

Norman Board of Parks Commissioners  
Regular Meeting  
December 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 December, 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.

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ITEM 1, being:

ROLL CALL

Present: Vice-Chairman Salmond and Commissioners Dolan, Favors, Isacksen, Moxley, Rogers and Wright

Absent: Commissioners Hoover and Sallee

City Officials

Present: B.J. Brewer, Sports Coordinator  
Jud Foster, Director of Parks and Recreation  
Matt Hendren, Parks Superintendent  
Jason Olsen, Interim Recreation Superintendent  
Karla Chapman, Administrative Technician IV

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ITEM 2, being:

APPROVAL OF THE NOVEMBER 2, 2017 MEETING MINUTES

Commissioner Wright made the motion to correct the minutes, i.e., the minutes should reflect she was in attendance, voted on required agenda items, and add verbiage "and other costs," to Item 5, page 2. Commissioner Wright made the motion and Commissioner Dolan seconded to approve the minutes as amended. The vote was taken with the following results:

YEAH: Vice-Chairman Salmond and Commissioners Dolan, Favors, Isacksen, Moxley, Rogers and Wright

NAY: None

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ITEM 3, being:

APPROVAL OF THE AGENDA

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

YEAH: Vice-Chairman Salmond and Commissioners Dolan, Favors, Isacksen, Moxley, Rogers and Wright

NAY: None

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ITEM 4, being

PRESENTATION OF PARK MAINTENANCE ACTIVITIES

Mr. Matt Hendren, Parks Superintendent, presented to the Board and highlighted the activities of the Park Maintenance Division. He said 25 full time employees and 12 seasonal employees maintain 1,100 acres of park land throughout 65 parks. Mr. Hendren said Park Maintenance mows approximately 475 acres and trims/edges approximately 35 miles of

curbs throughout the City. Other responsibilities include maintenance at the Westwood Tennis Center, Griffin and Reaves Park ballfields, as well as irrigation maintenance and repair.

Mr. Hendren said the Park Maintenance Division also plays a support role for numerous special events such as Medieval Festival, Earth Day, and Norman Day at Reaves Park; May Fair and Holiday Celebration at Andrews Park; and the 2<sup>nd</sup> Friday Art Walk every month, to name a few. He said Park Maintenance also helps with various special projects throughout the year such as helping with the recently installed “Splash” public art at Westwood.

Park Maintenance operates the Vector Control Program which includes 14 districts in Norman. Mr. Hendren said there is a mosquito trap per district that is checked and counted daily. He explained that 50 females counted within a three (3) consecutive day timeframe triggers spraying that particular district (not City wide). The spray consists of Aqualure 20-20, active ingredient permethrin. Mr. Hendren said the 2017 year was a relatively slow year for mosquitos and the City did not have to spray; however, larvicide was put out numerous times throughout the year.

Each year the holiday decoration installation begins in November, with a goal to be finish by Thanksgiving. The newest addition of holiday decorations is Legacy Park which includes 80 post decorations and 120 wrapped trees.

Mr. Hendren said 75 volunteers associated with the University of Oklahoma’s Big Event will be sealing Kidspace playground at Reaves Park.

Commissioner Moxley asked whether the fountains at Legacy Park were working properly and Mr. Hendren said most of the issues have been taken care of, while the contractor is still working on some. Commissioner Moxley asked when the cannons go off and Mr. Hendren said every hour, on the hour. Commissioner Moxley asked whether that could be changed and Mr. Jud Foster, Director of Parks and Recreation, said the program cannot be changed but the water cannons could be activated manually at any time.

The Board acknowledged the presentation.

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ITEM 5, being

MISCELLANEOUS

Mr. Jud Foster, Director of Parks and Recreation, provided an update for the Norman Forward projects, beginning with the recent ribbon cutting for “Splash,” public art at Westwood. He said final details for the electrical and landscape work will be soon.

He said the Westwood Family Aquatic Center (WWFAC) is progressing and should be finished in January 2018. He said Staff has decided to wait until the spring to conduct a water test.

Mr. Foster said Council adopted the Reaves Park Master Plan on December 5, 2017 and the project consultant will begin the design in the upcoming weeks.

Commissioner Rogers asked what the pool testing involved and Mr. Foster said the water test would test the filters, slides, pumps, filtration, chemical injections, etc., to make sure they are working properly, but will be conducted in the spring; however, the sinks, toilets,

showers, etc., in the bathhouse and main building may be done next week. After that test, the pipes/plumbing will be drained and winterized. Commissioner Rogers suggested having a fundraiser when the pool is tested. Mr. Foster said in order to have a fundraiser inviting the public, the hiring process for life guards will need to be completed and he is not certain that will be done in time. Mr. Foster said both the Park Board and Ad Hoc WWFAC Committee will be invited to the WWFAC grand opening.

Commissioner Wright asked when the Sonoma and Oakhurst Parks will have new equipment/playground equipment installed. Mr. Foster said Oakhurst Park has begun installing a new playground, benches, table and a new perimeter walkway; however it is not finished yet. He said components for the Sonoma Park have been ordered and installation will begin after Oakhurst Park is completed.

Vice-Chair Salmond said he spoke to Steve Gillis with Norman Youth Soccer Association (NYSA) and said he got a more clear vision of their annual reports. Mr. Foster said he received an email from Kristi Fuentes with NYSA, with an updated annual report and he will forward it to the Board.

Vice-Chair Salmond asked Staff whether or not the issues at the Little Axe ballfields have been taken care of and Mr. Foster said yes, Staff has met with Little Axe Youth Sports (LAYS) and cleared up the issues.

Commissioner Moxley said he was contacted to be on the newly formed Legacy Park Events Committee which will be in January, 2018. He said he was excited about new events at Legacy Park and Mr. Jason Olsen, Interim Recreation Superintendent, said the City plans to have 5 to 6 events every year.

Mr. Foster said the annual Tree Lighting Ceremony will be this Friday, December 8th, from 6:00 p.m. to 7:00 p.m. Recorded music will begin playing before the event begins and Mayor Miller and/or Councilmember Hickman will provide a countdown to the Tree Lighting. Mr. Foster said Sooner Theatre will be performing several songs and Staff will provide hot chocolate and cookies. Commissioner Dolan asked what type of tree will be lit for the ceremony and Mr. Foster said it is a metal pole, shaped like a 20-25 foot Christmas tree, that Park Maintenance staff built several years ago.

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ITEM 6, being

**ADJOURNMENT**

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

YEAH: Vice-Chairman Salmond and Commissioners Dolan, Favors, Isacksen, Moxley, Rogers and Wright

NAY: None

Passed and approved this \_\_\_\_\_ of \_\_\_\_\_ 2017

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Debbie Hoover, Chairperson