

BOARDS *and* COMMISSIONS

Monthly Action Report

For the Edmond City Council and Members of the Boards and Commissions

August 2018

News from Boards and Commissions

- **Edmond Planning Commission**

The Edmond Planning Commission considered the following items in August:

Kay's Corner	Preliminary Plat	Approved
Kay's Corner	Final Plat	Approved
Landmark at Oak Tree	Preliminary Plat	Approved
Valor Bank	Easement Closing	Approved
Valor Bank	Deed Certificate	Approved
Valor Bank	Site Plan	Approved
Edmond Highland Park	Deed Certificate	Approved
Fairfax Office Park 1	Plan Amendment	Approved
Fairfax Office Park 1	Rezone	Approved
777 S. Westmister	Rezoning	Approved
Ferrel	Deed Certification	Approved
Wiedemann	Deed Certification	Approved
Josh Livingston	Rezone	Approved
Mon Abri	Amended Final Plat	Approved
Crosstimbers N.E.	Deed Certification	Approved
Oak Tree Block 120-123	Final Plat	Continued to 8-21-18
Primrose	Site Plan	Continued to 9-4-18
Precision Vision	Site Plan	Continued to 8-21-18
Thomas Center, Lots 3 & 4	Final Plat	Continued to 9-4-18
Approval of Planning Commission Schedule		Approved
District Lofts of Edmond	PIAm	Continued to 9-4-18
District Lofts of Edmond	Rez	Continued to 9-4-18
Prime Development HQ	FP	Approved
Prime Development HQ	SP	Approved
Lot 4, Block 2 Fairfax Business Park	SP	Approved
Thomas Drive Road Closing	EC	Approved
The Wantland	PIAm	Denied
The Wantland	Rez	Denied
North I-35 Service Park	SP Ext	Approved
The Quarters at Kelley Pointe 1st	LS	Approved

Shaver Investment	PIAm	Continued to 9-18-18
Shaver Investment	Rez	Continued to 9-18-18
Norma Arnett	LS	Denied
The Bridges at SC Lots 12, Block 1	FP RP	Approved
Precision Vision	Site Plan	Approved
Oak Tree Block 120-123	Final Plat	Continued
Thornbrooke Office	PIAm	Denied
Thornbrokke Office	Rez	Denied
The Heritage at Coffee Creek	PIAm	Continued to 9-18-18

- The Heritage at Coffee Cr

- **Edmond Public Transportation Committee (EPTC)**

The Edmond Public Transportation Committee held a Special meeting August 8, 2018 at 4:30, the following is the update for the month:

- The committee discussed the new RFP that is going out for the bus Street Furniture. The City Council will asked to reject the first RFP at the City Council meeting August 13, 2018. City staff and the one vendor to submit a proposal could not come to terms for the contract. The city attorney and purchasing thought the cleanest way was for the city put out a new RFP with better guidelines. The close date is September 9, 2018 at 2:00PM for the new RFP.
- There was a discussion about keeping the advertising on the buses. The committee felt the \$18,000 that was made from the ads was worth cancelling the month-to-month contract with Transit Advertising and send out a new RFP that includes repairing any damage done to the buses by placing the ads on the Citylink logo and painted surface of the buses.
- After much discussion the EPTC did accept the 2019 contract for the Market SSA in the amount of \$66,070. There will more discussion before the 2020 contract is written. The 2019 contract will go to City Council on August 27, 2018.
- The EPTC did accept the UCO 2019 contract in the amount of \$252,196. It will go to City Council for acceptance on August 27, 2018.

For more information, please contact Susan Miller at 359-4694.

- **The Edmond Parks and Recreation Advisory Board**

The Edmond Park and Recreation Advisory Board met August 16, 2018 the following is the update for the month:

- Craig Dishman and Mark Houts, Chairman, presented Steve Kasch, former Parks and Recreation Advisory Board Member, with a Certificate of Appreciation on behalf of the City of Edmond for his dedication and service to the Parks and Recreation Advisory Board.
- Board members unanimously approved the 2019 Schedule of Meetings.

- Andy Conyers anticipated to attend the September 20th meeting to provide an update on the Gracelawn Cemetery project.
 - Carl Reheman Park: Completing paperwork from Oklahoma Department of Wildlife Conservation for the Fishing Access Grant to use for fishing dock.
 - Spring Creek Trail: Construction to begin next week on the Spring Creek Park trailhead to the park entrance/parking lot connection. Anticipated completion this winter on the Integris connection. Working with Oklahoma Department of Transportation on Fox Lake Lane connection.
 - New Tennis Center bids were higher than projected; \$3 million over budget. Considering 24 outdoor courts and 6 indoor courts with the potential for 8 indoor courts.
 - Sales Tax Project: Request for Qualifications for the Stephenson Park and Service Blake Soccer Complex are currently posted until the end of August.
 - Arcadia Lake Report:
 - July – Revenue down \$2,862 from same time last year. Down \$2,862 from previous fiscal year. Reached over \$1 million in revenue for the 3rd year in a row despite the cancellation of Story Book Forest. Hired two new Park Maintenance employees; one at Arcadia Lake and one at Hafer Park. Previous Oklahoman “Trash Piles Up at Arcadia Lake” article, generated a positive outcome. A non-profit organization, Keep Oklahoma Beautiful, contacted Arcadia Lake to host a large cleanup which removed 41 bags of litter, several pallets, and other refuse.
 - Senior Center Report:
 - July – 203 average per day attendance. 813 meals served. Companion Hospice sponsored a lunch for \$300. 12 members enjoyed a day trip to Eskimo Joes. Edmond Elks Lodge donated \$1,000 for the Senior Center food program.
 - Kickingbird Golf Report:
 - July – 4,797 rounds of golf and revenue \$226,852. 13th Annual Fourth on the Hill event sold out in six hours.
 - Kickingbird Tennis Report.
 - July Revenue - \$69,331. 1,293 participants. Hosted USTA National Girls' 2018 Tournament and USTA Oklahoma District Championship. Play It Forward Tennis Foundation became a USTA NJTL chapter.
 - Recreation Report:
 - July – Started highlighting Employee of the Week for the Parks and Recreation Department on social media via Instagram. This fall, online class registrations will be available through the new Perfectmind software. Pelican Bay only open on weekends through Labor Day. Wednesday Farmer's Market ends on August 29th and Saturday Farmer's Market ends on October 27th for the season.
- For more information, please, contact Craig Dishman at 216.7639
 - **Edmond Convention & Tourism Advisory Board (ECVB)**

The Edmond Convention & Tourism Advisory Board met on Tuesday, *July 17th*; the following was discussed:

- The board discussed strategic planning and decided to dedicate the August 2018 meeting to determining specific objectives. One consideration is to target the association market to bring more groups to Edmond. The board's strategic planning priorities from 2014 were distributed for board members to review before the next meeting.
- JW Armstrong, representing the golf industry, announced that he will retire from the board. A new board member will be appointed.

For more information, please contact Cathy Williams-White at 216-7781.

- **Edmond Historic Preservation Trust (EHPT)**

The Edmond Historic Preservation Trust met on Tuesday, August 7, 2018 at 5:00pm. The following were discussed:

- The board unanimously approved minutes from the April and May meetings. There was no meeting in June due to lack of a quorum. The board does not normally meet in either July or January.
- The board unanimously approved the financial reports for May, June and July 2018
- The board discussed moving the Ghost tour from downtown to a park or trail setting. It has been difficult for tours to hear at many of the downtown locations due to noise levels of that area. Hafer Park was considered a good idea. President Carel said she would speak with Sara London on the city's staff to investigate this and other possibilities.
- Trustee Churchill reported on the intern program and new programming scripts. The intern Erica will be with us until May 2019. She is doing a great job of organizing trust documents. The research on the new school house scripts regarding the life of a teacher on the plains is in progress. She shared those rough drafts with the board for input. The scripting is targeted towards the adult visitors and groups that come to the school house. This is a new initiative and it is anticipated to be a financial resource as group's book dates.

For more information please contact Cathy Williams-White at 216-7781

- **Edmond Convention & Tourism Advisory Board (ECVB)**

The Edmond Convention & Tourism Advisory Board met on Tuesday, August 21st; the following was discussed:

- The board held a strategic planning session to determine its priorities for the CVB for the year. Members voted on 21 potential actives and determined five key areas for the CVB to invest its time/staff and funding:
 - **Associations, such as the Oklahoma Society of Association Executives**
 - **Lazy E Arena**
 - **Lake Arcadia/Parks**

- **Educational**
- **Tennis**

- The board briefly discussed potential long-term goals, including additional property, improved wayfinding and an increase in the city's lodging tax.
- Packets containing applications for the current grant cycle were distributed to board members. Decisions whether to award grant support will be made during the next board meeting on September 18th at 3:30 PM at the Hilton Garden Inn/Edmond Conference Center.

For more information please contact Cathy Williams-White at 216-7781

- **Edmond Bicycle Committee (EBC)**

The Edmond Bicycle Committee held their monthly meeting on Friday, August 10 in Room 104 of the Planning and Public Works Building. The committee discussed implementation of the Edmond Bicycle Master Plan, approved the 2019 schedule of meeting dates, and reviewed the 5 E's of a bicycle program. Updates on trails, weekly rides, OBS STREAK and the Oklahoma Bike Summit were also discussed.

For more information, please contact Jan Fees at 359-4796

- **Central Edmond Urban District Board (CEUDB)**

The Central Edmond Urban Board held their monthly meeting on Tuesday, August 14 in the City Council Chambers. A Commercial Site Plan for Sunnyside Diner was reviewed and recommended for approval by a vote of 6-1. The Board approved their 2019 Schedule of Meeting dates as well as received a status report on capital projects in the district.

For more information, please contact Jan Fees at 359-4796

- **Capital Improvement Projects Advisory Board**

Capital Improvements Projects Advisory Board met on August 21.

- The Board unanimously approved a supplemental appropriation from the 2000 Sales Tax Fund for the Museum Restoration project in the amount of \$230,000
- The Board reviewed the August sales tax report and the 2000 CIP FY2017/18 Year End Report and the 2000/2017 CIP Fund Tax Reports for July.
- Staff reported on capital projects, as follows:
 - Tennis Center Development – staff anticipates an early September bid letting and awarding the bid in early October. The project scope now includes six indoor courts with the option of adding two more. Anticipated completion is late Fall 2019 to Spring 2020.
 - Trails – both trail extensions will be awarded. The bids came in under what was estimated. There will be some design adjustment on the alignment before construction begins. The revised design should be completed by the end of the

week. The City has been awarded a grant for a trail along Route 66. The State will provide construction administration. We should have final plans soon.

- Reconstruction & Resurfacing of Streets – bids for the FY2018/19 reconstruction project will come in at the end of the month.
- Downtown Storm Water & Streetscape Parking – the contractor is two to three weeks behind and is adding more crews to get caught up.
- I-35/Covell Development – bids were received on the Market Street extension. The bids were too high, so the plans will be revised and the project rebid.
- Caplinger Ball Fields – staff is working to narrow down the project scope and will be bringing the project to the Board for review.
- Performing Arts Center – all parties are very interested in this project, but there are too many other capital priorities, so this project will probably not see any activity within the next five years.
- I-35 Corridor Plan Study – staff will be bringing an I-35/Covell signalization project to the Board for review in the near future.

For more information, please contact Jim Smith at 359-4704.

- **Visual Arts Commission**

The Visual Arts Commission met on August 22, 2018, the following is the update for the month:

- Commission members unanimously approved partnering with Mark & Stephanie Coulter for the purchase of “Flying Heron” a bronze by Darrell Davis for a total purchase price of \$28,000 with EVAC partnering for half. Art piece will be located at 3900 E 15th Street, in front of the car wash.
- Commission members unanimously approved partnering with Dean Lively Gallery for the purchase of “Dali” a mural by Chris Cargill for a total purchase price of \$6,100 with EVAC partnering for half. Mural will be located in the alley at 14 S Broadway.
- Commission members unanimously approved partnering with Randel Shadid for the purchase of “Techos de Ayacuchy” an oil painting by Juan de la Cruz Machicado for a total purchase price of \$9,600 with EVAC partnering for half. Painting to be placed in the Municipal Court room.
- **Art pieces update:**
- *Direction* by Joe Slack is pending artist completion, location will be in front of the OnCue at the intersection I-35 Service Road and 15th Street.
- *Lighting the Path* [Ida Freeman] by Mary Lou Gresham- has been installed on the UCO Campus, east side of Old North.
- *K-9 Memorial* - funds are being raised by Edmond Citizens Police Academy; for retired K-9 Officers.

For more information, please contact Cinda Covell, City Clerk/Art Liaison at 359-4554.

- **Kickingbird Tennis Center Advisory Board**

The Kickingbird Tennis Center Advisory Board met August 23, 2018; the following is the update for the month:

- Board members unanimously approved the 2019 Schedule of Meetings.
- Board member's board goals discussion will remain on agenda. Recommendation to repair current facility's lights, heaters, and resurface indoor courts.
- Tony Blatt with Hornbeek Blatt Architects provided presentation of new design concepts for new tennis center. Members informed construction bid came back high. Design concepts revised to reduce base price. Projected completion next winter.
- Board members provided 6 Month Report packet regarding updates on performance and operating standards.
- Members provided Kickingbird Tennis Report.
 - May - Revenue - \$53,121. 1,324 participants. Hosted EPS Boys Regionals. Summer camps launched.
 - June - Revenue - \$53,559. 1,518 participants. Hosted Free Down Syndrome Clinic and USTA National Girls. Launched new program, Play it Forward.
 - July - \$69,331. 1,293 participants. Hosted USTA National Girls' 2018 Tournament and USTA Oklahoma District Championship. Play It Forward Tennis Foundation, non-profit organization, became a USTA NJTL chapter.

For more information, please contact Craig Dishman at 216-7639.

- **Urban Forestry Commission (UFC)**

The Commission meeting was held August 8th; the updates for this month are:

- Dr. Ed Cunliff was introduced as a new Commission member.
- The Commission discussed tree planting partnerships.
- The Commission considered nominations for the Landscape Improvement Award and selected Fairfax HOA as the 2018 award winner.
- The Education subcommittee met once.

For more information, please contact Leigh Martin at 359-4759.

- **Stormwater Drainage Advisory Board**

The Stormwater Drainage Advisory Board met on August 28nd, the following was discussed:

The Board heard a request for variance of Title 23, Section 23.40.090(P) for property located north of Fox Lake Lane and west of the I-35 Frontage Road. Jim Tapp, represented by Randel Shadid, requested a variance to place a non-residential structure within a

previously Regulatory Floodplain area removed by fill. Also attending were several citizens from the Fox Lake residential development including attorney, Matt Thomas. The Board heard comments from both Mr. Shadid and Mr. Thomas related to the variance request and current conditions of the property. The item was continued to the next scheduled SWAB meeting on September 25th to allow further review by the City Attorney.

A second item was heard to discuss and approve revisions to the documents used by staff to investigate and review potential Stormwater improvement projects funded by Drainage Utility. Revisions to the Citizen Survey letter and Prioritization Guide were approved pending review by the City Attorney.

The 2019 calendar year schedule of regular meetings of the Stormwater Drainage Advisory Board was approved.

For more information, please contact Jeff Byram at 359-4765.

- **No Meetings/Reports for the August Monthly Meetings:**
 - **Alarm Review Board (ARB)***
 - **Visual Arts Commission (VAC)**
 - **Special Events Committee (SEC)***
 - **Arcadia Lake Commission (ARC)***
 - **Central Edmond Urban District Board (CEUDB)**
 - **Development Impact Review Committee (DIRC)***
 - **Kickingbird Tennis Center Advisory Board (KBT CAB) ***