

Minutes to be approved by the Park and Recreation Advisory Board

Park and Recreation Advisory Board  
MINUTES – REGULAR MEETING  
November 17, 2011

Pursuant to the notice as required by law, the Park and Recreation Advisory Board of the City of Ponca City Oklahoma convened in open session at 5:30 P.M. on November 17, 2011 in the B. S. Barnes Room, City Hall, 516 E. Grand Ave.

MEMBERS PRESENT: Cox, Rathbun, Riley, Throop, Wentroth, Wilson, and Young.

MEMBERS ABSENT: Moore and Troutman.

OTHERS PRESENT: Beverly Bryant, Ponca City News; David Bell, Main Street, Jayne Detten, Executive Director, Main Street; Jim Sindelar, Director Park and Recreation Dept, Katie Goss, staff.

1. Call to Order.

Young called the meeting to order at 5:30 pm.

2. Citizen Comments.

Bryant reported someone inquired if the safety cones around the Christmas tree at Third and Grand could be made to look like peppermint sticks.

3. Consider and vote on the minutes of the October 20, 2011, regular meeting.

A motion was made by Wentroth and seconded by Rathbun to accept the minutes as written. Vote was as follows: Yes - Cox, Rathbun, Riley, Throop, Wentroth, Wilson, and Young. No – None. Abstention – None.

4. Directors Report.

Sindelar reported the tree is up at Third and Grand. One thousand LED lights were purchased to decorate the tree this year. A tree topper is ordered and should be here next week. The Community Tree Lighting will be Wednesday, November 23 at 6:00 pm in front of City Hall. The Christmas parade will be December 2 at 6:00 pm. City offices will be closed for Thanksgiving, Thursday and Friday (November 24 and 25).

Detten inquired if the safety cones had to be placed around the Christmas tree at Third and Grand. Sindelar said they were placed there has a safety measure.

Public Hearing – None

Old Business – None.

New Business

5. Receive proposal from Main Street regarding the development of a “Pocket Park” to be located at 4<sup>th</sup> & Grand Ave. and take action as needed.

Detten introduced David Bell, Main Street Board Member, who had prepared the presentation for the proposed development of a Pocket Park at 4<sup>th</sup> and Grand Ave. Detten stated the project has been considered for about five years. Main Street is always looking for ways to fund a downtown park and gathering space.

The Fourth and Grand property is a vacant lot owned by Fred Boettcher. Boettcher has wanted to do a war memorial project for many years and is willing to donate the property. The Design Committee of Main Street would like to create an “outside room”. The proposed park would be divided into two areas. One end would be the Memorial Garden and the other end would be for group gatherings.

The property is approximately 54 feet by 140 feet. The front façade would simulate the proportions of a store front. Main Street would like to name the park "Boettcher Park". Planters for trees for shade would be constructed. Planters would also provide seating. Main Street hopes the Park Department would help with the maintenance of the park. The design incorporated the arched doorways of other downtown buildings. The area would include a built in stage. A water fall behind the stage is a water curtain. It is Boettcher's hope that the names of all Ponca City veterans would be engraved on the water wall. A small spray pad with dancing water and no above ground features would be included to provide a serene play area. The spray pad could be turned off to accommodate large groups. The ground area would be red stamped concrete with a scribed area of concrete in the center of each area of the park. The current plan does not include the construction of a restroom.

Throop asked if there had been any feedback from the downtown merchants regarding the splash pad. Detten stated the park proposal has not been presented to the merchants yet. Riley asked if the plan was to turn administration of the park over to the city. Detten said this had not been discussed. Other cities have scheduled events in their pocket parks.

Detten stated Boettcher is ready to turn the property over to a group. The estimated cost of the project is \$240,000. Detten though possibly tourism dollars could be used. She doesn't know what Boettcher would donate to the project.

Rathbun asked what the overall purpose of the park would be a war memorial or a gathering place. Rathbun continued that if the project were turned over to the City this would be additional expense to the Park Department. He asked if it would be more beneficial if Main Street retain the park and funds be dedicated by the City to the maintenance of the area.

Detten expressed the Boettcher wanted the park to be a living memorial and to be a happy place for families to enjoy. Boettcher felt it should be a veterans honor park rather than a memorial. Rathbun asked if there was any intention to put play equipment in the park and Detten said it would be more of a gathering place.

Sindelar asked Detten if Main Street had a time frame for the project. Detten said there is no time frame at this time. Sindelar recommended turning the proposal to the Park Committee for consideration and recommendation to the Park and Recreation Advisory Board. Sindelar commented there may be funding through the National Recreation and Parks Association. Although the City Manager is open to the City owning the park he is cautious about funding.

Detten said they had talked about a phased approach; however, sometimes it is hard to buy into a phased project. She continued that historic downtowns with pocket parks tend to be more thriving and progressive. Sindelar commented this location of downtown has not had the new sidewalks and lighting installed so if the project moves forward allowances would need to be made to allow for continued sidewalk improvement developments.

Fourth Street would be the only way to get into the area for a vehicle. With a stage there would need to be electric and lightscape. Water would need to be available for the trees and any other plantings. It was felt it might be smart to look at a way to have restrooms available.

Detten would hope to have the blessing of the Park and Recreation Advisory Board for the project. Main Street does not own infrastructure, so the project would be a combination of the merchants, Main Street and City.

Young commented on the outstanding presentation. It was commented everyone needs to think of what we would like to do with the area during the design process. Suggestions were chamber music, the possibility of moving Music in the Park. Anymore when developing a project the use of money needs to be multipurpose. Riley felt the committee really needs to think of including restrooms. Wentroth enquired about graffiti downtown. Detten explained there used to be a problem until the spray paint ordinance was passed, now there is very little graffiti downtown.

Bryant commented she likes it when a new project comes up that people get excited about. The park would provide a safe environment for events such as small concerts and perhaps craft fairs.

The motion was made by Wentroth and seconded by Riley to recommend to project be sent to the Park Committee for review and the committee bring a recommendation back to the Park and Recreation Advisory Board. Vote was as follows: Yes - Cox, Rathbun, Riley, Throop, Wentroth, Wilson, and Young. No – None. Abstention – None.

6. Receive Park Committee Report and take action as needed.

Throop reported the Park Committee met on Tuesday at the Park Department office with Throop, Young, Troutman and Sindelar in attendance. The Dog Park project will be tabled until after the first of the year. He did have the opportunity to speak the Pam Alexander of the Humane Society. The grant they applied for fell through. She asked if they could put out flyers that say they are working with the city to develop a dog park.

Park priorities for this year will be setting themes for Sunset and Liberty Parks. The committee was shown a photo of play equipment with the dinosaur theme and felt this might be good for Liberty since the current theme is animals. The committee feels the central part of the city and Garfield and Dan Moran Parks have had recent improvements made.

A motion was made by Throop and seconded by Cox to allow the Humane Society to partner with Park and Recreation for the dog park venture. Sindelar stated we need to be sure everyone is going in the same direction. Throop felt they want to work with us and they want to help with the equipment. Vote was as follows: Yes - Cox, Rathbun, Riley, Throop, Wentroth, Wilson, and Young. No – None. Abstention – None.

7. Receive Recreation Committee Report and take action as needed.

Wentroth reported the committee this past Monday. Sherbon provided a list of existing programs in the community. The list was very inclusive and the committee felt all ages were covered. The committee discussed organizing a health fair in the spring. The health fair would provide screenings not just information. Once screening was done perhaps participant would be provided with treatment options. The fair could have exercise trainers looking at lots of different disciplines. The committee is thinking of holding the event in March during the evening at Hutchins Auditorium.

The committee discussed partnering with the Lake Committee to host a card board boat regatta at Lake Ponca.

The next committee meeting is scheduled for December 14 at 5:30. The committee discussed the proposed gift catalog which would show the public what is needed in the parks. They referred the catalog to the Park Committee. Bryant suggested she could include items needed in the weekly community column of the Midweek Section of the newspaper.

8. Receive Lake Committee Report and take action as needed.

Riley would like everyone to review the list of proposed Lake Committee goals and submit any changes to Robin. The goals will be submitted at the next advisory board meeting. He commented the number one priority of the Lake Committee is improvement of the duck ponds.

9. Comments from chairperson or board members.

Riley asked how tourism dollars are handed out. Staff said the projects are budgeted. Projects would be considered and presented during budget.

Throop would like the Park Committee to meet either the 6<sup>th</sup> or the 13<sup>th</sup>. Staff will set up a meeting a notify committee members.

10. Discuss January Agenda.

Committee reports

Any suggested capital needs.

Sindelar asked board members to keep their eyes open when visiting other communities for ideas. Take pictures and bring them to staff.

11. Adjourn

A motion was made by Riley and seconded by Wilson to adjourn the advisory board meeting at 6:45 pm. Vote was as follows: Yes - Cox, Rathbun, Riley, Throop, Wentroth, Wilson, and Young. No – None. Abstention – None.

PASSED AND APPROVED THIS 26 DAY OF January, 2012.

  
\_\_\_\_\_  
Wes Young, Chairman

  
\_\_\_\_\_  
Secretary (minutes prepared by Katie Goss)