller, Manager at the Moore-Lindsey Historical House Museum (MLHHM), presented the annual report to the Board, including financial information, which was provided to the Board prior to the meeting. In FY25-26, the MLHHM welcomed 2,000 visitors for general admission, events, rentals, education and outreach, field trips, and group tours. Ms. Miller highlighted the museum's fees and income and noted that additional sources of income for MLHHM include a gift shop, grants, royalties from MLHHM books, and fundraisers. She said the financial highlights included a $26,000 grant from the Arts Council, a $5,000 grant, and a $1,000 sponsorship from OEC. Ms. Miller highlighted the FY25-26 events and said museum staff have planned 4 exhibits or micro-exhibits, 10 events, and 30 education & outreach programs in FY26-27.

Commissioner Isacksen said the financial statements in the annual report do not list any liabilities or any net assets/fund balances; however, the tax return included in the financials does report these. In recent years, the liabilities in the tax return have been fairly small, $1,640 as of 12/31/24 and $1,338 as of 12/31/25; as such, the net assets/fund balances are almost the same amount as total assets. Commissioner Isacksen said she wanted to be sure that, as of fiscal year-end, total liabilities are either zero or similarly small. And, if possible, what type of debt is reported as a liability on the tax return? Ms. Miller said she would check with the accountant and

provide that information to Park Staff so it can be distributed to the Board. Commissioner Fagin asked whether the Board could approve the annual report or if it needed to wait until updated financial information is provided. Mr. Jason Olsen, Director of Parks and Recreation, felt it was a small request but said it was up to the Board whether to approve the annual report.

Commissioner Nanny made the motion, and Commissioner Fagin seconded to accept the Moore-Lindsey Historical House Museum annual report and recommend submitting the report to the City Council. The vote was taken with the following results:

YEAH: Chair Sheriff and Commissioners Davison, Fagin, Isacksen, Nanny, and Usry

NAY: None

ITEM 7, being:

CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE ANNUAL REPORT FROM HEALTHY LIVING NORMAN

Ms. Katherine Leidy, Director of Healthy Living Norman, presented the Adult Wellness and Education (AWE) Center's annual report and provided financial information to the Board before the meeting. She highlighted regular and special events and programming, as well as membership fees for individuals, families, veterans, Silver Sneakers, and the Chickasaw Nation. Ms. Leidy said that as of June 30, 2026, the AWE had 4,039 active members, exceeding the goal of 4,000 by December 2026. She said that in FY 2025-26, the AWE offered 2,908 fitness classes (with a total attendance of 39,477), 622 art classes (with a total attendance exceeding 4,671), and 1,154 educational, social, and game events. She said additional goals include increasing member participation and continuing to expand programming in visual art, STEM, and performing arts. Ms. Leidy said the AWE collaborated with Sooner Theatre and hosted a production of "Guys and Dolls" Senior in June 2026. She said it was a huge success, and, as a result, a Broadway Club was created.

Ms. Leidy said the statement of activity for FYE 2025-26 reflects $891,942 in total revenue and $710,414 in total expenditures, resulting in approximately $180,521 in reported net revenue. She said the largest source of revenue was memberships at $654,000. Ms. Leidy said she is hopeful that the AWE can participate in Norman Forward (NF) 2 to add a new gymnasium, which will include an indoor pickleball court and an expanded walking track (potentially relocating the current track in the weight room to the gymnasium).

Commissioner Isacksen asked Ms. Leidy to provide one of the following for the financial statements: 1) Reconciliation of Net Revenue as reported in the Balance Sheet as of June 30, 2026 ($71,916) to Net Revenue as reported in the Statement of Activity ($180,521 for the year ended June 30, 2026 or $8,632 for month ended June 30, 2026); or 2) Corrected financial statements that reflect the same amount reported as Net Revenue in the two financial statements. Ms. Leidy stated she would provide the information to City staff for distribution to the Board.

Commissioner Isacksen made the motion, and Commissioner Nanny seconded to postpone the acceptance of the Healthy Living Norman annual report until the financial information requested by the Board has been submitted. The vote was taken with the following results:

YEAH: Chair Sheriff and Commissioners Davison, Fagin, Isacksen, Nanny, and Usry

NAY: None

ITEM 8, being:

CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AND/OR POSTPONEMENT OF FUNDING DISBURSEMENT FOR FYE 2027: TO THE NORMAN FIREHOUSE ARTS CENTER, INC. IN THE AMOUNT DESCRIBED IN THE STAFF REPORT, PURSUANT TO THE PROCESS OUTLINED IN THE LEASE AGREEMENT, CONTRACT K-2627-25, AND FYE 2027 BUDGET

ALLOCATION BY CITY COUNCIL, TO ASSIST WITH THE OPERATION OF THE FIREHOUSE ART CENTER.

Mr. Jason Olsen, Director of Parks & Recreation, said during the budgeting process for fiscal year 2026-2027 (FYE 2027), the City Council allocated an amount of $380,043.00 to contribute to Arts, Culture, and Event Organizations, with individual distributions from said allocation to be issued by the Board of Parks Commissioners at their regularly scheduled meeting in August of each year. He said the organizations are required to apply to the Board for funding disbursements and demonstrate the extent of financial support requested for the upcoming funding year. The FYE 2027 funding disbursement for the Firehouse Art Center is recommended by staff at $140,400.00, including $110,000 for operational support and $ 30,400 for utilities. This amount was determined by making an eight percent (8%) cut to the funding support received for the last funding year, plus an allocation of $30,000 for utilities support. An eight percent (8%) cut was utilized, as that is what was used to determine the overall funding pool available for these organizations, as compared to the previous funding year allocation, by the City Council in the FYE 2027 budget process. The Firehouse Art Center received $151,257.40 in supportive funding and utilities assistance in the previous funding year.

Staff recommends that the Board allocate $140,400.00 in supportive funding to the Firehouse Art Center for FYE 2027. Such supportive funding is to be memorialized in a separate Funding Disbursement Agreement to be approved and adopted by the City Council. Commissioner Isacksen suggested clarifying what the cultural organizations received last year, including the composition of the funding and utilities, to better understand the impact of the 8% cut.

Commissioner Davison made the motion, and Commissioner Fagin seconded, to allocate $140,400.00 in supportive funding to the Firehouse Art Center for FYE 2027 and to recommend submitting for City Council approval and adoption. The vote was taken with the following results:

YEAH: Chair Sheriff and Commissioners Davison, Fagin, Isacksen, Nanny, and Usry

NAY: None

ITEM 9, being:

NORMAN FORWARD UPDATE

Mr. Olsen said work continues at Bluestem Park and a ribbon-cutting will be held in October/November. He said the proposed future Canadian River Park is still in the due diligence phase of purchasing that property. He said ODOT donated just under an acre of land to the City that connects to Adkins Crossing Park and the future Canadian River Park, which will ultimately become a single park. Mr. Olsen said he presented an update regarding the financial status of the Norman Forward program, which could end with $11 million in excess funds, at a Council Study Session. Council directed Staff to allocate funds for design and, eventually, construction as they become available for the list of projects presented at the April Park Board meeting. Mr. Olsen said the immediate projects will be Andrews Park, Reaves Park Kids Space, Griffin Park playground and restroom building, and the Adult Wellness & Education Center (AWE) multi-sports gym space. He said Staff will bring updates on the master plans for Reaves, Griffin, Ruby Grant, the future Multi-Sports Park, YFAC, and AWE to gather input before presenting to Council.

ITEM 10, being:

DIVISION UPDATE

Mr. Wade Thompson, Parks Manager, said crews have been through every park twice to clear debris from the July 4th storm. He said mowing has slowed down due to the extreme heat, which has allowed maintenance projects such as Ruby Grant Park trails, adding a couple of inches of topsoil at the Colonial Commons baseball field to help alleviate standing water during the rainy season, installing the musical flowers at Ruth Updegraff

Park, demolishing the Andrews Building slab, basic maintenance on the Reaves Park ball fields, and working with the Storm Water Division on high hazard dams at Sutton Wilderness and Hall Park that will be inspected in October.

Mr. James Briggs, Park Development Manager, said staff have been doing design and budget review for the new Reaves Park restroom building and working with the OU Architecture and Construction Science seniors on the design of the Reaves Park pavilion at Kids Space. He said work continues at Bishop Creek Eco Park, including installing the rain garden, completing landscaping, reseeding, installing hydrants, and Staff is planning an October/November ribbon-cutting. Mr. Briggs said Staff is working on the design for the Lindsey Street Water Tower project, and the area under the water tower will become a pocket park with park seating, sidewalks, and landscaping. He said staff is designing a native landscape palette for the median on West Main Street near the new QuikTrip gas station, with the focus on growing native plants, including tree seedlings, to replace those that were removed. Mr. Briggs mentioned that the City Forester is currently pursuing a grant opportunity to purchase trees for planting in parks. Additionally, the forester has been watering many trees in the parks and on City property during this heat wave.

Mr. Cyriacus Igwilo, Recreation Manager, said Staff is partnering with Visit Norman to do a kickoff event on Campus Corner for the first OU football game. He said the 12th Avenue Recreation Center is hosting a Labor Day camp tomorrow, September 4th from 7:30 a.m. to 6:00 p.m.; the last day of public swim at Westwood Family Aquatic Center (WWFAC) is Monday, September 7th; and the Oklahoma Senior Games will be September 12th & 13th at WWFAC. Mr. Igwilo said the annual United Way golf tournament at Westwood Golf is on September 25th and Nerf Night at the 12th Avenue Recreation Center on September 25th at 6:00 p.m.

ITEM 11, being:

CAPRA UPDATE

Mr. Cyriacus Igwilo, Recreation Manager, provided a CAPRA update stating three (3) sections are completed and ready for review. He said that on August 13, 2026, Chris Nunes, Certified Park and Recreation Executive (CPRE), with Broken Compass, an agency that provides training and consulting services for parks and recreation agencies across the United States, assisted the Norman Parks & Recreation Staff in developing a Parks and Recreation Strategic Plan, which will enhance leadership and customer service skills and support the Department in achieving our goals. Mr. Igwilo stated that the Strategic Plan is part of the CAPRA certification detailed in Chapter 2.5 (Planning - Strategic Plan).

MISCELLANEOUS ITEMS

Mr. Jason Olsen, Director of Parks & Recreation, announced that several Parks & Recreation Staff members will attend the National Recreation and Park Association (NRPA) annual conference next month in Philadelphia and will therefore not be present at the October Park Board meeting.

PUBLIC COMMENT

Dr. Michael Givel, Ph.D., distributed handouts regarding the historical marker at Adkins Crossing Park and stated it is significantly incomplete and potentially misleading. He said the historical marker does not state how and why the land run occurred, who the first Norman settlers were, and whose land was claimed. Dr. Givel called on the Board of Park Commissioners to begin updating the current historical marker, adding to the existing history, and correcting this significant historical problem with a more complete history. Mr. James Briggs, Park Development Manager, gave several examples of historical markers within our parks, i.e., Ruth Updegraff Park, Francis Kate Park, June Benson Park, and Legacy Trail. He said that this historical marker was placed 50 years ago, and that the Parks & Recreation Director and Staff, Park Commissioners, and Historical Society Staff from that time are no longer employed by or on a committee with the City and/or the Historical Society, so clarification could be sought. He explained that the current process for placing a historical

marker in a city park involves significant research regarding the accuracy of the historical information, and then Staff presents their findings to the Park Board for approval and recommendation. He said that may not have necessarily been the process when this historical marker was placed at Adkins Crossing Park.

Mr. Jason Olsen, Director of Parks & Recreation, said Staff found very little information in our records because it was 50 years ago, and we are ultimately making assumptions about why the historical marker/plaque reads as it does. He also noted that Adkins Crossing Park's use may change in the future, given the possible connection of Adkins Crossing Park land to the recent purchase of land for a Norman Forward Park and/or Trail, i.e., Canadian River Park/Trail.

Commissioner Nanny said, since this has been brought to the Park Board during Public Comment, what authority does the Park Board and/or Staff have regarding Dr. Givel's statement regarding the historical marker? Commissioner Usry asked whether the Historical Society would have a say in the decision regarding the future of the historical marker since it was gifted by them.

Mr. Olsen said that if the Park Board wants to discuss this issue further, it needs to be added to the November 4, 2026, Park Board agenda. Staff will invite the Historical Society to the meeting; Staff will consult with the City legal department & likely have recommendations for the Park Board. Mr. Olsen said the Board can make a recommendation to Staff, and Staff (the City Manager and/or the Park Director) will make the final decision.

ADJOURNMENT

Chair Sheriff adjourned the meeting at 7:23 p.m.

Passed and approved this _____of _____ 2026

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Sherrel Sheriff, Chair