

CITY OF NORMAN, OK BOARD OF PARKS COMMISSIONERS MEETING

Development Center Conference Room A 225 N. Webster Ave, Norman, OK 73069

Thursday, May 01, 2025 at 5:30 PM

AGENDA

It is the policy of the City of Norman that no person or groups of persons shall on the grounds of race, color, religion, ancestry, national origin, age, place of birth, sex, sexual orientation, gender identity or expression, familial status, marital status, including marriage to a person of the same sex, disability, relation, or genetic information, be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination in employment activities or in all programs, services, or activities administered by the City, its recipients, sub-recipients, and contractors. In the event of any comments, complaints, modifications, accommodations, alternative formats, and auxiliary aids and services regarding accessibility or inclusion, please call 405-366-5424, Relay Service: 711. To better serve you, five (5) business days' advance notice is preferred.

ROLL CALL

MINUTES

1. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF THE MINUTES AS FOLLOWS:

BOARD OF PARK COMMISSIONERS REGULAR MEETING MINUTES OF MARCH 6, 2025

ACTION ITEMS

- 2. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF PREVIOUSLY APPROVED CITY COUNCIL ITEMS
- 3. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT OR POSTPONEMENT OF THE WESTWOOD PARK GOLF AND TENNIS FACILITIES MASTER PLAN PROJECT
- 4. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF LAND OR FEE IN LIEU OF PARK LAND FOR THE IRONWOOD HILLS PUD ADDITION
- 5. CONSIDERATION OF THE ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A DONATION IN THE AMOUNT OF \$58,625 FOR BUILDING IMPROVEMENTS AT THE REAVES PARK BUILDING, LOCATED AT 121 E. CONSTITUTION
- 6. DISCUSSION REGARDING LAND EXCHANGE FOR PROPERTY THE CITY OF NORMAN OWNS ADJACENT TO ADAMS AND EISENHOWER ELEMENTARY IN

EXCHANGE FOR PROPERTY THAT NORMAN PUBLIC SCHOOLS OWN ADJACENT TO HIGH MEADOWS PARK

7. ANNUAL REPORT FROM LITTLE AXE YOUTH SPORTS

REPORTS

- 8. NORMAN FORWARD UPDATE
- 9. DIVISION UPDATE

MISCELLANEOUS ITEMS

PUBLIC COMMENTS

This is an opportunity for citizens to address the Norman Board of Parks Commissioners. Due to Open Meeting Act regulations, the Commissioners are not able to participate in discussion during public comments. Remarks should be directed to the Commissioners as a whole and limited to three minutes or less.

ADJOURNMENT



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 05/01/2025

REQUESTER: Jason Olsen

PRESENTER: Jason Olsen, Director of Parks & Recreation

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION,

AMENDMENT AND/OR POSTPONEMENT OF THE MINUTES AS

FOLLOWS:

BOARD OF PARK COMMISSIONERS REGULAR MEETING MINUTES

OF MARCH 6, 2025

Norman Board of Parks Commissioners March 6, 2025

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 March 2025 at 5:36 p.m., and notice of the agenda of the meeting were posted at the Development Center Building at 225 N. Webster Avenue and on the City website at least 24 hours prior to the beginning of the meeting.

ROLL CALL

Present: Chair Sheriff and Commissioners Davison, Isacksen, Ross, Sallee, and Wright

Absent: Commissioner Usry and Two Vacancies

City Officials

Present: Jason Olsen, Director of Parks and Recreation

James Briggs, Park Development Manager

Jeff Moody, Recreation Supervisor

Mitchell Richardson, Recreation Manager

Wade Thompson, Parks Manager

Karla Sitton, Administrative Technician IV

ITEM 1, being:

CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF MINUTES FROM THE JANUARY 2, 2025, PARK BOARD REGULAR MEETING

Commissioner Isacksen made the motion, and Commissioner Sallee seconded to correct two clerical errors in the minutes and approve the amended Regular Park Board minutes of December 5, 2024. The vote was taken with the following results:

YEAH: Chair Sheriff and Commissioners Davison, Isacksen, Ross, Sallee, and Wright

NAY: None

ITEM 2, being:

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

Mr. Jason Olsen, Director of Parks and Recreation, highlighted the previously approved Council actions pertaining to the Parks and Recreation Department as follows:

- Conveyance of titles for the Irving and Whittier Recreational Centers from the City to the Norman Public Schools and authorizing the City Manager to execute the Quit Claims Deeds.
- <u>Contract K-2425-94</u>: Service agreement with Norman Arts Council for the 2025 Artful Inlets Project.
- <u>Contract K-2425-38</u>: Lease Agreement with YFAC, LLC for the Trae Young Family Foundation to be the retail partner and operator and accept the improvements in the amount of \$288,368.00 to the retail space inside the YFAC
- Ordinance O-2425-10: Consider adding a section to the Zoning Ordinance putting restrictions on the location of tobacco or e-cigarette stores within 300 ft of any playground, school, or other facility when the facility is being used primarily by persons under 21 years old.
- Ordinance O-2425-11: Considering amending sections prohibiting smoking and/or vaping on all municipal property.

- Ordinance O-2425-12: Consideration of an effort to protect youth from negative health effects of, prohibiting the sale or possession of tobacco, nicotine or vapor products for anyone under the age of twenty-one year old.
- Ordinance O-2425-14: Consideration of amending some of the City's Boards, Commission and Committees, specifically, Repeal the Tree Board and authorizing the Board of Park Commissioners be the presiding authority over matters in NCC 16-1X, Tree Protection with review and oversight by City Council and Repeal the Greenbelt Commission.
- Ordinance O-2425-21: Granting Special Use to Wildwood Community Church, to construct a new accessory building/gymnasium. This will not require a Park Board review for parkland dedication; however, on December 7, 2023, the Park Board approved Wildwood Community Church to construct a pedestrian bridge that will cross City parkland, allowing the Church direct access to their parking lots.

ITEM 3, being:

CONSIDERATION OF ADOPTION, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PARKLAND REQUIREMENTS FOR THE NORMAN NORTH VILLAGE PUD ADDITION

The Norman North Village PUD Addition is located in a part of Section 2, Township 9 North, Range 3 West of the Indian Meridian and, on the west side of the I-35 west frontage road and south of Indian Hills Road. The addition has a half mile of frontage along 36the Avenue NW and has been used as farmland for decades (See Map). The plat contains 1,500 RM-6 (apartment) zoning and 170 units R-1 (single-family housing) zoning units. When it develops, there will be a total required parkland dedication of 7.571 acres. This development will also yield \$125,250 in Neighborhood Park Development Fees and the same in Community Park Development fees once all building permits have been issued.

The City's ordinance requires a land decision for a development of this size, with no option for a fee-in-lieu of land. A private park would need to be twice as large as the public park, or 15.142 acres. This will create a large urban living type of neighborhood, with a mix of retail, office, and housing, as well as large parking areas and multi-story apartments included in the design. There are no other parks between I-35 and 36th Avenue NW until you get to Ruby Grant Park at Franklin Road. This area will have a large population, making a large park desirable.

The design proposed contains two large areas of flat parkland, along with a sizeable linear trail system along the southwest edge of the development and around the large detention pond. The pond cannot count as parkland, but the trail around it and the green space for the trail that connects to the parkland and over to an additional multi-modal path along the 36th Avenue street frontage does count. Besides the 7.5 acres of parkland, several private green recreation spaces are shown in and around the clustered multi-story apartment buildings in the center of the addition (see green space exhibit). As a result, a good variety of outdoor recreational opportunities will be available for residents in the Norman North Village from both the public park/trail system and the private spaces in the residential areas. All fees collected will be used to make improvements to the public parkland, as they are collected.

City Staff recommends that the Park Board accept a public parkland decision for the Norman North Village PUD Addition.

Commissioner Davison made the motion, and Commissioner Wright seconded to accept a public parkland decision for the Norman North Village PUD Addition. The vote was taken with the following results:

YEAH: Chair Sheriff and Commissioners Davison, Isacksen, Ross, Sallee, and Wright

NAY: None

ITEM 4, being:

PRESENTATION OF PROPOSAL TO DISPLAY PUBLIC ART IN LIONS PARK

The Firehouse Art Center is located on the southeast corner of Lions Park, at the intersection of Flood Avenue and McNamee Street. It has served the Norman community for decades by offering high-quality, affordable classes, programs, and outreach aimed at all types of artist communities. Part of this work has recently involved re-connecting with a public art program at the University of Oklahoma. The idea came about in 2023 when the Norman Arts Council proposed working with the OU School of Visual Arts and the City of Norman (via the Firehouse) to bring back a project where an OU sculpture class has their students propose public art pieces to a committee of members from the partner organizations, who choose some for fabrication. This is a scaled-down version of how such works of art are selected in public settings outside of academia. The chosen pieces are then fabricated by students and placed on display in a public space for a set amount of time. OU has now received funding for the Spring 2025 semester project.

The park area around the Firehouse is already used to display some art pieces, which have been in place for several years. Some pieces have been removed over the years, and the concrete pads where they stood are still in the park. To prepare for the current project, the Firehouse Director, the OU sculpture professors, and the Parks and Recreation staff met at the park to discuss re-using any old concrete pads and adding a few more for the current number of sculptures being produced. The proposed pads are all located in the southern ¼ of the park and are mainly along the rock-lined stream channel that divides the park in that area (see map).

A total of five new pads and three re-used pads are proposed. The sculpture pieces will be displayed in late April and last through the end of the academic year. Future classes will be able to use the pads for other temporary displays, and when not being used, the pads will be blank 5'X5' concrete pads in the park in areas not commonly used for sports or events often hosted in Lions Park. The sculptures will also be reviewed to ensure they meet the same standards for public art used when selecting pieces for the various Norman Forward Projects, public murals, bike racks, and other public pieces. All installation dates and removals will be coordinated with the Parks and Recreation Department to ensure all other park uses and features are not disturbed or damaged during those times.

Staff recommends that the Park Commission allow the Director to approve the placement of temporary public art at Lions Park provided through the Firehouse, OU, and the Norman Art Council.

Commissioner Isacksen made the motion, and Commissioner Ross seconded to allow the Director of Parks and Recreation to approve the placement of temporary public art at Lions Park provided through the Firehouse, OU, and the Norman Art Council. The vote was taken with the following results:

YEAH: Chair Sheriff and Commissioners Davison, Isacksen, Ross, Sallee, and Wright

NAY: None

ITEM 5, being:

CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A NAME FOR TWO NEW PARKS IN NORMAN.

The Norman Board of Park Commissioners has several subcommittees appointed from its membership, including a Naming Sub-Committee, which is convened to help choose a name for a park or a facility. Often, park names are selected to be the same name as the neighborhood wherein the park exists. However, we have considered other names in cases where several neighborhoods have contributed to the parkland or when there is a request to name a park something different than the closest neighborhood. Two new parks are being

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planned for the coming year, and staff wanted to get a recommendation from the Naming Sub-Committee for these two locations as we proceed.

New Park #1: Several years ago, a land decision was made to develop the South Norman apartment community called "The Links." This large residential property includes a golf course ("The Links at Norman") for its residents, and it generated a public parkland dedication of nearly 4 acres. The parkland has been undeveloped for several years, but it was identified as one of the new neighborhood park sites to be built as part of the Norman Forward program. We have now surveyed the residents in the area and created a park design, which was approved at a previous Park Board meeting. Now that we are starting construction, we want to make a name for the park. This will help avoid confusion associated with the sizeable recreational amenity provided by "The Links" golf course adjacent to the site.

New Park #2: Also, the City of Norman recently acquired property at the corner of Alameda Street and Carter Avenue, just east of Porter Avenue, from an individual who held the land for years but had asked for help in cleaning up the property, which had become a large homeless encampment and garbage dump. The City eventually acquired the property, as it would provide an opportunity to do a significant amount of stormwater control on the Bishop Creek watershed. A Landscape Architecture and Engineering team has designed the site to fulfill the water retention functions desired by the Public Works Department and provide a park setting for those areas not being re-designed for stormwater control. The Park Board has also reviewed this project, which is being bid for construction this year.

Before tonight's Park Board meeting, the Naming Sub-Committee met to consider a name for both parks based on a list of possible names presented by Parks and Recreation Staff and those on the Sub-Committee. After discussion, a name for each park was decided upon for recommendation.

RECOMMENDATION FOR THE NAME OF NEW PARK #1:

City Staff recommends that the Norman Board of Park Commissioners accept Bluestem Park as the new park name for the park adjacent to The Links golf course and apartment community.

Commissioner Wright made the motion, and Commissioner Sallee seconded to accept Bluestem Park as the new park name for the park adjacent to The Links golf course and apartment community. The vote was taken with the following results:

YEAH: Chair Sheriff and Commissioners Davison, Isacksen, Ross, Sallee, and Wright

NAY: None

RECOMMENDATION FOR THE NAME OF NEW PARK #2:

City Staff recommends that the Norman Board of Park Commissioners accept Bishop Creek Eco Park as the new park name for the park at the intersection of Alameda Street and Carter Avenue.

Commissioner Ross made the motion, and Commissioner Davison seconded to accept Bishop Creek Eco Park as the new park name for the park at the intersection of Alameda Street and Carter Avenue. The vote was taken with the following results:

YEAH: Chair Sheriff and Commissioners Davison, Isacksen, Ross, Sallee, and Wright

NAY: None

ITEM 6, being:

ANNUAL REPORT FROM WESTWOOD TENNIS

Mr. Marc Claude' Westwood (WW) tennis professional said WW Tennis Center had another great year in 2024 and continues to be one of the busiest tennis centers in the state. He said WW Tennis hosted 13 junior and high school tournaments, bringing in over 1,000 kids from the Missouri Valley region, hosted over 60 adult USTA league matches; practices for both Norman middle-school teams and will host practices in 2025 for CCS's new program.

Mr. Claude' explained how the tennis center operates and said the league and tournament fee structures for the events hosted at WW Tennis are set by USTA Oklahoma. This organization decides where the leagues and tournaments will be played. He said WW Tennis has to bid on the events every two years, as they run in a 2-year cycle. Mr. Claude' said highlighted the annual programs to include Junior Clinics, Junior Team Tennis, Cardio Tennis, Junior Cardio Tennis, Home School Clinics, Norman Middle School and Private School Tennis Practices, Tennis on Campus, Pickleball, Adult (and Senior) local leagues, social events and weekly adult drills. He said 75-80 kids and 50-60 adults participate in weekly programs on average.

Mr. Claude' thanked the Parks and Recreation Staff for all their help in growing WW Tennis. He said he is excited about 2025 plans for court resurfacing and landscaping.

The Board acknowledged the report.

ITEM 7, being:

ANNUAL REPORT FROM LITTLE AXE YOUTH SPORTS

Chair Sheriff said Tiffany Earhart, President of Little Axe Youth Sports (LAYS), has the flu and is unable to present the LAYS Annual Report. She requested the LAYS Annual Report be postponed to the June 5, 2025 Park Board meeting.

ITEM 8, being:

UPDATE ON GREENBELT COMMISSION AND TREE BOARD

Mr. Jason Olsen, Director of Parks and Recreation, said that over the past several years, the City Council has discussed several proposals to amend some of the City's Boards, Commissions, and Committees. At the December 17, 2024, Study Session, the City Council agreed to proceed with the proposals.

At the February 24, 2025, City Council meeting, the Council approved Ordinance O-2425-14, making amendments to several City Boards, Commissions, and Committees to include: 1) Repeal the Tree Board, authorizing the Board of Park Commissioners to be the presiding authority over matters contained in NCC 16-1X, Tree Protection, with review and oversight by City Council and 2) Repeal the Greenbelt Commission.

Mr. Olsen said two Tree Board members and two Greenbelt Commission members would move over to join five Park Board Commissioners. City Staff will notify those appointed by the Mayor and City Council, and the newly formed Board of Park Commissioners will begin meeting at the April 2025 meeting.

ITEM 9, being:

NORMAN FORWARD UPDATE

Mr. Jason Olsen, Director of Parks and Recreation, said Multisports, LLC completed their work to construct the new 6-court outdoor pickleball facility on the east side of the Young Family Athletic Center (YFAC). Crews from Musco Sports Lighting continued installing the new lights on that side of the building to light the pickleball courts and the new sand volleyball and existing turf practice field at YFAC. Once all work is complete, we will finish grading the site and install all remaining concrete walkways, sod, and landscaping to make the site ready for use in the Spring. All work will be completed in time for spring league play at the YFAC.

Mr. Olsen said that not a lot has changed with the NF Saxon Park Master Plan and that staff will bring the Saxon Park Master Plan to a future Park Board meeting for review. He said construction is set to begin in Spring 2025. Mr. Olsen said new playground equipment is being installed at William Morgan Park, and the next playground renovation will be at Northeast Lions Park.

Mr. Olsen said the City continues to work with Norman Public School System (NPS) on the land swap the City owns adjacent to Adams and Eisenhower Elementary for NPS property adjacent to High Meadows Park. This land exchange will allow staff to install a new playground in High Meadows Park that is more visible and discourages vandalism.

Mr. Olsen said in April, Staff will bring an item for their consideration regarding the Silo Mural Project at Griffin Park. He said the Norman Art Council (NAC) has selected an artist who will paint a buffalo on one side and a scissortail flycatcher on the other. The budget for the project is \$40,000, with \$30,000 coming from the Norman Forward Griffin Park project and \$10,000 from the NAC murals in public places fund.

ITEM 10, being:

DIVISIONAL UPDATE

Mr. James Briggs, Park Development Manager, said Davey Resource Group would host an Urban Forest Master Plan (UFMP) community/public meeting on March 8, 2025, at the Adult Wellness and Education Center (AWE). He said the meeting would help discover what residents want to see done by the City to preserve and expand our urban forest. It would also be followed by several stakeholder meetings with local groups affected by such a plan. Mr. Briggs said the Forester continues working on the Community Wildfire Protection Plan (CWPP) and met with the City's contractor, Choleta, to determine high-priority areas in Norman and then identify various structures within those high-priority areas. Once the CWPP is completed, the City can apply for grants to identify priority areas and projects. Mr. Briggs said we are also wrapping up our tree planting projects in several parks for this winter dormant period. At those sites, we will be adding irrigation systems and/or hose water sources to allow us to help the trees establish in the first years they spend in the park before we ween them off those systems as they put on a healthy canopy and robust root system that will support them for decades to come.

Mr. Wade Thompson, Parks Manager, said staff will soon be working on a controlled burn at Saxon Park and tree maintenance throughout city parks and property while there is no mowing at this time of year. He said staff has been applying pre-emergent for weed control and maintaining mowers for the upcoming mowing season.

Mr. Mitchell Richardson, Recreation Manager, invited the Park Board to come out to Ruby Grant Park dressed in their favorite green outfit and run the Shamrock 5K Run or 1-mile Fun Run on Saturday, March 15, 2025. He said two events are for all ages and is dog-friendly. Mr. Richardson said our Outdoor Movie Series will kick off on March 28, 2025, at Lions Park with the showing of A Goofy Movie. He said volleyball

Park Board Meeting Page 7 of 7 March 6, 2025

camp registrations are scheduled for March 17 & 18 at the YFAC. He said teams of 8 to 15 can register for the Co-Ed Adult Dodgeball League through March 14, and will start on March 27 at the 12th Avenue Recreation Center. Mr. Richardson said Lifeguard Training certification and recertification courses are scheduled for April 17-20 and will take place at Westwood Family Aquatic Center (WWFAC) or the Young Family Athletic Center (YFAC). He said classes are blended learning through the American Red Cross, and an online portion precedes the in-person session.

MISCELLANEOUS ITEMS	
Chair Sheriff thanked staff for getting the actuators installed Adult Wellness and Education Center (AWE).	d on the handicapped doors in the pool area at the
PUBLIC COMMENT	
None.	
ADJOURNMENT	
Chair Sheriff adjourned the meeting at 6:59 p.m.	
Passed and approved thisof	2025
Sherrel Sheriff Chair	



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 05/01/2025

REQUESTER: Karla Sitton, Administrative Tech IV

PRESENTER: Jason Olsen, Director of Parks & Recreation

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION,

AMENDMENT AND/OR POSTPONEMENT OF PREVIOUSLY

APPROVED CITY COUNCIL ITEMS

DISCUSSION:

The City of Norman City Council met April 8, 2025, April 15, 2025 and April 22, 2025 to consider several items pertaining to the Parks and Recreation Department. Staff has included those previously approved City Council agenda items to keep you informed and up to date.

City of Norman, OK

Municipal Building Council Chambers 201 West Gray Norman, OK 73069



Meeting Agenda

Tuesday, April 22, 2025

6:30 PM

DIRECTOR OF PARKS AND RECREATION

City Council, Norman Utilities Authority, Norman Municipal Authority, and Norman Tax Increment Finance Authority

City Council

Austin Ball, Ward 1, Matthew Peacock, Ward 2, Bree Montoya, Ward 3, Helen Grant Ward 4, Michael Nash, Ward 5, Joshua Hinkle, Ward 6, Stephen Tyler Holman, Ward 7, Scott Dixon, Ward 8, Mayor Larry Heikkila.



CITY OF NORMAN, OK CITY COUNCIL REGULAR MEETING

Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069 Tuesday, April 22, 2025 at 6:30 PM

AGENDA

It is the policy of the City of Norman that no person or groups of persons shall on the grounds of race, color, religion, ancestry, national origin, age, place of birth, sex, sexual orientation, gender identity or expression, familial status, marital status, including marriage to a person of the same sex, disability, relation, or genetic information, be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination in employment activities or in all programs, services, or activities administered by the City, its recipients, sub-recipients, and contractors. In the event of any comments, complaints, modifications, accommodations, alternative formats, and auxiliary aids and services regarding accessibility or inclusion, please call 405-366-5424, Relay Service: 711. To better serve you, five (5) business days' advance notice is preferred.

CITY COUNCIL, NORMAN UTILITIES AUTHORITY, NORMAN MUNICIPAL AUTHORITY, AND NORMAN TAX INCREMENT FINANCE AUTHORITY

You are required to sign up in advance of the meeting on the City's webpage, by calling the City Clerk's Office (405-366-5406), or at the Council Chambers prior to the start of the meeting with your name, ward, and item you wish to speak to including whether you are a proponent or opponent. When the time comes for public comments, the Clerk will call your name and you can make your way to the podium. Comments may be limited on items of higher interest, if so, the Mayor will announce that at the beginning of the meeting. Participants may speak one time only up to 3 minutes per person per item. There will be no yielding of time to another person. Sign up does not guarantee you will get to speak if the allotted time for that item has already been exhausted. If there is time remaining after those registered to speak have spoken, persons not previously signed up may have the opportunity to speak. Comments received must be limited to the motion on the floor only.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

AWARDS AND PRESENTATIONS

1. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, POSTPONEMENT OF RESOLUTION R-2425-125: A RESOLUTION COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, COMMENDING AND EXTENDING APPRECIATION TO THE STUDENTS OF NORMAN NORTH HIGH SCHOOL AND NORMAN HIGH SCHOOL FOR THEIR EXTRAORDINARY PHILANTHROPIC EFFORTS AND COMMUNITY SERVICE ACTIVITIES IN THE 2024-2025 SCHOOL YEAR.

PROCLAMATIONS

- 2. CONSIDERATION OF ACKNOWLEDGMENT, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2425-25: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING FRIDAY, APRIL 25, 2025 AS ARBOR DAY IN THE CITY OF NORMAN.
- 3. CONSIDERATION OF ACKNOWLEDGMENT, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2425-26: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THURSDAY, MAY 1, 2025, AS LEADERSHIP OKLAHOMA DAY IN THE CITY OF NORMAN.
- 4. CONSIDERATION OF ACKNOWLEDGMENT, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2425-28: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING SATURDAY, APRIL 26-2025, AS NORMAN MUSIC FESTIVAL DAY IN THE CITY OF NORMAN.
- 5. CONSIDERATION OF ACKNOWLEDGMENT, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2324-32: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THURSDAY, MAY 15, 2025, AS PEACE OFFICERS MEMORIAL DAY AND THE WEEK OF MAY 11 THROUGH MAY 17, 2025, AS NATIONAL POLICE WEEK IN THE CITY OF NORMAN.

COUNCIL ANNOUNCEMENTS

CONSENT DOCKET

This item is placed on the agenda so that the City Council, by unanimous consent, can designate those routine agenda items that they wish to be approved or acknowledged by one motion. If any item proposed does not meet with approval of all Councilmembers, that item will be heard in regular order. Staff recommends that Item 6 through Item 28 be placed on the consent docket.

APPROVAL OF MINUTES

6. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MINUTES AS FOLLOWS:

CITY COUNCIL CONFERENCE MEETING MINUTES OF APRIL 23, 2024 AND MARCH 11, 2025.

CITY COUNCIL SPECIAL MEETING MINUTES OF APRIL 1, 2025.

CITY COUNCIL STUDY SESSION MEETING MINUTES OF APRIL 30, 2024.





First Reading Ordinance

7. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2425-22 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOT ONE (1), IN BLOCK TWO (2), OF EAST LINDSEY PLAZA SECTION 5, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE SPUD, SIMPLE PLANNED UNIT DEVELOPMENT DISTRICT, AND PLACE SAME IN THE SPUD, SIMPLE PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1451 12TH AVENUE SOUTHEAST)

Appointments

8. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MAYOR'S APPOINTMENTS AS FOLLOWS:

BOARD OF PARKS COMMISSIONERS

TERM: 04/22/25 TO 01/01/28, TORI TEDDER-LOFFLAND, WARD 4

Reports/Communications

- 9. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, ACCEPTANCE, REJECTION, AND/OR POSTPONEMENT OF RECEIPT OF THE FINANCE DIRECTOR'S INVESTMENT REPORT AS OF MARCH 31, 2025, AND DIRECTING THE FILING THEREOF.
- 10. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, ACCEPTANCE, REJECTION, AND/OR POSTPONEMENT OF THE MONTHLY DEPARTMENTAL REPORT FOR THE MONTH OF MARCH 2025.
- 11. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF FISCAL YEAR 2025-2026 CENTRAL OKLAHOMA MASTER CONSERVANCY DISTRICT (COMCD) BUDGET AND DIRECTING THE INCLUSION OF THAT AMOUNT APPLICABLE IN THE PROPOSED FISCAL YEAR 2026 CITY OF NORMAN BUDGET.

Request for Payment

12. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF SPECIAL CLAIM SC-2425-4: SUBMITTED BY ELLAINA PINKERTON IN THE AMOUNT OF \$13,504.65 FOR EXPENSES SHE INCURRED WHEN HER VEHICLE WAS DAMAGED ON AUGUST 1, 2024, AT THE NORMAN POLICE DEPARTMENT PARKING LOT.

Settlement

- 13. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A COURT ORDER: A RECOMMENDATION FOR APPROVAL OF A COURT ORDER IN THE TOTAL AMOUNT OF \$10,368 REGARDING ALLEN SHELTON VS. THE CITY OF NORMAN, OKLAHOMA WORKERS' COMPENSATION COMMISSION CASE 2024-03108 M.
- 14. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2425-114: A CONSENT ORDER BETWEEN NORMAN UTILITIES AUTHORITY AND THE STATE OF OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY FOR AN AGREED PENALTY OF \$8,500 AND SUPPLEMENTAL ENVIRONMENTAL PROJECT OF \$3,000, CLOSING NOTICE OF VIOLATION NO. W-20806-25-1.

Acceptance of Grant

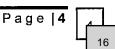
15. CONSIDERATION OF SUBMISSION OF THE CERTIFIED LOCAL GOVERNMENTS (CLG) PROGRAM 2025-2026 APPLICATION FOR FUNDING IN THE AMOUNT OF \$7,875 TO BE SUBMITTED TO THE OKLAHOMA STATE HISTORIC PRESERVATION OFFICE.

Easement

16. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF EASEMENT E-2425-18: A PERMANENT EASEMENT GRANTED BY THE CITY OF NORMAN TO WILDWOOD COMMUNITY CHURCH, INC., ON AND THROUGH A SECTION OF THE HALL PARK GREENBELT FOR THE PURPOSES DESCRIBED IN THE STAFF REPORT.

Final Plat

- 17. CONSIDERATION OF AWARDING, ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF <u>FP-2425-6</u> FINAL PLAT FOR 3800 36TH AVENUE NW STORAGE, A PLANNED UNIT DEVELOPMENT (GENERALLY LOCATED ONE QUARTER MILE NORTH OF TECUMSEH ROAD ON THE WEST SIDE OF 36TH AVENUE NW).
- 18. CONSIDERATION OF AWARDING, ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF <u>FP-2425-7</u> FINAL PLAT FOR SUMMIT LAKES ADDITION, SECTION 13 (GENERALLY LOCATED ONE-HALF MILE SOUTH OF ALAMEDA STREET AND EAST OF 24TH AVENUE SE).
- 19. CONSIDERATION OF AWARDING, ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF <u>FP-2425-8</u> FINAL PLAT FOR FLINT HILLS ADDITION, SECTION 2, A PLANNED UNIT DEVELOPMENT (GENERALLY LOCATED ONE QUARTER MILE NORTH OF TECUMSEH ROAD AND WEST OF 12TH AVENUE NW).



20. CONSIDERATION OF AWARDING, ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF <u>FP-2425-9</u> FINAL PLAT FOR RED CANYON RANCH EAST, A PLANNED UNIT DEVELOPMENT (LOCATED AT THE NORTHWEST CORNER OF THE INTERSECTION OF 12TH AVENUE NE AND EAST TECUMSEH ROAD).

Contracts

- 21. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CHANGE ORDER TWO TO CONTRACT K-2324-146 BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND G&L TANK SANDBLASTING AND COATINGS, LLC, FOR THE ROBINSON WATER TOWER RESURFACING AND THE LINDSEY STREET TOWER RESURFACING OR DEMOLITION, DECREASING THE CONTRACT AMOUNT BY \$312,958.58, FINAL ACCEPTANCE OF THE PROJECT, AUTHORIZING FINAL PAYMENT IN THE AMOUNT OF \$43,051.42, AND APPROVAL OF THE RETENTION OF FUNDS FOR POSSIBLE FUTURE USE ON THE LINDSEY STREET WATER TOWER AS OUTLINED IN THE STAFF REPORT.
- 22. CONSIDERATION OF AWARDING, ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BID-2425-33 AND CONTRACT K-2425-96: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND ELLSWORTH CONSTRUCTION OKC, L.L.C., IN THE AMOUNT OF \$940,547.29 FOR THE FYE 2025 URBAN RECONSTRUCTION PROJECT, PERFORMANCE BOND B-2425-44; STATUTORY BOND B-2425-45; MAINTENANCE BOND MB-2425-32, AND RESOLUTION R-2425-87 GRANTING TAX-EXEMPT STATUS.
- 23. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RATIFICATION OF CONTRACT ADDENDUM ONE TO CONTRACT K-2425-77: A DEVELOPMENT FINANCING AND AFFORDABLE HOUSING LOAN AGREEMENT FOR CRIMSON FLATS WEST BETWEEN THE CITY OF NORMAN, OKLAHOMA AND CRIMSON FLATS WEST LP, AND AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO EXECUTE ANY DOCUMENTS ON BEHALF OF THE CITY OF NORMAN TO EFFECTUATE THE AGREEMENTS.
- 24. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RATIFICATION OF CONTRACT ADDENDUM ONE TO CONTRACT K-2425-76: A DEVELOPMENT FINANCING AND AFFORDABLE HOUSING LOAN AGREEMENT FOR CRIMSON FLATS EAST BETWEEN THE CITY OF NORMAN, OKLAHOMA AND CRIMSON FLATS EAST LP, AND AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO EXECUTE ANY DOCUMENTS ON BEHALF OF THE CITY OF NORMAN TO EFFECTUATE THE AGREEMENTS.

- 25. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RATIFICATION OF CONTRACT ADDENDUM NUMBER ONE, TWO AND THREE TO CONTRACT K-2324-94: A DISPOSITION AND DEVELOPMENT AGREEMENT BETWEEN THE CITY OF NORMAN OKLAHOMA AND MILESTONE PROPERTY DEVELOPMENT, L.L.C., AND REAUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO EXECUTE ANY DOCUMENTS ON BEHALF OF THE CITY OF NORMAN TO EFFECTUATE THE TRANSACTIONS, INCLUDING ISSUANCE OF LETTERS OF COMMITMENT RELATING TO THE TRANSACTION AND BUDGET TRANSFER AS OUTLINED IN THE STAFF REPORT.
- 26. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2425-115: A CONTRACT BY AND BETWEEN THE NORMAN MUNICIPAL AUTHORITY AND GLOBAL WATER & CHARCOAL INNOVATIONS L.L.C., DBA CHLORKING INNOVATIONS L.L.C., FOR THE LEASE OF CHLORINATION EQUIPMENT AT THE WESTWOOD FAMILY AQUATIC CENTER AS OUTLINED IN THE STAFF REPORT.

Resolutions

- 27. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-121: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING \$11,115.28 FROM THE REFUNDS / REIMBURSEMENTS MISCELLANEOUS RISK MANAGEMENT ACCOUNT FOR REPAIRS TO NORMAN POLICE VEHICLES DAMAGED BY OTHER DRIVERS IN TRAFFIC COLLISIONS.
- 28. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-123: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA TRANSFERRING \$731,724 TO PAY THE OKLAHOMA DEPARTMENT OF TRANSPORTATION (O.D.O.T.) CONSTRUCTION INVOICE FOR THE 12TH AVE NE AND BROOKS STREET SIDEWALK IMPROVEMENT PROJECT.

NON-CONSENT ITEMS

- 29. CONDUCTING AND CLOSING THE FIRST PUBLIC HEARING FOR CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT THE FYE 2026 CITY OF NORMAN PROPOSED OPERATING AND CAPITAL BUDGETS.
- 30. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE PHASING PLAN REQUIRED BY ROCK CREEK ENTERTAINMENT DISTRICT ECONOMIC DEVELOPMENT AGREEMENT



- 31. CONSIDERATION OF AWARDING, ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PP-2425-10 PRELIMINARY PLAT FOR AN INDUSTRIAL BUILDING IN THE CHARLESTON RIDGE ADDITION LOCATED AT THE SOUTHEAST CORNER OF THE INTERSECTION OF WEST TECUMSEH ROAD AND CHARLESTON ROAD.
- 32. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-91: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE NORMAN 2025 LAND USE AND TRANSPORTATION PLAN SO AS TO REMOVE PART OF THE SOUTHEAST QUARTER (SE/4) OF SECTION SEVEN (7), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN (I.M.), CLEVELAND COUNTY, OKLAHOMA, FROM THE LOW DENSITY RESIDENTIAL DESIGNATION AND PLACE THE SAME IN THE COMMERCIAL DESIGNATION AND FUTURE URBAN SERVICE AREA AND PLACE THE SAME IN THE CURRENT URBAN SERVICE AREA. (281 W TECUMSEH ROAD)
- 33. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2425-26 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE THE SOUTHEAST QUARTER (SE/4) OF SECTION SEVEN (7), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE A-2, RURAL AGRICULTURAL DISTRICT, AND PLACE SAME IN THE PUD, PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (281 W TECUMSEH ROAD)
- 34. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF NORMAN PRELIMINARY PLAT PP-2425-8: FOR TECUMSEH ROAD STORAGE, A PLANNED UNIT DEVELOPMENT LOCATED AT 281 WEST TECUMSEH ROAD (GENERALLY LOCATED ONE-QUARTER MILE WEST OF PORTER AVENUE ON THE NORTH SIDE OF WEST TECUMSEH ROAD).
- 35. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-92: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE NORMAN 2025 LAND USE AND TRANSPORTATION PLAN SO AS TO REMOVE PART OF NORTHWEST QUARTER (NW/4) OF SECTION TWO (2), TOWNSHIP NINE NORTH (T9N), RANGE THREE WEST (R3W) OF THE INDIAN MERIDIAN (I.M.), CLEVELAND COUNTY, OKLAHOMA, FROM THE MIXED USE DESIGNATION AND PARKLAND DESIGNATION AND PLACE THE SAME IN THE MIXED USE DESIGNATION, FROM FUTURE URBAN SERVICE AREA TO CURRENT URBAN SERVICE AREA, AND REMOVAL FROM SPECIAL PLANNING AREA 4. (NEAR THE SOUTHWEST CORNER OF THE I-35 AND WEST INDIAN HILLS ROAD INTERSECTION)

- 36. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT ORDINANCE O-2425-27 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE THE NORTHWEST QUARTER (NW/4) OF SECTION TWO (2), TOWNSHIP NINE NORTH (T9N), RANGE THREE WEST (R3W), OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE A-2, RURAL AGRICULTURAL DISTRICT, AND PLACE SAME IN THE PUD, PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (NEAR THE SOUTHWEST CORNER OF THE I-35 AND WEST INDIAN HILLS ROAD INTERSECTION)
- 37. CONSIDERATION OF AWARDING, ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PP-2425-9 PRELIMINARY PLAT FOR NORTH NORMAN VILLAGE, A PLANNED UNIT DEVELOPMENT (LOCATED AT THE SOUTHEAST CORNER OF THE INTERSECTION OF INDIAN HILLS ROAD AND 36TH AVENUE N.W.)
- 38. CONDSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-118: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, ESTABLISHING AN INTERNAL AUDIT CHARTER TO FORMALIZE A WRITTEN AGREEMENT BETWEEN THE CITY COUNCIL AND THE FINANCE COMMITTEE REGARDING THE PURPOSE, AUTHORITY, AND RESPONSIBILITIES OF THE OFFICE OF THE CITY AUDITOR.
- 39. CONDSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-119: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, ADOPTING THE TRIENNIAL AUDIT PLAN, A COMPREHENSIVE AUDIT FRAMEWORK COVERING THREE FISCAL YEARS ENDING JUNE 30, 2027.

MISCELLANEOUS COMMENTS

This is an opportunity for citizens to address City Council. Due to Open Meeting Act regulations, Council is not able to participate in discussion during miscellaneous comments. Remarks should be directed to the <u>Council as a whole</u> and limited to <u>three minutes or less</u>.

ADJOURNMENT



File Attachments for Item:

2. CONSIDERATION OF ACKNOWLEDGING RECEIPT, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2425-25: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING FRIDAY, APRIL 25, 2025 AS ARBOR DAY IN THE CITY OF NORMAN.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 04/22/2025

Jason Olsen, Director of Parks and Recreation **REQUESTER:**

Michele, Loudenback, Environmental & Sustainability Manager PRESENTER:

CONSIDERATION OF ACKNOWLEDGING RECEIPT, REJECTION, ITEM TITLE:

POSTPONEMENT OF AMENDMENT, AND/OR **PROCLAMATION** P-2425-25: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING FRIDAY, APRIL 25, 2025 AS

ARBOR DAY IN THE CITY OF NORMAN.

Proclamation

P-2425-25

A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING FRIDAY, APRIL 25, 2025, AS ARBOR DAY IN THE CITY OF NORMAN.

- § 1. WHEREAS, Oklahoma has recognized Arbor Day through observance and ceremonies for more than 100 years; and
- § 2. WHEREAS, we recognize the importance of planting trees to beautify our parks and public places and around our homes and businesses; and
- § 3. WHEREAS, we recognize the environmental, social and economic benefits of trees such as providing shade; creating a sense of community and visually pleasing neighborhoods; reducing home heating and cooling costs, reducing air pollution, noise pollution and soil erosion; and enhancing property value and economic vitality of business areas; and
- § 4. WHEREAS, it is the purpose of Arbor Day to encourage the planting of trees in urban and rural areas, promote proper management of trees; and to remember the many benefits we receive from trees; and
- § 5. WHEREAS, Norman has been awarded for the twenty-first consecutive year, Tree City USA status by the Arbor Day Foundation; and
- § 6. WHEREAS, the City Utilities Department Division of Environmental Resilience and Sustainability (DoERS), City of Norman Parks and Recreation, and Norman Board of Park Commissioners have scheduled an Arbor Day observance Sunday, April 27th, 2025 at 3:00 p.m., at the Earth Day Festival in Reaves Park with a tree planting and presentation.

NOW, THEREFORE, I, MAYOR OF THE CITY OF NORMAN, OKLAHOMA:

§ 7. Do hereby proclaim Friday, April 25th, 2025, as Arbor Day in the City of Norman and encourage all citizens to observe Arbor Day by planting an Oklahoma proven tree for the benefit of all citizens and that of future generations.

PASSED AND APPROVED this 22nd day of April, 2025.



14.

File Attachments for Item:

8. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MAYOR'S APPOINTMENTS AS FOLLOWS:

BOARD OF PARKS COMMISSIONERS

TERM: 04/22/25 TO 01/01/28, TORI TEDDER-LOFFLAND, WARD 4



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 04/22/2025

REQUESTER:

Mayor Heikkila

PRESENTER:

Brenda Hall, City Clerk

ITEM TITLE:

CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT

OF THE MAYOR'S APPOINTMENTS AS FOLLOWS:

BOARD OF PARKS COMMISSIONERS

TERM: 04/22/25 TO 01/01/28, TORI TEDDER-LOFFLAND, WARD 4

Tori Tedder-Lofflan will replace Will Spain who resigned from the newly combined Parks Board/Greenbelt Commission/Tree Board.

File Attachments for Item:

16. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF EASEMENT E-2425-18: A PERMANENT EASEMENT GRANTED BY THE CITY OF NORMAN TO WILDWOOD COMMUNITY CHURCH, INC. ON AND THROUGH A SECTION OF THE HALL PARK GREENBELT FOR THE PURPOSES DESCRIBED IN THE STAFF REPORT.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE:

04/22/2025

REQUESTER:

Jason Olsen, Director of Parks and Recreation

PRESENTER:

AshLynn Wilkerson, Assistant City Attorney

ITEM TITLE:

CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF EASEMENT E-2425-18: A PERMANENT EASEMENT GRANTED BY THE CITY OF NORMAN TO WILDWOOD COMMUNITY CHURCH, INC. ON AND THROUGH A SECTION OF THE HALL PARK GREENBELT FOR THE PURPOSES

DESCRIBED IN THE STAFF REPORT.

BACKGROUND:

Wildwood Community Church approached the Parks and Recreation Department with a request to construct an access bridge and accompanying sidewalks across Parkland, known as the Hall Park Greenbelt, to access the church from a southern parking lot they are in the process of constructing. Wildwood has done a similar project in the past, on/around 2009, for their north side parking lot.

Wildwood presented this project to the Board of Parks Commissioners in December 2024 and received approval for such project. An easement is needed to protect both the City and Wildwood during the construction and ongoing maintenance and use of the bridges and accompanying sidewalks.

DISCUSSION:

No easement was executed for the bridge that was previously constructed and currently exists on the north side of the property to connect the north side parking lot. Therefore, this easement covers both the north side bridge as well as the to be constructed bridge structure to the south.

The easement and covenant permits Wildwood to construct the bridge and accompanying sidewalks for the southern bridge project, as described in the legal description, and keep the bridge to the north. This permission includes the potential needed removal of trees and shrubs in the area that interfere with the construction or may harm the safety for the bridge structures thereafter, subject to the reasonable written approval of the Director of Parks and Recreation.

In exchange, Wildwood agrees to assume sole responsibility for the construction, maintenance, operation, use, and safety conditions of both bridges and accompanying sidewalks and for any



damage to the premises during construction, with the requirement to restore it to the condition prior upon completion of the work. Wildwood also agrees to indemnify the City for any and all liabilities resulting from the construction, operation, maintenance, and use of both bridges and accompanying sidewalks.

RECOMMENDATION:

Staff recommends acceptance of Permanent Easement E-2425-18 granted to Wildwood Community Church, Inc. on and through a section of the Hall Park Greenbelt.

E-2425-18

EASEMENT AND COVENANT

This easement and covenant is made and entered into by and between The City of Norman, Oklahoma, a municipal corporation, hereinafter called the "Grantor," and Norman ** Wildwood Community Church, Inc., a not for profit church corporation, hereinafter called the "Grantee."

WITNESSETH, that the Grantor, for and in consideration of the sum of One Dollar (\$1.00), the receipt of which is hereby acknowledged, and for and upon other good and valuable consideration, does hereby grant to Grantee, its successors and assigns, a permanent easement to survey, construct, maintain, and operate two (2) bridge structures and accompanying sidewalks, with the right of ingress and egress to and from the same, over and through the following described real estate and premises situated in the City of Norman, Cleveland County, Oklahoma, and more particularly identified and described to wit:

See Exhibit "A"

THE ABOVE GRANT IS MADE SUBJECT TO THE FOLLOWING COVENANTS AND AGREEMENTS OF THE PARTIES:

- 1. That Grantor is to fully use and enjoy said premises subject to the easement rights hereby granted.
- 2. That Grantee agrees to assume sole responsibility for the construction, operation, maintenance, use, and safety conditions of the bridge structures and accompanying sidewalks.
- 3. That Grantee shall be responsible for any damage to the premises and is required to restore it to the condition prior to completion of the work.
- 4. That Grantee shall defend, indemnify, protect, and hold harmless the Grantor, its officers, agents, and employees, from and against any and all liabilities, costs, expenses, obligations, losses, damages, suits, claims, (collectively "Claims") resulting from or in connection with Grantee's, its employees, agents, servants, contractors, subcontractors, invitees, licensees, and permittees, construction, operation, maintenance, and use of the bridge structures and accompanying sidewalks or any breach of this easement and covenant; provided however, that such Claims are not due to the sole negligence or breach of this easement and covenant by Grantor, its officers, agents, or employees.
- 5. Grantee shall have the right, upon written permission of the Grantor's Director of Parks and Recreation, which shall not be unreasonably withheld, to trim, cut and remove trees, shrubbery or other natural obstructions on, under or over the Easement which interfere with or threaten the efficient and safe operation, construction or maintenance of said bridges.
- 6. Grantor hereby covenants and warrants that it is fully seized and possessed of the real estate and premises described herein and has the full right, power, and authority to execute this easement and covenant, that it will defend the title to the same, and that it promises that the Grantee shall have quiet enjoyment.

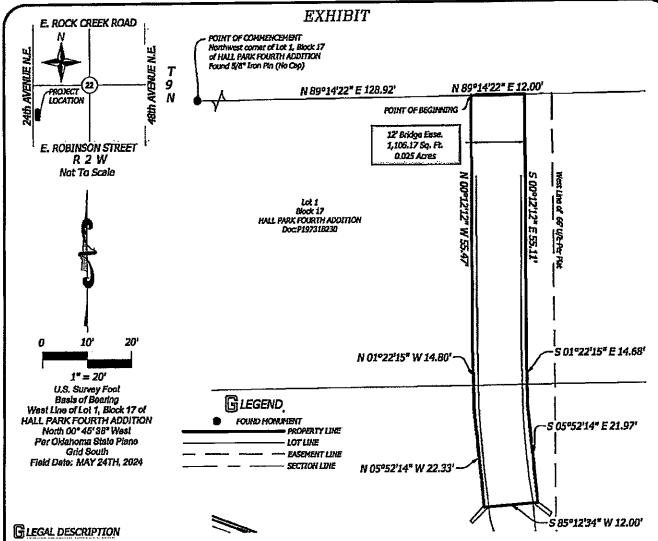
E-2425-18

This easement and covenant contains all the agreements and stipulations between the Grantor and Grantee with respect to the granting of said easement, and constitutes a covenant running with the land, and shall inure to the benefit of and be binding upon the Grantor and Grantee and their respective heirs, successors, and assigns, forever.

IN WITNESS WHEREOF, the undersigned have executed this easement and covenant this day of, 2025.
WILDWOOD COMMUNITY CHURCH
WILD WOOD COMMENT I CHOKCH
To 1Xx
BY: Tende to
Title: Thair of Elder Roard
And
<u>ACKNOWLEDGEMENT</u>
STATE OF OKLAHOMA) ss: COUNTY OF <u>Cleveland</u>)
ss:
COUNTY OF <u>Cleveland</u>)
Before me, a Notary Public in and for the State of Oklahoma, on this by day of
that , 2023, personally appeared 5(USE A. MES), to me
known to be the identical person who executed the foregoing grant of easement and acknowledged
to me that they executed the same as their free and voluntary act and deed for the uses and purposes
therein set forth.
The state of the s
NOTARY PUBLIC SO STATES
MOTART PUBLIC SO
My Commission No. 2000 9857 Expires: 8/14/28 [SEAE] Ny Commission No. 1000 9857
My Commission No. 2000 9857 Expires: 8/14/28 [SEAL OF Floren Herschell Thompson No. 2000 9857 [SEAL OF Floren Herschell Thompson No. 20
CITY OF NORMAN
OF TOTAL OF THE PROPERTY OF TH
APPROVED this day of, 2025 by the Norman City Council.
Larry Heikkila, Mayor
ATTEST:
Brenda Hall, City Clerk
A DDD OVED 4- Company of together day of 2025
APPROVED as to form and legality this day of, 2025.
City Attorney
TOW TO THE SECOND SECON

Item 16.

OLUGISIN PROJECTS 2024241612 1501 24TH AVE NE NORIANI, OK TOPOLDHIGTR1672 1601 24TH AVE NE NORIANI, OK BRIDGELLEGAL EIGHELT DWG; LAS Sweet, 4/16/2025 5:0036 PM; Plat Dahe: 4/16/2025; Logist



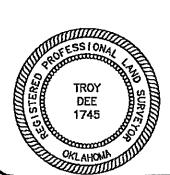
A 12.0 feet in width Bridge Easement tying In Lot One (1), Block Seventeen (17), of HALL PARK FOURTH ADDITION, an Addition to the Town of Hall Park, Claveland County, Oklahoma and recorded in Book 11, Page 43, being more particularly described as follows:

COMMENCING at the Northwest corner of said Lot One (1), Block Seventien (17): Thence N89°14'22'E along the North line of said Lot 1 a distance of 128.82 feet to the POINT OF BEGINNING; Thence continuing N89°14'22'E along the North Line of said Lot 1 a distance of 12.00 feet; Thence S00°12'12'E a distance of 55.11 feet; Thence S01*22*15*E a distance of 14.68 feet; Thence S05*52*14*E a distance of 21.97 feet; Thence S85*12*34*W a distance of 12.00 feet; Thence N05*52*14*W a distance of 22.33 feet; Thence NO1*22*15*W a distance of 14.80 feet; Thence NO0*12*12*W a distance of 55.47 feet to a point on the North line of said Lot 1 and to the POINT OF BEGINNING

Containing 1,106.17 Sq. Ft. or 0.025 Acres, more or less.

Legal Description prepared on April 15, 2025 by Troy Dee, Registered Professional Land Surveyor No. 1745.

I, Troy Dee, herewith state that the above plat is a true and correct representation of a survey made on the ground, under my supervision Witness my signature and surveyors seel this 15 day of April, 2025.



April 15, 2025

SURVEYING

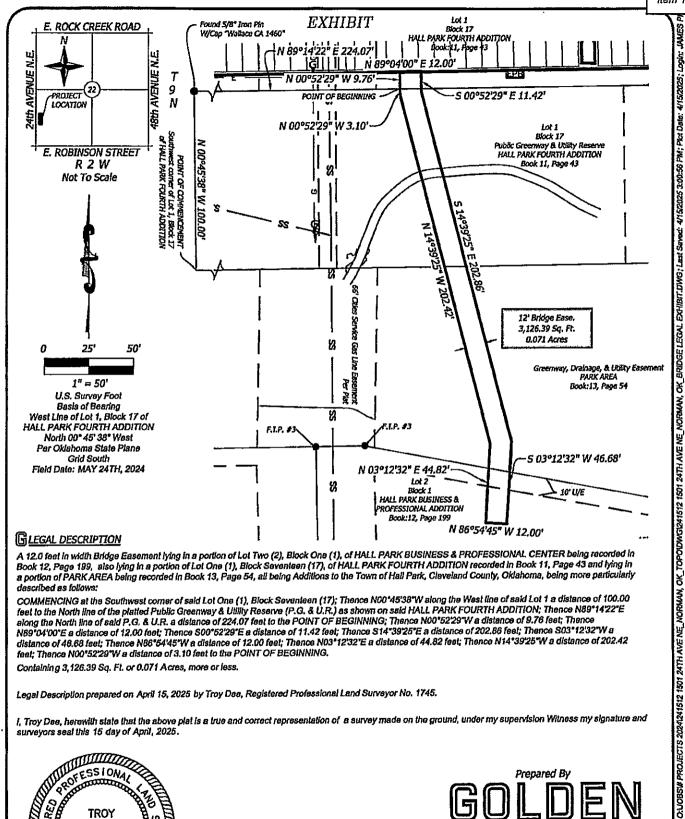
4131 N.W. 122nd St., Suite 100, Oklahome City, Oklahoma 73120 C.A.# 7263 / Exp. Date =6/30/2026

Telephone: (405) 849-6010 Emeil: broy@goldenls.com Drafted by: SQ GLB Job No.: 241512 Plot Oste: April 16, 2026 Sheet 1 Of 1

Sheet 1 Of 1

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Facultuce



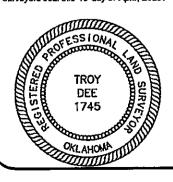
A 12.0 feet in width Bridge Easement lying in a portion of Lot Two (2), Block One (1), of HALL PARK BUSINESS & PROFESSIONAL CENTER being recorded in Book 12, Page 199, also lying in a portion of Lot One (1), Block Seventeen (17), of HALL PARK FOURTH ADDITION recorded in Book 11, Page 43 and lying in a portion of PARK AREA being recorded in Book 13, Page 54, all being Additions to the Town of Hall Park, Cleveland County, Oklahoma, being more particularly

COMMENCING at the Southwest corner of said Lot One (1), Block Seventeen (17); Thence N00*45'38"W along the West line of said Lot 1 a distance of 100.00 feet to the North line of the platted Public Greenway & Utility Reserve (P.G. & U.R.) as shown on said HALL PARK FOURTH ADDITION; Thence N89*14'22"E elong the North line of said P.G. & U.R. a distance of 224,07 feet to the POINT OF BEGINNING; Thence N00*52'29 W a distance of 9.76 feet; Thence N89'04'00'E a distance of 12.00 (eat; Thence S00"52'29"E a distance of 11.42 (eet; Thence S14"39'25"E a distance of 202.86 (eet; Thence S03"12'32"W a distance of 48.68 feet; Thence N86°54'45"W a distance of 12.00 feet; Thence N03°12'32'E a distance of 44.82 feet; Thence N14°39'25"W a distance of 202.42 feel; Thence N00°52'29"W a distance of 3.10 feet to the POINT OF BEGINNING.

Containing 3,126.39 Sq. Ft. or 0.071 Acres, more or less.

Legal Description prepared on April 15, 2025 by Troy Dee, Registered Professional Land Surveyor No. 1745.

I, Troy Dee, herewith state that the above plat is a true and correct representation of a survey made on the ground, under my supervision Witness my signature and surveyors seal this 15 day of April, 2025.



4131 N.W. 122nd St., Suite 100, Oklahoma City, Oklahoma 73120 C.A.# 7263 / Exp. Date =6/30/2026 Telephone: (405) 849-6010 Email: troy@goklenis.com

Drafted by: SQ GL9 Job No.: 241512 Plot Date: April 15, 2025

Sheet 1 Of 1

File Attachments for Item:

26. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2425-115: A CONTRACT BY AND BETWEEN THE NORMAN MUNICIPAL AUTHORITY AND GLOBAL WATER & CHARCOAL INNOVATIONS L.L.C., DBA CHLORKING INNOVATIONS L.L.C., FOR THE LEASE OF CHLORINATION EQUIPMENT AT THE WESTWOOD FAMILY AQUATIC CENTER AS OUTLINED IN THE STAFF REPORT.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE:

04/22/2025

REQUESTER:

Mitchell Richardson, Recreation Manager

PRESENTER:

Jason Olsen, Parks and Recreation Director

ITEM TITLE:

CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2425-115: A CONTRACT BY AND BETWEEN THE NORMAN MUNICIPAL AUTHORITY AND GLOBAL WATER & CHARCOAL INNOVATIONS L.L.C., DBA CHLORKING INNOVATIONS L.L.C., FOR THE LEASE OF CHLORINATION EQUIPMENT AT THE WESTWOOD FAMILY AQUATIC

CENTER AS OUTLINED IN THE STAFF REPORT.

BACKGROUND:

In October 2015, Norman residents passed the NORMAN FORWARD Initiative-funding various projects through a ½% sales tax increase over 15 years. The NORMAN FORWARD Initiative included a project to construct a new Westwood Family Aquatic Center.

The Westwood Family Aquatic Center reopened to the public in 2018 to much fanfare and has been extremely popular ever since. In past years, Westwood has consistently sold over 7,000 pool passes annually, has over 700 sign-ups for swim lessons yearly, and is Norman's best stop to cool off during Oklahoma's hot summers. Westwood includes a 50-meter lap pool and a diving area with a family slide, lazy river, zero-depth entry family pool with toddler play features, and a wet deck with dumping buckets and spray features similar to a splash pad.

DISCUSSION:

The Westwood Family Aquatic Center uses a commercial saltwater chlorination system to chlorinate and sanitize the pools. The system is a NEXGEN onsite chlorine generator leading the way to better, safer water. This unique design uses pool water to generate a pH-balanced sodium hypochlorite solution and does not require adding salt to the pool. NEXGEN eliminates hazardous chemical deliveries and bulk storage and will significantly lower the cost of balancing the pH. The NEXGEN is compatible with ORP or PPM controllers and is fully customizable to sanitize up to six bodies of water.

The Parks Department recommends leasing this equipment out. The lease includes a full-service agreement providing maintenance, repairs, and even replacement if the equipment fails. The lease for the NEXGEN system is for 5 years/60 months and is \$3,926 monthly. The system is



sufficient to chlorinate the entire park and is extremely safe for staff because it eliminates the need for dangerous chemicals such as chlorine bleach and muriatic acid.

Because this is a renewal of an existing lease at the same cost, the funding is already in place inside the Westwood Pool cost center.

Funds are budgeted for this in Swimming Pool-Rentals & Leases-Other Rentals (Account No. 29970133-44599)/

RECOMMENDATION:

It is recommended that the City Council, acting as the Norman Municipal Authority, approve Contract K-2425-115 for the leasing of Chlorination Equipment at the Westwood Family Aquatic Center.



Equipment Supply and Maintenance Agreement

Company ("We" or "Us") Global Water & Charcoal Innovations LLC, dba. ChlorKing Innovations LLC PO Box 5959, Florence, SC, 29502 | Tel: 843-669-5213

Customer: ("You")				<u> </u>		
Customer legal name: City of	Norman (Parks and Re	ecreation)				
Billing Address: PO Box 370	201-C West Gray					
City: Norman	State: OK	County:	Zip: 7307	0		
Phone: 405-366-5472	Fax:	Email:				
Physical Address: Westwood Aquatic Center, 1017 Fairview Dr.						
City: Norman	State: OK	County:	Zip: 73069			
Description of Supplied Equipment or service						
[1] ChlorKing NEXGEN 100SM [1] 2hp Booster pump						
PAYMENT SCHEDULE:		1				
Term: (Months) 60 rent	al (No ownership)	Payment frequenc	y: Monthly			
Advanced rentals: \$950 shipp	oing	Amount of each payment: \$3,926				
Sales tax %: Exempt	ales tax %: Exempt Sales tax: Exempt					
Total monthly payment due:	\$3,926	1st payment due d	ate:			
ACCEPTANCE OF AGREEME have any questions. Signature of Customer:	ENT This is a binding contract. Print name			s if you Date:		
(By signing above 1 contifue that I a	m legally sutherized to sis	rn on babalf of this organ	ization)			
(By signing above, I certify that I as Accepted and signed by Com				ate:		

Please remit a signed copy of this Agreement to ChlorKing Innovations LLC, PO Box 80823, Atlanta, Georgia, 30366 or fax to 770-685-6576 or email to steve@chlorking.com

(This is a 4 page agreement consisting of this cover page and pages 1, 2, 3 which contain additional terms and conditions. By signing above, You acknowledge that You have received and read the entire Agreement. This Agreement shall be deemed to be executed and delivered by You either by the actual delivery of this Agreement, or by the facsimile transmission to Us of this page, duly executed by You. If facsimile transmission is used, such Facsimile copy of this page received and accepted by Us, along with copies of page 1,2, 3, identical to those provided to You, shall constitute the one and only original of this Agreement.)



THIS AGREEMENT CANNOT BE CANCELLED EXCEPT AS EXPRESSLY PROVIDED. THIS AGREEMENT SHALL BECOME EFFECTIVE UPON SIGNING BY COMPANY AND CUSTOMER.

1. TERMS AND CONDITIONS:

This Agreement constitutes the full and entire agreement between the Company and Customer in connection with the Equipment and merges any and all other understandings. This Agreement can neither be cancelled nor modified except by written agreement signed by both Company and Customer. Customer's acceptance of the Equipment shall be irrevocable unless Company receives Customer's written notice of substantial nonconformance of the Equipment within 30 days after acceptance of the Equipment.

2. EQUIPMENT LOCATION:

Equipment shall be installed at the physical address of the Customer. Equipment shall not be moved unless consent is given in writing by Company. If consent to move the equipment is given, you shall pay our then applicable relocation fee. We shall have the right to inspect Equipment at any reasonable time during business hours.

OWNERSHIP, PERSONAL PROPERTY:

This Equipment is our property and you have no right to or interest in it except as expressly set forth herein up to the execution of the \$1.00 buy-out option, at which time the equipment shall become the property of the Customer. The Equipment is and shall, at all times, remain personal property.

4. ASSIGNMENT OFFSET:

You may not assign, transfer or sublet any interest in this Agreement or the Equipment without our prior written consent. If consent to assign is given, you shall pay our then applicable assignment fee. We may assign this Agreement or mortgage the Equipment or both, in whole or in part without notice to you. If you receive notice, you will acknowledge receipt thereof in writing. Each assignee or mortgagee of ours shall have all of our rights, but none of our obligations under this Agreement. You shall not assert against assignee or mortgagee any defenses, counterclaims, or offsets you may have against us. This Agreement inures to the benefit of and is binding upon the heirs, legatees, successors, and assigns of the parties hereto. You acknowledge that any assignment by us will neither materially change your duties hereunder nor increase your burdens or risks hereunder.

5. TAXES; NO LIENS:

As we direct, you shall pay all applicable charges and taxes (local, state, federal and documentary stamp) incurred by us which may now or hereafter be imposed or levied upon the sale, purchase, personal property ownership, leasing possession, or use of the Equipment, excluding however, all taxes on or measured by our net income. You shall pay our then applicable fee to cover our expenses associated with the administration, billing and tracking of such charges and taxes. You shall keep the Equipment free and clear of all liens and encumbrances. If Customer is a tax exempt entity, then Customer shall provide a tax exemption certificate upon request.

6. PAYMENT:

Payment terms for this Agreement are indicated on Page 1 of this document. Payments are to be made in full on or before the indicated date each month. Interest will be calculated at 12.5% per annum, or the maximum amount permitted by applicable law, whichever is less, on all outstanding balances and all legal costs associated with recovering any unpaid funds will be the responsibility of the Customer. Each payment received will be applied to the oldest charge due under this Agreement. Without Company's prior written consent, any payment to Company of a smaller sum than due at any time under this Agreement shall not constitute Agreement or an accord or satisfaction for any greater sum due or to become due regardless of any restrictive waiver. An advance payment shall be held by Company as a security deposit for the faithful performance of this Agreement.

FAILURE TO COMPLY:

Failure to comply with any aspect of this Agreement will result in Company taking any measures necessary to recover all outstanding funds as well as removing all components of the Equipment from the Customer's property at the expense of the Customer.

RESPONSIBILITY:

It is the responsibility of the Customer to follow all operating instructions associated with the Equipment.

9. MAINTENANCE AND INSPECTION:

You will maintain the equipment in good working order. A standard user's manual will be provided upon installation. See standard user's manual for factory warranty information in the event of a malfunction.

10. INDEMNITY:

To the extent permitted by applicable law, Customer agrees to indemnify and hold Company harmless from and against any and all losses, damages (special, indirect or consequential), injuries demands and expense (a "Claim"), including any and all attorneys' fees and legal expenses, arising from or caused directly or indirectly by any actual or alleged use, possession, maintenance, condition (whether or not latent or discoverable), operation, location, delivery or transportation of the equipment, provided however, that such Claims are not due to the sole negligence or breach of this Agreement by Company.

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11. WARRANTY:

Equipment manufactured by the Company will be covered by the Companies warranty for the Agreement period providing all terms and conditions of this Agreement have been met, and the Agreement is in good standing. Regular maintenance, including but not limited to the regular cleaning of the electrode stacks, as outlined in the user manual, must have been completed by the Customer in order for the warranty to bevalid.

12. REPLACEMENT OF FAULTY COMPONENTS

Any component failure on the Equipment provided by the Company shall be replaced by the Company at no cost to the Customer for the duration on this Agreement, as long as the Agreement is in good standing and all terms and conditions have been met. Components will not be replaced if it can be shown that malicious damage has occurred, routine maintenance has not be completed or as a result of an act of God.

13. RISK OF LOSS:

You assume and agree to bear the entire risk of loss, theft, destruction or other impairment of the Equipment (excluding normal wear and tear) regardless of cause (collectively "Loss") for the entire term of this Agreement until you return the equipment to us. No loss shall relieve you of any of your obligations under this Agreement. You shall immediately notify us in writing of the occurrence of any loss. You shall, at your expense, keep the Equipment insured against loss for its full replacement value under a comprehensive policy of insurance or other arrangement satisfactory to us ("insurance"). You or your agent must call us at 1-800-536-8180 and provide us with such evidence. If you fail to provide such evidence, we may, in our sole discretion, refrain from requiring evidence of insurance and, due to the increased credit risk, include the equipment in our own risk management program, and charge you a fee, which will be separately reflected as an additional charge on our invoices to you. This monthly fee will be calculated at 10% of the contract price per year, divided by 12. Before including the Equipment in our program and charging you the fee, we will send to you by U.S. mail a letter reminding you of your obligations to insure the Equipment and provide evidence of the insurance. The letter will be deemed received by you at the time we place it in the mail. If you do not respond with the evidence of insurance within the time specified in the letter, we may immediately include the equipment in our program. If we include the Equipment in our program and any loss, damage or destruction to the Equipment occurs that does not result from your gross negligence or willful misconduct, we shall, at our option (provided you are not in default under this Agreement, including the payment of any fees invoiced by us), either repair or replace the Equipment and your Agreement obligations will remain unchanged. Title to the Equipment, whether repaired or replaced, will at all times remain with us. We will not be liable to you if we terminate any such risk management program. By providing this risk management program we are not offering or selling you insurance.

14. MISCELLANEOUS CUSTOMER WAIVERS:

This Agreement constitutes the entire Agreement between the parties as to the subject matter contained herein and representations or statements not included herein are not part of this Agreement. This Agreement shall not be amended, altered, or changed, except by a written Agreement signed by the parties hereto and no provision of this Agreement can be waived except by our written consent.

15. ACCOUNT CHARGES:

Unless prohibited by applicable law, you agree to pay the fees and charges set forth in this Agreement, including without limitation, the fees and charges relating to (a) your failure to pay in a timely manner, (b) your exceeding your credit line, (c) transaction fees, if applicable and (d) fees attributed to the return of any checks that you give to us as payment of your account. Unless prohibited by applicable law, the bank may charge you and you agree to pay the bank's fees then in effect for copies of statements, personalized business checks and other fee-based services provided by the lender.

16. OWNERSHIP AND TITLE:

Company is the sole owner of the Equipment until all payments have been made in full. Company has the right to inspect the Equipment and has the right to affix and display notice of Company's ownership thereon. The Equipment shall remain Company's personal property whether or not affixed to realty and shall not be part of any real property on which it is placed. All additions, attachments and accessories placed on the Equipment become part of the Equipment and Company's property until all payments have been made in full. Customer agrees to maintain the equipment so that it may be removed from the property or building where located without damage.

17. COLLECTION CHARGES AND ATTORNEY'S FEES:

If Company does not receive any part of any sum due to Company within 10 days of the due date or if any sum paid by check shall be dishonored or returned to Company on account of uncollected funds or for insufficient funds, Customer agrees to pay Company:



(a) a onetime late charge to compensate Company for collecting and processing the late sum, equal to the greater of 15% of any delayed sum or a minimum of \$25.00.

(b) An interest charge for every month after the first month in which the sum is late to compensate Company for the inability to reinvest the sum, such interest charge stipulated and liquidated at 12.5% per annum or the maximum allowed by applicable law, whichever is less.

18. CUSTOMER AND ANY GUARANTOR AGREE TO PAY COMPANY'S REASONABLE ATTORNEYS' FEES AS DAMAGES AND NOT COSTS:

In all proceedings arising under this Agreement, such proceedings including any bankruptcy proceeding, civil action, mediation or counterclaim on which Company prevails seeking relief from stay in bankruptcy or post-judgment action or appeal with respect to any of the foregoing, reasonable attorneys' fees are stipulated and liquidated at not less than the greater of \$500,00 or 25% of Company's total amount in collection.

19. DEFAULT:

Customer shall be in default of this Agreement on any of the following events:

(a) Customer fails to pay any month's rent with 30 days after it first becomes due.

(b) Customer assigns, moves, pledges, sells or relinquishes possession of the Equipment or attempts to do so, without Company's prior written authorization.

(c) Customer breaches any of its warranties or other obligations under this Agreement or any other agreement with Company and fails to cure such breach within 30 days after Company sends Customer a notice of the existence of such breach by same manner as set forth in item 12, above.

(d) Any execution or writ of process is issued in any action or proceeding to seize or detain the Equipment.

(e) Customer or any guarantor gives Company reasonable cause to be insecure about Customer's willingness or ability to perform obligations under the Agreement or any other agreement with Company.

(f) Customer or any guarantor dies becomes insolvent or unable to pay debts when due, stops doing business as a going concern, consolidates, merges, transfers all or substantially all of its assets, makes an assignment for the benefit of creditors, appoints a trustee or receiver or undergoes a substantial deterioration of financial health.

(g) Company or any guarantor falls to reaffirm this Agreement obligation within thirty (30) days of the filing of any petition for protection under the United States Bankruptcy Code.

20. REMEDIES:

Should Customer default, Company has the right to exercise any or all of the following: Company may without notice accelerate all sums under the Agreement and require Customer to immediately pay Company all sums that are already due and the discounted value of those that will become due and

(i) Require the immediate return of the Equipment to Company or

(ii) If Company agrees after Customer pays all other sums under the Agreement, sell the Equipment to Customer at the stipulated buy-out contract price less 100% of monthly payments made to that point.

Company has the right to immediately retake possession of the Equipment without any court or other process of law and for such purpose may enter upon any premises where the Equipment may be and remove the same. Company has the right to exercise any remedy at law or equity, noticet hereof being expressly waived by Customer and any guarantor. Company's action or failure to act on any one remedy constitutes neither an election to be limited thereon nor a waiver of any other remedy nor a reAgreement of Customer from the liability to return the Equipment or for any Loss or Claim with respect thereto. The provisions of this Agreement are severable and shall not be affected or impaired if any one provision is held unenforceable, invalid or illegal. Any provision held in conflict with any statute or rule of law shall be deemed inoperative only to the extent of such conflict and shall be modified to conform with such statute or rule.

21. DISPUTES:

In the event of a dispute between Customer and Company arising out of or related to this Agreement, the aggrieved party shall notify the other party of the dispute within a reasonable time after such dispute arises. If the parties cannot thereafter resolve the dispute, each party shall nominate a senior officer of its management to meet to resolve the dispute by direct negotiation or mediation. Should such negotiation or mediation fail to resolve the dispute, either party may pursue resolution of the dispute as allowed by applicable law and regulation. During the pendancy of any dispute, the parties shall continue dilligently to fulfill their respective obligations hereunder.

22. CONSENT TO JURISDICTION, VENUE AND NON-JURY TRIAL:

Customer and any guarantor consent agree and stipulate that:

(a) this Agreement shall be deemed fully executed and performed in the State of Oklahoma and shall be governed by and construed in accordance with the laws thereof; and

(b) in any action, proceeding, or appeal on any matter related to or arising out of this Agreement, Company, Customer and any guarantor: (i) shall be subject to the personal jurisdiction of the State of Oklahoma including any state or federal court sitting therein and all court rules thereof; and (ii) shall accept venue in any federal or state court in Oklahoma. Nothing contained herein is intended to preclude Company from commencing any action hereunder in any court having jurisdiction thereof.

23. CONSENT TO SERVICE OF PROCESS:

Customer and any guarantor agree that any process served for any action or proceeding shall be valid if mailed by Certified Mail, return receipt requested, with delivery restricted to either the addressee, its registered agent or any agent appointed in writing to accept such process.



MEETING DATE: 05/01/2025

REQUESTER: James Briggs, Park Development Manager

PRESENTER: Jason Olsen, Director of Parks and Recreation

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT OR

POSTPONEMENT OF THE WESTWOOD PARK GOLF AND TENNIS

FACILITIES MASTER PLAN PROJECT

BACKGROUND:

The 2023-24 Capital Improvement Plan included funding from the Room Tax Fund for a project to hire a design consultant to create a Master Plan for Westwood Park Golf and Tennis Facilities at 24th & west Robinson Street. This is a 137 acre special use park that is home to our 18-hole golf course, a United States Tennis Association (USTA)-Accredited Tennis facility and our Westwood Family Aquatics Center. Westwood has served the community for over 60 years and is one of our most visited parks, especially in the summer months. The Aquatics Center Reconstruction project was one of the first things completed as part of the NORMAN FORWARD Quality of Life Initiative passed by voters in 2015. It has been successful since its opening day, and set the standard for the other large park system improvements that has been repeated with the projects at Griffin Soccer Complex, Reaves Baseball/Softball and the Andrews Park Skatepark, among others. We also completed construction of a two-court indoor tennis facility at Westwood, which has greatly increased the play in inclement weather. Recently, we have cut the ribbon on the Adult Wellness and Education Center and the Young Family Athletic Center (YFAC), which have also helped mark the beginning of a new level of service offered by the City of Norman. In order to prepare for any future package of additional Quality of Life projects, we need to create good master plans for those facilities that need improvement. At Westwood, the golf pro shop and grill building and the golf maintenance facilities located at the park entry have been in operation since the 1960's. They have had minor upgrades over the decades; but are now reaching the end of their functional life versus constant maintenance costs. Similarly, the tennis pro shop was built in phases, but is nowhere near large enough to meet the needs of the growing number of paddle sport players, especially with the increasing popularity of Pickleball along with continued growth of tennis programs. The tennis shop needs additional restroom facilities and would benefit greatly from adding lockers and showers to their space. The parking lot could also benefit from a re-design, similar to the improvements made to the Aquatics Center parking improvements done as part of that Norman Forward project. After decades of use for daily activity that can be hundreds of people and vehicles per day, staff has determined that it is time to plan for the next 60 years at Westwood Golf and Tennis—starting with this design phase.

DISCUSSION:

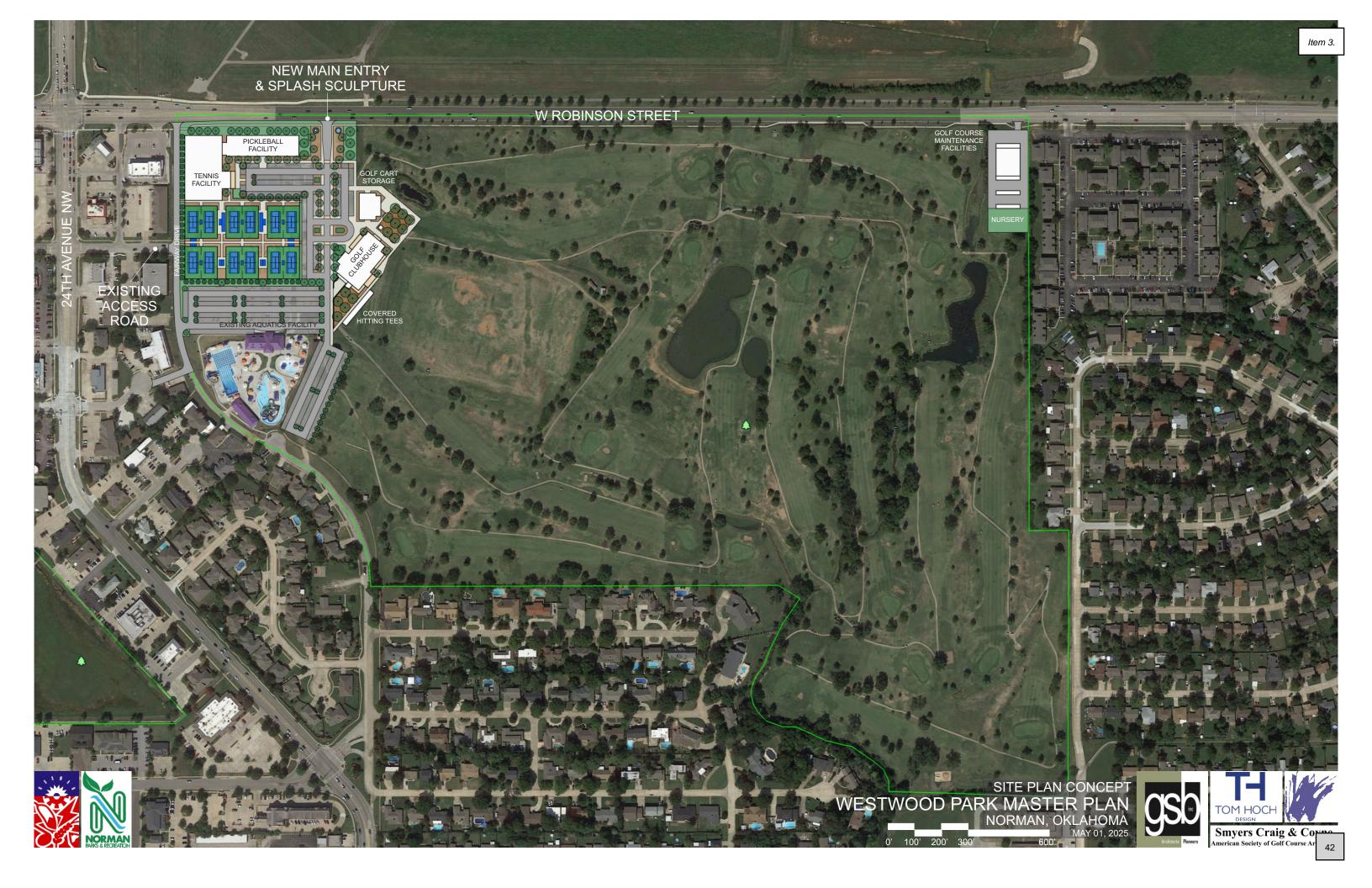
In February, 2024, Staff advertised a Request for Proposal RFP-2324-44 for Professional Design Services for the Westwood Park Golf & Tennis Facilities Master Plan (WWPGT). The Review Committee selected the services of the team led by GSB, Inc., from Oklahoma City for this project. The GSB team is comprised of GSB, Inc., (Architects), along with Wallace Design Collective (Engineers and Landscape Architects), Tom Hoch Designs (Clubhouse and Sports Pro Shop Design Specialists), Craig + Coyne Designs (Golf Course Designers), and White & Associates (Cost Estimators).

In May 28, 2024, the City Council appropriated funds in the amount of \$29,240 from the Community Park Development Fund Balance into the Westwood Park Master Plan Project and approved Contract K-2324-184 to GSB, Inc., in the total amount of \$54,240 for the Westwood Park Golf and Tennis Facilities Master Plan Project (WWPGT) Master Plan. Staff selected local citizens and/or professionals to give input and assist with the design of the WWPGT Master Plan.

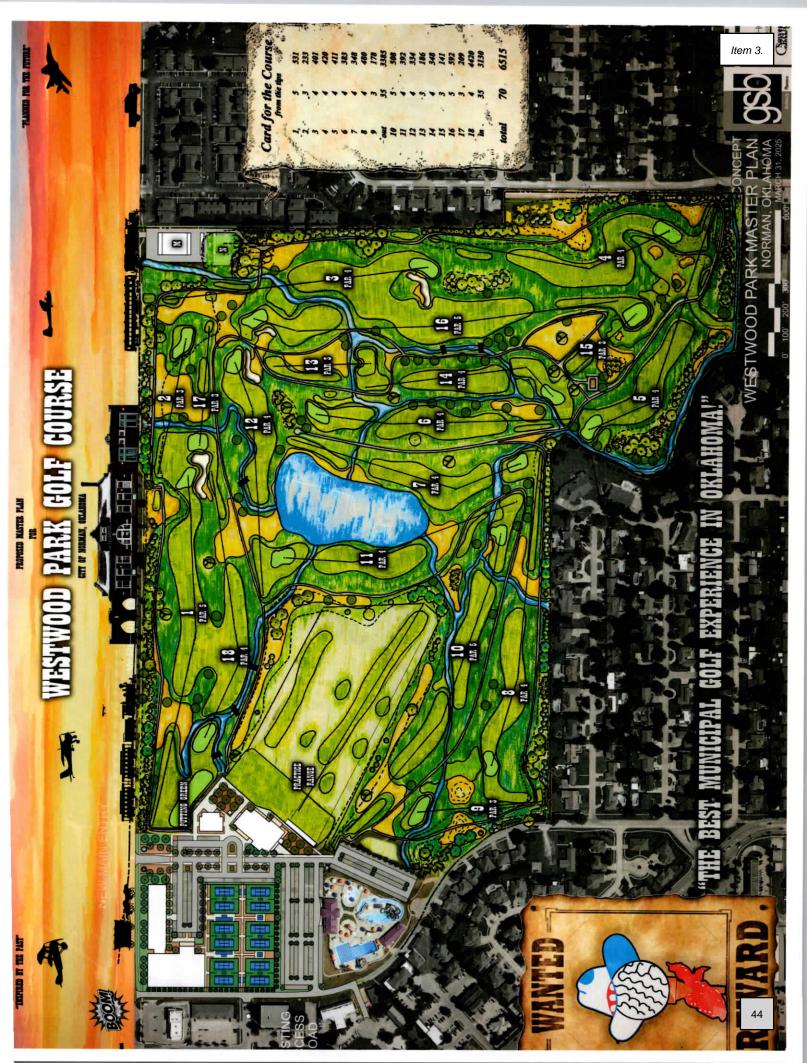
The process used to develop the master plan included utilizing a project steering committee, a public input process, Parks and Recreation Staff and review of the Norman Board of Park Commissioners. If the Norman Board of Park Commissioners recommend moving the master plan forward, Council will consider approval and adoption at the June 24, 2025 Council meeting.

RECOMMENDATION:

It is recommended that the Board of Park Commissioners approve and recommend the Westwood Park Golf & Tennis Facilities Master Plan to City Council for their consideration of adoption.







Westwood Park Master Plan April 18, 2025 3:00 pm.

Present: Members Blake, Davis, Foster, Haws, Hurley, Simpson and Wadley

Absent: None

City Officials

Present: Jason Olsen, Director of Parks and Recreation

James Briggs, Park Development Manager Mark Claude, Westwood Tennis Professional Paul Krout, Golf Maintenance Superintendent Rick Parish, Westwood Golf Professional Mitchell Richardson, Recreation Supervisor Karla Sitton, Administrative Technician IV

Others Present: Kerry Azzarello, GSB

Colton Craig, Smyers Craig & Coyne Will Dierinzo, Tom Hoch Design

Michael Hinchey, GSB

Chris Savage, Wallace Design Collective

ITEM 1, being:

REVIEW THE SEPTEMBER 13, 2024 WESTWOOD PARK MASTER PLAN COMMITTEE MINUTES

Staff emailed the minutes to the Committee prior to the meeting. Staff asked if there were any questions and the Committee did not have any questions or comments.

ITEM 2, being:

REVIEW PROPOSED WESTWOOD PARK MASTER PLAN

Mr. Michael Hinchey, GSB, highlighted the proposed (Revised) Westwood Park Master Plan (WWPMP) to include the following: 1) New main entry off Robinson Street; 2) Twelve outdoor standard tennis courts; 3) Three indoor tennis courts with Pro Shop; 4) Eight indoor pickleball courts; 5) Four outdoor junior tennis courts; 6) Activity lawn; 7) Golf clubhouse, bar and grill, banquet facility with outdoor dining; 8) Twelve covered hitting tees; 9) Cart storage building; 10) Cart staging courtyard; 11) At the Turn Grill near aquatics center; 12) 570 total parking spaces; and 13) New city property and roadway at Tee Circle.

Mr. Hinchey said currently there are 379 parking spaces and the additional proposed parking will definitely help during peak spring/summer hours, i.e., during tennis and/or golf tournaments and when the Westwood Family Aquatic Center (WWFAC) is open. He said the additional parking would also accommodate pickleball play and banquet room rentals (250 seats).

Mr. Hinchey said the Cart Staging area is designed to line up golf carts for play as well as an entertainment area with tables & chairs for events such as Beer Gardens, etc. The Committee discussed and suggested flipping the Cart Staging and Cart Parking area(s) so that the Food & Beverage (F&B) entertainment (location of Kitchen area within the golf clubhouse) can be closer/combined with the Golf entertainment, i.e., Cart Staging as well as At The Turn Grill can be utilized as F&B areas where players can go to eat/drink after play and/or for entertainment/events where the public can go to experience a unique Westwood Park facility. The Committee discussed whether another level could be added to the Golf Clubhouse and Staff said that can be explored, but might not be possible due to the proximity of the Max Westheimer Airport.

Mr. Colton Craig, Smyers, Craig & Coyle, presented the Golf Course renovation, highlighting the current layout of the course and the proposed layout. He said the current irrigation and drainage infrastructure is at its life span, the irrigation reservoir is at capacity, and the bunker quality can be improved. Mr. Craig said the biggest change

Westwood Park Master Plan April 18, 2025 Page 2

to the golf course would be flipping the #1 and #10 holes; however, having the #9 and #10 holes on the same side of the golf course will reduce traffic. He showed pictures of different styles of bunkers, but felt an open range concept to capture run off would be more practical and affordable. Member Blake asked whether the open range bunkers would be enough to hold water during heavy rains and Mr. Craig said yes; however, the bunkers would drain into the pond that will be enlarged to capture and hold more water than it currently does.

Mr. Craig thought a good theme would be the *Wild Westwood* and showed various accessories that could be installed to bring the final touches to the theme, to include tee markers, wood bunker rakes, rustic hole signage and returning to the retro jersey flags that were used on the original Westwood Golf Course. Mr. Craig said some trees would be removed; however, new trees will be strategically replanted on the exterior margins of the golf course to screen busy roads (Robinson Street), unsightly structures and the WWFAC. He said more tree-plantings would be strategically group (planted) on the course.

Member Simpson felt there needed to be a more clear line of shot from the Golf Pro Shop to Tee #1. He asked whether lights at the driving range can be added to the Master Plan and Staff said yes. Member Simpson felt hitting bays are a very good revenue source and highly recommended adding more than the proposed 12. Staff said the facility could possibly be open later (after dark) if additional revenue could be made by adding lights and/or more hitting bays.

ITEM 3, being:

REVIEW AND DISCUSS SITE PLAN, PLAN RENOVATION DRAWINGS AND PUBLIC INPUT

Mr. Hinchey said two public meetings were held yesterday, April 17th at the Westwood Golf Pro Shop at 3:30 p.m. and at the Westwood Tennis Center at 5:30 p.m. to show the proposed WWPMP and gather public input. He said some of the comments received included more screening was needed in the tennis areas (from Robinson Street), flipping the tennis courts and pickleball courts and a desire to have four (4) indoor courts rather than the proposed three (3) indoor courts. Mr. Hinchey said it had been mentioned at the last steering committee meeting that the junior tennis courts might not be necessary, and he felt they could be removed from the proposed master plan, which would allow another indoor court to be installed. The Committee discussed and preferred to have the junior courts removed so that another indoor court could be installed which would allow for USTA 10 and under tournament play and Senior League matches. Member Foster suggested showing junior courts as a future build, add or alteration on the master plan. He asked if the proposed design included a stadium court(s) and Mr. Hinchey said yes, the two middle (south) courts have bleachers along the east side of one court and bleachers along the west side of the other court. Mr. Will Dierinzo, Tom Hoch Design, said if desired, those two courts could be sunken and said California Corners added to all the tennis courts will eliminate the dead space as well as improve ball retrieval.

Member Foster said another comment made was whether a second story could be added to the Golf Clubhouse and Mr. Hinchey said that could be explored; however, it might not be possible due to the proximity of the Max Westheimer Airport. Member Haws asked the current length of the Golf Course and Staff said 6,207 yards, but the proposed plan shows to extend it to 6,396 yards. She asked the Design Team to make some changes in order to get the course to 6,500 yards so that Westwood Golf can accommodate and bring in larger junior tournaments (OJGT & AJGA).

Member Simpson said he had a little concern about the total re-design and encouraged the Committee to not lose what makes Westwood – Westwood, when considering the final master plan. He felt the City would need to support an operating plan that will help maintain the Golf and Tennis facilities, which should include hiring more maintenance workers. Mr. Craig felt like the design for new Golf and Tennis facilities will be easier to maintain than the current facilities and Member Davis agreed, stating this will be a "selling point" to the community. He said this design would be more inviting to golfers and felt more would come early for lunch or stay later for dinner, etc., over the current facility. Mr. Olsen said Westwood Park is a Special Revenue Fund; however, at some point we would like to start budgeting the Westwood Park facilities into the Parks and Recreation Fund accounts. He said the revenue would be reinvested back into the Westwood facilities, i.e., Golf, Pool and Tennis.

Westwood Park Master Plan April 18, 2025 Page 3

ITEM 4, being:

REVIEW WESTWOOD PARK MASTER PLAN UPDATES REGARDING CONSTRUCTION, PHASING AND UTILITIES

Mr. Chris Savage, Wallace Design Collective, highlighted the project sequencing stating the construction will be concurrent and the Westwood Family Aquatic Center (WWFAC) will remain open. He said the sport courts will take 8 months to construct; the golf course will take 14 months to construct; and the golf clubhouse will take 8 months to construct. He provided the information for the golf course construction timeline as follows:

- Construction Drawings: January (Year 1)
- Bid Administration, Select Builder & Social Media Reveal: April (Year 1)
- Site Clearing/Grubbing: November (Year 1)
- Golf Course Construction: Start (Year 2)
- Grassing Golf Course: July (Year 2)
- Course Opening: October (Year 2)
- Press Release and Event: April (Year 3)

Mr. Savage said site and civil issues would need to be considered for the primary access entry on Robinson Street, three secondary entries, and access to the golf maintenance building. He said additional site and civil considerations will need to be addressed for storm water detention, on-site drainage, water & sanitary, electric & telecom and natural gas. Mr. Savage said the depth of the current pond will be increased and rain gardens could be installed to help with relocating run-off before it enters the golf course. Member Simpson asked what the phase plan is for the new park maintenance facility, suggesting it be constructed in the beginning since they are now located in the golf pro shop building which will need to be demolished.

ITEM 5, being:

NEXT STEPS

Mr. Hinchey said the Design Team will work together to integrate the public comments and Committee requests (discussed today) into the proposed WWPMP. Mr. Jason Olsen, Director of Parks and Recreation, said Staff would like the Committee to review the updates as well as the project cost estimate and get their recommendation on moving the master plan forward to the Park Board. The Committee discussed and agreed to meet on May 1, 2025 at 1:00 p.m. Mr. James Briggs, Park Development Manager, asked the Design Team to include the art "Splash" in the updated WWPMP.

Mr. Olsen said the Design Team will present the WWPMP to the Park Board on May 1, 2025 at 5:30 p.m.and they will consider recommending the master plan move forward to Council. He invited the Committee members to attend the Park Board meeting to show support and answer questions. The Design Team will present the master plan to Council on May 27, 2025 at a Study Session meeting and at the June 10, 2025 City Council meeting for their consideration of adoption of the master plan.

ITEM 6, being:

ADJOURNMENT

The meeting adjourned at 4:30 pm.



MEETING DATE: 05/01/2025

REQUESTER: James Briggs, Park Development Manager

PRESENTER: James Briggs, Park Development Manager

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR

POSTPONEMENT OF LAND OR FEE IN LIEU OF PARK LAND FOR THE

IRONWOOD HILLS PUD ADDITION

BACKGROUND:

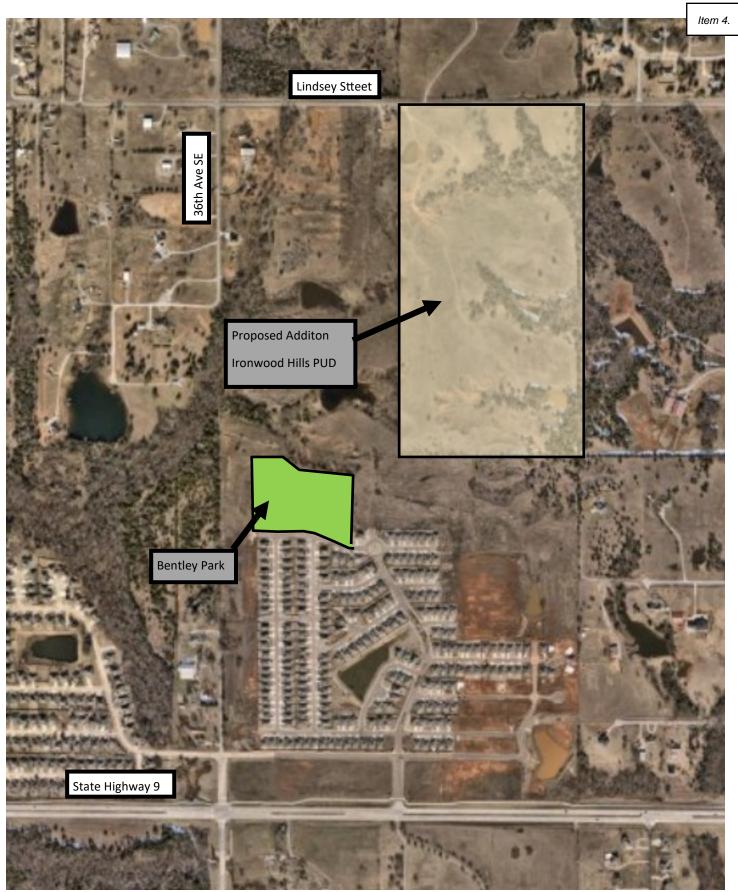
The Ironwood Hills PUD Addition is located in a part of Section 2, Township 8 North, Range 2 West of the Indian Meridian and is located south of Lindsey Street and east of 36th Avenue Southeast. The development is located north of the Bellatona neighborhood; where Bentley Park is located (See Map). The plat contains 299 units of R-1 (single-family housing) and 52 units of RM-2 (duplex) zoning. When it develops, there will be a total required public parkland dedication of 2.1885 acres. This development would also yield \$26,325 in Neighborhood Park Development Fees and the same in Community Park Development fees once all building permits have been issued. A private park would need to be twice as large as the public park; or 4.377 acres. A private park land decision would also waive the collection of Neighborhood Park Development Fees and, instead, require that same amount of funds be spent at a minimum when developing a private park. Community Park Development Fees would still be collected.

DISCUSSION:

The plat being proposed contains two areas of potential private parkland in the southeast part of the development, which show room for a playground, basketball court, walking trails and additional un-programmed open green space. The total combined land in these areas is 4.82 acres (more than the 4.377 acres required by the Ordinance). There is also a detention pond in the larger of the two park areas, which cannot count as parkland; but the trail around it does count (see green space exhibit). As a result, a good variety of outdoor recreational opportunities will be available for residents in the Ironwood Hills PUD Addition. The proposed plat does not physically connect to Bellatona Addition (Bentley Park neighborhood) via the street network; which does emphasize the need for green space/park land in this development. If a private park is created, then the Community Park Fees collected for the new residential lots would be available for projects in any of the city's Community Parks in the future.

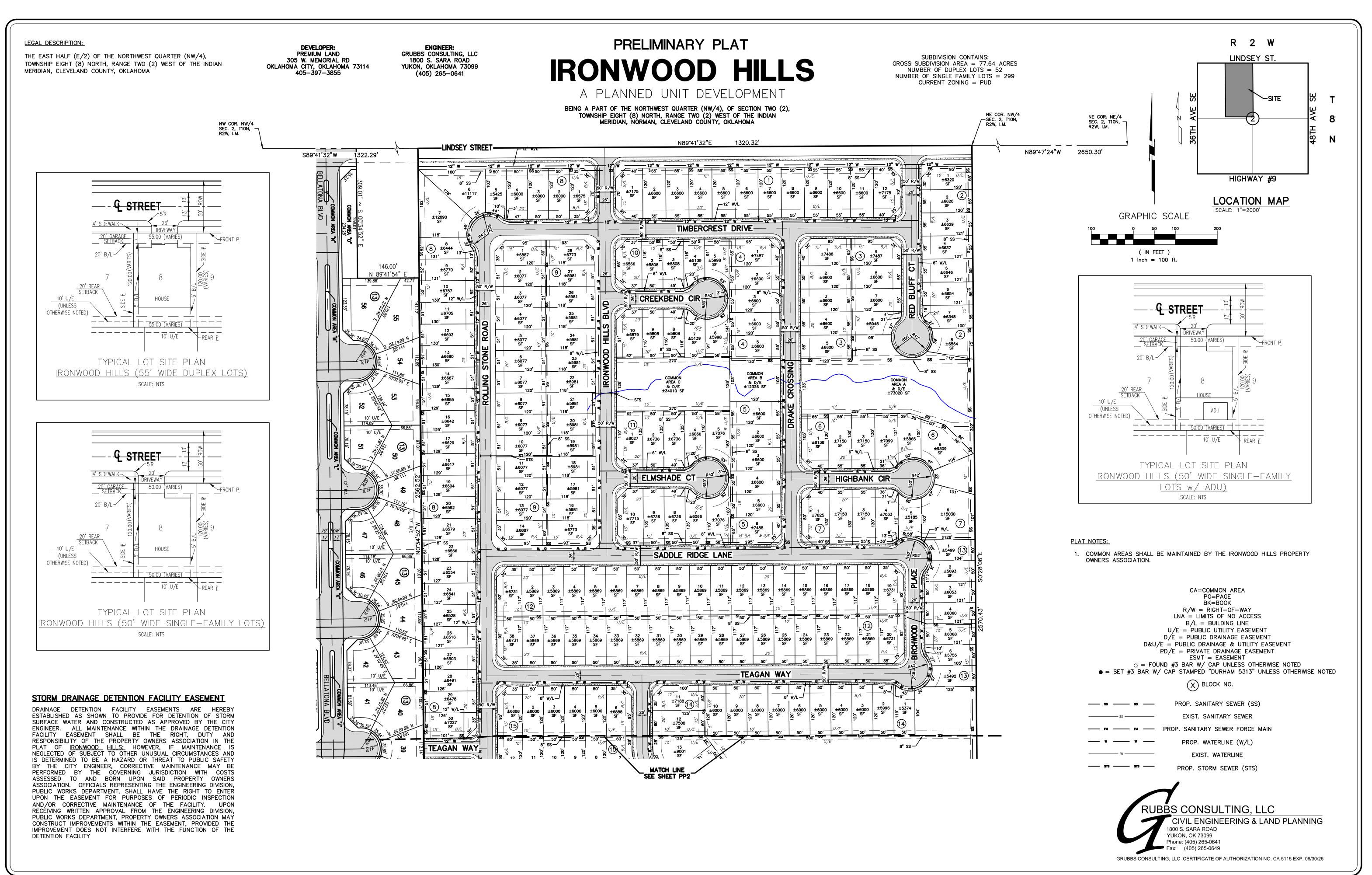
RECOMMENDATION:

City Staff recommends that Park Board accept a private parkland decision for the Ironwood Hills PUD Addition.



Location Map—Ironwood Hills PUD





DATE OF PREPARATION: APRIL 3, 2025 PRELIMINARY PLAT OF IRONWOOD HILLS SHEET PP1 OF PP2

LEGAL DESCRIPTION:

THE EAST HALF (E/2) OF THE NORTHWEST QUARTER (NW/4), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA

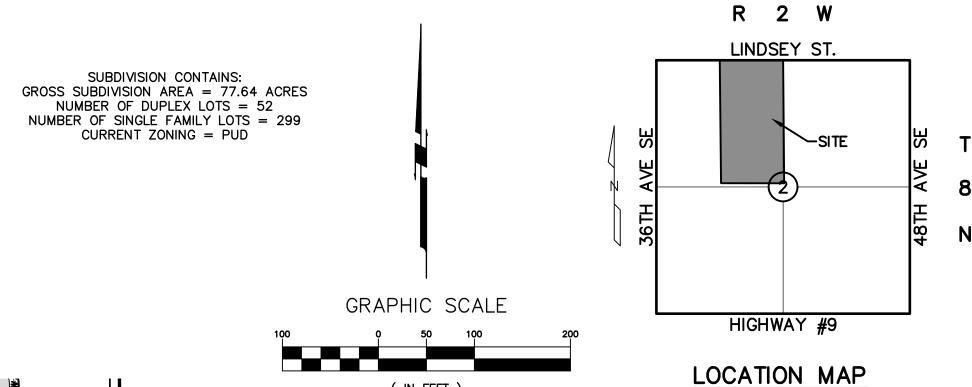
DEVELOPER:PREMIUM LAND 305 W. MEMORIAL RD OKLAHOMA CITY, OKLAHOMA 73114 405-397-3855 ENGINEER:
GRUBBS CONSULTING, LLC
1800 S. SARA ROAD
YUKON, OKLAHOMA 73099
(405) 265-0641

PRELIMINARY PLAT

IRONWOOD HILLS

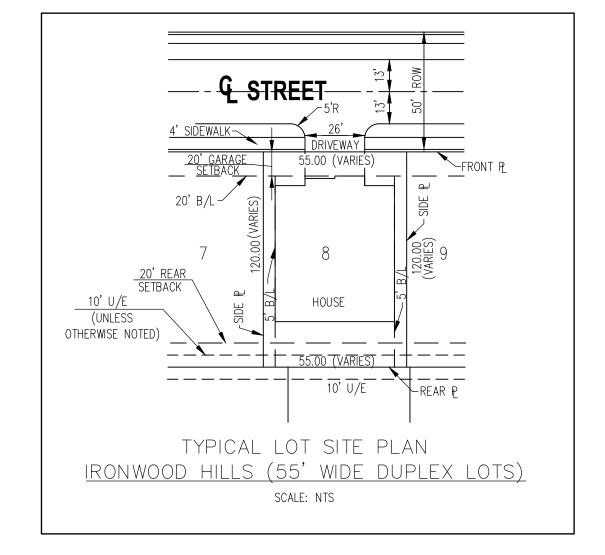
A PLANNED UNIT DEVELOPMENT

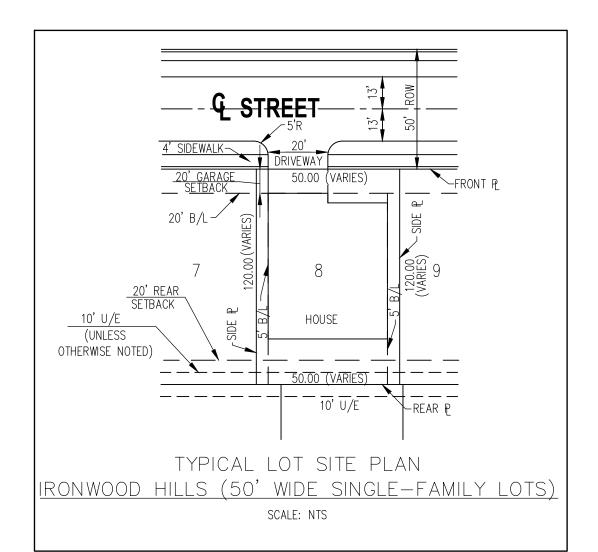
BEING A PART OF THE NORTHWEST QUARTER (NW/4), OF SECTION TWO (2), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, NORMAN, CLEVELAND COUNTY, OKLAHOMA



(IN FEET)

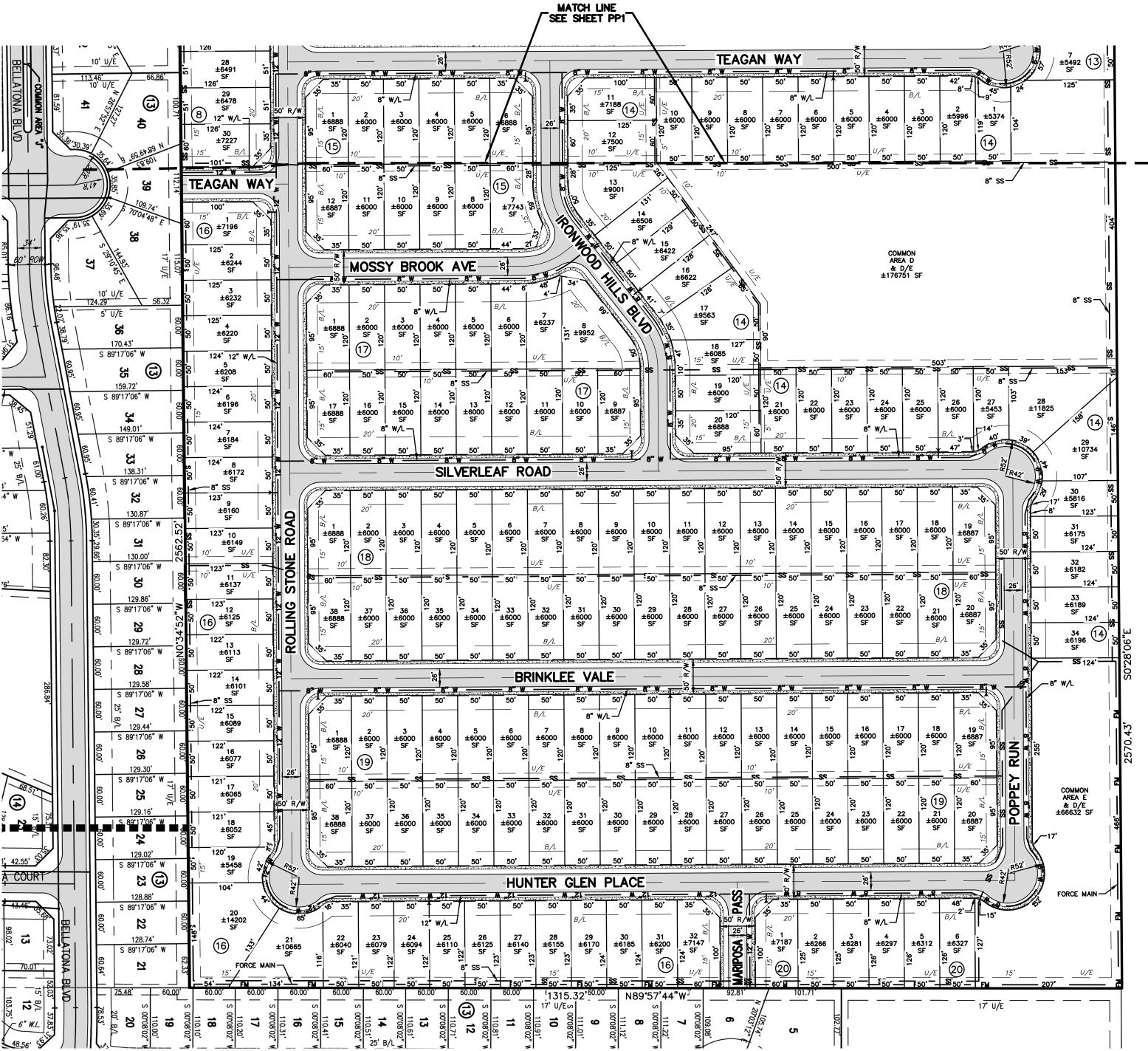
1 inch = 100 ft.

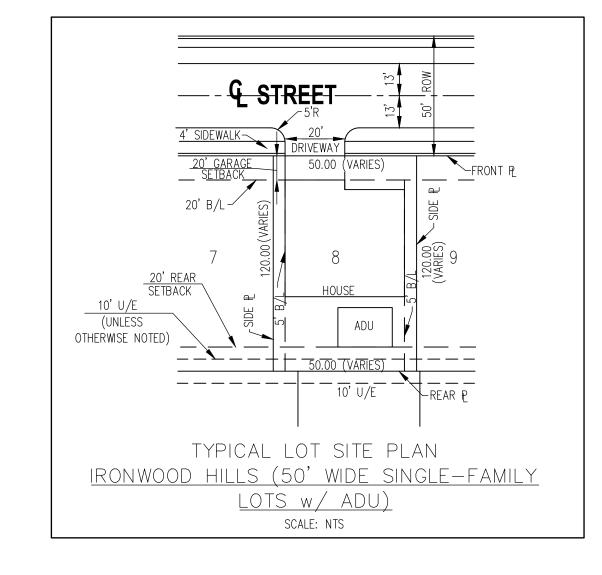




STORM DRAINAGE DETENTION FACILITY EASEMENT

DRAINAGE DETENTION FACILITY EASEMENTS ARE HEREBY ESTABLISHED AS SHOWN TO PROVIDE FOR DETENTION OF STORM SURFACE WATER AND CONSTRUCTED AS APPROVED BY THE CITY ENGINEER. ALL MAINTENANCE WITHIN THE DRAINAGE DETENTION FACILITY EASEMENT SHALL BE THE RIGHT, DUTY AND RESPONSIBILITY OF THE PROPERTY OWNERS ASSOCIATION IN THE PLAT OF <u>IRONWOOD</u> <u>HILLS</u>; HOWEVER, IF MAINTENANCE IS NEGLECTED OF SUBJECT TO OTHER UNUSUAL CIRCUMSTANCES AND IS DETERMINED TO BE A HAZARD OR THREAT TO PUBLIC SAFETY BY THE CITY ENGINEER, CORRECTIVE MAINTENANCE MAY BE PERFORMED BY THE GOVERNING JURISDICTION WITH COSTS ASSESSED TO AND BORN UPON SAID PROPERTY OWNERS ASSOCIATION. OFFICIALS REPRESENTING THE ENGINEERING DIVISION, PUBLIC WORKS DEPARTMENT, SHALL HAVE THE RIGHT TO ENTER UPON THE EASEMENT FOR PURPOSES OF PERIODIC INSPECTION AND/OR CORRECTIVE MAINTENANCE OF THE FACILITY. UPON RECÉIVING WRITTEN APPROVAL FROM THE ENGINEERING DIVISION, PUBLIC WORKS DEPARTMENT, PROPERTY OWNERS ASSOCIATION MAY CONSTRUCT IMPROVEMENTS WITHIN THE EASEMENT, PROVIDED THE IMPROVEMENT DOES NOT INTERFERE WITH THE FUNCTION OF THE DETENTION FACILITY





PLAT NOTES:

1. COMMON AREAS SHALL BE MAINTAINED BY THE IRONWOOD HILLS PROPERTY OWNERS ASSOCIATION.

CA=COMMON AREA PG=PAGE BK=BOOK R/W = RIGHT-OF-WAYLNA = LIMITS OF NO ACCESS B/L = BUILDING LINEU/E = PUBLIC UTILITY EASEMENT D/E = PUBLIC DRAINAGE EASEMENTD&U/E = PUBLIC DRAINAGE & UTILITY EASEMENT PD/E = PRIVATE DRAINAGE EASEMENT ESMT = EASEMENTO = FOUND #3 BAR W/ CAP UNLESS OTHERWISE NOTED ● = SET #3 BAR W/ CAP STAMPED "DURHAM 5313" UNLESS OTHERWISE NOTED (X) BLOCK NO.

PROP. SANITARY SEWER (SS) EXIST. SANITARY SEWER — PROP. SANITARY SEWER FORCE MAIN PROP. WATERLINE (W/L) EXIST. WATERLINE PROP. STORM SEWER (STS)

> RUBBS CONSULTING, LLC CIVIL ENGINEERING & LAND PLANNING 1800 S. SARA ROAD YUKON, OK 73099 Phone: (405) 265-0641 Fax: (405) 265-0649 GRUBBS CONSULTING, LLC CERTIFICATE OF AUTHORIZATION NO. CA 5115 EXP. 06/30/26

PRELIMINARY PLAT OF IRONWOOD HILLS SHEET PP2 OF PP2



52



MEETING DATE: 5/1/2025

REQUESTER: Mitchell Richardson, Recreation Manager

PRESENTER: Jason Olsen, Director of Parks and Recreation

ITEM TITLE: CONSIDERATION OF THE ACCEPTANCE, REJECTION, AMENDMENT,

AND/OR POSTPONEMENT OF A DONATION IN THE AMOUNT OF \$58.625 FOR BUILDING IMPROVEMENTS AT THE REAVES PARK

BUILDING, LOCATED AT 121 E. CONSTITUTION

BACKGROUND:

In November 2023, the City Council approved a contract with the Center for Children and Families, Inc., (CCFI) to operate the city-owned facility at 121 East Constitution Street as a Teen Center. The purpose of this partnership is to provide a safe, inclusive, and engaging space for teens, including Boys & Girls Club programming, after-school activities, and summer opportunities. CCFI has developed a renovation plan to modernize the interior of the building. These improvements are designed to enhance functionality and create a welcoming environment for youth.

DISCUSSION:

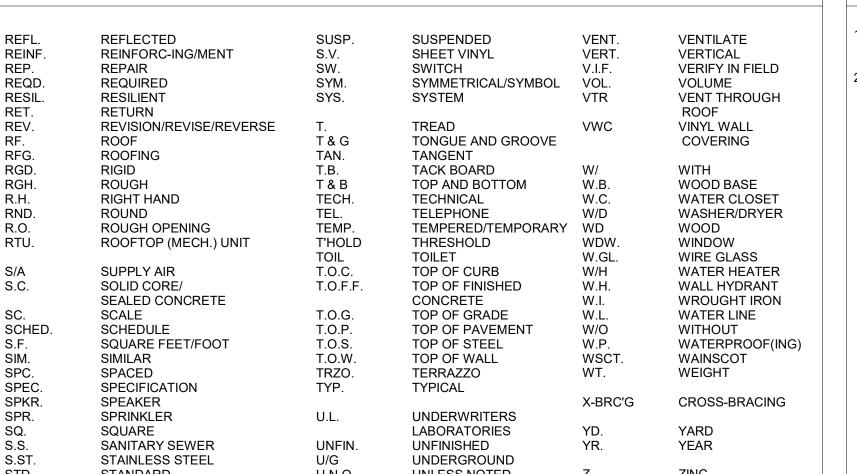
Proposed renovations include interior upgrades such as demolishing and replacing a deteriorated wall, ceiling repairs, and ADA-compliant restroom improvements. New flooring, carpet, and baseboards will be installed throughout the building, with wall finishes provided at no cost through donated labor and materials. Electrical upgrades will include LED lighting, updated switches, and power connections to support new safety systems. Security enhancements include a cloud-based access control system, 24/7 monitored fire and burglar alarms, and high-definition surveillance cameras. Sun Construction will manage the project, ensuring code compliance and on-site safety. The total estimated value of the renovation is \$58,625.

RECOMMENDATION:

Staff recommends acceptance of a donation valued at \$58,625 for the renovation of the Reaves Park building at 121 East Constitution.

Description	Vendor	QUOTE
demo/framing new wall / lockable access panel in mens restroom / repair ceiling grid in homework room / Demolition/Dumpsters/Clean	Sun Construction	\$0.00
Elkay bi-level ADA water bottle filler (EZOTL8WSSK)	Sun Construction	\$4,400.00
Furnish and install a new 3070 Timely frame, door and hardware in new wall. (material donated, labor only)	Sun Construction	\$1,100.00
vanity, sink, and faucet in the Women's Restroom / Remove the existing vanity, sink, and faucet in the Women's Restroom and install new laminate ADA cabinet, laminate countertop, sink and faucet.	Sun Construction	\$3,520.00
Tape/Bed/Texture (Donated by Smith Paint): on new drywall wall that SCS is installing	Sun Construction / Smith Paint	\$0.00
electrical LABOR Only / LED lighting for homework room / new LED surface mount & fixture / lighting switch for dining room / run power for access control (labor only / materials donated)	Sun Construction/Wade Electric	\$3,300.00
Furnish and install new LVT flooring in the main Community Room and Dining Area. / carpet tile in the Homework Room and Office / rubber base at all areas getting new flooring (labor only / materials donated)	Sun Construction/Wade Electric	\$3,420.00
Access Control	Tru Technologies	\$19,135.00
Fire/BURG Alarm	Tru Technologies	\$11,050.00
Video Surveilance	Tru Technologies	\$12,700.00
	TOTAL	\$58,625.00

Abbreviations ANCHOR BOLT **DOUBLE** I.D. INC. **INSIDE DIAMTER REFLECTED** ABV. ABOVE DEMO. DEMOLISH/DEMOLITION INCORPORATED REINF. REINFORC-ING/MENT S.V. ACOUST INCL. REP. ACOUSTICAL DEPARTMENT INCLUSIVE/INCLUDED SWITCH ACOUSTIC CEILING PANEL INSULATED/INSULATION REQD. **REQUIRED** A/C RESIL. AIR CONDITIONER DIAMETER **INCHES** RESILIENT SYSTEM A.D. RET. **DIMENSION INTERIOR** AREA DRAIN RETURN **ADDENDUM** DISPENSER REVISION/REVISE/REVERSE TREAD **JANITOR** ADH DIVISION **ADHESIVE** DAMPER JUNCTION BOX ADJUSTABLE **ROOFING TANGENT** ARCHITECT/ENGINEER DRAIN A.F.F. RGH. D.S. **DOWNSPOUT** ROUGH T & B ABOVE FINISH FLOOR K/D R.H. **AGGR** AGGREGATE **DUPLICATE** KNOCK DOWN RIGHT HAND TECH. TECHNICAL RND. K.P. ALT. **ALTERNATE** KICKPLATE ROUND R.O. TEMP. ALUM ALUMINUM **DRAWING ROUGH OPENING** AIR HANDLING UNIT DRAWER ANGLE ANC. LAB. LAM. LAV. LABORATORY ANCHOR APPD. EACH LAMINATE SUPPLY AIR **APPROVED** EACH FACE SOLID CORE/ APPRO: APPROXIMATE(LY) LAVATORY ARCH. **EXPANSION JOINT** LINEAR FOOT/LINEAL FEET SEALED CONCRETE ARCHITECT(URAL) SC. SCHED. L.H. LKR. L.L. A.S. LEFT HAND ACOUSTICAL SEALANT **ELECTRIC** AS'BLY LOCKER SCHEDULE T.O.P. **ASSEMBLY** ELEV. **ELEVATION/ELEVATOR** SQUARE FEET/FOOT T.O.S. ASPH. ASPHALT EMER. **EMERGENCY** LIVE LOAD LVR LVL. AVG. **AVERAGE** ENCL. **ENCLOSE/ENCLOSURE** LOUVER SIM. SPC. SPEC. LEVEL SPACED ENGR. **ENGINEER** B.B. **BULLETIN BOARD** LIGHT WEIGHT CONCRETE **SPECIFICATION** EPX. **EPOXY** TYPICAL BOARD **EQUAL SPEAKER** EQUIP BK.RD. MACH. **MACHINE** SPR. SQ. **BACKER ROD EQUIPMENT SPRINKLER** BLDG. EASH SIDE MATERIAL BUILDING SQUARE **ESCUTCHEON** SANITARY SEWER BLK BLOCK MAX. MAXIMUM BLK'G BLOCKING **ESTIMATE** MECH. **MECHANICAL** S.ST. STAINLESS STEEL **BENCH MARK EACH WAY** MEDIUM UNLESS NOTED STOR. MEMB B.O.C. **BACK OF CURB EXHAUST MEMBRANE** STORAGE OTHERWISE B.O.D. EXIST. MFD. **STRUC** BOTTOM OF DECK **EXISTING MANUFACTURED STRUCTURAL VAPOR BARRIER** BOTT MFR. BOTTOM **EXPANSION** MANUFACTURER VINYL COMPOSITION TILE BRC'G EXP. STR. MIN. **EXPOSED STRUCTURE** MINIMUM BRACING BRG. BRKT **EXTERIOR MISCELLANEOUS** BEARING MLDG. **BRACKET** MOLDING B.S. MOD. MODIFIED/MODULAR **BOTH SIDES** FIRE ALARM MTD. MTG. Referencing Symbols BS. MOUNTED B.W. **BOTH WAYS** FLOOR DRAIN MOUNTING MTL. M/V.B. FIRE EXTINGUISHER C.I. CAB. CEM. MOISTURE/VAPOR BARRIER **CAST IRON** FIRE EXTINGUISHER CABINET CABINET FINISHED FLOOR NOT IN CONTRACT CEMENT FIRE HOSE CABINET CER. C.F. C.G. N.T.S. NOT TO SCALE CERAMIC **CUBIC FEET FLOUR FLUORESCENT** OA. O.C. O.D. O.F.C.I. **OVERALL** CORNER GUARD FACE OF CURB CHAM ON CENTER **CHAMFER** FIRE RATED Direction of C.I.P. CAST IRON PIPE **OUTSIDE DIAMETER** FRAME View CIR. C.J. **FIREPROOF** CIRCLE **CONTROL JOINT FULL SIZE CONTRACTOR INSTALLED** Detail/Section FOOT/FEET A101 **₹**1**>** Number CLG. FOOTING CEILING CLR. **FURRING** PAINT/POINT CLEAR Sheet Number C.M.U **FUTURE** PART. CONCRETE MASONRY UNIT FUT. **PARTITION** CNR. PORTLAND CEMENT CORNER Elevation GAS GAUGE CNTR COUNTER PERFORATED Direction of C.O. CASED OPENING/CLENOUT GA. **PERPENDICULAR** CO. **COMPANY** GALLON PKG. PARKING



General Notes

The abbreviations, legends, and symbols appearing on this page are general and not all are used in this specific project. This index page of abbreviations, legends, and symbols is intended for the architectural drawings only. Refer to civil, electrical, mechanical, plumbing, and structural drawings for other abbreviations, and symbols specific to those portions of the project.

Drawing Index

GENERAL

Index/Referencing G001

ARCHITECTURAL

A001 **Demolition** A100 Site Plan A101 Remodel Plan

CIVIL

CCFI at Reaves Park

Project Information

113 E. Constitution St Norman, OK 73072

Total Bldg SF: 2,464 Occupancy Type: Group B

Site Map

ELECTRICAL

MECHANICAL

PLUMBING

STRUCTURAL

1000 S Main St. PO Box 1289 **Noble Ok 73068** Telephone: 405 872-3397

Services

Set

ermit

Description

CCFI at Reaves Park

Index/Referencing

6.24.24 1.29.25 © 2016 Sun Construction Services - All Rights Reserved G001

As indicated

Material Symbols

PLYWD

PREFAB

PREFIN.

RCP. R.D. RE.

P.LAM

PLYWOOD

PLASTIC LAMINATE

PREFABRICATED

POUNDS PER SQUARE INCH

REFLECTED CEILING PLAN

REFER/REGARDING

PREFINISHED

PAVEMENT

POWER

QUANTITY

RADIUS

ALUMINUM

GALVONIZED

GRADE

GUARD RAIL

HEAVY DUTY

HORIZONTAL

HOLLOW METAL

GLAZING/GLASS

GYPSUM BOARD

GENERAL CONTRACTOR

HOLLOW CORE/HANDICAPPED

HEAT/VENT/AIR CONDITIONING

BATT INSULATION

PLYWOOD

GYPSUM

BOARD

RIGID **INSULATION**

WOOD

VINYL WALL **COVERING** GLASS

ROUGH

WOOD

FINISH

N/A

Detail/Section

Detail/Section

Number

Number

N/A

Pavement

Wall Section

BLOCKING

STEEL

N/A

Graphic Symbols

GRAVEL

COL.

COMB.

COMPT

CONC.

CONN.

CONST

CONT.

CSMT C.T.

CTR.

C.W.S.

CY. CYL.

CONTR.

COLUMN

CONCRETE

CONTINOUS

CARPET

CENTER

CASEMENT

CERAMIC TILE

CUBIC YARD

CYLINDER

CONTRACTOR

COMBINATION

COMPARTMENT

CONSTRUCTION JOINT

COUNTERSINK(SUNK)

COUNTERSUNK WOOD

CONCRETE

EARTH

BRICK

C.M.U.

CONNECTOR/CONNECTION GR

101

DIAMETER

C/C CENTER TO CENTER

€ CENTER LINE EXIT SIGN **&** HANDICAPPED O/O OUT TO OUT // PARALLEL

TRUE

PLAN NORTH ARROW

NORTH PERPENDICULAR

TRUE NORTH ARROW E Constitution St E Constitution St **E** Constitution St

Detail/Section

Sheet Number

Detail/Section

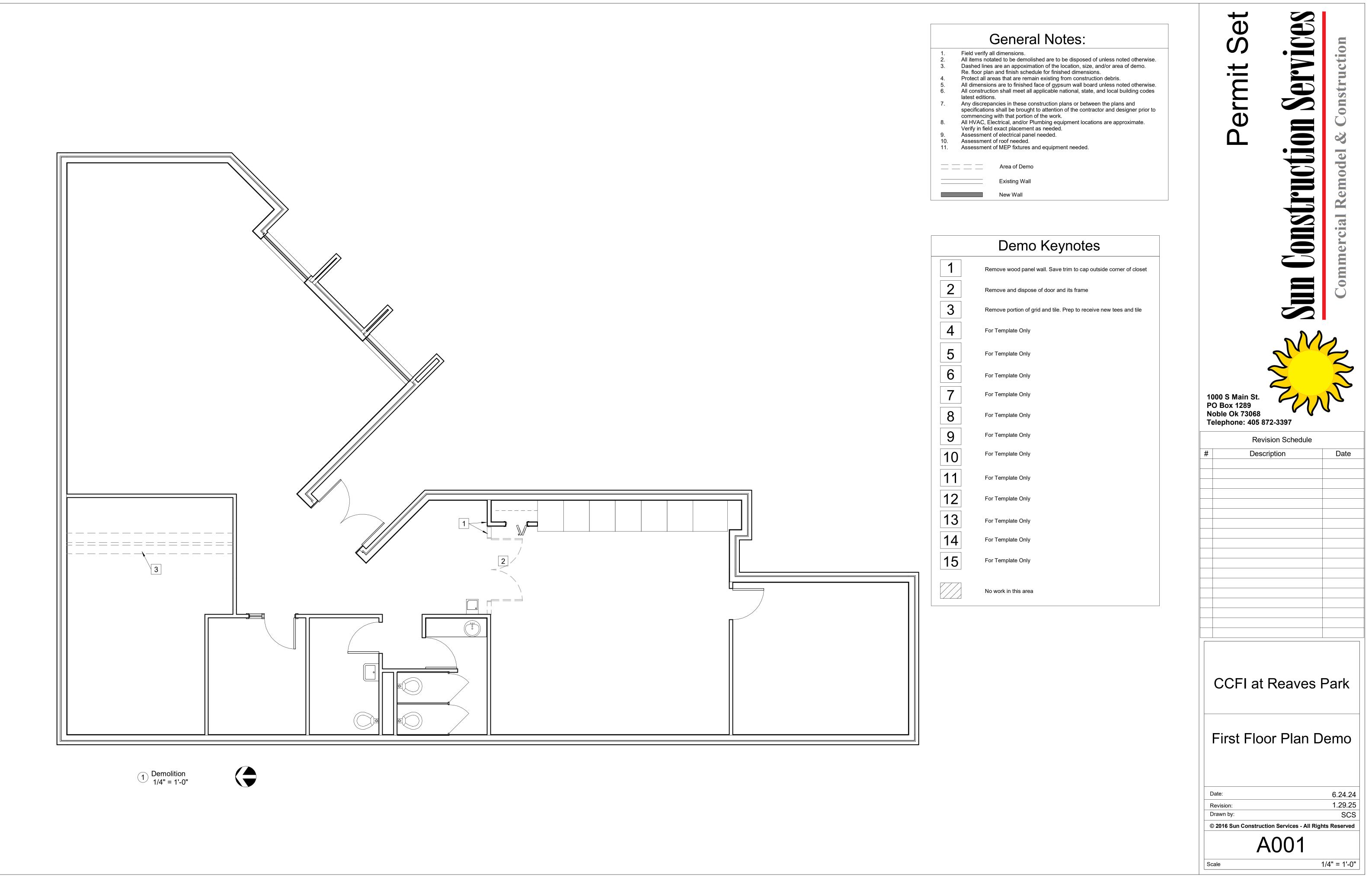
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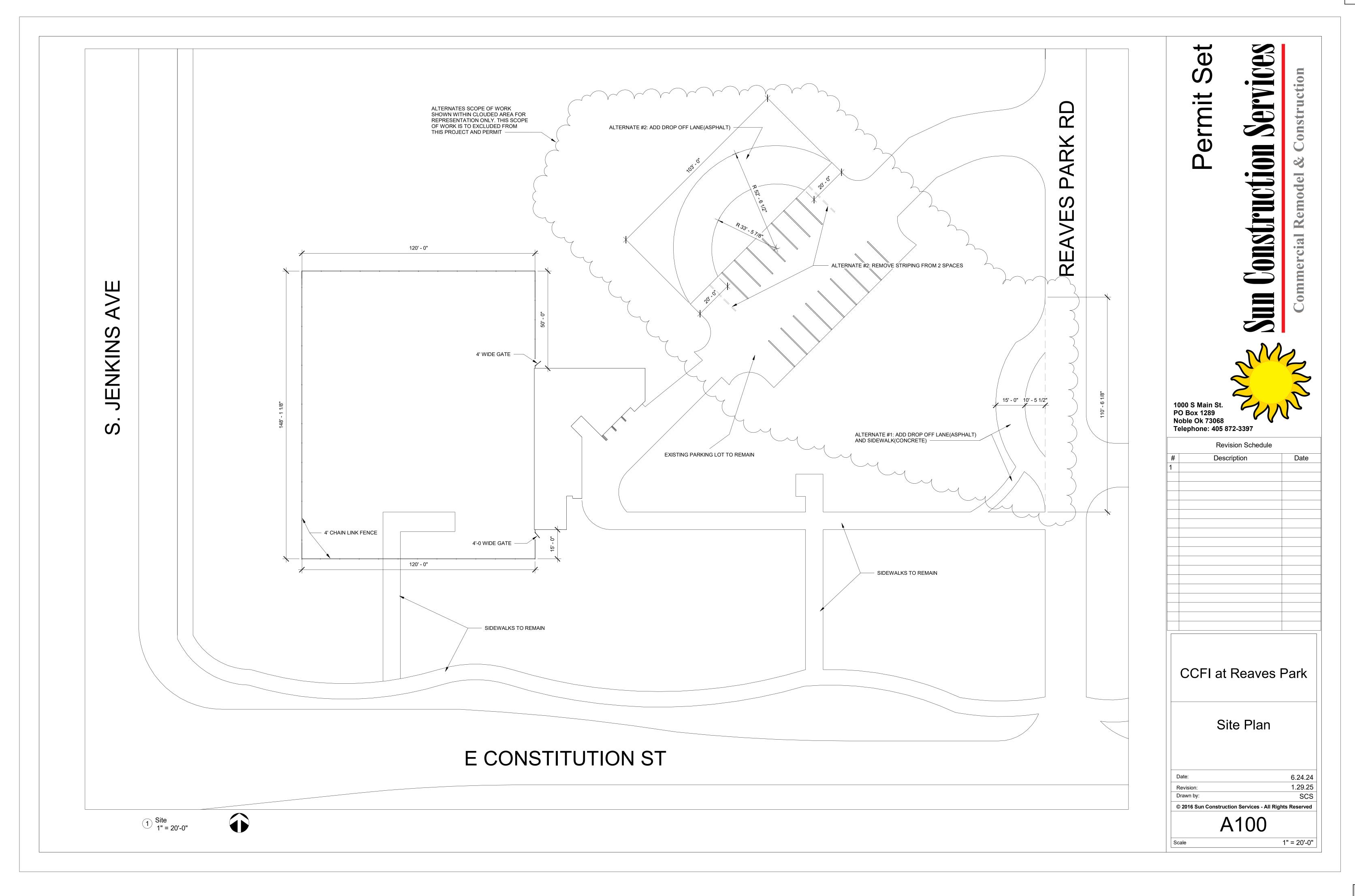
Number

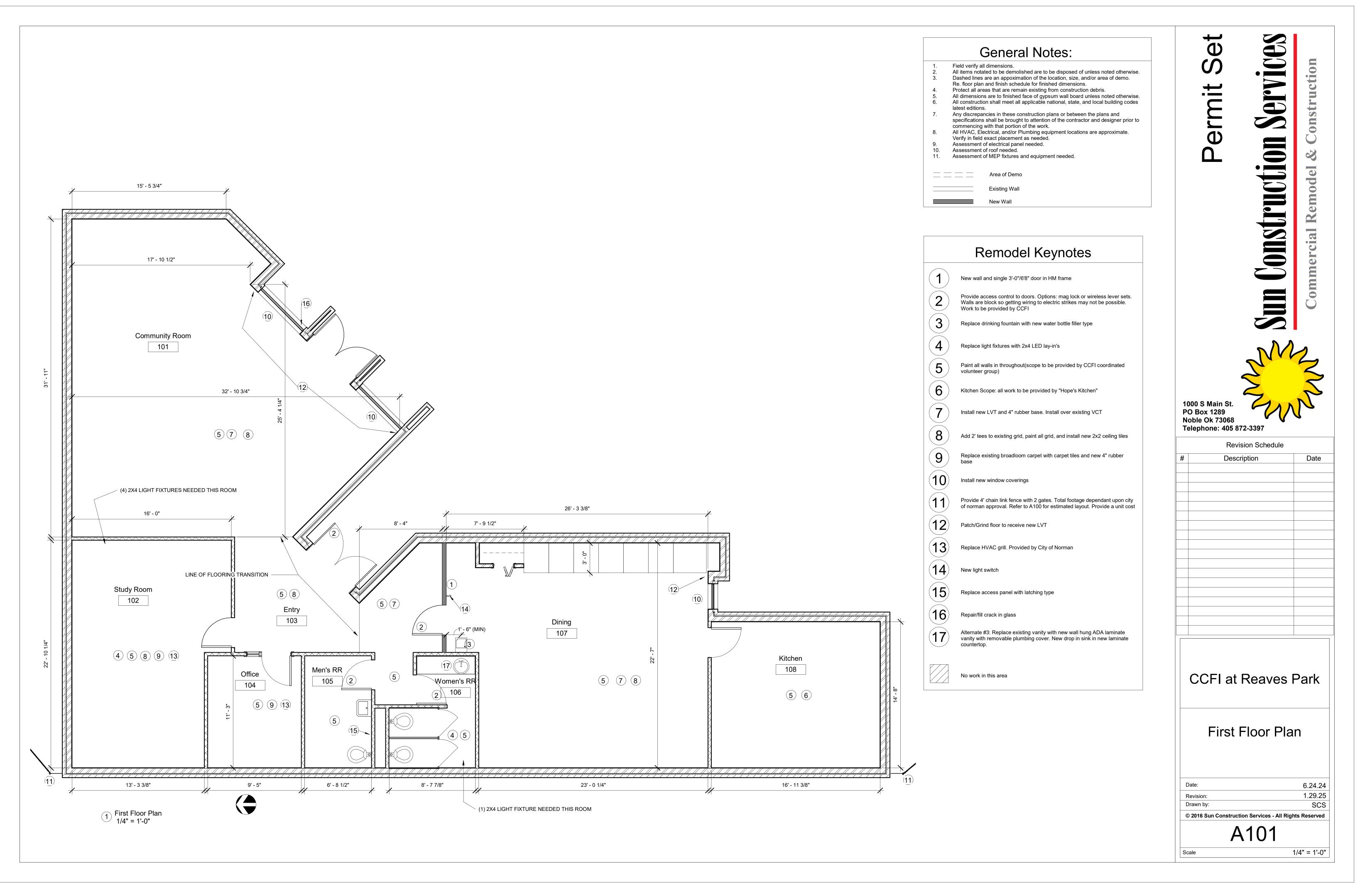
Number

1 - A101

Enlarged Floor Plan







Scope of work for Safety & Security Upgrades at CCFI Reaves Park facility for new Boys & Girls Club Teen Center remodel.

405 E Constitution Street Norman OK 73072

Safety & Security Upgrades:

- Access control system: Key card access for all exterior doors, restrooms and Community Room to comply with BGCA standards.
 - Staff will use fobs, cards, or QR codes to access all access controlled doors indicated in the attached map. Club members will also use a fob or card to access each restroomso that only one members at a time is in either restroom. Access control door handles are recommended for the two restrooms. Guests who reserve the facility will use a temporary QR code or keypad code to gain access if needed. A CCFI staff member will also accompany reserved guests.
- **Fire Alarm:** Not required by local codes. Basic fire alarm and smoke detectors to enhance safety when occupied and improve response when unoccupied.
 - Warming ovens will primarily be used in the kitchen and occasional an electric stove, oven & indoor grill for cooking demonstrations with members. A smoke detector and heat sensor is recommended but not a fire suppression stove hood.
- Security Cameras: Covering each program area to meet BGCA safety recommendations.
 - The attached map with cameras indicated is expected to cover all interior and exterior program areas as well as the parking lot and entrances.
- Burglar Alarm: To protect assets of CCFI & City of Norman.
 - Basic glass break and motion sensors to detect intruders and sounding alarm to deter intruders.

Chelsea Hinkle

She/Her
Facilities Manager
chinkle@ccfinorman.org



MEETING DATE: 05/01/2025

REQUESTER: Karla Sitton, Administrative Tech IV

PRESENTER: Jason Olsen, Director of Parks and Recreation

ITEM TITLE: DISCUSSION REGARDING LAND EXCHANGE FOR PROPERTY THE

CITY OF NORMAN OWNS ADJACENT TO ADAMS AND EISENHOWER ELEMENTARY IN EXCHANGE FOR PROPERTY THAT NORMAN

PUBLIC SCHOOLS OWN ADJACENT TO HIGH MEADOWS PARK

DISCUSSION:

The City owns property adjacent to Adams and Eisenhower Elementary, and NPS has agreed to a land exchange for property NPS owns adjacent to High Meadows Park. This land exchange will allow staff to install a new playground in High Meadows Park that is more visible and discourages vandalism.

RECOMMENDATION:

Staff recommends that the Park Board of Commissioners support the land swap with Norman Public School and recommends that the City Council approve this action.





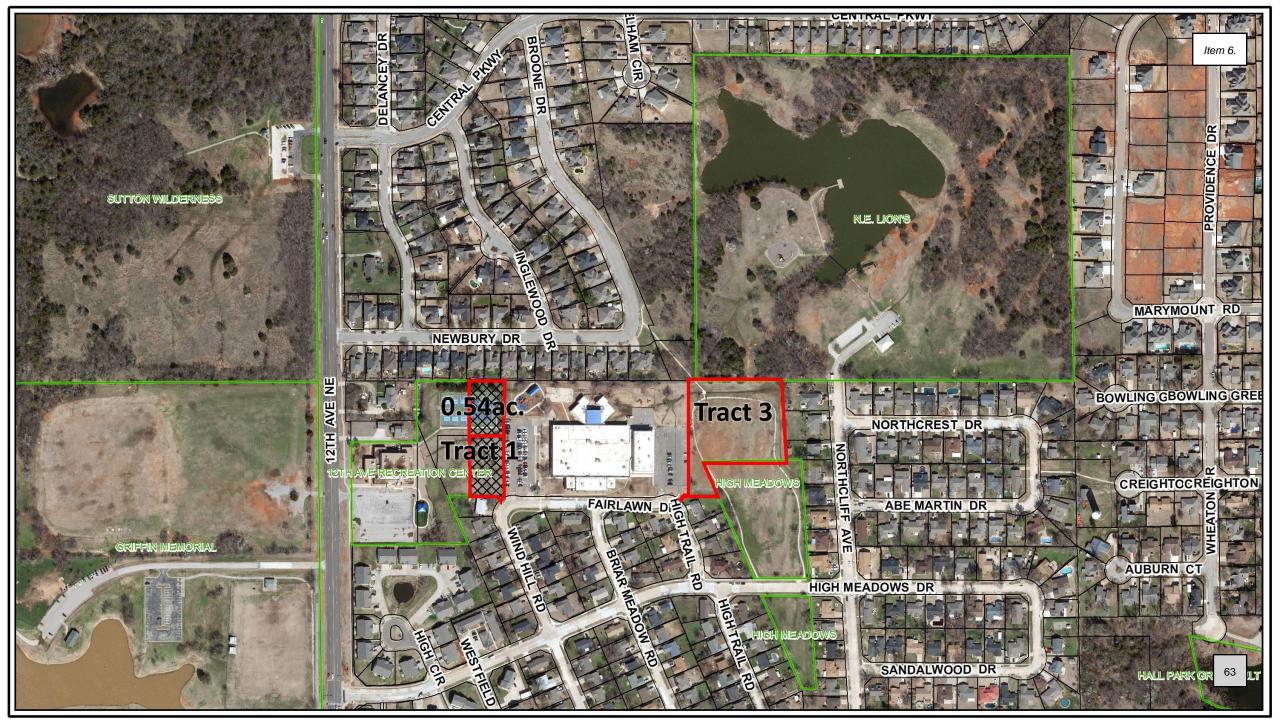


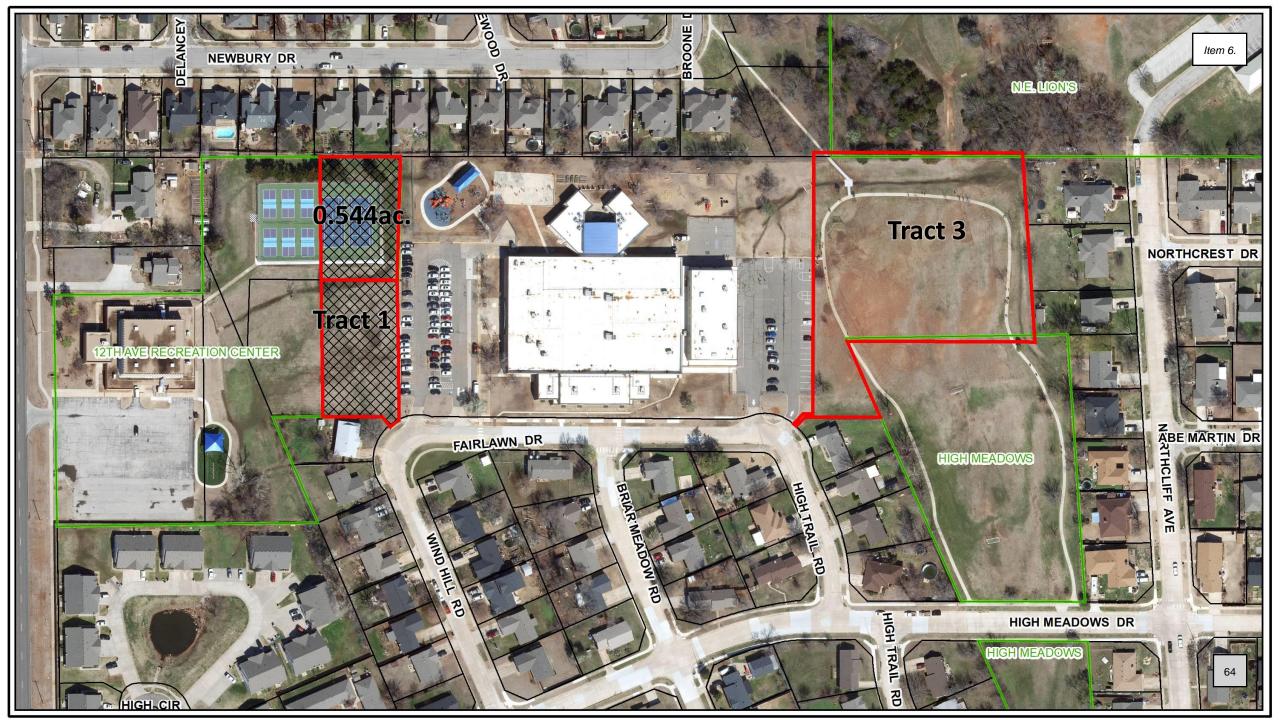
Land Exchange Subjects

NPS Property
North Half of High Meadows Park

Parks Property
East Half of 12th Ave Backlot
South Small End of Woodslawn Park











12th Ave Recreation Center



Willa D. Johnson – 34,000-sqft - \$17.5 Million





Land Exchange

City: 2.502 acres (North Half of High Meadows)

NPS: 1.129 acres (East Half of 12th Ave)

0.289 acres (South Half of Woodslawn Park)

TOTAL 1.418





MEETING DATE: 05/01/2025

REQUESTER: Karla Sitton, Administrative Tech IV

PRESENTER: Tiffany Earhart, President of the Little Axe Youth Sports

ITEM TITLE: ANNUAL REPORT FROM LITTLE AXE YOUTH SPORTS

DISCUSSION:

Little Axe Youth Sports (LAYS) has been a part of the Little League organization for many years and offers baseball and softball programs for 6 to 12-year-olds. The Babe Ruth Organization sanctions LAYS and participates with the North Canadian Athletic Association (NCAA). LAYS offers both League and Tournament and offers teams throughout the region opportunities to grow, learn, and excel on the diamond. The Little Axe Baseball and Softball Complex is located at 1000 168th Avenue NE and is in close proximity to Lake Thunderbird, which offers the summer league and guest participants opportunities to cool off after a long day at the ballfields.

RECOMMENDATION:

Staff recommends submitting the report to the City Council once the Board of Park Commissioners accepts the annual report from Little Axe Youth Sports.

LITTLE AXE YOUTH SPORTS

2024 Annual Report

LAYS Board LAYouthSports@gmail.com

Little Axe Youth Sports 1000 168th Ave NE Norman, OK 73026-9200

L.A.Y.S. 2024 Board Members

President: Tiffany Earhart

Vice President: Vacant

Treasurer/Secretary: Vacant

Board Members

Susan Tiger

Richard Ketakeah

Concession Staff

Concession Manager: Jill Dickerson

2023 Little Axe Youth Sports Board

Position	Name	Phone Number	Alternate Contact			
President	Tiffany Earhart	928-257-5868	SnowBunnie1978@gmail.com			
Vice President	Vacant					
Treasurer/Secretary	Vacant					
Board Member	Susan Tiger	405-434-2866				
Board Member	Richard Ketakeah	405-432-3417				
Board Member						
Board Member						
Board Meetings are held on an Adhoc basis						
Concession Manager	Jill Dickerson	928-246-9316				
Community Center Contact	Gabby	292-9771				

1. Narrative of all League and Tournament Activity

Community and coaches' meetings were held several times throughout the year to recruit new board members; at which time, any unoccupied offices were open for election and new members seated. Unfortunately, in 2024, no new board members were found, therefore LAYS has several open board vacancies to be filled. We will continue to host community open meetings to try to gain more participation from adults in the community.

Before the CY24 season began, State, City and County permits were renewed. The Cleveland County Health Department performed an in-person inspection and the concession stand passed without violations.

For the 2024 Season, LAYS sanctioned again with the Babe Ruth Organization and participated with the North Canadian Athletic Association (NCAA) for league play and were able to hold online registrations. The online registration period ran from January through March. Coaches also participated by obtaining their background checks and registration through the Babe Ruth Portal and SportsEngine. Teams were organized, and parents were notified by coaches. Coaches attended the Coaches meeting where LAYS passed out 2024 OK Kids/NCAA Rules and answered questions for the upcoming season. For 2024, LAYS participated in the North Canadian Athletic Association which consisted of several towns.

LAYS also partnered this summer with Little Axe High School Softball program to assist the High School program with various school sanctioned tournaments by lending the High School certain LAYS equipment to use during the tournament. LAYS received no compensation for this.

As LAYS is solely revenue dependent on League and Tournaments; unfortunately, due to newer turf fields within the metro, LAYS was not selected to partner with Big Show Productions for 2024 field use. This is a significant revenue hit for our program and LAYS is working diligently to find substitute opportunities to bring necessary revenue in to continue park operation for the 2024 calendar year. At years end, LAYS was not successful in finding a new partner to help subsidize costs of ballpark operation with the hosting of tournaments.

Field improvements and maintenance are continually ongoing by LAYS. Many of the base plugs, pitching rubbers and some bases were replaced again for the 2024 season. Field 2 had to be completely scraped again to remove grass and level the playing surface as much as LAYS can with limited resources. We purchased over 20 tons of topsoil for the infields as it washes out each rain event due to the drainage issues. The temporary sand bags the City of Norman put along the North side of Field 2 did not hold up. LAYS requested an updated quote from United Turf and Track which included correcting the drainage issues that are still ongoing and getting the infield surfaces, specifically for Field 2 to a safe and maintainable state. LAYS is continuing to

Little Axe Youth Sports

1000 168th Ave NE

Norman, OK 73026-9200

seek out additional quotes, grants, donations to help with drainage correction, field renovations. Thus far, LAYS has not received any quotes that are within the financial capabilities of LAYS to afford the drainage repairs needed for the fields. Subsequently, LAYS will need the City of Norman to ensure they are spraying the outfields for weed and sticker control in 2025, as in 2024 we were constantly faced with trying to control the weeds.

As of Fall 2024, it is LAYS understanding there are still open projects to correct the erosion problems, drainage, and other areas of improvement to be completed at the facility. LAYS continues to communicate with Parks to request status updates as several areas of erosion are growing, including separation of drainage covers and retaining walls. LAYS is requesting additional sand bags to be provided along Field 2 and Field 3 to help control the excessive run off that is still occurring. There are also significate new erosion issues around the fenceline of field 3, due to the run off from the higher elevation surrounding the field. Until the drainage and erosion issues are corrected, LAYS will continue to have to mitigate the damage to the infield playing surfaces to the best of their ability.

2. Organizational Mission Statement and Goals

These are included in the organization's By-Laws. A copy is attached to this report.

3. All League and Tournament Fee Structure

The organization charges a league fee of \$40 per child.

The gate fees for league were set by NCAA League. SCGCL gate admission is: Ages 16 & under are Free; Ages 17-59 is \$5.00, and those that are over the age of 65 are free.

4. Number of games, teams, players, tournaments, and scholarships

GAMES – Average of 16 per team (double headers) for Spring League

TEAMS – For Spring 2024, we had 6 League Teams from Little Axe participate.

PLAYERS – Baseball had 65 participants. Softball had 12 participants and 10 adult volunteers.

TOURNAMENTS – LAYS hosted 1 tournaments in 2024.

5. Age of Participants

USSSA guidelines regulate the age of participants. Players at Little Axe range in age from four to twelve years.

6. Breakdown of Revenue

SEE ATTACHED REPORT

	7.	Disclosure of al	I Commissions	, Refunds	, and Rebates	to the	Organization
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The league received reimbursement for:

□ N/A

8. Revenue Beginning and Ending Fund Balance

SEE ATTACHED REPORT

9. Annual Budget

SEE ATTACHED REPORT

10. Current Record of Officers

All expenditures are approved by a quorum of officers' present at any duly called meeting.

Certain expenses were given an annual blanket approval, such as regular field maintenance allowance, and the purchase of weekly supplies for the concession stand.

SEE ATTACHED LIST OF OFFICERS

11. Names of Those Responsible for Maintaining Books and Records

The By-Laws dictate that the secretary, Tiffany Earhart, will be responsible for all records.

Each team has a roster containing a roster, contracts, and birth certificates. These records maintained electronically via SI Play. For 2024, they will be maintained in SportsEngineHQ.

SportsEngineHQ.
□ Meeting Minutes are on file.
☐ Insurance coverage is on file.
☐ A copy of all correspondence sent or received is on file.
The By-Laws dictate that the Treasurer Tiffany will be responsible for all record

The By-Laws dictate that the Treasurer, Tiffany, will be responsible for all records pertaining to the finances. The organization has a bank account with MidFirst Bank. All revenues are deposited into this bank account. All expenditures are processed through

this bank account. The organization maintains a business checkbook. A monthly financial report is provided to the board and available to the community upon request. All receipts and invoices are maintained and placed in a binder. All bank statements and any other financial documents are organized in this binder.

12. Affirmation That Organization is Filing Yearly State Tax Returns

SEE ATTACHED

LITTLE AXE YOUTH SPORTS INC.

BY-LAWS

The organization shall be known as the Little Axe Youth Sports, Inc., herein referred to as L.A.Y.S. It shall be operated under the direction of the Little Axe Youth Sports Committee herein referred to as the L.A.Y.S. Committee. L.A.Y.S shall be compliant with the City of Norman contract. Abide by the Rules and Regulations of the N.C.A.A. and OK Kids Association.

PURPOSE

The purpose of L.A.Y.S. is to implant firmly in the children of the community the ideas of good sportsmanship, honesty, loyalty, courage and respect for authority, so that they may be well adjusted, stronger and happier boys and girls and will grow to be decent, healthy and trustworthy men and women.

To achieve this objective, the L.A.Y.S. will provide a supervised program of baseball and softball games regulated by the rule and policies of the N.C.A.A. Directors, officers and members shall bear in mind that stressing exceptional athletic skills or the winning of games is secondary and that the type and quality of leadership extended to the boys and girls is of prime importance.

FISCAL YEAR

The fiscal year of the corporation shall run from January 1 until December 31. These stated by-laws will be in effect until the establishment of another revision of these by-laws, but must be reestablished and voted upon the following year by the L.A.Y.S. Committee.

L.A.Y.S. COMMITTEE ARTICLE 1

The L.A.Y.S. Committee shall consist of the following listed in hierarchy:

- President 4 year position
- Vice President 3 year position
- Treasurer 2 year position
- Secretary 2 year position
- Concession Stand Manager 3 year position
- Up to seven (7) Board Members 3 year position

Any L.A.Y.S. Committee position that is available will be open for nominations during the first January meeting. The L.A.Y.S. Committee in private will vote on the nominations. All nominations voted into office will be called by the President and informed of the decision. All offices shall be elected with a majority vote by the L.A.Y.S. Committee present.

Any vacancy in office due to death, resignation, and removal or otherwise shall be filled by a person chosen and voted on by the L.A.Y.S Committee. In the event the office of President becomes vacant the Vice President may take the office of President for the remainder of the term. The vacant office shall be filled by a person chosen and voted on by the L.A.Y.S. Committee for the remainder of the term. Any member may be carried over past written time limit if no applicants apply for open positions. Any member may reapply for position but will not be allowed to vote or be present during voting of that position.

All resignations must be hand written and accepted by the board. A verbal resignation shall only be accepted if the member fails to perform duties thereafter. If a member officially resigns and chooses to return to the board, a vote must be conducted in a non-emergency, regularly scheduled meeting to bring them back into the board.

The L.A.Y.S. Committee shall meet annually in the month of January as votes are tied, to obtain a majority rule.

Seven (7) of the Seventeen (17) officers of the L.A.Y.S. Committee will constitute a quorum for the conduct of business. A majority vote by an established quorum of officers present will be sufficient to approve or reject a motion. In the absence of a called meeting, or between meetings, the President may circulate a motion by any method to include phone calls, text, or e-mail for the resolution of any question he/she deems of sufficient importance. In this instance a majority vote of the entire board will be required for approval. An attempt must be made to contact all board members. In the event of an urgent action, an emergency meeting can be called. During this meeting the minimal number of board members constituting a quorum shall be three. Attempts shall be made to contact all Board Members. Ample time shall be given to Board

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members to respond depending on the severity of the situation before a meeting is called into motion and a decision made.

The officers of the corporation shall not be personally liable for any debt, liability, or obligation of Little Axe Youth Sports, Inc. All persons, corporations, or other entities extending credit to, contracting with, or having any claim against, the corporation, may look only to the funds and property of the corporation for the payment of any such contract or claim or for the payment of an debt, damages, judgment or decree, or of any money that may otherwise become due or payable to them from the corporation.

The LAYS does not recommend voting in any board members that are married. In the event that this does happen, the married couples vote shall constitute one vote between the two.

L.A.Y.S. Committee officers shall not receive compensation for any services performed on behalf of the L.A.Y.S. Committee or the maintenance/repairs of the fields. Items of reimbursable expense must be voted on by the L.A.Y.S. Committee and approved. All expenses will be briefed during meetings and made available in the meeting minutes.

All items identified as requiring purchase must be preapproved during a duly called meeting and identified in the meeting minutes. The board may elect to approve annual spending for regular or reoccurring items such as monthly electric bill or concession purchases. Payment or purchase receipts must be kept for records by the treasurer. Any emergency purchases may be made by phone contact to board members with verbal authorization. This authorization shall be documented in the next meeting minutes.

ARTICLE II

OFFICES

<u>President</u> - The President shall be the chief operations officer and shall have the authority and responsibility for the general and "everyday" management of the L.A.Y.S. business of the organization as prescribed and take full responsibility for the L.A.Y.S. Complex.

The President may delegate to other officers of the L.A.Y.S. Committee such portions of his/her responsibilities as he/she deems appropriate but shall be held accountable for their actions and the result thereof.

The President shall oversee the scheduling of practice, games, umpires and concession.

The President shall assist the Umpire Commissioner with paying the umpires.

The President shall receive and follow-up on all protests.

The President shall be responsible for compliance and maintenance of any contracts with the City of Norman that might be in effect, as well as maintaining working relations with the City of Normans Community Center.

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The President shall be present at all city and league meetings, and must keep the L.A.Y.S. Committee updated of any and all business transaction at such meetings.

Any action required of, or responsibility placed upon the President shall pass to the next member in seniority if the President should be incapacitated, or for any reason should be unable, or simply fail, to take action or fulfill such responsibility.

At the end of the current season the President shall call a meeting of the L.A.Y.S. Committee to discuss any changes required to the by-laws or items of interest. This includes maintenance of the facilities, equipment and or items needed for the following season.

The President shall call an L.A.Y.S. Committee meeting in the month of January prior to the community meeting in January to establish what positions needing filled and any pertinent information that needs discussed during the community meeting.

The President shall be removed if failure to operate in the best interest of the L.A.Y.S. or fails to accomplish stated responsibilities by a vote of the L.A.Y.S. Committee.

Vice President – The Vice President functions as an assistant to the President.

In the absence of or disability of the President he/she shall assume and perform the duties of the President.

The Vice President shall in the absence of the President be present at all city and league meetings, and must keep the L.A.Y.S. Committee updated of any and all business transacted at such meetings.

The Vice President shall relay problems/suggestions to the President as they occur.

The Vice President shall assist the Umpire Commissioner with paying the umpires.

Vice President the Vice President is responsible for the sign out and tracking of all keys within the facility. All members receiving a facility key will sign for the key. All keys received by other than L.A.Y.S. Committee members shall be returned at the end of the season.

The Vice President shall be listed on the checking account but will only act during the absence of the Treasurer.

The Vice President shall control or assist in the practice/game schedule.

The Vice President shall be removed if failure to operate in the best interest of the L.A.Y.S. or fails to accomplish stated responsibilities by a vote of the L.A.Y.S. Committee.

<u>Secretary</u> –The Secretary shall maintain all of the records of L.A.Y.S. including but not limited to meeting minutes, agendas, contracts, N.C.A.A, OK Kids, and USSSA rules and regulations. He/she is responsible for the filing of all records and ensuring proper forms are available at all

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times. He/she shall ensure all paperwork at the end of the season deemed critical (birth certificates, social security numbers, etc) is destroyed by shredding or burning. He/she will have at the minimum one board member present during this process. Electronic documents may be sustained for possible future use, but these documents may not be shared for any purpose other than official L.A.Y.S business.

The Secretary shall keep all L.A.Y.S. Committee, N.C.A.A., City of Norman, and USSSA contact information current and on file.

The Secretary shall ensure a current copy of the meeting minutes are available at the concession stand or designated area deemed appropriate by the L.A.Y.S. Committee at all times during the season.

<u>Treasurer</u> - The Treasurer shall manage the checking account and all funds transactions including but not limited to paying Association's bills, maintaining league funds records, and the submission of progress reports. He/she shall prepare a Financial Statement for presentation at the annual Norman Parks and Recreations meeting in the month of July. Such statement shall reflect, in reasonable detail, the income and expenses of the past year and the amount of assets and liabilities of the Association as of the moment said report is being made. This information will be updated in the last week of December for the annual Board meeting in January.

The Treasurer is responsible for filing all L.A.Y.S. taxes at the end of the year or when due and briefing the current status to include the starting check number, ending check number and current fund total during the L.A.Y.S. Committee meetings. He/she shall ensure \$1500.00 is allocated for after season expenses.

The Treasurer shall file all non-profit paperwork on behalf of the L.A.Y.S. Committee.

The Treasurer shall write all receipts and assists the Baseball and Softball Commissioners during sign ups.

All proceeds received from the sponsorship program shall be tracked. This money shall be maintained in the L.A.Y.S. checking account but shall have a separate total from other income due to field use only. This money may be used towards \$1500.00 allocated during the season for any additional expenses.

The Treasurer shall design an Accounts form for the tracking of funds made by the concession stand, and shall provide copies to the Concession Stand manager for completion.

<u>Concession Stand Manager</u> – The Concession Stand Manager is responsible for stocking the concession stand and ensuring the concession stays stocked. He/she shall be responsible for the restrooms and any maintenance and or repairs needed on the concession stand. He/she shall maintain all concession stand equipment. Any repairs and or replacement of items will be briefed to the L.A.Y.S. Committee.

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The Concession Stand Manager shall present to the L.A.Y.S. Committee at the beginning of the season an established list of consumable items and prices to be voted on by the committee.

He/she shall establish a sign in/out log for tracking all volunteers and team participation.

He/she shall be responsible for establishing a list of scheduled volunteers for the concession stand and gate admissions and ensuring appropriate money is available during tournaments, this includes a hand stamp for the gates.

He/she shall schedule a food handler's class through the Community Center. He/she shall keep track of volunteer's names from each team for scheduling purposes.

Current copies of the N.C.A.A. by-laws, L.A.Y.S. by-laws, rule books, team schedules, practice time schedule, and meeting minutes shall be keep in the concession stand at all times.

The Sonic Corporation may supply cups but must be given advance notice. All toiletries may be supplied by the community center but must be given advance notice.

The Concession Stand Manager is responsible for scheduling the Health Department from the City of Norman and ensuring all Health Department requirements are met.

No individual under 16 years of age shall be allowed to enter the concession stand during hours of operation. In the event of an emergency, the concession stand must be closed and locked.

An Accounts form designed by the Treasurer shall be filled at the end of any day the concession stand was opened.

<u>Advertisement Manager</u> – Advertisement Manager is responsible for ensuring all sponsorship letters/information is distributed and collected from businesses in the local community and abroad. He/she shall keep a record of all businesses donating and the amount donated for future reference. A copy of these records shall be given to the Treasure for tax purposes.

He/she shall ensure all sponsors receive a personal letter of appreciation from L.A.Y.S.

<u>Field Manager</u> – The Field Manager is responsible for ensuring all fields, equipment, and structures are properly maintained. This includes mowing, dragging and preparation of the fields. He/she shall be responsible for the procurement of bases and any maintenance the fields may require. He/she shall make all calls for rain delays and shall inform the Baseball and Softball Commissioners.

<u>Baseball Commissioner</u> - The Baseball Commissioner shall be responsible for L.A.Y.S. baseball compliance with N.C.A.A. and /or OK Kids Association, and USSSA Rules and Regulations, and must maintain a current copy of the rules and regulations to help with any conflicts that may occur.

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He/she shall coordinate with the Vice President, Softball/T-ball Commissioner and Field Manager on the practice/game schedule. The schedule shall be posted at all times at the concession board or window and L.A.Y.S. office.

The Baseball Commissioner shall correspond with the baseball coaches regarding any questions and/or problems. He/she shall relay problems/suggestions to the President as they occur.

The Baseball Commissioner shall make and receive calls such as, but not limited to, contacting the coaches when practice or games are canceled or changed.

The Baseball Commissioner shall be responsible for all sign up paperwork/packages, collecting all applicable money and the completion of all preseason and post season tournaments along with the distribution of all baseball trophies.

<u>Softball/T-ball Commissioner</u> – The Softball/T-ball Commissioner shall be responsible for L.A.Y.S softball/T-ball compliance with N.C.A.A, OK Kids Association, and USSSA Rules and regulations, and must maintain a current copy of the rules and regulations to help with any conflicts that may occur.

The Softball/T-ball Commissioner shall coordinate with the President, Baseball Commissioner and Field Manager on the practice/game schedule. The schedule shall be posted at all times at the concession stand board or window and L.A.Y.S. office.

The Softball/T-ball Commissioner shall correspond with softball and T-ball coaches regarding any questions and /or problems. He/she shall relay problems/suggestions to the President as they occur.

The Softball/T-ball Commissioner shall make and receive calls such as, but not limited to, contacting the coaches when practice or games are canceled or changed.

The Softball/T-ball Commissioner shall be responsible for all sign up paperwork/packages, collecting all applicable money and the completion of all preseason and post season tournaments along with the distribution of all softball/T-ball trophies.

<u>Umpire Commissioner</u>- Shall be responsible for all umpires, assuring that they are properly certified and aware of the league rules.

The Umpire Commissioner shall ensure that the umpires have the correct uniforms.

The Umpire Commissioner shall be responsible for scheduling of umpires and notifying the umpires when games are canceled.

The Umpire Commissioner shall sign all umpire payment slips with the President, Vice President or appointed representative.

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Board Members – Up to seven (7) board members can be elected to sit on the committee.

Board Members shall attend all L.A.Y.S. Committee meetings to vote when necessary on issues with the LA.Y.S. Committee as well as advice the L.A.Y.S. Committee as to public concerns or comments.

Board Members may be required to assist different duties that are appointed to them by the L.A.Y.S. Committee, such as but not limited to, working concession and collecting gate fees.

Board Members are required to attend at least two (2) home games a week and all home tournaments. Exceptions may be made with President approval. If a board member misses more than two scheduled board meetings in a row without President approval, he or she will be removed from the board.

L.A.Y.S. Committee or board members that have custody or legal guardianship of children playing baseball/softball shall have the child's start up fee paid for by the L.A.Y.S committee. No L.A.Y.S. Committee or board member shall have more than 3 children sponsored at a time.

<u>Coaches</u> – Coaches shall be required to sign a Coaches Agreement with the Little Axe Youth Sports, Inc.

Coaches shall coordinate with the commissioner(s) on all matters pertaining to the team or league.

Coaches shall operate the team within the rules and regulations of the N.C.A.A., OK Kids Association, and USSSA.

The last coach to practice on a field must ensure the bases are stored in the L.A.Y.S. barn.

The home team is responsible for cleaning both the home and away teams dug outs after each game or practice.

Coaches are required to attend all coaches meetings throughout the season and are highly encouraged to attend board meetings. During these meeting Coaches may suggest changes to bylaws or park improvements.

Coach's at the end of the season shall turn in all coach's packages to the L.A.Y.S. to be destroyed. This ensures that no pertinent information falls into the wrong hands. This step is to ensure the welfare of the child stays intact.

Coach's/parents, if birth certificates are requested by the parents at the end of the season to use towards another sport the L.A.Y.S. must be notified in advance before they are shredded. A photo Identification is required before any birth certificates will be given to the requester.

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Coaches should:

- Allow players to have fun
- Teach players fundamentals
- Teach players sportsmanship
- Ensure that all players play at least 2 innings
- Be considerate of player's feelings and exhibit self-control at all times.
- Show respect for opposition and fans
- Cooperate with officials and fans
- Keep winning and losing in their proper perspective. Stress effort rather than scores.

Coaches shall refrain from:

- Baiting officials or disputing their decisions on the field
- Angering the opposition or fans by word or gesture
- Yell at, insult, or be-little the players on the field
- Attend practices or games with beer or alcohol on his/her breath

Coaches will be selected in the following order:

- Head coach of team from previous year
- Head coach moving up a league
- Assistant coaches from previous year moving up to head coach
- Coaches that have previously coached in our program
- New coaches on a first come, first served basis

A coach's position is not a guaranteed position. The L.A.Y.S. board may elect to replace a coach at any time if they deem it appropriate for the best interest of the league or players. In the event that the Coach is being removed during the season, the Coach shall have an opportunity to speak at the L.A.Y.S. Committee meeting where on behalf of his removal/discharge is being considered. Any removal/discharge shall require a majority vote of an established quorum. In the event a Coach is being considered for removal/discharge, he/she will not be eligible to constitute a quorum or vote. If a Coach is considered for removal outside of the season, the Coach is not guaranteed a right to speak on his/her behalf for the vote.

Any Coach shall be required to submit to a background investigation, if such investigation is warranted and requested by a majority vote of an established quorum of the L.A.Y.S. Committee. Should a background investigation be performed the cost of such investigation shall be paid for by the Coach of with the investigation is performed on, not to exceed \$25.00. In the event the background investigation exceeds said amount the remainder of the balance shall be paid by L.A.Y.S.

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<u>Parents/fans</u> – All parents, legal guardians/custodians/fans shall support all children; not only the children in which they are legally responsible for. They shall display sportsmanship and support all coaches and represent themselves accordingly.

Any parent having difficulty or can't pay in full any of the fees required shall contact any of the L.A.Y.S. board members to set up a payment plan. If a payment plan can't be established the board shall set up a work plan for the parent, this may include working in the concession, field clean up or other jobs in need of completion.

We wish parents to understand that the purpose of the program is to teach their children fundamentals and sportsmanship, but most of all, to have fun. It is our hope that the parents understand the overall program and goals and will assist in carrying them out.

The L.A.Y.S. board appreciates responsible reporting of infractions that are not in the best interest of the program. However, parents should refrain from complaining about close calls, judgment calls, or other questionable arguments. Parents, fans, or coaches, who under the opinion of the ranking L.A.Y.S. board member are disrupting the game will be asked to leave the park. Failure to comply may result in the calling of authorities.

ARTICLE III

GENERAL

The by-laws may be amended, repealed or altered in whole or in part at any duly organized meeting of the L.A.Y.S. Committee by a majority vote of an established quorum of the L.A.Y.S. Committee present, provided notice of the proposed change is included in the notice of such meeting.

All rules and by-laws shall be followed in the following hierarchy

- All Federal, State, and Local laws in which the Little Axe Community falls into jurisdiction
- The LAYS contract with the City of Norman
- OK Kids Association rules and by-laws for baseball
- USSSA rules and by-laws for softball
- NCAA rules and by-laws
- LAYS by-laws herein

Rules of the Fields

The following rules shall apply to the entire baseball/softball field area to include the barn, fields, concession stand, or any area where a child might be present for the purpose of participating in a L.A.Y.S. event.

- All local, state, and federal laws pertaining to public parks shall be followed.
- Smoking shall only take place in the parking lot according to local law (Sec 10-503).

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- There shall be no use of profane or offensive language in the park, fields, or around children.
- Parents/fans shall not be permitted on the baseball/softball fields without the explicit consent of the coach during practice. Parents/fans shall not be on the baseball/softball fields during games.
- Parking in the North parking lot may only be utilized by those with a handicap sign on their vehicle. Parking in front of the barn shall be used by L.A.Y.S. board members only, and will only be used when picking up or dropping off equipment or supplies.
- The two western most aisles of the South parking lot shall be reserved for Frisbee-Golf participants if a Frisbee-Golf game or tournament is scheduled at the same time as any L.A.Y.S. event.
- Any assault or battery happening in or on L.A.Y.S. Complex premises to include parking lots shall be handled by the L.A.Y.S. or individual(s) assaulted. The L.A.Y.S. or individual(s) reserve the right to prosecute according to Oklahoma law OSA 21-650.1 under assault and battery of a sports official. This includes Umpires, Time keepers, Coach, Official or other person having authority in connection with an athletic contest. Assault and Battery includes:
 - a. Assault-An unlawful attempt, coupled with apparent ability, to commit a violent injury on the person of another; or an intentional, unlawful threat by word or act to do violence to the person of another, coupled with an apparent ability to do so, and doing some act which creates a well-founded fear in such other person that such violence is imminent.
 - b. Battery-Willful and unlawful use of force or violence upon the person of another; or actual, intentional and unlawful touching or striking of another person against the will of the other; or unlawfully and intentionally causing bodily harm to an individual.
- L.A.Y.S. reserves the right to make any decisions, policy or reinforce any punishment deemed appropriate by the L.A.Y.S.
- Any Coach, Commissioner or league member being reported must be reported in the following sequence:
 - a. Coach
 - b. Commissioner
 - c. Vice President
 - d. President
 - e. L.A.Y.S Committee

If the complaint starts with the coach, the coach shall be addressed, if a solution cannot be agreed upon, the complaint shall be taken to the commissioner and so on until satisfactory results are achieved.

• All lost and found items left in the care of any board member shall be returned to the rightful owner or held by the board for one year at which time the item becomes

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- property of the LAYS. The LAYS board shall at that time determine what to do with the item. All items shall be kept in the LAYS facilities.
- During the playing season, the home team is responsible for removing debris or trash from the field said team played on at the conclusion of each game. This is to include the visitor's dug-out and play area. Failure to clean the fields will result in a fine of \$50 for each infraction. Coaches are encouraged to notify a board member if they are inheriting a field with trash before they take control of the field to prevent catching blame for the mess.
- During the practice season, each team is responsible for cleaning the field in which they practice on at the conclusion of each practice. This shall include both dug-out areas. The team practicing on Field 3 is also responsible for the batting cage, whether said team used the batting cage or not. Failure to clean the fields after each practice will result in a fine of \$50 for each infraction. Coaches are encouraged to notify a board member if they are inheriting a field with trash before they take control of the field to prevent catching blame for the mess.

Financial Regulations

All purchases on behalf of L.A.Y.S. that are not covered by this set of by-laws must be approved by a majority vote of an established quorum. Receipts shall be signed by the President, Vice president and or Secretary/Treasurer.

The Field Commissioner shall be permitted to make routine purchases for the maintenance of fields and/or equipment with solely the consent of the Treasurer if the cost of said purchase is not more than \$200.00. If the Treasurer does not approve of the purchase of a requested item, the question of purchasing that item must be approved by a majority vote of an established quorum.

The Concessions Manager shall be permitted to make routine purchases for the concession stand with solely the consent of the Treasurer for the purpose of restocking approved menu items or cleaning items. In this case, a list of items being purchased must be made for the Treasurer's approval, and nothing may be purchased that is not on the approved list. If the Treasurer does not approve an item on the list, that item must be marked out from the list and may not be purchased. If the Concession Manager continues to wish to purchase a disapproved item, that item must be approved by a majority vote of an established quorum.

Sponsorship of the L.A.Y.S. fields shall cost \$125.00 per field sponsorship with an unlimited number of sponsors per field. Sponsors are encouraged to provide a 5' X 8' vinyl banner at their expense to be displayed during the current season and any off season tournaments. No banners shall be displayed having derogatory, racial, profanity, or pictures determined inappropriate for the L.A.Y.S. Complex.

All players fees shall be collected before the start of the preseason tournament or the player/s will not be permitted to participate during the preseason tournament or any practices/games there after until fees are paid due to insurance purposes.

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All pre and post season fees shall be collected two weeks prior to the start of the preseason tournament. Once pre and post season fees have been collected by the board and payment made to the NCAA league no refunds shall be given. If a team has not paid or refuses to pay they shall not be allowed to practice or play any games on the LAYS fields until the fees have been collected. Any game on the LAYS fields shall be considered as a forfeit and reported as such to the league. Any difficulties making this deadline shall be presented to the L.A.Y.S. Committee.

The league shall not be responsible for any items sold by a coach, team or any member not associated with the L.A.Y.S. Committee.

Coach's/parents receiving money for merchandise and failure to deliver said merchandise or reimbursement of payment will not be allowed to coach until commitments have been honored. Once all commitments have been met, the L.A.Y.S. Committee shall decide upon reinstatement of the coach/parent.

Little League teams not associated with the L.A.Y.S. wanting to practice during the N.C.A.A. season shall pay the L.A.Y.S. Committee \$100.00 dollars (without light and amount agreed upon by board with lights) and shall be scheduled during open practice times. L.A.Y.S teams have priority over the fields when scheduling considerations are being made. This rule may be waived by a majority vote in an established quorum.

Record Keeping

All records containing personal information for any L.A.Y.S. Committee member, coach, or player shall be reviewed at the end of the year. Any records determined to be no longer required shall be destroyed in such a manner that any personal information on such records is illegible and/or cannot be used to obtain identity information by the public. Any records determined to be required shall be maintained in the office with restricted access to prevent such record to be used to obtain identity information by the public. All records perceived as confidential and no longer required shall be shredded by the Secretary and one board member.

Umpires

Umpires shall only be paid for the games they umpire. If two umpires are required and it is decided by both teams that one shall call the game, that umpire shall only receive the normal amount of pay.

Umpires shall receive a food card for every two games they umpire. If during the day three games are called only one food card will be given. Any additional items shall be purchased at the umpire's expense.

Volunteers

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Volunteers working the concession stand shall have a food handler's license as required by the State of Oklahoma. Food handler's license will be paid by the volunteer. Upon completing required scheduled concession stand time the food handler's license cost shall be reimbursed to the volunteer.

Volunteers working at least (4) four hours during game and or tournaments will be given a free meal. These meals shall be tracked by the Concession Stand Manager and totaled at the end of the day for record keeping.

All teams shall have a minimum of (5) five volunteer positions to work the concession stand or gate during games and or tournaments. These volunteer positions shall be scheduled through the Concession Stand Manager. Any team not submitting the minimum (5) five volunteer positions shall be charged \$100.00 per volunteer position not supplied.

Renting out the Fields

A review of the contract with the City of Norman shall be made before a contract is made with an entity wishing to rent the baseball fields. This is to assist in setting the prices.

No L.A.Y.S. Complex equipment (tractor, field drags, etc.) shall be used during games or tournaments by the team, business or renter renting the L.A.Y.S. Complex. Only L.A.Y.S. Committee members are authorized to use said equipment.

Any team wanting to lease the L.A.Y.S. Complex for games or tournaments during the N.C.A.A. season shall have a contract set by the L.A.Y.S. Committee for a fee agreed upon by the committee. The L.A.Y.S. reserves the right to open and keep any proceeds from the concession or gate.

Any team, business or leaser renting the L.A.Y.S. Complex fields for games, practice or tournaments shall be responsible for any broken/damage to complex equipment/items during the lease agreement. Broken/damaged equipment/items shall be replaced at teams, businesses or leaser's expense.

Any team holding games or tournaments not associated with the L.A.Y.S. shall pay all umpires fees

Liquidating Assets

Any Item deemed surplus or disposable with a cost value shall be voted upon by the board. If deemed disposable items shall be thrown in the trash or donated to whoever wants the item. If deemed surplus a price shall be agreed upon and or a method of liquidating. The items shall be liquidated in one of three ways.

- First The item may be traded for another item or work to be completed.
- Second The item may be sold by a set price.

Norman, OK 73026-9200

• Third – The item may be sold by silent auction. The auction shall have a designated close out date. Bids shall be submitted in a sealed envelope and given to the treasurer. On the close out date the board shall determine a winner. In the event of a tie, both names will be placed in a hat with the winning bidder's name being drawn. All notices of sale or silent auction shall be posted on the concession display board.

In the event that the LAYS should ever shut down or dissolve all items being rented and or leased shall be returned to their rightful owner as soon as possible. All remaining items shall be voted upon for possible disposal, liquidating or allocating to a local Little Axe Little League sport or the Little Axe School for further advancement of the community. No board member shall keep for personal gain any item belonging to the LAYS during a shut down or dissolve. All items may be sold and all debts paid at which point the remaining monies shall be distributed to whom the board votes.

CERTIFICATE OF ATTESTATION

We, the undersigned, hereby certify that the above stated By-Laws were adopted at a duly organized meeting of the L.A.Y.S. Committee on the 20th day of April 2011 and that a quorum was present and voted to accept these by-laws.

President, Little Axe Youth Sports, Inc.		
Vice President, Little Axe Youth Sports, Inc.		
Secretary, Little Axe Youth Sports, Inc.		
Treasurer, Little Axe Youth Sports, Inc.		

Item 7.

Little Axe Youth Sports INC

Balance Sheet

As of December 31, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Little Axe High School	20.00
Little Axe Youth Sports Inc (4077)	-74.39
Petty Cash	342.00
QuickBooks Checking Account	-4,347.85
Total Bank Accounts	\$ -4,060.24
Other Current Assets	
Undeposited Funds	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$ -4,060.24
TOTAL ASSETS	\$ -4,060.24
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Cleveland County Payable	0.00
Total Other Current Liabilities	\$0.00
Total Current Liabilities	\$0.00
Total Liabilities	\$0.00
Equity	
Retained Earnings	-4,537.49
Net Income	477.25
Total Equity	\$ -4,060.24
TOTAL LIABILITIES AND EQUITY	\$ -4,060.24

Item 7.

Little Axe Youth Sports INC

Profit and Loss

January - December 2024

	TOTAL
Income	
Gift In Kind Donations	100.00
Non Profit Income	650.00
Concessions	1,953.32
League	3,150.00
Tournament	3,006.98
Total Non Profit Income	8,760.30
Unapplied Cash Payment Revenue	0.00
Total Income	\$8,860.30
GROSS PROFIT	\$8,860.30
Expenses	
Bank Charges	440.82
Dues & Subscriptions	616.16
Insurance - Liability	1,049.00
League Fees	105.00
Office Expenses	371.10
QuickBooks Payments Fees	89.40
Refunds	50.00
Repair & Maintenance	
Field Maintenance	770.00
Landscaping 1099	1,228.49
Total Repair & Maintenance	1,998.49
Supplies	
Concession Supplies	3,481.18
Total Supplies	3,481.18
Taxes & Licenses	175.00
Online Fee	6.90
Total Taxes & Licenses	181.90
Total Expenses	\$8,383.05
NET OPERATING INCOME	\$477.25
NET INCOME	\$477.25







< Home

Confirmation

Confirmation

<u>Click here</u> to print this confirmation page for your records.

Your payment has been submitted and should appear shortly in the Requests tab.

Confirmation Number: 0-367-665-248

Payment Amount: \$201.34

The payment will be posted to your account within 2-3 business days following the payment initiation date. If your account does not reflect the payment after this date, please send us a message.

For additional contact information Contact Us

OK



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Confirmation

Confirmation

<u>Click here</u> to print this confirmation page for your records.

Your payment has been submitted and should appear shortly in the Requests tab.

Confirmation Number: 2-123-833-440

Payment Amount: \$362.28

The payment will be posted to your account within 2-3 business days following the payment initiation date. If your account does not reflect the payment after this date, please send us a message.

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CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 05/01/2025

REQUESTER: Jason Olsen

PRESENTER: Jason Olsen, Director of Parks & Recreation

ITEM TITLE: NORMAN FORWARD UPDATE

DISCUSSION:

Norman Forward is a citizen-initiated proposal to renovate, expand, construct and fund Quality of Life projects, such as multiple recreational facilities, libraries, parks, athletic venues, public art, trails, swim complexes and other quality of life projects throughout Norman. The initiative came to the City Council from community groups, stakeholders and Norman residents, who prepared an initial package using analysis and information from recreational planning professionals and research firms. Citizens approved the initiative at the polls in October 2015.

The Director of Parks and Recreation will provide updates on park-related Norman Forward Projects.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 05/01/2025

REQUESTER: Karla Sitton, Administrative Tech IV

PRESENTER: Jason Olsen, Director of Parks & Recreation

ITEM TITLE: DIVISION UPDATE

DISCUSSION:

The Parks and Recreation Department manages the park systems, recreational facilities & programs, and the Westwood Complex and maintains city-owned buildings. The department comprises six functional divisions: Administration, Parks, Recreation, Parks Planning & Forestry, Facility Maintenance, and Westwood.

Each Division Manager will briefly overview recent programs and/or progress within their division.