



**MINUTES
REGULAR MEETING
TULSA PARK AND RECREATION BOARD
March 3, 2015**

A meeting of the Park and Recreation Board was held at City Hall, One Technology Center on Tuesday, March 3, 2015. An agenda for the meeting was filed with the City Clerk's office on Friday, February 27, 2015. Chair Dale McNamara called the meeting to order.

ROLL CALL:

Dale McNamara	Present
John Favell	Not Present
Dwain Midget	Present
Yvonne Hovell	Present
Teresa Meinders Burkett	Present

Others Attending: Marillyn Lay, Tom Wolff, Barbie Raney, Lucy Dolman, Eddie Reese, Karen Hanson, Terrie Correll, Dean Richardville, Mark Swiney, Gary Schellhorn, Michelle Lester, Michelle Allen, Marci Joha, Greg Bledsoe, Herb Beattie, Philip Adobe, Rhonda Soules, Justin Pickard, Tim Thornton, Kristi Ostler, Kevin Canfield, Mike Battenfield,

Approval of Minutes: Yvonne Hovell made a motion to approve the minutes of the February 3, 2015 meeting. Dwain Midget seconded the motion. Motion passed.

Report from the Director

Lucy Dolman reported Dale McNamara is one of the recipients of the Gilcrease Blue Stem awards. This is a highly prestigious award and we all would like to congratulate Dale. This is quite an honor.

Tulsa Parks Budget Presentation was last week. Lucy gave a few of the highlights of the presentation. Lucy thanked Rhonda Soules, Senior Administrative Officer, for her help in preparing the budget. The Mayor's Office will vet this then it goes to the City Council. Some of the high points and changes include that we have asked for the Zoo Management Agreement to include utilities. We agreed on a set base for utilities where we will have one quarterly payment to the Zoo if this gets accepted. We are going to have two new Water Playground utilities which one is located at Manion Park and next year we will have the utility cost for Springdale also. We included the demolition of eight swimming pools in the budget. They are Junior Pools which have been closed since 2000. We have requested these be filled in. If we get the pools demolished that will pretty much end the process that we started five years ago, renovation and repurposing.

Report from the Director (continued)

Lucy said they added Golf Course Maintenance mowing costs in the budget. We are looking at mowing additional acres at Mohawk Golf Course and eighty five acres at Page Belcher Golf Course.

Staff is continuing to work on Commission for Accreditation of Park and Recreation Agencies (CAPRA) accreditation. Tulsa Parks now has a mentor from Austin, Texas. Once you start the clock you have two years to complete the process. The board will have to approve our policies. CAPRA changed a lot of the documents since we started the process but we are now back on track. Certain documents have to go to the board for approval like the Vision Statement. Lucy said she will start to put a few documents through every month on the agendas. This will help us keep on pace. June of 2016 is the deadline date. Lucy would like everything done by December of 2015.

Special Projects

Gary Schellhorn reported on several of the projects going on in Parks.

At Woodward Park Gary said he is working with Manhattan and Tri-Star. Manhattan has been at the site and starting to get the footings going. Weather has been a factor this past week. Everything is on board and ready to go.

At Carl Smith all of the shade structures were delivered to the site. Contractor said the shade structures were incorrect so they had to send them back and reorder. There is a tournament scheduled in April so we will have to work around this.

Cousins Park is still on schedule for the County to start construction of the parking lot in May.

At Springdale, construction is ongoing. Demolition is almost complete. They started removing the tennis courts. We were able to trade off some work on some fill and back fill for demolition of the tennis courts which were completely unusable. This will open up nice green space along with the new additions.

Franklin Park: Gary reported they had a meeting last week with the Joe Lewis Neighborhood and got some more direction and input from them. Designers are making the corrections on the drawings and moving forward with that. We are still on schedule and anticipate to advertise this in June.

McClure Park pool reconstruction: Gary reported they had a meeting last week with user groups and the designers. We looked at the scope of work and looked at cost. Consultants are saying they don't have the money to do everything we want. Gary said the numbers came in very high. We are working through this. They are giving us redesign on this and get a better assimilation of the project within the week.

Special Projects (continued)

Lacy Park Master Plan implementation: Gary said they had another meeting with the Lacy Council on the 10th. This is moving forward. This is under design and we will advertise for bids in July. We expect construction to start in October.

Lost Kingdom Tiger Exhibit at the Zoo we are getting ready to advertise for bids. This is scheduled April 2015.

Park Maintenance

Mike Battenfield reported on maintenance projects in Tulsa Parks. Trades Division started upgrading lights at Hicks Community Center.

Staff started working on the new electrical service for Springdale. We will need electrical service for the water playground.

Staff repaired water leaks at the Sunken Garden at Woodward Park, Page Belcher Golf Course, Henthorne, Carl Smith, Savage, Patrick and the Mohawk Sports Complex. Staff has been busy with this.

Structural Division: Playground Inspector completed ninety playground inspections this month. He found issues and performed repairs on the hardware at Owen and Helmerich Park.

Graffiti removal: We had removal at McClure, Carbondale, Challenger, Terrace, Archer, Maxwell and Maple Parks.

Forestry Division has been elevating, mulching and grinding stumps all throughout the Parks. This has made an amazing difference.

Urban Forestry completed eleven inspections for the WIN Department. Urban Forester met with the state forestry representative and the Parks Department does have eight State Champions trees within our parks.

Horticulture Division completed the mulching of the trees at Centennial. This was one hundred and fifty three trees in that park. They started sowing seeds and continuing bed preparation for spring planting.

Turf Division completed ball field preparations at Patrick, Savage, Hilti and Reed Ball Fields.

Recreation

Dean Richardville reported they are busy with summer preparation. They have secured the transportation for day camps and have the t-shirts out to bid. All the Recreation Centers are planning spring activities for all locations.

Our new Aquatics and Adult Sports Specialist has adjusted well to her new position. She has started implementing new ideas and has several more planned.

They hired a new employee who will be working at Waterworks Art Center. She is coming to us from Cascia Hall where she was their art instructor. Dean said they are now fully staffed at all sites and positions on the Recreation side.

Marci Joha has been working hard in keeping us organized with Commission for Accreditation of Park and Recreation Agencies (CAPRA), especially through some of the changes. She has done a great job with pulling it all together.

Oxley Nature Center – No report

Tulsa Garden Center

Barbie Raney reported their Gardening Info Fair drew over five hundred people.

The Rose Garden Restoration Project is ongoing. Barbie said there are all kinds of sidewalks being laid now. At the Linnaeus Classroom they are providing an office for the project manager of Manhattan Construction.

SpringFest Garden Market and Festival is scheduled April 10th and 11th. This is a big event we have at the Garden Center. They sell plants and most anything you would need for your garden.

A group of people came to the Garden Center to talk about the plight of the Monarch Butterfly. Barbie talked to Eddie Reese and they are going to partner and get a group together to work at becoming a City that encourages the butterflies to come through. There is a lot that goes on with this. Eddie can report on this next month.

Golf Report

Tom Wolff reported that they did a little bit better than average for February. It was just under three thousand rounds and approximately eighty thousand in revenue.

There were one hundred and sixty Foot Golfers at their first Foot Golf Tournament. Tom said the great thing is they booked again for September for two hundred and fifty players. Everyone had a blast.

The Women on Course program is continuing. There are about twenty women that participate in this program.

Tulsa Zoo Management

Terrie Correll reported they are gearing up for Spring Break. They are hiring for seasonal staff right now. Last week they gave a tour to the tax oversight committee. They toured the new rhino exhibit and rhino barn. They were impressed.

Terrie said they are working with Flameco Industries. With the down turn in the energy business the company is sending twelve to sixteen of their staff Monday through Friday to help at the Zoo with cement, carpentry, painting and demolition. They are scheduled for two to three months. This is at the owners expense. Terrie said they are very appreciative of their help.

Last week they hosted Oklahoma Women in STEM, sponsored by the Tulsa STEM Alliance. The event was geared toward encouraging more female student to enter STEM fields. One hundred and thirty women from Oklahoma came out to the event learning what stem careers there are at the Zoo. This was well received.

Action Items and/or Discussion Items

Discussion and possible action of Mitchell Park property for potential surplus by the City of Tulsa; Mitchell Park located at 5949 E 36th Place - Michelle Lester, City of Tulsa Real Estate Manager, Asset Management Department

Michelle Lester, City of Tulsa Real Estate Manager with Asset Management reported Mitchell Park was discussed last month at the board meeting and since that time the utility review has been completed. Michelle has heard from Streets and Stormwater on their sidewalk project and there are no special requirements from the different Utility Companies. Michelle said their suggestion is to keep the same legal descriptions and push forward to retain a 17.5 foot perimeter easement to protect the City in the future. With that we will be able to move forward with surplus the property. Michelle said they took a vote at the Real Estate Oversight Committee meeting and there was a recommendation to move this forward for surplus. Michelle wanted the board to be aware of the position of this committee. Michelle Lester said she would ask for a motion to recommend surplus this property. The next step after this we would do a resolution to take to the City Council. This would state the Park Boards position and the Real Estate Committee's position. Then the next step would be to go through the auction process.

Lucy Dolman mentioned that back in the mid 70's there was \$379,000 from Bureau of Outdoor Recreation funds which included twelve parks. Mitchell Park was one of the parks and included the amount of \$18,500 for a parking lot. Because this is tied up with BOR funds we will need a letter from the Administration to remove the stipulation.

Teresa Meinders Burkett inquired as to different ways the city has acquired property and the different restrictions on the acquiring of properties like bond money, BOR etc. and if there is a written policy as to how the City of Tulsa declares park land or City property as surplus property.

Action Items and/or Discussion Items (continued)

Michelle said part of their process is looking at what funds were used to attain the property. This is part of the due diligence process to look into this. Sometimes the Asset Management Department does not have all the information and this is why they send to the departments for their review. The policy is to follow the rules that are still tied to the money. Michelle said there is policy for disposition for real property and we follow this policy. They are actively working with City Legal as this policy is twenty plus years old. They have a policy for acquisition, disposition and for leasing. They are actively working on revising the policies to bring them up to the correct language. They discuss departments that do not exist anymore. They are actively revising this including disposition. There is a Real Estate Disposition Policy that they follow. Teresa asked if she could have a copy of this policy. Michelle said she will send this to her and the acquisition and leasing policies. As far as where the proceeds go, this is not part of the policy. This is a decision based on the ties of the property. There are restrictions on guiding where funds can go. They look at the deeds for restrictions. Mark Swiney said most of us would like the money to go into the Park Budget but it is not set up this way. It goes into the General Fund. This would be a budget decision to reallocate the funds back into the department.

Teresa Meinders Burkett said in some of her research she found the money may have to go into the sinking fund and not into the general fund. She said this was an Attorney General's opinion. Mark Swiney said he and Teresa can discuss this.

Yvonne Hovell inquired if there was a way to get the expense for such properties off the City of Tulsa budget line and transferred to private use generating revenue for the City; Are the funds designated back to the Park Department if these properties are still under the ownership of that department? Mark Swiney said if the City of Tulsa is leasing the property then this is generating revenue. The revenue goes into the general fund. Yvonne inquired if there was any preference by the current Administration or City Council as to their feelings on leasing property. Dwain Midget said the Administration is flexible enough to look at all the options. Dwain wanted to remind everyone that one of the issues is in our general fund and that it is sales tax based. When you don't have an increase in sales tax we end up cutting. We have more park land than we can actually maintain. We don't need to be mowing some of these properties. We don't want programs cut for mowing a piece of property with no value like the little strip near the rail road tracks. We do have partnerships like with the Children's Museum. This is the first time we looked at all the park land we have. Mark Swiney said the Asset Management Department is looking at all the factors when reviewing the properties. There are some people we lease to. There are creative ways where we can save money.

Dale McNamara said when midtown neighborhoods were built there were stipulations that a park had to be every so many feet. There is also a plot of land that was donated by long time neighbors. Lucy said they will look at everything but on certain pieces of property there are restrictions. Michelle said they look at originating deeds and any

restrictions. The initial list of twenty properties they looked at, there were some properties with restrictions on the property. The question was brought up on leasing with Bishop Kelley where Rev. O'Brien said this would make it difficult in fundraising.

Michelle Lester said her suggestion was to get a recommendation from the Park Board to pursue the process of surplusizing Mitchell Park. Mark Swiney said as part of the motion there has to be the declaration where the existing park is no longer needed for park purposes.

Dwain Midget moved to approve the request to dispose of Mitchell Park, located at 5949 E 36th St South as recommended by the City of Tulsa Real Estate Manager in Asset Management as this property is no longer needed by the City of Tulsa for park purposes. Yvonne Hovell seconded the motion. Motion passed.

Hawthorne Park - Crossover Community Impact, Inc. Presentation, Justin Pickard, Executive Director

Justin Pickard, Executive Director, Crossover Community Impact, Inc. distributed copies of their Master Campus Plan and the board received a copy of the original proposal. Justin introduced Phillip Adobe, President of the Board.

Crossover Community Impact, Inc. is a 501 c 3 organization and they own ten acres just north of the park. They are involved with Hawthorne Elementary School. They have an after school program there and a summer program. With that they hire high school students from North Tulsa to be tutors in the program. The reason they acquired this property and moved there was both the use of the park and their involvement at Hawthorne Elementary.

Justin said their proposal is to do a short term lease (two years) that gives them time to attempt to raise money to do the improvements that are on their master plan; a turf football field and a track. If this is successful then they would negotiate a long term lease. The costs they are looking at are high. The overall project is in the five to six million dollar range. The football field and track will be approximately two to two and one half million dollars. The baseball fields and the indoor baseball facility are on their property and this increases green space.

Dale McNamara inquired how many children do they actively service. Justin said there are about one hundred kids in football. Next year will be more because they are adding a fifth grade team. They have five basketball teams this year. Kids overlap in all the sports. The baseball push came from World Baseball Outreach in returning baseball in inner city programs (RBI). They have five to six hundred kids in their program. Dale inquired on the number of older kids who supervise. Justin said this is in the after school program and summer program. They can have up to forty five kids in that program.

Hawthorne Park - Crossover Community Impact, Inc. Presentation, Justin Pickard, Executive Director (continued)

Dale inquired on their business plan as far as leasing and what this involves. Justin said it would involve them maintaining the park. They would mow the park during the period of the lease. Dwain Midget asked if they would be interested in a lease/purchase. Justin said yes. Dwain said they had previously discussed the demolition of the pool. Justin said they can look into that.

Teresa Meinders Burkett inquired on the number of employees in their organization. Justin said the health clinic has five to six employees full time. The after school program has three adults in addition to the dozen high school students.

Yvonne Hovell asked what they are asking of the board today and is there a formal proposal that he can provide for the board that would also include the demographics of their organization and what their plan is for the Community. Justin said the proposal is to enter into a two year lease and move into a capital campaign to improve the park. Yvonne said she did not see the budget for what they plan to raise or plan to do. Justin said he can send the budget he has on this. Yvonne said she would like some background information on the organization. Justin said individual donors, corporations, churches, and foundations fund us. Yvonne said if they are entering into a lease who are they entering into a lease agreement with? Teresa Meinders asked if there would be personal guarantees? Teresa inquired on their source of income. Justin said the maintenance would be in lieu of dollars as part of the lease

Dale said they would need a business plan and the background information on the organization and exactly where the money is going to come from. Dale said if everyone agrees she would like to hear more on this organization. The board agreed they are doing a lot of positives for the community. The whole thing looks wonderful and is a very favorable way to take care of land. Dale said they have to do their due diligence as a board and to gather more information and details and for them to come back next month. Justin said he will get the information as requested on their organization. Teresa said some of the information can include how long you have been around, what your budget is, who provides the budget, where your funding comes from and what your costs are. Dwain Midget said Cheral Crossland can help them outline what they need to do. Lucy Dolman said she can show them a request for proposal where we have worked with other groups. This might help them outline the information regarding budget, financials, etc.

Tulsa Metropolitan Utility Authority water rate discussion, Tom Wolff, General Manager, Tulsa Golf

Tom Wolff discussed the challenges of irrigating Page Belcher Golf Course. Tom attended the City of Tulsa budget presentation. Tom wanted the board completely aware of how the City water rates directly impact the performance of the golf courses. Page Belcher has thirty six holes, and in Tom's opinion the finest thirty six holes

Tulsa Metropolitan Utility Authority water rate discussion (continued)

anywhere in Oklahoma. Unfortunately they are 100% irrigated off of potable water. The expense is anywhere from two hundred thousand to four hundred thousand a year. They have asked the Mayor's Office for one hundred and twenty five thousand to

reinstitute the mowing areas that we cut previously. Any kind of assistance on water rates would enable us to reinvest back into the golf courses. Any help we can get would be appreciated.

Teresa Meinders Burkett said she spoke with some members of Tulsa metropolitan Utility Authority (TMUA) and gained an understanding of the rate modeling that was done and why our rates are what they are. We have a high use rate at peak hours on peak days. There is low use rate on days that are not peak. TMUA explained that they have to have the ability to make the capacity to provide the water at peak amounts you need on the days of the highest needs of the City of Tulsa at the peak hours. Commercial users say they understand this and try to work their water usage at off peak hours and off peak days. Teresa said if we want to go back and try to work with the national rate modeling who TMUA has contracted with, TMUA indicated an ability to do this.

Teresa said we can meet with some people with TMUA to discuss how can we work together to try to use water most efficiently and in a most conservative manner to help conserve our budget and help them not have to invest in the infrastructure that causes their rates to be higher because they have to meet our highest peak usage needs. Tom said a fact is that golf courses do generate revenue. Tom said to his knowledge the two courses at Page Belcher are the only courses in the market that require 100% potable water for irrigation which puts him at a competitive disadvantage because he has to set two hundred and twenty five thousand aside for water. Other golf courses have wells and ponds.

It was mentioned that a request for the Gathering Place water rates was denied.

Dwain Midget said the water playgrounds cost is going up. There are ponds at Page Belcher. The question came up whether the ponds can be used for irrigation. Tom said this has been a topic of discussion since he has been here in 2008. There are two ponds on the back of Stone Creek. The ponds on the old course are about six inches deep. They are not spring fed. They do hold some of the run off but the ponds actually leak and it usually runs out over a course of three to four days. Dale said a lot of these questions were raised in the past like Coal Creek.

Tim Thornton said there has been studies, one in 1997 on the water table in the area. The most effective way would be to go to TMUA and ask them for reconsideration in the rates. Four to five years ago the golf courses changed to the warm season grass they have now. Getting away from the peak issue would help. Dwain said we need to

Tulsa Metropolitan Utility Authority water rate discussion (continued)

look at usage and see if they give us the opportunity to change this. For the most part Mohawk is irrigated off of the lagoons. Page Belcher Golf Course is what we need to explore.

Dale asked Teresa to head up a meeting and it will probably take more than one meeting. Tom said he would welcome a discussion. Dale asked Teresa to get with Tim Thornton and the history and get exactly how the Golf Course should be and the hours for watering. Lucy Dolman asked Tim if he could get a copy of the latest estimate for wells. Lucy said in her budget meeting water was brought up. We wanted someone on Tom's staff to look at the feasibility of wells. Dale McNamara asked to be kept in the loop.

Mark Swiney asked if there was a consensus with the board to continue to work on this. Dwain Midget said the board will facilitate a meeting with the TMUA Board and the Park Board to see if we can get some adjustments on the model rates. The board unanimously approved to continue to work on this.

There being no further business to be brought before the Board the meeting was adjourned.

Lucy Dolman, Director
Secretary

Dale McNamara, Chair