

Norman Board of Parks Commissioners
Study Session Meeting
February 7, 2019
4:30 p.m.

The Norman Board of Parks Commissioners of the City of Norman, Cleveland County, State of Oklahoma, met in Council Chambers on the 7th day of February, 2019 at 4:30 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.

ITEM 1, being:

ROLL CALL

Present: Vice-Chair Salmond and Commissioners Favors, Isacksen, Moxley and Wright

Absent: Chairperson Dolan, Commissioners Cooper, Sallee and Starke

City Officials

Present: Jud Foster, Director of Parks and Recreation
Jason Olsen, Interim Recreation Superintendent
Karla Sitton, Administrative Technician IV

ITEM 2, being:

DISCUSSION REGARDING REAVES PARK ADULT SPORTS

Mr. Jud Foster, Director of Parks and Recreation explained why Staff scheduled a Study Session before the tonight's regular Park Board meeting at 5:30 p.m. He said for discussions regarding new topics and/or proposed contracts, Study Sessions can be held prior to the regular Park Board meetings in order to offer more information to the Board before they recommended and/or approve an item go forward to City Council. Mr. Foster said Study Sessions probably will not occur every month; however, it would be up to the Board.

Mr. Foster provided some background information, stating in 2015, Council approved a contract with the Norman Amateur Softball Foundation (NASF) for the operation of adult softball programs at Reaves Park. NASF opted to terminate their agreement and disband their organization at the end of that contract term in 2018. At that time, the Norman Parks and the Parks and Recreation Department assumed operation of those programs. Also in 2015, Council approved a contract with the Football Academy Inc., for the operation of adult flag football program at Griffin Park. That group opted to terminate their agreement and disband their organization following the 2016 season. At that time, the Norman Parks and Recreation Department assumed operation of those programs.

In September 2018, the Parks and Recreation Department submitted Request for Proposals (RFP) for the operation of the adult softball program at Reaves Park. He said the Norman Adult Softball Association (NASA) has responded with a proposal to operate the adult softball leagues at Reaves Park as well as the adult flag football programs that had previously been played at Griffin Park.

Mr. Foster said Staff has met with the representatives for NASA to discuss the terms and conditions that have been included in the proposed agreement which provides for a one year lease which will automatically renew annually unless either party opts to terminate or

Park Board Study Session

Page 2 of 3

February 7, 2018

amend the lease. NASA will pay the City \$1.00 per year, for the lease, which is consistent with other sports organizations that operate programs at City facilities. NASA will hold the City harmless against liability which may occur during the Associations use of the facilities, and will have insurance equal to or greater than the limits prescribed by the Oklahoma Tort Claim Act. The City will provide sanitation dumpster service and water for the complex at its own expense. NASA will maintain all areas used by it including trash removal, fertilizer application, field conditioning and field preparation for games and activities. The City will mow play surfaces once per week, during the season until NASA can take over field mowing in the future. NASA will pay 20% of the electric utility service during the first year of operation and increase that payment by 20% each subsequent year until they are paying 100% of that cost. This is consistent with other contracts the City has entered into with other sports associations providing services at City facilities. NASA is proposing to take over operations and begin team registrations in March and proceed with games starting in late spring.

Vice-Chair Salmond asked whether other leagues playing at Reaves Park be affected as well as how the Norman Forward (NF) Reaves Park Plan will affect the adult softball and football leagues. Mr. Foster said NASA will not affect other leagues that currently play at Reaves Park. He said when the NF Reaves Park Plan is underway, three adult softball fields will be taken out; however, the furthest east fields will remain until such time the City can acquire land to move the adult softball leagues and NASA is aware of this term.

Mr. Foster introduced Bill Mounger, President/Director of NASA Operations, stating Staff is familiar with all of the NASA board members from previous sports association contracts and is confident in their experience and abilities to operate these programs.

Member Moxley asked whether NASA was currently operating any leagues and Mr. Mounger said no; however, he said he has been a part of the adult softball league at Reaves Park for a long time - first playing, then umpiring, to hopefully running the league. Vice-Chairman Salmond asked how NASA plans to upkeep and maintain the fields as well as upkeep the operations for the softball program at Reaves Park. Mr. Mounger said he and his partner, Dale Scott, will do most of the raking/dragging the fields. He said several players have offered their assistance to help as some are licensed electricians and plumbers; however, he would hire contractors to help as needed.

Member Isacksen asked NASA if they intended on operating the concession stand and Mr. Foster said NASA could choose to run the concessions; however, if they chose to sublet it to another party they can do so. Mr. Mounger said NASA will sublet the concessions to another party who will keep 50% of the profits and pay NASA 50% of the profits at the end of the season.

Member Wright asked whether NASA could erect structures at Reaves Park, such as a storage building, and Mr. Foster said yes; however, if the storage building is permanent it will belong to the City. She asked whether the City had acquired bases and/or equipment from previous sports association operators that could be given to NASA. Mr. Foster said if there is any equipment the City will pass it along to NASA; however, there is not any major equipment such as tractors to pass along at this time.

Vice-Chair Salmond asked who will take care of light usage (turning them on and off) and any needed repairs. Mr. Foster said NASA will turn the lights on and/or off and any repairs will be done by a qualified contractor that the City will hire and pay. Vice-Chair Salmond said field preparation due to rainouts have been an issue in the past and asked NASA how

Park Board Study Session

Page 3 of 3

February 7, 2018

they plan to minimize rainouts and asked if NASA would be re-grading the ball fields. Mr. Mounger said he has prepared many ball fields and plans to get on the fields as soon as it quits raining to get any standing water off of them. He said he plans to hire someone to help with re-grading the fields. Mr. Jason Olsen, Recreation Superintendent, said the City is currently working now on re-grading the fields before handing over the operations to NASA.

Member Wright requested clarification on Section 8 (C) of the proposed contract and Mr. Foster said all proceeds go through NASA and not another group, i.e., NASA cannot let a third party have a tournament and take revenues from the use of a City facility. Member Wright said she is very excited to see these adult sports programs back and Mr. Mounger said he as well as those who are playing are excited too. Member Wright asked if NASA will give the Board annual presentations and Mr. Foster said yes. Vice-Chair Salmond asked NASA how often softball games will be played and Mr. Mounger said games will be scheduled six nights a week with Saturdays open for tournaments. Vice-Chair Salmond asked when the football program will begin and Mr. Mounger said it generally begins in the Fall/Winter and runs through January.

Member Moxley asked what the next step is and Mr. Foster said this item will be on the Park Board agenda following this meeting. Mr. Foster said the Park Board will have the opportunity to recommend the proposed contract with NASA go forward as an agenda item for Council consideration and approval.

The Board acknowledged the report.

ITEM 3, being

MISCELLANEOUS

None.

ITEM 4, being

ADJOURNMENT

Vice-Chair Salmond declared the meeting adjourned at 5:09 p.m.

Passed and approved this _____ of _____ 2019

Kristi Wright, Chairperson