

**MINUTES OF SPECIAL MEETING
SAND SPRINGS PARK ADVISORY BOARD**

**Monday, July 17, 2023
Case Community Center
1050 W Wekiwa Rd – Sand Springs, OK
Meeting Rooms A/B – 5:30pm
www.sandspringsok.org**

January 2023 to December 2023

MEMBERS PRESENT:

Cathy Burdge	2-0
Kathe Crapster	2-0
Greg Cordell	2-0
Ari Montross	1-1
Dustin Reed	1-0
Emile Tucker	2-0
Cody Worrell	2-0 arrived at 5:33pm

ALSO PRESENT:

Joe Medlin, Parks Director
Brian Talley, Golf Course Director
James Cronister, Golf Course Superintendent
Joy Turner, Parks Recreation Manager
Shawn Cole, Parks Operator
Richard Coe, Parks Foreman
Chloe Haroldson, Event & Marketing Manager

1. CALL TO ORDER –

Chair, Cathy Burdge, called the meeting to order at the noted time of 5:31pm.

2. ROLL CALL –

Parks Admin Assistant, Melissa Cartwright, called for an individual roll call with members replying in the following manner:

Burdge, here	Cordell, here	Crapster, here	Montross, here
Reed, here	Tucker, here	Worrell, here	

3. INVOCATION –

Daniel Comer delivered the invocation.

4. February 6, 2023 MINUTES

Board member, Emile Tucker, made a motion to approve the minutes of the February 6, 2023 Park Advisory Board Meeting. Board member, Kathe Crapster, seconded the motion.

Parks Admin Asst, Melissa Cartwright, called for the vote recorded as follows:

Burdge, aye	Cordell, aye	Crapster, aye	Montross, aye
Reed, aye	Tucker, aye	Worrell, aye	

The motion carried 7-0-0

5. WELCOMING NEW BOARD MEMBER

Chair, Cathy Burdge, welcomed new board member, Dustin Reed who is replacing Daniel Comer's seat. City Clerk, Janice Almy, administered the Oath of Office to Dustin Reed. Parks Director, Joe Medlin, confirmed Dustin was appointed by Councilman, Matt Barnett, to represent Ward 2.

6. RETIRING PARK BOARD MEMBER

Chair, Cathy Burdge, announced the retirement of board member, Daniel Comer. The board recognized him for 10 years of service to Park Advisory Board and Park Friends. Parks Director, Joe Medlin, and Chair, Cathy Burdge, both expressed their gratitude to Daniel.

7. 2023-2024 ELECTION OF PARK ADVISORY BOARD OFFICERS

A. ELECTION OF CHAIRMAN

Board member, Kathe Crapster, made a motion to elect Chair, Cathy Burdge, to continue the position as chairman. Board member, Ari Montross, seconded the motion.

Parks Admin Asst, Melissa Cartwright, called for the vote recorded as follows:

Burdge aye	Cordell, aye	Crapster, aye	Montross, aye
Reed, aye	Tucker, aye	Worrell, aye	

The motion carried 7-0-0

B. ELECTION OF VICE CHAIR

Board member, Kathe Crapster, made a motion to elect board member, Ari Montross, to fill the position as vice chair. Board member, Greg Cordell, seconded the motion.

Parks Admin Asst, Melissa Cartwright, called for the vote recorded as follows:

Burdge aye	Cordell, aye	Crapster, aye	Montross, aye
Reed, aye	Tucker, aye	Worrell, aye	

The motion carried 7-0-0

C. ELECTION OF SECRETARY

Chair, Cathy Burdge, made a motion to elect Parks Admin Asst, Melissa Cartwright, to fill the position as secretary. Board member, Ari Montross, seconded the motion.

Parks Admin Asst, Melissa Cartwright, called for the vote recorded as follows:

Burdge aye	Cordell, aye	Crapster, aye	Montross, aye
Reed, aye	Tucker, aye	Worrell, aye	

The motion carried 7-0-0

8. PARK FRIENDS BOARD APPOINTMENT

Board member, Kathe Crapster, made a motion to elect board member, Emile Tucker, to fill the position as board member of Park Friends.

Parks Admin Asst, Melissa Cartwright, called for the vote recorded as follows:

Burdge aye
Reed, aye

Cordell, aye
Tucker, aye

Crapster, aye
Worrell, aye

Montross, aye

The motion carried 7-0-0

9. GOLF COURSE UPDATES

Golf Director, Brian Talley, stated the golf course is slated to open during the first couple of weeks of August after the windstorm in June. The Dance Team is scheduled as the first tournament for the year on August 18, 2023. Brian Talley introduced his new superintendent, James Cronister, to the board members.

Information only – no action taken

10. STORM UPDATES

Parks Director, Joe Medlin, said the contractor the city hired to do debris pickup started today July 17, 2023 in Ward 6. They will be picking up per ward including the parks per ward as they go. Joe Medlin announced he will be meeting with an adjuster tomorrow July 18, 2023 to address insurance claims for various park areas that sustained damage from the storm.

Information only – no action taken

11. GO BOND UPDATES

Parks Director, Joe Medlin, provided the board a brief overview on upgrading the current softball and baseball lighting to LED's.

Information only – no action taken

12. RECREATION MANAGER PROJECT

Parks Recreation Manager, Joy Turner, stated the goal for her position is to bring more recreation to the city as a whole, whether it's in parks, senior program, Keystone Ancient Forest or at Case Community Center. She referred the board members to the Parks Maintenance Standards document to explain she will make updates to reflect what our current staff is doing in parks. She asked for input from the board members as well.

Information only – no action taken

13. SPECIAL EVENTS UPDATES

Event & Marketing Manager, Chloe Haroldson, recapped the events we had earlier in the year, as well as, upcoming ones. Herbal Affair in April had an estimated attendance of 24,000 to 26,000, one of the best turnouts for the event. (Astronomy night in October at the Keystone Ancient Forest along with Christmas as our biggest event).

Information only – no action taken

14. DIRECTOR'S REPORT

Parks Director, Joe Medlin, says the Savannah is planted and recommends the board members to take the 1.5 mile roundtrip to view it at Keystone Ancient Forest. Parks applied and was awarded a new senior transportation individual disability bus grant. Later this year the old bus will be removed and the new bus will take its place. Sports user contracts are coming due, golf course revenue is up after fixing the greens. Cleaning for a Cause has kicked off.

Information only-no action taken

15. ADVISORY BOARD MEMBERS REPORT

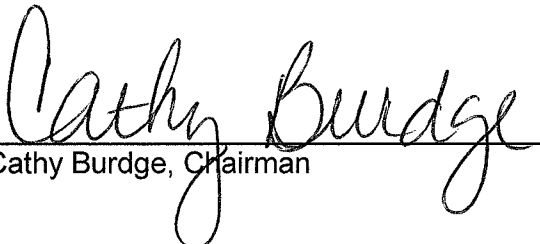
No report

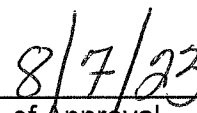
16. CITY MANAGER'S REPORT

No report

17. ADJOURNMENT

Chair, Cathy Burdge, adjourned the meeting at 6:52pm.


Cathy Burdge, Chairman


Date of Approval

MLC
pb-min