



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 8/27/2024

REQUESTER: Mitchell Richardson, Recreation Manager

PRESENTER: Jason Olsen, Director of Parks and Recreation

ITEM TITLE: CONSIDERATION OF THE ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A DONATION IN THE AMOUNT OF \$30,610 FOR A KITCHEN RENOVATION AT THE REAVES PARK BUILDING, LOCATED AT 121 EAST CONSTITUTION

BACKGROUND:

In July 2023, the Parks and Recreation Department released Request for Proposal 2324-8 to solicit proposals for community programming within the Reaves Park Center at 121 East Constitution Street. The Reaves Park Center most recently served as a construction office for the construction company working on the Reaves Park Norman Forward Renovation. When the construction company vacated the facility in the spring of 2023, the Parks and Recreation Department desired to solicit an operator to activate the area and bridge programming gaps in the Norman community.

In November 2023, the City Council approved a contract with the Center for Children and Families, Inc. (CCFI) to operate the Reaves Park Center as a Norman Teen Center for Boys and Girls Club. CCFI hopes to open the Teen Center in the 2024-25 school year.

CCFI approached the City of Norman Parks and Recreation Department regarding kitchen renovation at the Reaves Park Building located at 121 East Constitution. The kitchen renovation is valued at \$30,610.

The Norman Board of Park Commissioners unanimously recommended on August 6, 2024, that the City Council accept this donation for a kitchen renovation at the Reaves Park Building.

DISCUSSION:

Chapter 12, Section 12-110 states that the City Council must first accept any item donated to the City with a value above \$250. Furthermore, Chapter 2, Section 2-311 states that "the City shall accept all donations of public art, as defined herein, that are made in accordance with article I, section 4 of the Charter. . . ." Article I, Section 4 of the City Charter allows the City to "receive bequests, gifts, and donations of all kinds of property in fee simple or trust for charitable or public purposes and perform all acts necessary to carry out the purposes of such bequests,

gifts, donations or trusts, with power to manage, sell, lease or otherwise dispose of same in accordance with the terms of the bequest, gift, donation, or trust."

Project: Zena's Kitchen

Zena's Kitchen is set to provide a state-of-the-art kitchen facility that can be utilized for community events, cooking classes, and other recreational activities, thereby enhancing the amenities available at Reaves Park and promoting increased usage and community involvement.

Zena's Kitchen is a project spearheaded by Assignment Hope International, Inc., aimed at renovating the kitchen at the Reaves Park Building. This initiative is part of a broader effort to refurbish the entire building in collaboration with the CCFI and the Boys and Girls Club in Norman. CCFI has diligently prepared a comprehensive plan and budget to ensure the successful implementation of this kitchen renovation project. This project represents a significant donation to the City of Norman, with all necessary funds secured by Assignment Hope International, Inc., requiring no additional financial support from the City.

RECOMMENDATION:

Staff recommends acceptance of a donation valued at \$30,610 for the renovation of the kitchen at the Reaves Park Community Center.