

Norman Board of Parks Commissioners  
August 1, 2019

The Norman Board of Parks Commissioners of the City of Norman, Cleveland County, State of Oklahoma, met in Council Chambers on the 1st day of August, 2019 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: Chair Wright and Commissioners Dolan, Favors, Isacksen, Moxley, Sallee, and Starke

Absent: Commissioner Salmond  
(one position vacant)

City Officials

Present: Jud Foster, Director of Parks and Recreation  
Jason Olsen, Recreation Superintendent  
James Briggs, Park Planner  
Karla Sitton, Administrative Technician IV

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ITEM 2, being:

APPROVAL OF THE JUNE 6, 2019 MINUTES

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

YEAH: Chair Wright and Commissioners Dolan, Favors, Isacksen, Moxley, Sallee, and Starke

NAY: None

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ITEM 3, being:

APPROVAL OF THE AGENDA

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

YEAH: Chair Wright and Commissioners Dolan, Favors, Isacksen, Moxley, Sallee, and Starke

NAY: None

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ITEM 4, being

ANNUAL PRESENTATION FROM THE SOONER THEATRE

Ms. Jennifer Baker, Executive Director of the Sooner Theatre, presented the annual report to the Board and submitted financial reports prior to the meeting. She said 13,500+ audience members attended Sooner Theatre events and that number does not include audiences who attended events at the Sooner Theatre that were not produced by the Sooner Theatre to include, Norman Music Festival

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and Norman Film Festival. Ms. Baker said the Sooner Theatre saw 869 enrolled in camps and classes and \$38,543 given back in scholarships for tuition to students who could otherwise not afford to participate. She said she is incredibly proud of the impact the Sooner Theatre makes on the Norman community as well as on communities surrounding Norman. Ms. Baker highlighted many of the programs to include Sister Act – The Musical, Elf – The Musical, and Spelling Bee.

Ms. Baker said the Sooner Theatre applied for and won the Impact Oklahoma Grant which will go towards new lights at the theatre. She said Sooner Theatre has partnered with CCFI and Dr. Otto, Veterinarian, to implement “Beyond the Stage” which is a Buddy Class held every Friday afternoon through the school year. Commissioner Favors asked whether the Buddy Class was open up to children for other/all disabilities and Ms. Baker said yes, stating she would like to have more training provided to the teachers. Commissioner Sallee asked if there was a fee for the Buddy Class and Ms. Baker said yes; however, it is only half of what the regular classes cost.

Commissioner Moxley asked if any programs at the Sooner Theatre will be cut and Ms. Baker said only concerts have been cut rather than acting performances. She said concerts have been primarily taken over from casino venues. Commissioner Isacksen said pledge receivables are a constant funding stream and Ms. Nancy Coggins, Marketing & Development Coordinator, said that is because most are five-year campaigns, stating some of them will roll off this year.

Ms. Coggins said the Sooner Theatre employees six full-time and one part-time employees. Chair Wright asked whether the number of employees had changed from last year and Ms. Coggins said no. Chair Wright asked why the benefit line item increased in the annual budget and Ms. Coggins said the per person/employee rate increased.

The Board acknowledged the report.

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ITEM 5, being

### **CONSIDERATION OF PARKLAND DEDICATION REQUIREMENTS FOR THE EAGLE CLIFF SOUTH SECTION 7 ADDITION**

Mr. James Briggs, Park Planner said Eagle Cliff South Section 7 Addition is located on the west side of 12<sup>th</sup> Avenue S.E., across the street from the Cobblestone Creek Addition, approximately  $\frac{3}{4}$  mile south of Cedar Lane Road. He said the Eagle Cliff South neighborhood has been developing since the early 2000's and the original plat was reviewed by the park Board in August 2003. Mr. Briggs said at that time, there was an over-dedication of park land from the original Eagle Cliff Addition that was able to count for most of Eagle Cliff South's park land dedication requirements. The Board of Park Commissioners decided to continue counting Eagle Cliff Park for Eagle Cliff South until the land debt was fulfilled; and then to collect a Fee-in-Lieu of Land for all the remaining sections of Eagle Cliff South that would be built. However, at that time the area being presented today as Eagle Cliff South Section 7 was not included on the plat. Currently, the developer is proposing to now plat the land adjacent to the original plat as an extension of the original Eagle Cliff South Addition, and construct an additional 36 lots of R-1 housing. As per ordinance, any new residential plats of land require Park Board to review them for Park Land Dedication purposes. Mr. Briggs said the 36 unit extension of Eagle Cliff South's R-1 development requires a total required park land dedication of 0.2358 acre.

Mr. Briggs said this development will yield \$2,700 in Neighborhood Park Development Fees, and the same amount in Community Park Development Fees, once all building permits have been issued. The Park Board decision for the original Eagle Cliff South Addition in 2003 has been used in recent

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years to collect a Fee-in-Lieu of land as that neighborhood was built and all of the land at the park was accounted for. Those fees will be used to continue to make improvement to Eagle Cliff Park. Staff believes that this same decision should be extended to the newly platted area since the land requirement is not large enough to make us advocate a separate public or a private park land decision. The developer has also requested a Fee-in-Lieu of Land decision for this project and the fees collected, plus the development fees collect to Eagle Cliff South Section 7 Addition, will be used at Eagle Cliff Park in combination with the Norman Forward funds that will be made available for the park's renovation in the coming years. Mr. Briggs said Staff recommends that the Board of Park Commissioners make a Fee-in-Lieu of Land decision for the Eagle Cliff South Section 7 Addition.

Commissioner Moxley made the motion and Commissioner Isacksen seconded to recommend a Fee-in-Lieu of Land decision for the Eagle Cliff South Section 7 Addition. The vote was taken with the following results:

YEAH: Chair Wright and Commissioners Dolan, Favors, Isacksen, Moxley, Sallee, and Starke

NAY: None

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ITEM 6, being

### MISCELLANEOUS

Mr. Jud Foster, Director of Parks and Recreation, provided an update on the Norman Forward projects to the Board stating bids have been received for the Ruby Grant Park Project and is in the process of tabulating everything. He said the renovation of Prairie Creek Park is progressing with the walking trail being installed and playground surfacing scheduled to begin installation soon. A new picnic shelter will be added when it arrives later this summer to complete that park renovation.

Mr. Foster said a park sign is being produced for Songbird Park and it will be installed at the same time as the walking trail, basketball court, and site furnishing pads later this month. He said a new playground is also scheduled to arrive in August.

Mr. Foster said Council recently approved a contract with American Ramp Company for the Andrews Park Skate Park Construction Project. A public meeting will be scheduled soon to gather input for the project.

Staff issued a Request for Qualifications (RFQ) for design services for the Adult Softball and Youth Football facility to be located at 12<sup>th</sup> Avenue & Franklin. Mr. Foster said the facility will have the possibility for trails but will primarily be fields. Commissioner Moxley asked whether the cost estimates for the dirt work needed to be done could be accomplished and Mr. Foster said yes, Staff believes that to be correct.

Mr. Foster said the construction management team, (ADG, Flintco and Staff) met earlier today to discuss Phase III of the Griffin Park Project that includes the restrooms, plaza, parking improvements, and irrigation work. He said demolition would start next week.

Staff interviewed and selected Frankfurt, Short and Bruza of Oklahoma City (FSB) as the design team for the both the Indoor Aquatic and Multi-Sport Facility as well as the Senior Citizen Center. Mr. Foster said the Indoor Aquatic and Multi-Sport Facility will be located at University North Park, near Embassy Suites and the Senior Citizen Center will be located at Reaves Park. Council will

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consider a contract with FSB and if approved a meeting with both Ad Hoc Groups will be scheduled shortly thereafter.

Commissioner Moxley asked whether Staff could provide a status for the County (Cleveland) Wellness Center/Healthy Living project to be located near the Farmer's Market and Mr. Foster said the County has requested the City's assistance (funding) of this project; however, he does not have status information at this time. Mr. Foster said if information can be gotten from the County, Staff will forward it to the Park Board. Mr. James Briggs, Park Planner, said the County's firm is ADG and he will check with them on the status.

Chair Wright said the Creekside Bike Park looks great and requested an update. Mr. Briggs said the parking lot will begin and the fencing is 90% done. He said the bike paths/trails are being test ridden and a grand opening should be scheduled in August. Commissioner Starke asked if the trails will require a lot of maintenance if it rains a lot and Mr. Briggs said the dirt is very compacted. He said the construction contractor will also provide Staff with a maintenance plan in order to maintain the paths and trails.

Chair Wright asked whether a dog waste container station can be placed in the parking lot at Colonial Estates Park and Staff said that is a definite possibility. Staff will do some checking and follow through with her request if possible.

Chair Wright thanked Staff for holding the Scavenger Hunt and said it was a huge success. Mr. Jason Olsen, Recreation Superintendent, felt the Scavenger Hunt was a great event that can be held annually in correlation with National Parks Month.

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ITEM 7, being

**AJOURNMENT**

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

YEAH: Chair Wright and Commissioners Dolan, Favors, Isacksen, Moxley, Sallee, and Starke

NAY: None

Passed and approved this \_\_\_\_\_ of \_\_\_\_\_ 2019

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Kristi Wright, Chair