Norman Board of Parks Commissioners
August 6, 2026

The Norman Board of Parks Commissioners of the City of Norman, Cleveland County, State of Oklahoma, met in a Regular Session in the Development Center Conference Room A, on the 6th day of August, 2026, at 5:30 p.m., and notice of the agenda of the meeting was posted at the Development Center Building at 225 N. Webster Avenue and on the City website at least 24 hours before the beginning of the meeting.

ROLL CALL

Present:	Chair Sheriff and Commissioners Isacksen, Nanny, Tedder-Loffland, Wright, and Wyckoff
Absent:	Commissioners Davison, Fagin, and Usry
City Officials Present:	Jason Olsen, Director of Parks and Recreation James Briggs, Park Development Manager Cyriacus Igwilo, Interim Recreation Manager Paul Krout, Golf Maintenance Superintendent Jeff Moody, Event & Media Coordinator Rick Parish, Golf Operations Manager Megan Phelan, Park Planner Wade Thompson, Parks Manager BJ Brewer, Administrative Technician III

ITEM 1, being:

CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF MINUTES FROM THE MAY 7, 2026, PARK BOARD REGULAR MEETING

Commissioner Wyckoff made the motion, and Commissioner Nanny seconded to approve the Regular Park Board minutes of May 7, 2026. The vote was taken with the following results:

YEAH:	Chair Sheriff and Commissioners Isacksen, Nanny, Tedder-Loffland, Wright, and Wyckoff
NAY:	None

ITEM 2, being:

CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PREVIOUSLY APPROVED COUNCIL ITEMS

Mr. Jason Olsen, Director of Parks and Recreation, highlighted the previously approved Council actions from June and July 2026, about the Parks and Recreation Department, as follows:

- FYE 2027 City of Norman Proposed Operating and Capital Budgets and Norman Convention and Visitors Bureau Inc, FYE Budget with Detailed Annual Plan of Work
- Discussion Regarding Updates to Ordinances Related to City Parks
- Proclamation P-2526-47: Proclaiming Friday, June 19, 2026, as Juneteenth Day
- Proclamation P-2526-48: Proclaiming the Month of June 2026, as LGBTQ+Pride Month
- Proclamation P-2526-52: Proclaiming the Month of July 2026, as Parks and Rec Month
- Final Acceptance of Contract K-2526-149 with Happy Playgrounds LLC for the Northeast Lions Park Playground Project & Final Payment of $230,000
- Final Acceptance of Contract K-2526-150 with Play and Park Structures for the Eagle Cliff Park Playground Project & Final Payment of $200,000
- Contract K-2526-192 with City Care Inc for the Operation of an Emergency Overnight Shelter
- Final Acceptance of Contract K-2526-148 with Play By Design Inc for the Sutton Place Park Playground Project & Final Payment of $185,000

- Contract K-2526-188 with Norman Convention & Visitors Bureau to Encourage, Promote, and Foster the Convention and Tourism Development of the City and Provide for the Administration of the Tax & Allocation of a Portion of Transient Guest Tax Revenues Collected in Norman for Said Services
- Contract K-2526-189 with Norman Arts Council for the Promotion of Arts Program to Encourage, Promote, and Foster the Convention and Tourism Development of the City and Provide for the Administration of the Tax & Allocation of a Portion of Transient Guest Tax Revenues Collected in Norman for Said Services
- Contract K-2526-194 for Purchase and Sale Agreement with Landmark Development Group LLC and Sooner River LLC for Purchase of Properties for $692,000 from the NF Fund Balance for the future NF Canadian River Park and Trails
- Proclamation P-2627-4: Proclaiming August 7, 2026, as Purple Heart Day
- Contract K-2627-26: with Dr. Pepper/Seven Up Inc for the Purpose of establishing a long-term tourism, branding, and Event-Activation Partnership in Relation to the Lindsey Street Water Tower
- Contract K-2627-27: with FSB for the Design & Engineering of the Homeless Shelter AKA the Norman Housing Hub in the Amount of $107,312
- Ordinance O-2726-7: Prohibiting Camping and Establishment of Encampments on Public Property, Prohibiting Obstruction of Public Sidewalks, Trails, Easements and Access Routes, Providing Exceptions and Providing for Enforcement
- O-2627-8: Amending Section 2-316 and Section 24-507 of the Code of the City of Norman, Providing for Oversight, Prohibiting Certain Activities in Public Parks, Providing Exceptions and Enforcement

Mr. Olsen said a couple of ordinances were delayed, one about camping and one related to City parks. He said Council asked for more information and wanted the opportunity to discuss at a Council Study Session, specifically camping on public land and sidewalk/easement accesses due to camping on public land.

ITEM 3, being:

CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE ANNUAL REPORT FROM FIREHOUSE ART CENTER

Mr. Andy Couch from the Firehouse Art Center (FAC) presented the annual report for the Firehouse Art Center (FAC), and financials were given to the Board prior to the meeting. He said the FAC serves thousands of individuals through visual arts programming and offers a variety of classes, including painting, drawing, printmaking, fiber, jewelry making, sculpture, photography, and ceramics.

Mr. Couch said FAC had 43 summer camps and offered classes from ages 2-14 through the Art After School Program during the winter, spring, and fall semesters, and the Children's Summer Art Program during the summer. He said the number of programs grew from 29 to 35 in April 2026, and the ceramics department expanded to 100 students. He said FAC also partners with Norman Public Schools to provide the Art Sparks Program to 5th-grade students, with Red Earth to host indigenous artists' workshops every month, and with the Oklahoma Native Plant Society, which hosted a group show that complemented the new pollinator garden. He highlighted the Healing Studio for adults with disabilities, as well as other programming offered, including Art Forces for U.S. Military Veterans and the Firehouse Equality Club. Mr. Couch mentioned that the Midsummer Night's Fair committee is discussing a July event in collaboration with FAC, The Depot, and Parks & Recreation.

Commissioner Wright made the motion, and Commissioner Wyckoff seconded, to accept the annual report from Firehouse Art Center and recommend submitting the report to the City Council. The vote was taken with the following results:

YEAH: Chair Sheriff and Commissioners Isacksen, Nanny, Tedder-Loffland, Wright, and Wyckoff

NAY: None

ITEM 4, being:

CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE ANNUAL REPORT FROM WESTWOOD GOLF AND GOLF MAINTENANCE

Westwood Golf: Mr. Rick Parish, Westwood Golf Professional, presented the annual report for Westwood Golf (WW Golf) to the Board, noting strong financial performance in FY26 with revenue reaching $1,352,228.02, up from $1,179,327.12 in FY25. He highlighted the launch of a new couples league and two-player categories at the 51st WW Golf Tournament. Although the driving range's closure from December 2025 to June 2026 impacted revenue, its reopening improved operational resilience and player experience.

Mr. Parish emphasized various programs and services, including Men's, Ladies', Seniors', and Couples Leagues, as well as partnerships with organizations like First Tee OKC and Youth on Course. WW Golf recorded 32,399 rounds played through April 2026, showing growth. Marketing efforts include BOLD Multimedia for social media, a new collaboration with Golf Now to enhance tee time utilization, and a collaboration with Youth on Course, which facilitates affordable junior access and reimburses WW Golf $9.00 per round.

Westwood Golf Maintenance: Mr. Paul Krout, Golf Maintenance Superintendent, presented the WW Golf Maintenance report, noting strong playing conditions and infrastructure improvements in 2025. He highlighted excellent greens, progress on driving range renovation, and emphasized the weed control program, mowing operations, irrigation, and tree management. The driving range renovation involved establishing boundaries, using non-selective herbicides, addressing irrigation, improving drainage, and laying sod in the spring for a June reopening. For 2026, priorities include irrigation improvements, maintaining championship-quality greens, enhancing equipment reliability, expanding robotic mowing, and controlling costs. He also mentioned a July 4 storm that caused significant tree damage and closed the course for nearly a week, with ongoing cleanup expected to continue for months.

Commissioner Wright made the motion, and Commissioner Wyckoff seconded, to accept the annual report from Westwood Golf and Golf Maintenance and recommend submitting the report to the City Council. The vote was taken with the following results:

YEAH: Chair Sheriff and Commissioners Isacksen, Nanny, Tedder-Loffland, Wright, and Wyckoff

NAY: None

ITEM 5, being:

UPDATE REGARDING THE FINANCIAL STATUS OF THE NORMAN FORWARD PROGRAM

Mr. Jason Olsen, Director of Parks and Recreation, updated the Board on the Norman Forward (NF) Program's financial status, first presented to them on April 2, 2026. He noted that the program is expected to have an $11 million fund balance after completing the remaining projects. The Board reviewed and acknowledged the proposed projects, particularly supporting the Gym Expansion at AWE, the City-Wide Park Signage Project, and the initiatives for Griffin, Andrews, and Reaves Parks, as they host numerous events.

Mr. Olsen reported that on July 10, 2026, Staff updated the NF Tax Citizen Financial Oversight Board (CFOB) on the financial status and proposed projects for the NF Program. The CFOB unanimously approved the Parks and Recreation Department's project priority list, which includes the Gym Expansion at AWE, the City-Wide Park Signage Project, and upgrades for Griffin, Andrews, and Reaves Parks. A letter was sent to the Mayor and City Council confirming this approval. Staff is pursuing grants for the Andrews and Reaves Park Projects, having already secured a TSET grant for the kidspace playground and shelter at Reaves Park, and for park signage installation at Ruby Grant Park.

Staff recommended that the Board send the City Council the Park & Recreation Department's staff recommendations for the proposed NF Projects list related to the projected NF Program excess fund balance.

Commissioner Tedder-Loffland made the motion, and Commissioner Isacksen seconded to recommend the Parks and Recreation Department's recommendations for the proposed NF Projects list related to the projected NF Project excess fund balance. The vote was taken with the following results:

YEAH:	Chair Sheriff and Commissioners Isacksen, Nanny, Tedder-Loffland, Wright, and Wyckoff
NAY:	None

ITEM 6, being:

CAPRA UPDATE

Mr. Olsen announced that Mitchell Richardson, who typically provides the CAPRA update, has resigned since our last meeting to take a new job in Arizona. After discussions, it was decided to open a position for an Assistant Director of Parks & Recreation while retaining the Recreation Manager role. Mr. Olsen said until both positions are posted and filled, Cyriacus Igwilo will be our Interim Recreation Manager. Mr. Igwilo said the staff is going through the paperwork, and we have a good majority of the chapters completed. He said the review process for Chapter One has started, and our final draft should be completed by October 31, 2026.

ITEM 7, being:

NORMAN FORWARD UPDATE

Mr. Jason Olsen, Director of Parks and Recreation, said we recently had playground ribbon cuttings at Sutton Place, Eagle Cliff, and Northeast Lions Parks. He said the playground at Bluestem Park is complete, but work on the park as a whole is still underway, with completion expected in the fall. Mr. Olsen said the City continues the due diligence with the land purchase recommendation for the Canadian River Park. Once finalized, the staff will open bids for a design contractor to begin developing a plan that will align with the Trail Master Plan along the Canadian River, hopefully connecting back to Saxon Park and meeting up with the multimodal trail to Clear Bay at Thunderbird Lake State Park. Mr. Olsen said we are awaiting the utilities and road construction plans, but we are very close to finalizing the plans for Saxon Park.

ITEM 8, being:

DIVISION UPDATE

Mr. Wade Thompson, Parks Manager, said his crews have been working over the past two months clearing trees and debris from the July 4th storm event. He wanted to commend his staff, noting that some crew members worked all day at the Norman Fourth Fest and, before their shifts ended, began clearing tree limbs and debris that evening and into the next morning. He mentioned that most crews worked 12-hour shifts during the first couple of days after the storm. Mr. Thompson stated that the staff continues to clean up trees and debris and stay on top of our regular tasks. He mentioned that the staff recently installed a new playground at McGeorge Park and will be installing the turf there soon.

Mr. James Briggs, Park Development Manager, reported that staff are repairing storm damage from July 4th, including downed fencing at Westwood Tennis, and needed repairs at YFAC's sand volleyball and pickleball courts. They are pursuing TSET grant funding for the Reaves Park Kidspace playground, which will be removed soon. Mr. Briggs announced that the Daughters of the American Revolution dedicated a new 250-bike rack at Reaves Park. At Bluestem Park, work is nearly complete on the volleyball courts and walking trails. They are finalizing the Bishop Creek Eco Park rain garden and facilities, aiming for an October ribbon-cutting. Staff is also finalizing the land deal for South Lake Park, the last new neighborhood park, and is working on several landscaping projects, including a bike-and-pedestrian space at the Lindsey Street water tower.

Additionally, they are removing invasive species at Sutton Wilderness and restoring nearby prairies. The City Forester is pursuing a grant for tree plantings in economically disadvantaged areas of Norman.

Mr. Cyriacus Igwilo, Interim Recreation Manager, highlighted the programs held in June, July, and August, starting with the Fishing Derby at Griffin Park, the American Cancer Society nationally accredited the childcare sites, Juneteenth at Reaves Park, Fourth Fest Home Run Derby, and Outdoor Movie night showing *Captain America*, both at Reaves Park. He said Westwood Family Aquatic Center held Dog Night, Junior Lifeguard Academy, and hosted the Lifeguard Games and Lifeguard Appreciation Day. Staff celebrated National Parks and Recreation Month in July with several luncheons at various divisions, fun skits, and snow cones at each site. Mr. Igwilo said Summer Camp will wrap up soon, and the After School Program will resume on August 12th. *Minecraft* movie will show at the Outdoor Movie Series at Lions Park and Nerf Night will be held at the 12th Avenue Recreation Center.

MISCELLANEOUS ITEMS

None.

PUBLIC COMMENT

Mr. Michael Givel, Ward 2 citizen, asked about the Adkins Crossing Park, specifically who maintained the wagon-wheel plaque honoring Roger Atkins, which the Cleveland County Historical Society erected. He felt the plaque needed to be updated to include a more in-depth history. Park Staff said they would research and get back with Mr. Givel.

ADJOURNMENT

Chair Sheriff adjourned the meeting at 7:10 p.m.

Passed and approved this 1st of October 2026

Sherrel Sheriff, Chair