

Norman Board of Parks Commissioners
March 4, 2021

The Norman Board of Parks Commissioners of the City of Norman, Cleveland County, State of Oklahoma, met on the 4th day of March, 2021 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.

This Park Board Meeting was a virtual meeting with Park Commissioners appearing via video conference.

ITEM 1, being:

ROLL CALL

Present: Chair Wright and Commissioners, Favors, Isacksen, Moxley, Ross, Sallee and Salmond

Absent: Commissioner May

Tardy: Commissioner Dolan

City Officials

Present: Jason Olsen, Recreation Superintendent
Wade Thompson, Parks Superintendent
Karla Sitton, Administrative Technician IV

ITEM 2, being:

APPROVAL OF THE NOVEMBER 5, 2020 MINUTES

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

YEAH: Chair Wright and Commissioners, Favors, Isacksen, Moxley, Ross, Sallee and Salmond

NAY: None

ITEM 3, being:

APPROVAL OF THE AGENDA

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

YEAH: Chair Wright and Commissioners, Favors, Isacksen, Moxley, Ross, Sallee and Salmond

NAY: None

Park Board Special Meeting

Page 2 of 8

March 4, 2021

ITEM 4, being

NOMINATION AND ELECTION OF CHAIR OF THE BOARD OF PARKS COMMISSIONERS

Chair Wright asked for nominations and Kristi Wright was nominated as the Chair of the Board of Park Commissioners. The vote was taken with the following results:

YEAH: Chair Wright and Commissioners, Favors, Isacksen, Moxley, Ross, Sallee and Salmond

NAY: None

ITEM 5, being

NOMINATION AND ELECTION OF VICE CHAIR OF THE BOARD OF PARKS COMMISSIONERS

Chair Wright asked for nominations and Chris Moxely was nominated as the Vice-Chair of the Board of Park Commissioners. The vote was taken with the following results

YEAH: Chair Wright and Commissioners, Favors, Isacksen, Moxley, Ross, Sallee and Salmond

NAY: None

ITEM 6, being

CONSIDERATION OF BOARD OF PARKS COMMISSIONERS SUB-COMMITTEE APPOINTMENTS

The Board discussed the following sub-committees and appointments:

Naming and Recognition of Parks and Recreational Facilities

Kristi Wright
Kristi Isacksen
Allison May

Advisory Committee for Urban Wilderness Parks

Chris Moxley
Liz Ross
Mary Sallee

Legacy Park Activity Committee

Allison May
Jeff Salmond

Noman Forward Adult Softball and Football Ad Hoc Ex-Officio

Disbanded at this time

Noman Forward Griffin Park Ad Hoc Ex-Officio

Jeff Salmond

Norman Forward Indoor Aquatic and Multi-Sport Facility Ex-Officio

Kristi Isacksen
Sue Favors
Chris Moxley

Park Board Special Meeting

Page 3 of 8

March 4, 2021

Norman Forward Reaves Park Ad Hoc Ex-Officio

Kristi Isacksen

Jeff Salmond

Norman Forward Ruby Grant Park Ad Hoc Ex-Officio

Sue Favors

Chris Moxley

Norman Forward Senior Center Ad Hoc Ex-Officio

Sue Favors

Liz Ross

The motion was made by Commissioner Salmond and seconded by Commissioner Sallee to accept the new sub-committee appointments. The vote was taken with the following results:

YEAH: Chair Wright and Commissioners, Favors, Isacksen, Moxley, Ross, Sallee and Salmond

NAY: None

Commissioner Dolan arrived at the meeting at 5:52 p.m.

Due to technical difficulties, the Board moved to Item #8.

ITEM 8, being

ANNUAL PRESENTATION FROM WESTWOOD GOLF

Mr. James Lowery, Interim Golf Maintenance Superintendent, gave the annual presentation from the Golf Maintenance to the Board. He explained how COVID-19 and closing the down the month of April, 2020, affected the daily and annually maintenance on the golf course. Mr. Lowery said the greens aerification is generally a three phase process so as not to affect the players; however, since the golf course was closed due to COVID-19, the Golf Maintenance Staff was able to do the entire golf course at one time during the month of April. He said additional safety protocols included bringing in all ball washers, sand buckets with scoops, sand trap rakes and putter flags. Staff also raised the golf cups on every green to 1 3/4" above the turf so the ball would not roll in, thus eliminating the need to touch the flag stick and adding extra cleaning(s) to the outdoor restrooms. Mr. Lowery said in April, Staff manufactured cup "ball lifters" and installed them on every flag stick for the greens so that when play resumed, the players could retrieve their ball from the putting cup by lifting a lever with their putter while leaving the flag stick in place.

Mr. Lowery said several trees were lost during the October ice storm and Staff began clearing the tree debris on October 28th and finished in January, 2021. He said the February snow storm shut the golf course down for several days and Staff began checking irrigation heads which are so far so good.

Mr. Lowery introduced his Staff and thanked the Park Board, Golf Course Staff, Jud Foster for their time as well as the previous Park Maintenance Superintendent, Ralph Cagigal, for teaching him everything he knew.

Commissioner Salmond asked whether Staff would be able to do the aerification in one phase like last year or will it be done in three phases and Mr. Lowery said it better serves patrons if the process is done in thirds. Commissioner Salmond asked if the grass showed any winter kill from the recent winter storm and Mr. Lowery said so far the grass/greens looked all right.

Park Board Special Meeting

Page 4 of 8

March 4, 2021

Commissioner Sallee asked whether there were any Golf Maintenance financials and Mr. Jason Olsen, Recreation Superintendent, said Staff will provide the revenue and expenditures to the Board early next week.

Chair Wright and the Board thanked Mr. Lowery and accepted the presentation from Golf Maintenance.

Technical difficulties were corrected and the Board heard Item #7.

ITEM 7, being

ANNUAL PRESENTATION FROM WESTWOOD TENNIS

Mr. Marc Claude', Westwood Tennis Professional, gave the annual Westwood Tennis presentation to the Board. He said Westwood is one of the busiest tennis centers in the state and even with COVID-19, the tennis facility had a good year in 2020.

Mr. Claude' said due to COVID-19, the City closed the Tennis facility for several months and the United States Tennis Association (USTA) shut down all junior events and adult play from March through July. He said seven of the scheduled junior tournaments were cancelled as well as three months of hosting the adult leagues. Mr. Claude' said a few articles came out nationwide stating tennis was the safest sport to play during the pandemic. He said when the facility was allowed to re-open, it was extremely busy, which was great!

Mr. Claude' said at Westwood Tennis Center, the mission is to serve the public and to promote the game of tennis to all ages and levels. He said one goal is to increase the warm body count year after year while continuing to provide high quality customer service to everyone. Unfortunately, the warm body count decreased in 2020 from 26,862 from a total of 29,840 in 2019. Mr. Claude' said that could be attributed to COVID-19 and being closed for several months, cancelled tournaments, adult leagues and social events. He said he is confident the 2021 warm body count totals will exceed the 2019 totals.

Mr. Claude' said he is responsible for collecting and delivering monthly revenue from court fees and court passes collects revenue to the City of Norman. He said in 2020, the fees collected were \$18,021, which was a significant increase of over 150% from 2019, which was \$7,588. He felt this was largely in part to the new indoor courts.

Mr. Claude' said the USTA Oklahoma is an organization that determines where the leagues and tournaments will be played. He said he has to bid on the events every two years (as they run in a 2-year cycle), USTA Oklahoma sets the fees for everything and will give a portion of the entry fees back to the tournament director. Mr. Claude' said these events do not generate much of a profit; however, the economic impact on Norman is significant as well as brings people from all over the country to our award-winning tennis facility.

Mr. Claude' highlighted the programs that run throughout the year to include Junior Clinics, Junior Team Tennis, Cardio Tennis, Tennis on Campus, Pickleball, Adult and Senior Local Leagues, social events, and weekly Adult Drills. He said on average, 50-60 kids and 60-70 adults participate in weekly programs. Mr. Claude' said in 2020, Westwood Tennis hosted only one social event due to COVID-19, but was able to raise and donate over \$300 to Food & Shelter. He said he plans to have more social fundraising events from June to December, 2021.

Mr. Claude' said due to the pandemic he was able to apply and receive a \$5,000 grant from the USTA this year. He used the grant to purchase balls, nets, scorecards, and other items to enhance the appearance of Westwood. The USTA projected over 50% of tennis centers would have gone out of business had they not made this grant opportunity available. Commissioner Isacksen asked what

Park Board Special Meeting

Page 5 of 8

March 4, 2021

other types of fundraising events were held and Mr. Claude' said there was not many held in 2020; however, he had a couple of his tennis friends donate \$5,000 each. Mr. Claude' said he started Match Point, a 501(c)(3) to help underserved children ages 8-9 years old and plans to start the program in the Summer 2022. He said at this time there will be two coaches and two teachers to assist with the program.

Mr. Claude' said the March-July tournaments that were to be held at Westwood were cancelled, but a Missouri Valley Smashers Tournament for players 10 and under was held on October 24, 2020 which had 43 players. He said another tournament, the USTA Oklahoma Nets for entry level player was held on October 31, 2020 and had 27 players. Commissioner Salmond asked when tennis camps would begin and Mr. Claude' said March 26th for 11-14 year olds and March 28th for 10 and under.

Mr. Claude' said he is very excited about the upcoming year and said lots of good things are happening at Westwood Tennis. Commissioner Sallee asked whether people/players at the Tennis Center were masking up and Mr. Claude' said Staff continue to mask up; however, players were not required to do so.

The Board acknowledged the presentation.

ITEM 9, BEING

NORMAN FORWARD PROJECT UPDATE

Mr. Jason Olsen, Recreation Superintendent, gave a Norman Forward (NF) Update to the Parks Board.

Andrews Park

Mr. Olsen said the public art piece is in the process of being selected; sidewalk replacement is currently being done around the damaged sections of the walking trail in the park, sections of the path in the middle of the park, and around the amphitheater and 25 trees have recently been planted in the park to help continue the reforestation program started in the park years ago after multiple natural disasters caused several mature trees to be removed.

Reaves Park

Council approved a contract on February 9, 2021, with Halff Associates to complete additional design service for work to incorporate improvements to the existing softball facilities at Reaves Park to accommodate the Adult Softball Program at the park alongside the already-planned improvements to the rest of the park to be the home or all the youth baseball and softball teams. The project for all the work at Reaves Park will bid this summer and plan to start construction at that time, once the current Park Maintenance Facility is vacated and those operations are moved to the new North Base Facility currently under construction.

Ruby Grant Park

Mr. Olsen said Council approved an amendment to the design contract on November 10, 2020, to do additional design work for the youth football practice fields, additional parking and a restroom building to be located in the northwest portion of the park. He said Crossland Construction has begun moving earth for the practice fields and should they should be completed with them by late summer/early fall.

Park Board Special Meeting

Page 6 of 8

March 4, 2021

Rotary Park

Mr. Olsen said crews also continue working during good weather days to complete the new restroom building at Rotary Park and should be ready for use when the warm weather returns. He said several benches and trash cans will be replaced in the park.

Multi-Sport/Indoor Aquatic Facility

Mr. Olsen said a kick-off meeting was held recently and showed the Board a rendering of the facility. He said the City has a Memorandum of Understanding (MOU) with Norman Regional Hospital for a 2-story clinic in the facility.

Griffin Park

Mr. Wade Thompson, Park Superintendent, said the contractor is working on concrete and grading at Griffin Park. He said fields will be sprigged in May and will be completely ready for next Spring.

Senior Wellness Center

Mr. Olsen said a kick-off meeting was held recently. He said the Senior Wellness Center will be located at the Norman Regional Hospital Porter Campus at the southeast corner of Findlay Street and showed a rendering of the facility to the Board. Mr. Olsen said a ground breaking is scheduled for September/October 2021 and will take one year to construct with scheduled opening in 2022.

Park Maintenance Facility at the Municipal Maintenance Complex

Mr. Thompson said the new Municipal Maintenance Complex is formed up and ready for the foundation work. He said the facility was originally scheduled to be completed by October, 2021; however, the weather will delay the completion to the end of the year.

Neighborhood Parks

Mr. Olsen said Wallace Engineering is currently working on construction drawings for Saxon Park for the next phase of the park to include installing/completing roads through the park, additional parking, a large community playground, restrooms and park shelters and park signage. He said a tribal group is also partnering with the City to add a Pow Wow ground area to the park. Chair Wright asked whether the emergency phone at Saxon Park had been repaired and Mr. Thompson said yes.

Commissioner Sallee asked about the future neighborhood park for the St. James Addition and Mr. Olsen said the City is acquiring the land now. Commissioner Favors asked what neighborhoods would the new neighborhood park serve and Mr. Olsen said Summit Valley, Bellatona, South Lake, and St. James Additions.

ITEM 10, being

MISCELLANEOUS DISCUSSION

Mr. Jason Olsen, Recreation Superintendent, said Staff had a Park-Wide Cleanup Day on Martin Luther King Jr. Day, January 18, 2021, and it was a huge success. He said 22 groups cleaned 22 parks and Staff will make it an annual event.

Sports Talk 1400 partnered with the City and held the Daddy Daughter Dance @Home on February 6, 2021. The dance was broadcasted Live on 99.3 FM, 1400 AM, and the SportsTalk app/website. Mr. Olsen said several businesses also partnered with the Parks and Recreation Department and gave away 500 swag bags. He said the dance was very successful and the radio broadcast had the highest rating ever for the radio station on a Saturday.

Park Board Special Meeting

Page 7 of 8

March 4, 2021

Mr. Olsen said the Parks and Recreation Department will begin having more in-person events, beginning with the Easter Egg Hunt at Reaves Park on April 2nd. He said this event was moved from Andrews Park because there is more room to social distance at Reaves Park. The first hunt will be at 6pm for non-walkers and children 2-4 years old; the second hunt will be at 6:30pm for 5-8 year olds, and an ADA friendly area will be available both hunts. People can also choose a drive-through for candy experience if they do not want to go to the in-person event.

Mr. Olsen said Staff is discussing in person concerts scheduled in May, as well as the July 4th event at Reaves Park. He said he will be providing more information as those events get closer.

Mr. Olsen said the Parks and Recreation Department has teamed up with NRH and will use some of our recreation centers to hold COVID Vaccination Pods. He said Staff is very proud to be a part of these vaccination events.

Chair Wright asked about the events "Move with the Mayor" and Mr. Olsen said there is a "Coffee Hike Social" this Saturday, March 6 at Sutton Wilderness Park. Commissioner Ross said there is a clean-up in the afternoon on March 6, at Sutton Wilderness Park and invited the Board to attend.

Commissioner Sallee asked which group adopted Saxon Park and Mr. Wade Thompson, Park Superintendent, said the Saxon Wild Guard.

Rick Parish, Westwood Golf Professional, requested to give his update on the Annual Westwood Presentation, specifically the Golf Course, and the Board returned to Item #8.

ITEM 8, being

ANNUAL PRESENTATION FROM WESTWOOD GOLF

Mr. Rick Parish, Westwood Golf Professional highlighted current programs at Westwood Golf beginning with the Men's Golf Association which is a Saturday league which is set to begin in mid-March with a 3-man scramble. He said in total, there are nine events scheduled, concluding with a Westwood Club Championship in August, 2021. Mr. Parish said the Thursday League will also begin in March with weekly tournaments; however, the actual league will begin in late April and conclude in October and have 12-weeks of league play as well as 21-9 hole tournaments. He said Westwood lost five tournaments and 4 league nights due to COVID-19.

Mr. Parish said the Westwood ladies will begin playing on Thursday mornings beginning in May. He said seniors will kick off with a 2-man best ball tournament in April begin playing every Wednesday morning thru October. Mr. Parish said 20-30 senior players participate every week.

The Mens and Ladies Clinic was cancelled in 2020 due to COVID-19; however, Westwood will host the clinics in May 2021. He said the 46th Invitational, is scheduled for July 3, 4, & 5, 2021. He said the tournament was held in 2020; however, the field was limited to 140 players. The Ping Junior Golf University, was cancelled in 2020 due to COVID-19; however, it will start back up in June 2021, and will have 8 players per team, ages 12 to 18. Mr. Parish said First Tee cancelled the Spring session, but Summer and Fall sessions will be scheduled on Wednesday nights and will be limited to 40 kids (generally, 75 kids participate).

Mr. Parish said Westwood has become one of the more popular sites according to the US Kids Director and the entry numbers confirm that. He said Westwood hosted 113 tournaments in May, 2020; 67 tournaments in June, 2020; 106 tournaments in September and 104 tournaments in October. Mr. Parish said 84 players participated in the 2020 South Central Section, PGA, Jr. Tour

Park Board Special Meeting

Page 8 of 8

March 4, 2021

and the 2020 Westwood Jr. Academy will begin June 15th and finish with the Jr. Academy Championship on July 21st. The Academy was limited to 60 kids in 2020; 60-90 kids have participated in the past. The Westwood Free Jr. Clinic was cancelled in 2020 due to COVID-19, and will be scheduled on June 1st and 2nd, 2021.

Mr. Parish said the 2019 Disc Golf Tournament was very successful, making \$5,000 more than in 2018, and Westwood was going to attempt having two Disc Golf Tournaments, one in April, 2020 and the other in September, 2020; however, both were cancelled due to COVID-19. He said Staff is currently discussing a tournament during the April aerification.

Mr. Parish said Westwood hosts Norman High on Monday, Norman North on Tuesdays, and Alcott, Irving, Whittier, and Longfellow Middle Schools on Wednesdays. The 6A Girls, Sabercat JV 9-Hole Tournament is scheduled for March 11, 2021, and the 6A Lady Sabercats Varsity Invitational is scheduled on March 22, 2021.

Westwood will host the Girls 3A State Preview Tournament for the third year in a row on April 1, 2021, along with the Girls 3A State Golf Tournament on May 5th & 6th, 2021. Due to COVID-19, the 2019 tournaments were cancelled

Mr. Parish said in FYE 20, Westwood hosted 17 outside tournaments which was down 23 outside tournaments and 27 internal tournaments from the previous year, i.e., WMGA, Invitational and Scrambles. He said although the Golf Course was closed all of April, 2020, due to the pandemic, the overall rounds from May thru December 2020 were up 5,039 from the same time period in 2019.

Mr. Parish said the Pro Shop continues to give discounts to Annual Members, and Mens and Ladies Golf Associates. He said Staff also sends out 1,000+ emails to patrons each month giving them monthly and/or birthday specials.

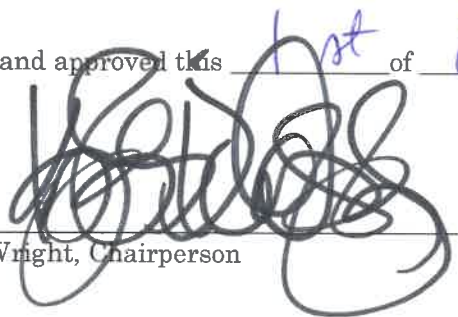
The Board acknowledged the presentation.

ITEM 11, being

ADJOURNMENT

Chair Wright adjourned the meeting at 7:08 p.m.

Passed and approved this 1st of April 2020



Kristi Wright, Chairperson