

PARKS AND RECREATION ADVISORY BOARD
December 18, 2025

- 1) **Meeting called to order** by Gary Bartley at 4:02 p.m. at the MAC, Parks and Recreation Administration, 2733 Marilyn Williams Drive, Edmond, Oklahoma. The agenda for this meeting was posted in City Hall on December 16, 2025, at 7:41 a.m. Parks & Recreation Advisory Board members present: Gary Bartley, Saundra Naifeh, Earl London, Rick Smith, Anthony Rose, Gena Money (in later), Chris Anderson, and Ashley Bradley (in later). City staff present: Jan Fees. Parks and Recreation staff present: Brad Raney, Frank Hale, Zach Paty, LeAnna Holman, Emily Young, and Cheryl Tettleton.
Absent: Taylor Hildenbrand, Jerel Cowan, and Laura Robertson
- 2) **Consideration of Approval of Meeting Minutes – November 20, 2025.** Saundra Naifeh motioned to approve the minutes; Rick Smith seconded the motion. **Motion carried as follows:**
AYES: Gary Bartley, Saundra Naifeh, Earl London, Rick Smith, Anthony Rose, and Chris Anderson
NAYS: None
- 3) **City Trails Naming Project:**
 1. **Discussion of Recommended Names for City Trails.** Presented by Jan Fees of the city's Planning Department and representative of the Edmond Bicycle Committee. In the summer of 2023, bike committee member Vickie Williams suggested a need for better trail naming and marking for safety purposes. To address the concern, a subcommittee was formed composed of city staff and members of the bike committee and parks board. Saundra Naifeh was the parks board representative. (Gena Money in at 4:05) The committee "fell apart" until the end of 2024, when interest was revived. The committee resumed meeting in February 2025, but an oversight left Saundra off the communications, which is how we got to the confusion at last month's parks board meeting. There is some urgency to complete this project, as a new trail map is in the works, and names need to be established so they can be included on the new map. The subcommittee will meet in January, and updated recommendations will be brought to the parks board in February for consideration. Jan emphasized that the project is intended to improve the experience for all multi-use trail users, not limited to only bicycle users. The current map is available online. Saundra mentioned a concern about too much signage ending up along trails. Embedded medallion trail markers, like those on the Spring Creek Trail, would be a way to minimize signage. Other participants on the committee are Police, Fire, Emergency Management, Visit Edmond, Planning, and Parks (Amanda Thomas). The next meeting is scheduled for January 8, 2026.
 2. **Discussion and Consideration to Select a Representative to the Trails Naming Committee.** Saundra will retain her place on the committee, but Jan encouraged an additional parks board member to serve also. Earl London volunteered and Gena Money motioned to nominate him to serve on the committee; Rick Smith seconded the motion. **Motion carried as follows:**
AYES: Gary Bartley, Saundra Naifeh, Earl London, Rick Smith, Anthony Rose, Gena Money, and Chris Anderson
NAYS: None

- 4) **Discussion and Consideration of Parks and Recreation Advisory Board Strategic Goals.**
Presented by Gary Bartley. Due to board interest, two separate work groups met to develop goals. These two goal lists contained similar priorities. After discussion at the last board meeting, Taylor combined and refined the items into a single list. The resulting document was distributed to board members and submitted to Council for consideration during their goal planning sessions on December 2 & 3. Gary called for a motion to adopt the presented document as the final draft of the board's 2026 strategic goals and to support and promote those goals in the coming year. Saundra Naifeh made the motion; Earl London seconded.

Motion carried as follows:

AYES: Gary Bartley, Saundra Naifeh, Earl London, Rick Smith, Anthony Rose, Gena Money, and Chris Anderson

NAYS: None

- 5) **Updates and Discussion of Parks & Recreation Activity Reports and Projects, including:**
Presented by Brad Raney and Frank Hale.

- **A.C. Caplinger** – Installation of synthetic turf should begin right after Christmas, weather permitting. Overall, 60 days have been added to the project. Currently looking at early May for completion. The large pile of gravel onsite will be used as part of the synthetic turf system.
- **Pelican Bay** – Most demolition is complete. Detailed leak detection occurring. A lot of issues have been found, with most plumbing connections cracked and leaking. However, the return system held pressure when tested and appears to be good. Issues have added about 30 days to the completion date, but this is still early enough that the pool should open on Memorial Day weekend, as scheduled. Preparation for the Myrtha pool liner and gutters is occurring.
- **Superlative Asset Valuation** – The consultant was here for a site visit last week. Brad commented that touring them around allowed him to appreciate all the parks projects that have been completed in the last few years. The consultant met with multiple departments. There will be a follow-up next week, and they will look at visitor numbers. Saundra commented that the city has a lot of sign ordinances that will need to be considered if/when sponsorships are implemented.
- **Mitch Park Master Plan** – Two plans were available for attendees to review and comment on at Luminance opening night, and a lot of beneficial feedback was received. Brad feels the company's community engagement has been very robust.
- **Hafer Park Projects** – David Brewer of DAB Architecture was available to speak about status of the design for renovation of the pond deck and pavilion. (Ashley Bradley in at 4:29) He mentioned a design concept developed in tandem with the bathroom remodel a few years ago. The cost to renovate the deck and pavilion was higher than anticipated and was not funded at that time. There are two approaches to improving the pond deck and pavilion: 1) renovating the entire structure or 2) refurbishing the existing structure with cosmetic improvements, replacing the roof, and updating the pond deck for safety and ADA compliance. To bring down the cost for a full renovation, minor changes to the materials and design provided previously were made. The new design would cost approximately \$551,000 to complete. The cost of refurbishing the existing structure would be about \$331,000. The board was supportive of renovation. The design will be presented to the board at the next meeting for consideration.

- **Lamb Nature Preserve** – The archaeological study needed for the grant has been completed and we are awaiting the report. A contractor was hired to clear a path for the geotechnical equipment, but they also cleared some areas they were not supposed to cut. We are currently working with the contractor on remediation and tree planting. The extra area cut was primarily brush.
- **KickingBird Pickleball** – Work on the structure continues. Exterior membrane material has been ordered.
- **Westborough Park** – The new playground equipment was ordered before Thanksgiving. Installation should be completed this winter.
- **Edmond Trail Projects** – Groundbreaking for the Northwest Connector was postponed to January 12 at 1:30 p.m.
- **Luminance** – The displays are up through January 1. Emily Young reported that weather for kickoff night was good, but muddy areas from previous rain cause the market vendors to be relocated to the parking lot adjacent to the food trucks. Sales for vendors and food totaled \$24,336, which is a good amount. We made use of a free geofencing demo by Placer.ai to learn that 8,700 people visited between 4-10:00 p.m. that night, with an average stay of 53 minutes. This data is collected from cell phones with location tracking turned on. The two new displays approved for purchase by this board have been very popular, with people lining up to use them in photos. The second event night on Dec. 13 was windy and cold. Wind speed was too high for safe use of the portable movie screen, so the movies had to be canceled. Official sales figures for vendors are not yet available. Edmond Electric has handed over management of this event to the Parks department. Luminance began in 2017. Some displays are aging and/or damaged. All items will be triaged before storage to evaluate and document problems to facilitate ordering parts needed for replacement and repair during the off season. Emily expressed appreciation for park and city staff teamwork and efforts towards this event. Saundra complimented Emily's professionalism during her appearances on and work with local media to promote the event.
- Brad was appreciative of the board's strategic plan and expressed that he would be sharing it with staff. Staff will create a plan for ways to meet the goals, which will then be shared with this board (likely in February).
- **Liaison Reports** –
 - Golf Advisory – Ashley reported that negotiations with The Lookout are in process. She said she shared a portion of the Pelican Bay management contract regarding bookkeeping and financial reporting that could be incorporated into the new contract. They are also looking at creating funds for emergencies and maintenance using KickingBird profits. An example of how the funds could be used is for the needed replacement of a water tank. They are holding a Santa event on Saturday 12/20.
 - Arcadia Lake – Did not meet this month.
 - Park Conservancy & Uncommon Ground – The budget was presented and they are working on some things with the treasurer. The Uncommon Ground continues with fundraising.

6) **Citizen Comments.** Taylor Wilson attended the CIP meeting earlier this week and advised board members to watch these meetings. There are some new CIP board members who are not supportive of park projects. A vote regarding applying for an ODOT grant to complete the Creek Bend trail passed, but two members spoke out against it.

-Mike Sharrer, a retired forester, citizen since 2001, and member of the Edmond Tree Preservation Committee which promoted the formation of the city's Urban Forestry department, expressed frustration with signage at the arboretum. He said many trees were not labeled or labeled improperly and that labels were still in place for other trees that had died, all of which defeats the purpose of an arboretum to be educational. He expressed appreciation for the city's park and tree maps. He also appreciated the improvement of the repaved trails at Mitch Park.

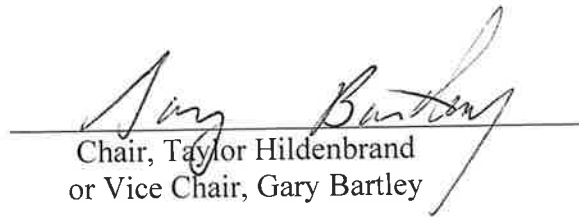
- 7) **Comments from the Parks and Recreation Advisory Board Chair and Members.** Sandra ran into the parents of the Eagle Scout who helped with the trail markers on Spring Creek Trail. The parents said they enjoyed working with the parks department on the project. Zach commented that these are the machined aluminum medallions embedded in the trail, and they are very nice. Sandra suggested we always keep Scouts in mind to help with projects.

-Earl asked whether Parks or Urban Forestry was responsible for the arboretum tree labels. Zach provided that Urban Forestry leads it, but he and Leigh from Urban Forestry have discussed it recently and they are planning improvements.

- 8) **Adjournment.** Gena Money motioned for adjournment of the meeting at 5:09 p.m.; Ashley Bradley seconded the motion. **Motion carried as follows:**

AYES: Gary Bartley, Sandra Naifeh, Earl London, Rick Smith, Anthony Rose, Gena Money, Chris Anderson, and Ashley Bradley

NAYS: None


Chair, Taylor Hildenbrand
or Vice Chair, Gary Bartley