

Minutes approved by the Park and Recreation Advisory Board

Park and Recreation Advisory Board  
MINUTES – REGULAR MEETING  
October 19, 2006  
B. S. Barnes Room City Hall

A meeting of the Park and Recreation Advisory Board of the City of Ponca City, Oklahoma convened in open session at 5:30 p.m. on October 19, 2006, in the B. S. Barnes Room, City Hall.

MEMBERS PRESENT: Ball (arrived after minutes approved), Leonard, Rager, Wentroth, Whipple, Young, and J. Powell

MEMBERS ABSENT: Bishop, Schieber and D. Powell

OTHERS PRESENT: Travis Megee and Matthew Grudowski, Ponca City Alternative Sports; Janet Martin, Eastman National Bank; Gary Strickland, Vietnam Veterans of America; Wayne Foxworthy, City Commission; Kenny James, Proteen; Angi Kennedy, citizen; Jim Sindelar, Director and Katie Goss, staff.

Notice of the meeting was posted conspicuously in the City Hall Building and the Public Safety Center and was given to the members of the Park and Recreation Board. Availability of the Agenda was communicated in the advance notice of this meeting to the members of the Park and Recreation Board. All Proceedings hereinafter shown were taken while the convened meeting was open to the attendance of the public. Further, except as otherwise noted, all subjects included in said proceedings were contained in the Agenda for said meeting, which was kept continuously current and available for public inspection at the Office of the City Clerk.

1. Call to Order  
Wentroth, Vice-Chairman, called the meeting to order at 5:30 pm.
2. Consider and vote on minutes of August 17, 2006 meeting.  
A motion was made by Young and seconded by Leonard to approve the minutes as presented. Vote was as follows: Yes - Leonard, Rager, Wentroth, Whipple, Young, and J. Powell. No – None. Abstention – None.
3. Comments from Chairman and board members.  
None.
4. Directors Report.  
The Centennial Clock purchased and donated by the Garden Council was dedicated October 5<sup>th</sup>. The clock is located at Cann Garden on the corner of 14<sup>th</sup> and Grand Ave. The clock is electric and lights up at night. A local mason donated the base. The Recreation Department collaborated with Sage, Rosemary and Thyme to hold a Make and Take Scarecrow Party for the kids. This activity was held at Lake Ponca Park and 30 kids and their families participated.

**PUBLIC HEARINGS**

5. None.

**UNFINISHED BUSINESS**

6. Receive and take action on report from the Recreation Committee regarding request from Darren Petty for construction and location of a BMX Park. (Receive update from Darren Petty – Ponca City Alternative Sports Association.)  
Petty was not present. Grodowski reported since the last board meeting the group has received their 501(c)3 designation. The group has received notification they are receiving a cash grant from the Hamburger Helper Corporation, which supports grass roots projects. They should receive this money by November 13<sup>th</sup>. The group has received commitments to provide one-half the construction material, which includes the dirt, concrete, and asphalt; and one-half the cost of building. Wentroth asked how

the grant money is to be used. Grodowski reported the grant money could be used for anything on the project.

Grodowski said the group has talked to the people who purchased Mertz about land owned by the company. The land is located between Ratliff Construction and UPS on W. Hartford. Company representatives are checking with their legal department regarding the property and request.

Wentroth, Recreation Committee Chairman, stated that the decision regarding the BMX Track/Skate Park is down to a location. The City does not have a "park" which would be suitable. The property referred to as Mertz field, located behind the Quonset storage building and the PC Energy pole yard might be a possible consideration. Mertz field is located next to a buffer zone between commercial and residential property. The City is discussing removing the Quonset hut and PC Energy is moving everything to their new location. Land requirements for just the BMX track is 200' x 400'. A minimum of two acres, not including parking or skate park, is needed for the BMX track facility. Staff thought this area would be enough acreage for what the group wants to do. Wentroth said the group had decided to include a skate park in the project.

James asked if the Mertz property is under the Airport. Sindelar said he was not sure if it is Airport or PCDA. Staff will find out who owns the property. Ball asked if this would be a lease. Staff said the City could not give property to any one without a vote of the citizens. The intent would be to have a lease agreement similar to the agreement between the City and Junior Baseball. Another area talked about was the old Ponca Iron location. Ball said the area was one of the most problematic areas while he served on the Traffic Board. Grodowski said they have talked with Ponca Iron but there is asbestos in the building. They cannot afford to tear the building down, DEQ would have to come in and evaluate the land, and they would probably have to remove the top 18 inches of soil. Ponca Iron cannot afford to do the project. The group has no real preference at this time but feels the Mertz field area.

Wentroth suggest the board could support the project and once a location was determined, they could come back to the board with the location request. The board could then make a recommendation to the City Commission. Staff will prepare a site plan and check with the Airport Authority and PCDA regarding ownership of the property. Alternative Sports will prepare a project design. Motion was made by Ball and seconded by Whipple to table discussion to the next board meeting. Vote was as follows: Yes – Ball, Leonard, Rager, Wentroth, Whipple, Young, and J. Powell. No – None. Abstention – None.

The board agreed a layout of the area plus a design for the project and approval of the land through PCDA or the Airport Authority, whichever one owns the property will be determined. Grodowski said the existing ball field area would not be affected.

Staff said the first thing we need to do is contact the Airport Authority and petition to bring the property under the Park Department then we could look at development of the property and lease the property. We will not be able to do anything until the building is removed. Contents are being removed from the building, which will not probably be complete until December.

When asked if the group had a timeline for construction Grodowski said they are trying to bring a national race to Ponca City. In order to book the race construction would have to be in place or started by March 12, 2007.

Staff said the only other area, which has enough acreage, is the Lake Recreation Area. There is no water or sewer at this time.

7. Receive and take action on report from the Lake Committee regarding updating of Standard Operation Procedure No. 18.  
Young distributed a "working" copy of SOP No. 18 with suggested revisions shown in red. The main addition to the SOP pertains to electrical requirements. Young requested everyone review the revisions and e-mail any suggestions to him whether the revisions are adequate. The Lake Committee

will meet one more time to discuss any other revisions. The City Attorney, prior to Park Bard making a recommendation, will review the SOP. Young reminded everyone this is a "living" document and needs reviewed periodically. Staff pointed out the committee has worked hard on the update and has gone out on site to meet regarding different issues. Another item to be added is the length of time a lessee has to complete a requested improvement to six months.

The current Lake Committee is Young, Wentroth and Leonard. Park Department staff and Bishop are ex-officio member of the Lake Committee.

8. Receive committee report and take action as needed regarding caretaker house at Wentz Camp. Ball reported he, Young and staff met at the caretaker house to look at the building. The consensus was most of the committee members do not want the house removed if there is a viable use for the house. There is some question regarding the integrity of the roof. It was suggested perhaps the house could be used for a mini reunion center. If the building could not be used or maintained then the committee understands, but hated to see it come down. The committee decided to bring it back to board.

Wentroth followed with what would it take to repair the building. Staff reported there is wood rot in the floor of one of the rooms, which includes the sub floor and one of the floor joists. Almost all of the tailpieces of the rafters around most of the house are rotted. We do not have a cost of that repair. Staff continued that if we do go in and make the repairs and bring the house up to code we have to have carpeting to install. There would be 90 square yards of carpeting. Leonard asked about the wiring and staff stated the wiring was in good shape. There are some issues on the doorways and the floor itself.

Ball said one of the issues brought up was the number of buildings already in the City that require maintenance. Ball said the big issue which came about was can we really afford to maintain the house as a rental. Staff said you would continually have repairs and maintenance on the building. Ball questioned if it would be a drain on the budget and staff affirmed it would be a drain because the house would never generate enough revenue to pay for the maintenance. If the house were rented all utilities would need to be separated from the camp. A fence would need to be installed to separate the house from the rest of the facility. Previous suggestions were to have an employee live in the house. It was agreed it is hard to justify something that is not cost effective. The shingles are new but the rafters are in need of repair.

It was stated it is hard to make something work that is not going to be cost effective. Ball asked what the current value of the house is. Young stated if it were just a house, the decision would not be hard. The house has some historical value to the community and some architecture we no longer see. Young continued that many of us have lived in Ponca City and seen buildings removed that later the community regretted removing. Young said no one wants to be the one to make a decision to knock the house down.

The house is about 1,390 square feet. The largest room is located where the garage was converted into a room. The possibility of knocking out walls to enlarge rooms was discussed but the wall that needs to be removed is a load-bearing wall.

Wentroth reviewed the three options before the board: 1) Table the discussion, 2) Take action to refurbish and make it work, 3) Tear it down. Staff said another option is to look to a user group to rent and maintain the house. This is what the Mansion did with the Gate House, which is rented to Smith International. It provides them a guaranteed place for people coming from out of town. We just have to make sure it is worth doing.

Staff will get actual cost to make the house functional. We know all cabinets and such would have to be replaced; 90 cubic yards of carpeting to be installed; appliances would need to be replaced; support work done to repair the flooring; and repair of rafters is needed. The shingles themselves are approximately four years old. There is a central heat and air unit; however, we do not know its

condition.

Ball made the motion to table the discussion and Leonard seconded the motion. Vote was as follows: Yes – Ball, Leonard, Rager, Wentroth, Whipple, Young, and J. Powell. No – None. Abstention – None.

### **NEW BUSINESS**

9. Discuss and take action on request by Eastman National Bank regarding placement of a Centennial monument in Pioneer Park.

Janet Martin, Eastman National Bank, is on the Community Involvement Committee to do a Centennial project. The committee suggested building a monument and has requested permission to locate a monument at 5<sup>th</sup> and Highland (Pioneer Park). The project would include pouring the footing and installing lighting for the monument. The committee has been working on proposals that include having a monument of quarried stone with a bronze plaque explaining how the monument represents the Oklahoma Centennial and the bank logo to the side of the narrative. A cut bronze relating the development from Indian Territory thru cattle, oil fields and agriculture would be bolted into the front of the stone. The monument would be located in Pioneer Park directly across the street from the POW/MIA monument Whipple asked if this was unused space, which it is. Staff stated that Mike Lane, Traffic Engineer, could provide advice regarding the appropriate size of the monument and placement so the monument would not interfere with the allowable sight triangle required for traffic control.

Young and Leonard expressed concern about vandalism and skate boarders. The free form design first presented was Young's first choice. Young asked if the location requested would take away from the POW/MIA monument. Gary Strickland, Vietnam Veterans Chapter 750, said he did not think there would be a problem but would enhance the corner. A question was asked about what kind of vandalism occurs in that park. Staff said vandalism in the restrooms of the park is a problem. Ball asked if we could develop a monument park at War Memorial Park and place the Centennial monument at 7<sup>th</sup> and Highland. Strickland said there are possible plans for another monument in that location. Whipple pointed out the location requested in Pioneer Park is currently unused area.

A motion was made by Young and seconded by Leonard to accept the proposal to construct a Centennial monument at the corner of 5<sup>th</sup> and Highland in Pioneer Park working with Park and Recreation staff to develop the design of the monument. Vote was as follows: Yes – Ball, Leonard, Rager, Wentroth, Whipple, Young, and J. Powell. No – None. Abstention – None.

Staff said the Park Board recommendation would go to the City Commission for consideration November 13, 2006.

- J. Martin will provide copies of the proposed monument for the commissioner board packets.
10. Receive update from Junior Baseball Association on Dan Moran renovation project and take any action needed.  
No representative present – Item tabled.
11. Consider and vote on a request from the Vietnam Veterans Chapter 750, to use the south side of War Memorial Park to retire torn and tattered U S Flags with an annual Flag Burning Ceremony. Gary Strickland, representing the Vietnam Veterans Chapter 750, presented a request to hold a ceremonial flag burning at War Memorial Park just south of the POW/MIA monument on an annual basis. The Watch Fire is symbolic and represents lighting the skies so POW's and MIA's might find their way home. The ceremony is to retire used and tattered American flags properly. There would be a tent, with beverages available and the event is open to the public. This is a non-alcoholic event. The veterans would have a flag drop box for the public to drop off flags for retirement. Young asked when they would hold the event. Strickland said fire watch is usually held on a Saturday night close to National PWO MIA Recognition Day, however, due to the burn ban this year they have not held the event. They do want to hold the event this year and would select another date. The group would like to hold the event annually on National POW MIA Recognition Day, which is on the third Saturday in September. However, the event would be subject to any burn bans or high winds at the time.

The veterans would work closely with Park and Recreation staff to establish the date annually, obtain the appropriate burn permits and establish the burn location in a manner approved by Park and Recreation staff.

The motion was made by Whipple and seconded by Rager to recommend approval of this annual event and the veterans work closely with Park and Recreation staff. Vote was as follows: Yes – Ball, Leonard, Rager, Wentroth, Whipple, Young, and J. Powell. No – None. Abstention – None.

Staff said they have already talked with the Fire Department about the request and they have no problem with the event as long as the appropriate permits are obtained. Rager suggested letters be sent to civic groups to encourage participation and support.

12. Discuss use of National Guard Armory.  
The National Guard will be moving out of the Armory on South Avenue in the near future. The board needs to be thinking of how to use the building. Staff said we would keep this on the agenda until the board has the opportunity to make a recommendation. Currently the National Guard has a 99-year lease. Ball asked if any uses for the building have been defined. We are waiting to see when they will move out. There is no action on this item at this time. When staff finds out when the National Guard will be leaving, they will notify board members.
13. November agenda.  
Update on Wentz Caretaker House  
Update on Junior Baseball Request  
Update on Ponca City Sports Alternative request  
Status of National Guard Armory
14. CITIZEN'S COMMENTS (Open for Ponca City citizens to be heard on items not included on this Agenda) – None.
15. Adjourn - There being no further business a motion was made and seconded to adjourn. Motion carried unanimously.

Minutes prepared by Katie Goss, staff.