

Norman Forward Senior Center  
Ad Hoc Advisory Group  
July 24, 2019

The Norman Forward Senior Center Ad Hoc Advisory Group of the City of Norman, Cleveland County, State of Oklahoma, met in the Municipal Building City Council Chambers on the 24th day of July, 2019 at 4:00 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:

CALL TO ORDER AND ROLL CALL

Present: Chairperson Hobson and Members Bailey, Bonner, Knudson, Terry and Vaughn

Absent: Member Jewell

Others Present: Paul Arcoli, Dave Boeck, Art Chapman, Will Decker, Paula Price, and Kamala Jollie-Stewart

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

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ITEM 2, being:

REVIEW OF MINUTES APRIL 3, 2019 MEETING

Member Terry made the motion seconded by Member Knudsen to approve the minutes. The vote was taken with the following results:

YEAH: Chairperson Hobson and Members Bailey, Bonner, Knudson, Terry and Vaughn

NAY: None

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ITEM 3, being:

UPDATE SENIOR CENTER DESIGN CONTRACT

Mr. Jud Foster, Director of Parks and Recreation, provided an update to the Senior Citizens Center Ad Hoc Group stating a Request for Qualifications for design services for the Senior Citizens Center, as well as the Indoor Aquatic and Multi-Purpose Facilities, were issued in March, 2018. Proposals were submitted by 16 different design teams and held until such time as the project sites and funding were identified by City Council. Proposals were reviewed by a staff committee and narrowed to six teams, who were subsequently invited for interviews. The team led by Frankfurt, Short, & Bruza (FSB) was determined to be the most

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creative and best fit for these projects, and includes expertise from Barker-Rinker-Seacat, Architecture (Senior Wellness Center and Multi-Sport Facility); Water Technology, Inc. (Indoor Aquatic Center); SMC, Inc. (Platting/Zoning) and various other design professionals with experience in planning and designing these types of facilities.

Mr. Foster said Council will consider Contract K-1920-40, with FSB on August 27, 2019, and if approved, FSB will conduct a variety of citizen input activities; work with Ad Hoc Groups and Park Board to gather additional citizen input; Gather and document detailed site information; manage geotechnical evaluation for the three (3) sites; Provide rezoning and platting services for the University North Park site; determine all necessary permits required; provide written analysis of design requirements, phasing, project layout and design, cost analysis and coordinate with construction manager; furnish plans and specifications to utility companies as needed; prepare separate preliminary and final contract documents, specifications and bid documents in accordance with local and state bidding codes; attend all project related meetings during plan development, design development, and contract development; and meeting with City Staff and City Council as needed.

Mr. Foster said the Ad Hoc Group is welcome to attend the Council meeting scheduled on August 27, 2019, at 6:30 p.m. He said if Council approves the contract, Staff will schedule a meeting soon thereafter with the Ad Hoc Group and FSB.

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ITEM 4, being:

#### DISCUSS IDEAS FOR NEW FACILITY

Mr. Foster said there will be two (2) Ad Hoc Groups for the three (3) projects; this Ad Hoc Group for the Senior Citizen Center and another Ad Hoc Group (to be soon-appointed by the Mayor) for the Indoor Aquatic/Multi-Purpose Facilities. He said there may be a meeting or meetings during the process where both Ad Hoc Groups meet to discuss items, specifically, if the Senior Center design includes an indoor pool. Mr. Foster said many ideas for the new Senior Center has included: pool or no pool, monthly dues or no dues; wellness center within or close to the Senior Center; etc., and the design contractor will be brought up to date on input and ideas for the new senior center.

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ITEM 5, being:

#### MISCELLANEOUS

Mr. Dave Boeck, concerned citizen, said a list of 17,000+ people who are registered voters over 50 years of age has been compiled together in order to accomplish a worthwhile citizen survey. Mr. Paul Arcoli, concerned citizen, said he put together the list and he did not want to wait for the design contractor but rather would like for the City to fund a citizen survey. Mr. Foster said he appreciated the work done on the citizen contact list and said he is confident that the City will fund a citizen survey. He said he believed one of the first priority items for the design consultants to do is conduct a citizen survey to gather input. Mr. Boeck said a large population of seniors do not use computers and Mr. Foster said FSB has a lot of experience with designing senior centers as well as working with/reaching out to seniors to gain citizen input.

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Member Knudsen felt like this Ad Hoc Group does not have any diversity and the promotion of public meetings need to include diversity, i.e., different ethnicities, faith, etc. Member Terry asked whether it would be appropriate to form sub-committee that can go around Norman, including churches, and ask for senior citizen input. He said he would like to be a part of such a sub-committee and Mr. Foster said yes, a sub-committee can be formed. Mr. Foster suggested the sub-committee, and/or Ad Hoc Group as a whole, bring this topic up to the design contractor and let them organize citizen input under one umbrella so that everyone can work together to gain the input desired. Member Terry asked whether Staff had a brochure or flyer with senior center information and Staff said there is no brochure currently. Mr. Foster said the Parks and Recreation Department has a contract with Bold Multi-Media for advertising and printing design and Staff can set up a meeting between Member Terry and Bold in order to prepare a brochure.

The Ad Hoc Group discussed and determined the sub-committee members include the following:

Chair Gale Hobson  
Member Bill Terry  
Member Tammy Vaughn  
Dave Boeck, Concerned Citizen  
Montgomery Johnson, Concerned Citizen

The sub-committee mentioned several dates and Chair Hobson agreed to hold the first sub-committee meeting at her office on Friday, August 23, 2019.

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ITEM 6, being:

ADJOURNMENT

Member Bailey made the motion seconded by Member Bonner to adjourn. The vote was taken with the following results:

YEAH: Chairperson Hobson and Members Bailey, Bonner, Knudson, Terry and Vaughn

NAY: None

Passed and approved this 4<sup>th</sup> of September 2019

Gale Hobson  
Gale Hobson, Chairperson