

TULSA  PARKS
Staff Meeting
March 31, 2014

In attendance: Lucy Dolman, Dean Richardville, Mike Battenfield, Gary Schellhorn, Karen Hanson, Eddie Reese and Jackie Bubenik.

Lucy Dolman

- Community Forestry signs - Mike said he left messages on Stephen's phone with no response. He just got his cell phone number and will try that.
- Water suppression – Continue to come up with an estimated cost for Hill. Mike said we need a minimum of 4 inches, now it is only a 2 inch line. Lucy asked Gary to do an estimated cost for McClure too so we have it ready.
- Surplus list - They listed we have a wood entertainment center at Springdale – Mike said the \$850.00 with pump and motor and entertainment center are gone with the building. They were not moved to another building.
- Park list of top 18 parks possibly to sell – Lucy asked Jackie to get the list cleaned up. Margo is working on the contract costs, maintenance, personnel cost and contract mowing costs. Jackie said he has a master spreadsheet so if he can get the information he can add it to the spreadsheet.
- Philpott – Mike said he met with Sandy S. and he is supposed to work on a plan. Lucy asked Mike to follow up on this.
- Children's Museum wish list – Mike said he was able to address a couple of the items in house like a water leak, water heater. Gary said we need to get an estimate from AMOS with putting in small HVAC units. Until funding is released from projects there is no money. Gary said he will call AMOS and schedule a meeting.
- Manion bollard discussion– Gary said he talked to Field Engineering. They do not have a way of doing this. Tim Thornton had talked about putting in some parking bumpers. If we put these in the Parking Lot spaces it will close it off. Gary said you cannot block the aisle. He drew a rough drawing for Mike. Gary said he would leave 5 feet. Gary said people had driven up by the shelter so they did not have to walk. Lucy asked Dean to tell Beverly and Kirk/shelter rentals to tell them not to park on the grass. Mike said he will go out to Manion and see what this will take.

Jackie Bubenik

- Signs – Lathen will come up with more mock ups. He has concerns about the green. Lathen said he will talk to Lucy
- Admiral Park discussion – Brian is here twice a week. We can give them a few more weeks. Mike heard that Darlington is terrible. Mike said all the seams are starting to gap. Jackie said they are gapping about an 1/8 right now. Contract of seams and delamination of top coat are concerns. There was an old swing set there. Jackie said this is staying. Mike said one is already gone, it went out to Patrick.

- Manion - Mike said when John Hensel gets back in town he will have an accurate evaluation and quote on rehabbing Manion.
- Jackie inquired on the Sports Complex A/C. Vents are in the office and concession space.
- Sports Complex dead end parking drive – Mike said his welder will be back this week and he is going to try to get this off the table.

Dean Richardville

- Mohawk clean up parking – Eddie showed on a map where the clean-up area will be. Eddie said they will park in the zoo parking lot as they will have a cooker out there. The run starts early and will be done by 11:30 am. Eddie said there would be a little overlap,
- Committee for Record Retention – Meeting on the 16th and will be meeting every month. Lucy said Dean is the primary and Mike can be the back-up.
- Lucy said there was a good report in Sunday's paper regarding Day Camps.

Mike Battenfield

- Trees - Mike said he talked to Mike Perkins on Up with Trees. Mike said Steve at Up with Trees said Lucy had given him permission to plant any tree in any park. Lucy said she told him he could plant trees in any park, we are not holding to the 10. We need to know where and how many and have him communicate with us. Fox Example if someone wanted to plant a tree in a dog park and they water the first 3 years they can do this. Mike said Lumpkin Park for example is off the beaten path. Mike is trying to work with Steve so they are not running all over town to get the trees watered. Heller is another example. Lucy said we should do something like with Manion. Lucy is waiting on the neighborhood association. Mike said Mike and Dave went out to look; there is not a whole lot of area around the playground to plant trees. Mike said to keep in mind if you put trees around a water playground the leaves clog the drains. Lucy said the area she had in mind was closer to where the building was torn down. Mike said he can have Joe pull up an aerial map.
- Carl Smith – Certificates of Occupancy – Mike said the health department said they had to put in a floor sink like at Central if it is a food prep area. Food cannot back up in the sink. Mike said we need to tell them to sell packaged food/ like prepackaged chopped onions, buy pickle relish; basically if store bought, already prepared this will not be an issue. Mike said someone needs to talk to them. Dean asked if there was written guidelines. Lucy asked Dean and Mike to talk to Marci. Lucy said they do the prepackaged or they pay for the repair. If the Health Department catches them doing something different they are responsible for the fines. Mike said it is primarily the new complex on the east end. Lucy asked Dean to put it in writing once Marci communicates with them. We are not paying the fine if they do not abide by the rules.
- Michael Treats Disc Golf Tournament – We need a follow up meeting. Zoo and Oxley need to be included so everyone is on the same page. This is a national Masters Disc Golf Tournament. They are bringing in 300 disc golf players; both Mohawk courses, McClure, Hunter and Haikey. It is a five course tournament

- Bridal Trail Meeting – Lucy said there is a meeting tomorrow after the Park Board meeting. Mike said he had Joe pull the aerial and he will bring the aerial with to the meeting.

Gary Schellhorn

- Gary said he has not found anything on the Children’s Garden. Jackie said he found one thing, more conceptual in nature. Gary said he will call Joe and see if he can send him one. Jackie said there were several concepts.
- Springdale – Water playground should get the final drawings this week. He will give a review before putting out for bids. Gary said with the pool out it is going back to grade. Mike said last week they were just taking the pool down about 2 feet on the sides and knocking holes in the bottom. Gary said he talked to McCorkle a few weeks back. Gary said he will call Tim.
- Franklin water playground will be after Springdale. Gary said he wants the drawings ready.
- Ziegler – Gary said he talked to Priscilla and need pre work asap. It was signed by the Mayor on the 19th. Usually it is about 10-14 days before we get the contract back. Gary said Builders Unlimited is ready. Jackie said we got an invoice from ACS for about \$300 for storage yard fees in Oklahoma City. Lucy said we can pay it out of Park Friends/Park General fund.

Eddie Reese

- Deer poaching – Eddie said he has a volunteer where he found on the trail a clump of deer hair; this is what happens with hunting with a certain arrow. Someone was deer hunting this spring. This was a few dozen yards from the Nature Center building. There was no blood. Eddie thinks the deer bolted before he started bleeding. Eddie said he can alert the game warden. Eddie said he can put in some game cameras.
- Oxley Nature Center roof leaking discussion– Leaks in the classroom. Eddie said it comes in around the tower. Discussion on the existing warranty? Eddie said it was looked at by the guy who installed the roof. They didn’t find anything. There is mildew around the wood we replaced. Jackie said with the roof warranty they have to be inspected and maintained yearly, if this is not documented the warranty is void. Lucy asked Mike if one of his guys can go take a look at this. Mike said they had, this has been leaking since almost when the project was completed. There was two years of the contractor coming back out. Eddie inquired on the shingles warranty. Lucy asked for Mike/Gary to look at the warranty and what our options are. Gary said if you show an inspection was made and no evidence of leaks is all that would be required. Lucy asked Mike to follow up on this.

Karen Hanson

- MAC inquiry on pond requests – Mike said to send to Brian.
- Centennial Pond – MAC service request regarding trash in the pond. Rob had said to send to Stormwater and Stormwater sent it back to parks. Mike said he was told Stormwater was responsible for the water area. . All the debris comes in from the streets after a rain. Mike suggested at the next staff meeting with Dwain to inquire on this. We have had previous meetings with Dan.