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Norman Board of Parks Commissioners  
February 5, 2015

The Norman Board of Parks Commissioners of the City of Norman, Cleveland County, State of Oklahoma, met in the Council Chambers on the 5th day of February, 2015 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.

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ITEM 1, being:

ROLL CALL

Present: Chairman Farley and Commissioners Brigham, Brockhaus, Chappel, Hoover, London, Perry, Salmond and Wright

Absent: None

City Officials

Present: Jud Foster, Director of Parks and Recreation  
Jeff Hill, Recreation Superintendent  
James Briggs, Park Planner

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ITEM 2, being:

APPROVAL OF THE JANUARY 7, 2015 REGULAR MEETING MINUTES

Commissioner Chappel made the motion and Commissioner Hoover seconded to approve the minutes. The vote was taken with the following results:

YEAH: Chairman Farley and Commissioners Brigham, Brockhaus, Chappel, Hoover, London, Perry, Salmond and Wright

NAY: None

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ITEM 3, being:

APPROVAL OF THE AGENDA

Commissioner Brigham made the motion and Commissioner Hoover seconded to approve the agenda. The vote was taken with the following results:

YEAH: Chairman Farley and Commissioners Brigham, Brockhaus, Chappel, Hoover, London, Perry, Salmond and Wright

NAY: None

Commissioner London requested that the agenda be amended and made the motion to move Item 4 Consideration of Board of Parks Commissioners Sub-Committee Appointments being moved before Miscellaneous Comments, Commissioner Perry seconded to approve amending the agenda. The vote was taken with the following results:

YEAH: Chairman Farley and Commissioners Brigham, Brockhaus, Chappel, Hoover, London, Perry, Salmond and Wright

NAY: None

ITEM 4, being:

**PRESENTATION OF PROPOSED PARK SITE AT CASCADE ADDITION**

Vince DiCastro, General Manager of the Cascade Estates Homeowners Association presented a proposal to donate land located south of 3100 Astor for the purpose of creating a city park with a children's play area. Cascade Estates Homeowners will donate the land and provide all up keep to the property, except for the play set. He stated the current playground configuration requires citizens to walk about a football field length away through a field to the playground. The proposed site has a sprinkler system and off street parking adjacent to their homeowners pool site. He stated very few children play on the current play set where it is currently located. Once approved through Park Board, the Homeowners Association will need a 2/3 homeowner vote to approve donating the land. Following the vote it would then need to go through City Attorney and Council process.

Commissioner London asked if they were going to keep the property up why they wanted it to be a City of Norman Park. Mr. DiCastro stated it would be open to everybody and they do not have enough money to buy a big set for the area. He said they have 435 homes in the neighborhood and stated Berkley has two playgrounds and only about 200+ homes and Castlerock to the North has two parks and only 300 homes.

Commissioner Perry inquired with it being near the pool - will it be a problem keeping people out of the pool. Mr. DiCastro replied it was locked and they would not be able to get in.

Commissioner London asked if the playground could be moved.

Mr. Foster stated that it could be moved, but staff would not recommend that as it is difficult to do, and it would be a dis-service to the people that lived in that part of the neighborhood. He then addressed a note on the area map (provided) about a possible playground site. Initially, one of the concerns was that the existing playground was too far away from Astor Drive and one alternative would be to put a second playground on that site. He stated the distance between Cascade Park and Berkley Park is about a ½ mile which is good coverage in our park system. He stated normally we would not want 3 different parks within a ½ mile but since they are offering to maintain it makes a bit of a difference.

Commissioner Chappel asked if there was an expectation as to what type of play equipment would be put in. Mr. Foster stated a neighborhood survey would be done about the ages of the children in the area and try to size it according to the neighborhood desires.

Commissioner London stated, "So you are just saying you can't afford the play equipment so you want the City to have the property to pay for the play set; don't the homeowners pay dues." Mr. DiCastro said Yes. He stated that they have 16 plus acres of open green area to maintain and it already costs them about \$40,000 a year to do so. Commissioner London stated it was not a unique burden and it happens all the time in other subdivisions.

Commissioner Hoover asked what the approximate cost would be. Mr. Foster replied that we would do a capital budget request for about \$75,000 to buy a fairly large playground set with a nice turf type surface. We would need to put a project request in our budget and it would have to go through the funding process and be approved before we could put a playground in.

Commissioner Salmond asked who purchased the existing playground. Mr. Foster stated the City did.

Commissioner Perry asked who suggested the current park site. Mr. Foster stated it went through a Master Park planning process to determine where the park would go. Berkley and Cascade parks were determined a long time ago when the neighborhoods were platted.

Commissioner Hoover asked if the current park would stay open. Mr. Foster said yes. Mr DiCastro commented that there was an apartment complex being built next to the current park.

Commissioner Chappel made the motion and Commissioner Hoover seconded to recommend accepting the proposal and forward to Council. The vote was taken with the following results:

YEAH:	Chairman Farley and Commissioners Brigham, Brockhaus, Chappel, Hoover, Perry, Salmond and Wright
NAY:	Commissioner London

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ITEM 5, being:

**PRESENTATION OF ANNUAL REPORT FROM NORMAN AMATEUR SOFTBALL  
FOUNDATION**

Guy Miller, Treasurer of the Norman Amateur Softball Foundation presented to the board. He stated that Softball play was down all across the nation. He hopes to see an increase in team participation this year due to some rule changes they will be making. Their summer registration was down, but they saw a modest increase in fall registration. The Foundation hosted the Triple Crown Girls Fast Pitch Tournament and various youth camps, all-star talent workshops and the OU High School Softball Tournament. They became more active in working with other organizations in the community to provide the facilities to various softball fund raising events. Mr. Miller stated they were excited about the replacement of new bleacher seating prior to the start of the 2015 softball season.

Commissioner Brockhaus asked about their weather policies. Mr. Miller stated they always err on the side of caution and if it looks like there will be any type of weather coming in they will postpone games.

Commissioner Hoover asked if the bleachers would be installed before the start of play. Mr. Foster replied he had put that on his list of things to follow up on. We will make every effort to get them in as soon as possible.

A written report and financial report was received prior to the meeting. The board acknowledged the report.

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ITEM 6, being

#### PRESENTATION OF RECREATION ACTIVITIES

Jeff Hill, Recreation Superintendent presented on recreation activities. Jeff stated the 2015 Daddy Daughter Dance will be held on February 7<sup>th</sup> at the Embassy Suites and we are expecting about 3900 Dads and Daughters. He told the board that Wayne Parrish, the Sports Coordinator had retired and staff is currently going through the interview process for his replacement. The new person will also be responsible for creating new special events and acquiring sponsorships. Again this past year the attendance for Westwood Pool was down. Swim lessons and rentals increased. It appeared the group missing was the middle school age kids. Local competition could be the reason. The annual Easter Egg Hunt will be held March 27<sup>th</sup>. The City will not be hosting the Hershey Track and Field Competition as Hershey's has changed the direction they are going and have moved more towards teaching clinics and are partnering with USA Track.

The board acknowledged the report.

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ITEM 7, being:

CONSIDERATION OF BOARD OF PARKS COMMISSIONERS SUB-COMMITTEE  
APPOINTMENTS

Park Land Acquisition and Development

Phil Brockhaus  
Dennis Brigham

Naming and Recognition of Parks and Recreational Facilities

Heather Perry  
Phil Brockhaus  
Jackie Farley  
Debbie Hoover

Rules Review

Phil Brockhaus - Chair  
Debbie Hoover  
Kristi Wright

Advisory Committee for Urban Wilderness Parks

Jeff Salmond  
James Chappel  
Dennis Brigham

Bikeways and Sidewalks

Kristi Wright  
Jeff Salmond  
Heather Perry

Programs Review Committee

Dennis Brigham  
Jackie Farley  
Betty London  
Debbie Hoover

There was discussion about the Community Development Block Grant Policy committee and that it mainly dealt with housing and non-profit groups. Jud Foster stated he would contact the CDBG group and verify if a Park Board member needed to sit on the committee any longer. The motion was made by Commissioner Chappel and seconded by Commissioner Perry to accept the new sub-committee appointments. The vote was taken with the following results:

YEAH: Chairman Farley and Commissioners Brigham, Brockhaus, Chappel,  
Hoover, London, Perry, Salmond and Wright

NAY: None

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ITEM 8, being

MISCELLANEOUS COMMENTS

Members stated the Chocolate Festival was awesome. Jud Foster informed the Board that Bill Ulch, Park Superintendent was retiring in March. Staff is recruiting regionally for the position. He stated that Legacy Park is still making progress and is estimated to be completed in March. Weather delays have slowed everything down. New member Jeff Salmond was welcomed to the board.

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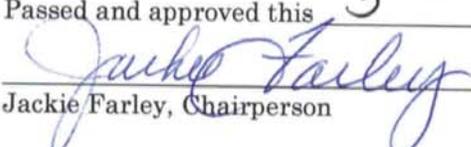
ITEM 9, being

ADJOURNMENT

Commissioner Brigham made the motion and Commissioner Brockhaus seconded to adjourn. The vote was taken with the following results:

YEAH: Chairman Farley and Commissioners Brigham, Brockhaus, Chappel,  
Hoover, London, Perry, Salmond and Wright  
NAY: None

Passed and approved this 5<sup>th</sup> of March 2015

  
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Jackie Farley, Chairperson