

Norman Board of Parks Commissioners  
Regular Meeting  
November 1, 2018

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 November, 2018 at 5:38 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: Chairman Dolan, Commissioners Favors, Sallee, Salmond, and Wright

Absent: Commissioners Isacksen and Rogers

Tardy: Commissioner Moxley

City Officials

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

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ITEM 2, being:

APPROVAL OF THE OCTOBER 4, 2018 MEETING MINUTES

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

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

NAY: None

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ITEM 3, being:

APPROVAL OF THE AGENDA

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

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

NAY: None

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Commissioner Moxley arrived at 5:41 p.m.

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ITEM 4, being

ANNUAL PRESENTATION FROM NORMAN-CLEVELAND COUNTY HISTORICAL MUSEUM

Ms. Sue Schrems, Cleveland County Historical Museum (CCHM), highlighted their July 2017 – July 2018 annual budget to the Board and a written report including financial information was submitted prior to the meeting. She said the City of Norman grant of \$30,870 helps employ the newest employee, Amy Pence, Museum Manager, who replaced Stephanie Hixon.

Ms. Schrems gave a narrative of annual activities at CCHM have continued to maintain current programming while working towards creating a quality visitor experience, and pursuing the mission of presenting, preserving, and sharing Cleveland County's history. She said CCHM continues to host four major exhibits including Victorian Holiday Traditions, Pioneer Cooking, Norman's Early Schools, and a Quilt Show. Ms. Schrems said in attempt to create a more accessible museum, each exhibit was open at least one time in the evening and also included an interactive element. She said CCHM also hosted a variety of new and annual events and the Holiday Open House continues to be the most popular event. CCHM was able to host a special holiday evening for two nights; the first in conjunction with the December Second Friday Art Walk, and the second following Norman's Holiday Parade. The Historic House also hosted two additional gatherings in December for the Downtowner's Association, and a local Girl Scout Troop holiday tea party event.

The CCHM continue to provide many educational programming opportunities for the public and hosted a lecture discussing the history of Sundown Towns in Oklahoma. Ms. Schrems said the event was well attended by the community and was presented by OU professor, Michael Givel. CCHM continued the Children's Summer History Camp for children ages 7-12 and this year's enrollment was the highest at 45 children across four sessions. A new program was introduced this summer, a Weekly Storybook Hour in the Formal Parlor of the historic house every Thursday in June.

The CCHM feels very positive about the programming, outreach, and historical information that are being shared with the community through the initiatives over the past year.

The board acknowledged the report.

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ITEM 5, being

**DISCUSSION REGARDING A PROPOSAL FOR THE NORMAN YOUTH BASEBALL AND SOFTBALL PROGRAMS AT GRIFFIN PARK**

Mr. Jason Olsen, Recreation Superintendent, said a portion of the Griffin Community Park site has been developed for the purpose of providing baseball and softball playing facilities to the Norman community. He said the youth baseball and softball programs at Griffin Park have been operated by the City of Norman Parks and Recreation Department. Mr. Olsen said the Ball Clubs of Norman (BCN), formerly Norman Youth Baseball Academy, has been organizing baseball and softball teams, camps and training for the youth of Norman for the past four years. BCN has expressed an interest in organizing the youth baseball and softball leagues at Griffin Community Park. Subsequently, Request for Proposal RFP-1819-22, was issued in September for any group or organization interested in submitted a proposal for review and BCN submitted their proposal on October 12, 2018. Staff feels BCN can provide improved youth baseball and softball programming that will benefit the youth of our community. Through the use of a volunteer base, the BCN will be able to provide the same level, or greater, of league activities as in the past programming, as well as additional skills and camp training opportunities and substantially more weekend tournament activities. Hosting tournaments for out of town teams has been a priority for many people involved with planning Norman Forward projects. Staff would also anticipate an overall reduction in our Recreation Division operating budget of approximately \$30,000 as a result of savings from the program and field maintenance costs with are greater than the current program revenues.

Mr. Olsen introduced Mr. Terry Utley, President of BCN, and Mr. Utley presented the BCN program. He said the BCN organization formed in 2014, has a baseball academy and training facility, and coaching for both leagues and tournaments. He provided pictures of the practice fields to include an indoor facility, batting cages and pitching mounds.

Mr. Utley highlighted the operational overview beginning with the league/tournament format to include:

- Age/Birth Date cutoff - January 1<sup>st</sup>;
- Age Divisions Offered - Baseball: 6U, 7U, 8U, 10U, 11U, 12U, and 14U and Softball: 6U, 8U, 10U, 12U, and 14U;
- Playing Rules: Baseball – USSSA/MLB and Softball – USSSA;
- Registration Opening Dates – SPRING: first week of January and FALL: last week of July; and
- Registration Closing Dates – Approximately three weeks prior to season start.

Mr. Utley said highlighted the league/tournament for league and tournament play and described the methods of registration for teams and individuals which includes online, in person and mailing in registration forms. He went over the program fees for baseball as well as softball, stating the league participants would be responsible for paying the umpires. Mr. Utley highlighted the tournament fees and said the umpire fees are included with the team entrance fee. He said the fees are set up so that the teams would pay a gate fee of possibly \$100 each so there would not be a gate during the games. This promotes and encourages more people to come and watch the tournaments. Mr. Utley said additional reasons to consider BCN include the following: lease rate; minimum insurance level; field maintenance; reallocation-lease existing infrastructure; electrical costs; and communications.

Commissioner Sallee asked where BCN is located and Mr. Utley said west of 48<sup>th</sup> Avenue N.W. and north of Tecumseh Road. Commissioner Salmond asked about the fees involved and Mr. Utley said they currently offer academy training for a monthly fee; however, going forward they will try to integrate skills night on Wednesday for age groups and team groups. Commissioner Moxley asked whether anyone could participate and Mr. Utley said yes. Commissioner Moxley asked what would happen to players “not as good” if a recreational team decided to go to AAU play and Ms. Carrie Utley, BCN Secretary/Treasurer said it has been BCN’s policy to never turn anyone away. He asked about the fees and to keep in mind the people who cannot pay but want to play. Ms. Utley said BCN does offer scholarships to help with monthly fees.

Commissioner Sallee asked if BCN is a non-profit and Mr. Olsen said if Council approves a contract with BCN, they would be under contract to report financials annually to the Board similar to Norman Youth Soccer Association. Mr. Utley said the league will operate as before but hopefully offer more stating BCN’s focus is more player development versus team development. Commissioner Salmond asked whether the City or BCN would pay for mowing and lights and Mr. Olsen said the contract will be a five-year step; i.e., 80% of electrical costs the first year then 20% less each year thereafter. Mr. Utley said BCN will supplement the City on mowing and eventually take over. Commissioner Salmond said the fields need to be maintained properly and would like hard numbers to decide whether or not he would recommend the proposal.

Commissioner Wright asked whether the umpires have been an issue and Staff said yes, at times. Mr. Utley said BCN is trying to obtain Lance Chapman’s services and addressing umpire issues as well as field conditions are a couple concerns they want to explore.

Commissioner Wright asked about staff reduction for the Parks and Recreation Department and Mr. Olsen said the Sports Coordinator position will be moved to the Senior Center to expand programs there. He said making the position change will have a budget savings of \$30,000. Commissioner Salmond asked to see the numbers and Mr. Olsen said yes.

Commissioner Sallee made the motion and Commissioner Moxley seconded to accept the proposal. The vote was taken with the following results:

YEAH: Chairman Dolan, Commissioners Favors, Sallee, and Wright  
NAY: Commissioner Salmond

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ITEM 6, being

MISCELLANEOUS

Mr. Jason Olsen, Recreation Superintendent, gave updates on the Norman Forward projects to include the Westwood Tennis Indoor Facility project and stated the contractor has been working as weather permits to finish the dirt work in preparation for the concrete contractor to begin the footing and slab construction. He said the fire vault and new hydrants were installed and underground electric supply lines will be installed soon. Mr. Olsen said the scheduled completion date in March of 2019.

Mr. Olsen said the contractor completed installation of the synthetic turf safety surfacing and the new swings were hung to complete the construction at the 12<sup>th</sup> Avenue Recreation Center. He said a separate contractor will complete the fence and dirt work around the playground as weather permits. Mr. Olsen said the contractor is working to complete the roof and columns on the new restroom and shelter building being constructed at Northeast Lions Park entrance/parking lot. He said work will continue through November, when the new picnic tables, drinking tables, drinking fountain, information board and all interior finished will be added.

Mr. Olsen said there were two Ruby Grant Park Stakeholder meetings early today; the first was held at 2:00 p.m., whereas contractor, Howell and Vancuren, provided an overview of the park planning and design and requested stakeholder comments regarding accessibility of proposed park components. The second meeting was held at 3:30 p.m. and the contractor again provided an overview of the park planning and design and requested stakeholder comments regarding the proposed dog park, disk golf and cross country running facilities. Mr. Olsen said after the Park Board meeting, a third Ruby Grant Park Public Meeting will be held (at 6:30 p.m.), whereas the public has been invited to attend. He said the contractor will give a presentation of the park planning and design and welcomes public input and comments.

Commissioner Wright asked about the temporary ramps being built at Legacy Park and what was the timeframe for them to be finished/installed. Mr. Olsen said the ramps are currently being constructed but may take a couple of months to finish. He said he would get the information and send to the Board.

Commissioner Moxley asked about the lights on the fountains at Legacy Park and Mr. Olsen said they are currently out to bid.

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ITEM 8, being

ADJOURNMENT

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

YEAH: Chairman Dolan, Commissioners Favors, Moxley, Sallee, Salmond, and Wright

NAY: None

Passed and approved this \_\_\_\_\_ of \_\_\_\_\_ 2018

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Bud Dolan, Chairperson