

Norman Board of Parks Commissioners
Regular Meeting
September 7, 2017

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 September, 2017 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.

ITEM 1, being:

ROLL CALL

Present: Chairman Hoover and Commissioners Dolan, Favors, Salmond, and Wright

Absent: Commissioners London, Moxley, Rogers, and Sallee

City Officials

Present: Jud Foster, Director of Parks and Recreation
B.J. Brewer, Sports Coordinator
James Briggs, Park Planner
Shawn O'Leary, Director of Public Works
Angelo Lombardo, Transportation Traffic Engineer
Karla Chapman, Administrative Technician IV

ITEM 2, being:

APPROVAL OF THE JUNE 8, 2017 SPECIAL MEETING MINUTES

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

YEAH: Chairman Hoover and Commissioners Dolan, Favors, Salmond, and Wright

NAY: None

ITEM 3, being:

APPROVAL OF THE AGENDA

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

YEAH: Chairman Hoover and Commissioners Dolan, Favors, Salmond, and Wright

NAY: None

ITEM 4, being

PRESENTATION OF THE 2016 ANNUAL REPORT FROM THE DEPOT

Shari Jackson, Executive Director of the Depot presented to the board. She said The Depot offers an intimate listening room for concerts and poetry, is an art gallery, produces the Summer Breeze Concerts in Lions Park, a rental venue for private and community events, plus Amtrak serve each morning, all in a beautiful historic building. In the 2016-2017 fiscal year, The Depot served over 30,000 people including train customers, gallery guests, poetry fans, Summer Breeze patrons, rental customers, and ticket holders to tour Winter Wind and Whistle Stop Concert Series.

Ms. Jackson said after realizing the damage to the internal structures was extensive, a renovation project became a near-complete renovation of The Depot and she feels the problems were fixed thoroughly enough to last another 110 years. Not only was the South Room completely razed and re-built, the South bathroom is now ADA compliant, a new and accessible water fountain is located in the hallway, a new roof, repaired eaves and capstones, and new air-conditioning that will significantly assist with climate control and save on monthly costs. In addition, new HVAC units are housed outside, leaving a new convenient closet in which to store chairs and tables for renters. The re-opening event drew hundreds from the community and many positive comments have been expressed about the work done as well as the willingness of the City to save and restore The Depot. Ms. Jackson said a special thanks to Matt Hendren and Jud Foster for their expertise in managing this wonderful project.

Ms. Jackson said Husky, Brad Price, Corazon Watkins, Nathan Price, our Small Works Show, and recently the work of artist Bert Seabourn is on The Depots walls. She said the ability to curate good shows and choose desirable artists have translated to strong sales, benefitting the artist, the gallery, and the longevity of The Depots work.

The Depot is an integral part of the Norman Arts Council's 2nd Friday Art Walk and participates each month. The Depot provides gallery show openings, musical acts and refreshments.

Commissioner Wright said she recently went to an event at The Depot and said it is a beautiful place.

Commissioner Salmond asked whether The Depot had a national marketing strategy and Ms. Jackson said The Depot has a facebook page where different concert programs are shared. She said The Depot also partners with artists to see if they will share their fan base mailing list and send out postcards highlighting events.

Ms. Jackson informed the board that the membership program continues to be a part of their fundraising efforts. She also thanked the board and the City for allowing their group to use the facility.

A more detailed written report was submitted prior to the meeting.

The board acknowledged the report.

ITEM 5, being

**PRESENTATION OF THE NORMAN FORWARD REAVES PARK SPORTS
COMPLEX MASTER PLAN**

Jud Foster, Director of Parks and Recreation, introduced the consultants with HALFF Associates, Lenny Hughes and Nate Clair. Nate presented the Norman Forward Reaves Park Master Plan. He said the goal was to develop a long range Master Plan for the entire park so as not to inhibit future potential with current improvements and create a premier park facility to stimulate economic growth. Nate said comments regarding design included: traffic and parking; improved connectivity for vehicles, bikes, and pedestrians; access; visibility, identity, character; drainage; playability and age appropriate; safety; amenities; consistent aesthetic; comfortable; competitive and attract events; circulation and organization; environmental and utilities; historical appreciation; and coordination with Griffin Park.

Nate said the Master Plan includes a 14 field youth baseball/softball complex, using existing southeast complex with minimal modifications; construct restroom and concession facilities; adequate parking and circulation; preserve the Veteran's Memorial; continue to host valued community events; and provide an economic boost. Nate highlighted the reuse opportunities as well as demolition necessary for the existing buildings and parking.

The Master Plan includes primary priorities, secondary priorities, and future priorities. Nate highlighted the primary priorities and presented pictures depicting the following:

Primary priorities: new drive improving circulation/ingress and egress; 5-8U fields with restroom/concession building; 9-12U field modifications; new parking/renovate existing parking; retention/wet pond; 13-14U fields; renovation of existing restroom/concession building; 8-16U softball fields with restroom/concession building; and park drive and parking lot lighting.

Secondary priorities and elements: 10 foot trail on Jenkins Avenue and Constitution Street; pedestrian walkway with lighting; re-establishment of existing trail; playscapes; additional sidewalks; scorer's platforms; ornamental aluminum fence at gates; batting cages; concession/restroom building for 13-14U; modified parking for softball and 13-14U; maintenance building; and service road.

Future priorities: complete renovation of 9-12U baseball complex and new restroom and concession building; renovated Reaves Center and parking; event lawns and picnic grounds; memorial plaza; park restroom and pavilion; splash pad; inclusive playground; parking; inclusive field; festival lawn; amphitheater and stage; fishing pier; and entry icons/gateways.

Nate highlighted the budget as follows:

Overall Project Budget - \$10 million
Less construction cost of new maintenance building - \$ 2 million
Less design, permitting and materials testing fees - \$962,800
Less owner's contingency (5% of construction) - \$351,860

Nate said the Total Construction Budget available is \$6,685,340. He highlighted the budget for the priorities and said after the budget numbers are closer to being known, which is after the design phase, it will be determined whether the secondary priorities can be done and/or moved up.

Primary priorities:	\$ 6,663,432	*Construction budget of \$6,685,340 will cover
Secondary priorities:	\$ 3,376,417	
Future priorities:	\$ 7,087,672	
TOTAL:	\$17,127,521	

Nate highlighted the sequencing stating removal of the existing maintenance facility and two (2) baseball fields allows for the construction of a four (4) 5-8U baseball fields, entry drive, parking and retention. He said the removal of three (3) adult softball fields allow for the construction of four (4) 8-16U softball fields while maintaining the use of three (3) adult softball fields. Nate said the removal of the last three (3) adult softball fields allows for the construction of two (2) 13-14U baseball fields.

Jud acknowledged the Norman Forward Reaves Park Ad Hoc Committee members present at today's meeting: Garry Armstrong, Chair; Ann Marie Eckart, and Trent Wells and thanked them for all of their hard work.

Commissioner Favors asked whether there was enough funding for the primary priorities, but the future priorities are unknown at this time and Nate said yes, that is correct. She said she had a concern regarding inclusive elements are not in any of Norman's parks and felt they were very important and should be closer to the primary and/or secondary priorities. Nate said if there is an opportunity to do so, the inclusive playground and field will be done sooner. Jud said the future Ruby Grant Park Plan is to make the entire park all inclusive. Commissioner Favors asked whether the Master Plan complies with the ADA and Nate said yes.

Commissioner Dolan asked whether there was a preservation effort on the trees and Nate said yes, the trees will be fenced off on the north side of the park parallel to Timberdell Road and also the trees parallel to Jenkins Avenue. Commissioner Dolan asked if the new trees and fields will be irrigated and Nate said yes.

Commissioner Wright asked whether the location for the public art piece has been determined and Jud said no, not yet.

Commissioner Salmond asked whether the Medieval Fair will still be held at Reaves Park and Jud said yes. He asked whether all the fields will be lighted and Nate said yes, the existing poles will be used and then upgraded to LED and competition level.

Nate explained to the Board that the excavating of the pond will provide fill material needed to raise the fields helping with drainage as well as creating a water amenity at the park.

Jud said the Reaves Park Master Plan will be presented to Council at the October 10th Council Conference. He said it will be an agenda item on the Council meeting scheduled for October 24th for Council consideration and adoption of the Master Plan.

Commissioner Dolan made the motion and Commissioner Wright seconded to approve the Norman Forward Reaves Park Master Plan. The vote was taken with the following results:

YEAH: Chairman Hoover and Commissioners Dolan, Favors, Salmond, and Wright

NAY: None

ITEM 6, being

MISCELLANEOUS

Commissioner Salmond asked about the progress of the Indoor Tennis Facility and Jud Foster, Director of Parks and Recreation, said the second revision budget numbers were still over budget and the project may need to be on hold a couple of months until the Family Aquatic Center Project is completed. Commissioner Wright asked for an update on the Family Aquatic Center Project and Jud said the project is possibly 60 days to completion. He said the contractors are finishing the pool and lazy river and will soon begin constructing the decking. Jud said the Norman Forward public art piece for Westwood has been fabricated and will soon begin the powder coat process. He said the art piece will be installed late October along with parking lot construction to minimize any conflicts.

James Briggs, Park Planner, said Norman Forward park improvements include playground renovations at Sonoma Park and future playground renovations at Oakhurst Park. He also said a ribbon cutting for Highland Village Park is scheduled for Saturday, September 30th.

Jud said the Griffin Park Plan was approved by Council and the consultant is working on the detail plans regarding drainage and lighting. He said the plan will bid in November when the Fall soccer schedule ends.

Jud said the two consultant teams for the Norman Forward Griffin Park Master Plan and the Norman Forward Reaves Park Master Plan will get together soon and work out the timing of the phases, details of design, etc. He said the signage for both parks will not be identical; however, they will complement one another.

Jud said he wanted to bring another issue up to the Board regarding a recent "letter to the editor" in *The Norman Transcript* about "off-leash" times posted at Sutton Wilderness. He said a group who supports "off-leash" made the proposal and he asked the Board if anyone had comments about this to please let us know. Jud felt the first priority is safety. Staff is looking into the concept and will be visiting with the Sutton Wilderness Advisory Group. Jud said there have been many complaints overtime regarding dogs that are off leash. Another issue will be the wildlife in the park versus dogs that are off-leash. There were no comments from the Board on this matter.

Commissioner Wright asked how the mosquito spraying has been going and Jud said the mosquito counts have been very low. He explained the mosquito traps are counted every day and what triggers spraying is a count of 50 female mosquitos for three (3) consecutive days. Jud said Staff has not had to spray this summer.

ADJOURNMENT

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

YEAH: Chairman Hoover and Commissioners Dolan, Favors, Salmond,
and Wright

NAY: None

Passed and approved this _____ of _____ 2017

Debbie Hoover, Chairperson