

MEETING NOTICE
PARKS AND RECREATION COMMITTEE
SHAWNEE, OKLAHOMA

Regular Meeting ☒ Rescheduled Regular Meeting ☐
Special Meeting ☐ Continued or reconvened Mtg. ☐
Cancellation of Meeting ☐
Emergency Meeting ☐

DATE TIME PLACE OF MEETING
FEBRUARY 10 2022 3:30PM SENIOR RECREATION CENTER
401 N BELL, Shawnee, OK 74801

To be completed by person filing notice:

Name: KERRI FOSTER
Title RECREATION MANAGER
Address: P.O. Box 1448
Shawnee, Oklahoma 74802-1448

Phone: 405 878 1528

Filed in the office of the municipal clerk at 12:00 A.M. P.M. on the 4th day of

February, 2022

Signed: Kelley Metcalf Clerk

FOR CITY CLERK'S OFFICE USE ONLY

Date Notice released to new media: 2-4-2022

Person Filing Notice: Kerri Foster

Notice verified by: Kelley Metcalf

AGENDA

Shawnee Parks and Recreation Committee

February 10, 2022 – 3:30 PM

SENIOR RECREATION CENTER

401 N BELL

SHAWNEE, OK 74801

- 1) Call to Order
- 2) Roll call and Declaration of a Quorum
- 3) Approval of minutes from the December 2021, January 2022 meeting
- 4) Parks Staff Update
- 5) Recreation Staff Update
- 6) Discussion of Committee Goal(s) for 2022
- 7) New Business
- 8) Adjournment



Office of the Recreation Manager

**Meeting Minutes
Parks and Recreation Committee
December 9, 2021 - 3:30pm
401 N Bell, Shawnee, OK 74801**

Committee Members

Travis Flood (Commissioner Seat) (ABSENT)
Chad Payn (PRESENT)
Sue Winterringer (ABSENT)
Zach Foster (PRESENT)
Jennifer Bell (PRESENT)

AGENDA NO 1 Call to Order

3:32 p.m.

AGENDA NO 2 Roll call and Declaration of a Quorum

Absent: Sue Winterringer and Travis Flood. Present: Chad Payn, Zach Foster, Jennifer Bell.

AGENDA NO 3 Approval of minutes from the August 2021 meeting (September & October - No quorum).

A motion was made by Zack Foster, seconded Chad Payn to approve the previous months minutes. Motion carried 3-0.

AYE: Payn, Foster, Bell

NAY: None

AGENDA NO 4 Swearing in of Commissioner, Travis Flood, (Commissioner seat replacing Bob Weaver).

Item was tabled because Commissioner Flood could not attend the meeting.

AGENDA NO 5 Presentation of Blue Zones progress report of Adopt a Park Program.

John Bobb-Semple presented an update on the Adopt-A-Park program. He mentioned that this program represents 46 parks in Shawnee, Okla. The program has helped to paint over graffiti, use the parks, and do other cleaning events. Interest has dwindled without a staff person pushing the program more consistently. BZP will be creating a webpage with information on the program. BZP said that it will require a staff person at the city to take over this position after the pilot phase. The website will be launching in February.

AGENDA NO 6 Approval of 2022 Meeting Dates and Times

A motion was made by Zack Foster, seconded Chad Payn to approve the previous months minutes. Motion carried 3-0.

AYE: Payn, Foster, Bell

NAY: None

AGENDA NO 7 Parks Staff Update

Staff has completed mowing, kid space park demo is complete, they will begin brush hogging at the lake and building a fence. Staff mentioned they had several questions about the demo at Kids Space park after demo began. The suggestion was made to have the local papers publish information about the ongoing projects.

AGENDA NO 8 Recreation Staff Update

Senior Center attendance is getting back to pre-COVID numbers. Fitness classes had been moved to allow for space and better environment for working out.

The sewer issue at the community center has been remedied, which should allow events and rentals to continue. Shawnee has brought home some medals from pickleball tournaments, there is a lot of interest from the community. OBU will offer a pickleball class. Applications are open for Shawnee Splash. Currently several gym rentals for basketball practice.

AGENDA NO 9 Discussion of Committee Goal(s) for 2022

Committee members discussed setting goals for 2022 including providing more information about parks to the public, advocating for parks and

recreation staff, determining what programming should be offered at parks, reporting to/meeting with city officials.

AGENDA NO 10 New Business

None

AGENDA NO 11 Adjournment at 4:25 p.m.



Office of the Recreation Manager

Meeting Minutes
Parks and Recreation Committee
January 13, 2022 - 3:30pm
401 N Bell, Shawnee, OK 74801

Committee Members

Travis Flood (Commissioner Seat) (PRESENT)

Chad Payn (PRESENT)

Sue Winterringer (ABSENT)

Zach Foster (ABSENT)

Jennifer Bell (PRESENT)

AGENDA NO 1 Call to Order

3:32 p.m.

AGENDA NO 2 Roll call and Declaration of a Quorum

Absent: Sue Winterringer and Zach Foster Present: Chad Payn, Jennifer Bell, and Travis Flood.

AGENDA NO 3 Approval of minutes from the December 2021 meeting

A motion was made by Chad Payn, seconded Jennifer Bell to approve the previous months minutes. Motion carried 2-0.

AYE: Payn, Bell

NAY: None

ABSTAIN: Travis Flood

AGENDA NO 4 Parks Staff Update

Staff is following their winter maintenance schedule. Most maintenance is deferred to winter due to the number of staff and the lawn/flower bed maintenance that occurs during the spring and summer months.

AGENDA NO 5 Recreation Staff Update

Aquatics supervisor position has been posted and closed. There were numerous applicants. Staff has been impacted by COVID, but class attendance is holding steady. They're working with public works to get the pool maintenance done during the off season. They will be working on security at the pool for the upcoming season.

AGENDA NO 6 Discussion of Committee Goals for 2022

Committee members discussed several goals for 2022 and the purpose of the committee. Ideas discussed included advocating for more committee members. The committee discussed that the standard for parks and rec employees should be 8 per 10,000 residents. There are currently only 12 employees for the City of Shawnee Parks and Rec departments. Committee members brought up concerns about programing and upkeep for new parks with the current number of staff. Committee members discussed what opportunities there are for fundraising for the department and a communications campaign for the parks. Some ideas for further exploration: schedule a meeting with parks/rec/tourism/seff/committee member; help prepare justification for additional staff; have a meeting with the city manager within a month.

AGENDA NO 7 New Business

AGENDA NO 8 Adjournment at 4:50 p.m.