

AGENDA
SHAWNEE BEAUTIFICATION, PARKS, AND RECREATION COMMITTEE
FEBRUARY 15, 2024 AT 4:00 PM
COMMISSION CHAMBERS AT CITY HALL
16 WEST 9TH STREET
SHAWNEE, OKLAHOMA

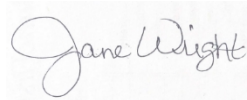
Official action can only be taken on items which appear on the agenda. The public body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the public body may refer the matter to Staff or back to Committee or the recommending body. Under certain circumstances, items are deferred to a future date or stricken from the agenda entirely.

CALL TO ORDER

DECLARATION OF QUORUM

1. Consideration of approval of the Minutes from the January 18, 2024 regular meeting.
2. Consideration of approval of the Minutes from the January 23. 2024 Special Call Meeting
3. Staff Reports
4. Consideration of Cemetery Pricing Schedule
5. Consideration of Main Street flowerbed volunteer program
6. Consideration of Veterans Lake Permit Discount
7. Consideration of Board Goals and Objectives
8. Citizens Participation (A three-minute limit per person)
(A twelve-minute limit per topic)
9. Committee Comments
10. Adjournment

Respectfully submitted,

A handwritten signature in cursive script that reads "Jane Wright". The signature is written in dark ink on a light-colored, slightly textured background.

Jane Wright, Secretary

The City of Shawnee encourages participation from its citizens in public meetings. If participation is not possible due to a disability, notify the City Clerk, in writing, at least forty-eight hours prior to the scheduled meeting, and necessary accommodations will be made. (ADA 28 CFR 36)

**SHAWNEE BEAUTIFICATION, PARKS, AND RECREATION COMMITTEE
PROCEEDINGS**

JANUARY 18, 2024 AT 4:00 PM

The Shawnee Beautification, Parks, and Recreation Committee of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in Regular Session in the Commission Chambers at City Hall, 16 West 9th Street, Shawnee, Oklahoma on, January 18, 2024 at 4:00 P.M., pursuant to notice duly posted as prescribed by law at 10:16 A.M. on January 17, 2024. Chairperson Payne presided and called the meeting to order. Upon roll call, the following members were in attendance.

Chad Payn
Chairperson

Sherry Lankford
Vice Chairperson

Absent
Committee Member

Vacant
Committee Member

Sue Nelson
Committee Member

Vickie Winters
Committee Member

Lauren Richter
Commissioner/Committee Member

ABSENT: Zach Foster

CALL TO ORDER

DECLARATION OF QUORUM

1. Consideration of approval of the Minutes from the December 21, 2023 regular meeting.

A motion to approve the December 21, 2023 minutes was made by Sherry Lankford. A 2nd was made by Vickie Winters. Motion carried 5-0

Aye: Chad Payn, Sherry Lankford, Vickie Winters, Sue Nelson, and Lauren Richter.

Nay: None

2. Staff Reports

Staff reported on the following items:

1. Reminder of the Special Call Meeting on Tuesday, January 23, 2024 from 4:00 p.m. to 6:00 p.m.
2. Conducted a tour of our parks on Tuesday, January 9, 2024 with 3 committee members. Will possibly schedule another tour for 2 more committee members.

3. Bathroom remodel project has started at Dean Weigant Park.
4. Started Play in the Park at KidSpace Park. A recreation aide or staff member will go out to the park from 3:00 p.m.-5:00 p.m Monday-Friday and 12:00 p.m.-3:00 p.m. on Saturday, weather permitting, to play games and interact with patrons. Our goal is to encourage more adults to help us create a positive environment at the park. We are focusing on KidSpace Park this spring, but would like to expand it to other parks and hope to recruit volunteers to assist us.
5. Reminder that positions are now open for Splash. We will do a one-day hiring event on March 9, 2024.
6. There are several new senior programs at the Senior Recreation Center this month, including a nutrition class, a dementia support group, a senior book club, and a line dancing night.
7. The mapping system for online viewing of burial spaces at Fairview Cemetery is continuing.

3. Citizens Participation (A three-minute limit per person)
(A twelve-minute limit per topic)

No citizen participation at this meeting.

4. Committee Comments

Committee members had the following questions and comments concerning items discussed in Staff Comments:

1. Will staff members and recreation aides be wearing something recognizing they are representing the Parks and Recreation Department while participating in Play in the Park? Amy let the committee know that staff and aides will have their employee badge on and will be wearing a recreation shirt.
2. Are there any updates on the work being done at Shawnee Lake #1, with Amy stating she does not have any updates at this time.
3. What is the age group for volunteering with Play in the Park? Amy let the committee know that 18 and older would be the ideal age group.
4. It was suggested that it's possible Shawnee High School might have NHS students needing to perform volunteer hours to help with Play in the Park or possibly a church youth group might volunteer to help. Amy replied that would be a good idea.
5. Is the Dean Weigant bathroom remodel part of the Master Plan? Amy let the committee know it is actually part of the Capital Outlay.
6. It was suggested it is possible that the drama club at Shawnee High School

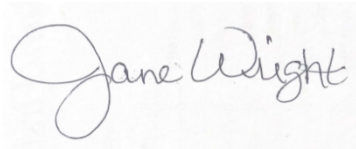
could perform at the new amphitheater to help the students fulfill volunteer hours and have some activity in Woodland Park. Amy replied that would be a good idea for future program planning.

5. Adjournment

A motion to adjourn was made by Sherry Lankford at 4:20 p.m. A 2nd was made by Vickie Winters.

CHAD PAYN
CHAIRPERSON

ATTEST:



JANE WRIGHT
SECRETARY

**SHAWNEE BEAUTIFICATION, PARKS, AND RECREATION COMMITTEE
PROCEEDINGS**

JANUARY 23, 2024 AT 4:00 PM

The Shawnee Beautification, Parks, and Recreation Committee of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in Special Call Session in the Commission Chambers at City Hall, 16 West 9th Street, Shawnee, Oklahoma on, January 23, 2024 at 4:00 P.M., pursuant to notice duly posted as prescribed by law at 9:25 A.M. on January 18, 2024. Chairperson Payne presided and called the meeting to order. Upon roll call, the following members were in attendance.

Chad Payn
Chairperson

Sherry Lankford
Vice Chairperson

Zach Foster
Committee Member

Kerri Keck
Committee Member

Sue Nelson
Committee Member

Vickie Winters
Committee Member

Lauren Richter
Commissioner/Committee Member

ABSENT: None

CALL TO ORDER

DECLARATION OF QUORUM

1. Winter Workshop

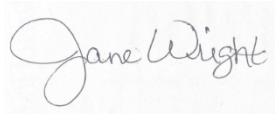
Kerri Foster presented a Winter Workshop to the board to give an overview of the Parks and Recreation department's operation and responsibilities. The board is actively persuing their new goals and objectives.

2. Adjournment

A motion to adjourn was made at 5:53 p.m. by Sherry Lankford. A 2nd was made by Vickie Winters.

CHAD PAYN
CHAIRPERSON

ATTEST:

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JANE WRIGHT
SECRETARY



Fairview Cemetery Fee Schedule	Current	Proposed
Adult Burial Space	\$500	\$550
Adult Open and Closing Fee Chapel included	\$400	\$450
Use of a Tent	\$100	\$300
Infant Burial Space	\$200	No Change
Infant Open and Closing Fee Chapel included	\$200	No Change
Use of a Tent	\$100	No Change
Cremation Space	\$500	\$550
Cremation Open and Closing Fee Chapel included	\$200	\$250
Use of Tent	\$100	\$300
Dis-interment	\$800	\$1500
Re-interment	\$400	\$1000
Columbarium Niche (upper two rows) Engraving Included	\$1000	\$1200
Columbarium Niche (Lower two rows) Engraving Included	\$800	\$1000
After hour charges to be added to above fees		
Weekdays after 4:00 pm	\$250	\$550
Saturday before noon	\$500	\$600
Saturday after noon	\$500	\$700
Holiday	\$600	\$800

Monument/Marker Setting Fee \$10 per foot \$50

ALL MILITARY MARKERS ARE SET FREE OF CHARGE.

The City of Shawnee Fairview Cemetery does not set steel vaults.

PLEASE CONTACT THE CEMETERY OFFICE AT LEAST 24 HOURS PRIOR TO MAKING ANY BURIAL ARRANGEMENTS TO CHECK FOR AVAILABILITY.

Office hours are Monday thru Friday 8:00 am to 5:00 pm. Closed 12:00 to 1:00 pm for lunch.



Item to Consider:

Veterans Discount for Yearly Boating and Fishing Permits at Shawnee Twin Lakes

Currently, the City of Shawnee does not have a special discount for Veterans. The city does waive the permit fee to seniors over the age of 65 for fishing permits only. This proposal suggests the City of Shawnee offer an additional discount to veterans.

To receive this discount, the patron must provide military ID/Veterans card at the time of purchase of a yearly boating and/or fishing permit. This discount would not apply to daily fishing or boating permits. This discount would not be available online, but only on in-person transactions at the Shawnee Recreation Center at 401 N Bell.

Proposed Discount: 20%

Current Rates

Annual Boating:

\$30 Current Cost	\$24 cost to Veterans
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-\$.30 Rec 1 Fees

-\$1.05 Credit Card Fee (3.5%)

-\$6 Veterans Discount (20%)

After Fees: \$22.65 revenue

Annual Fishing:

\$20 Current Cost	\$16 cost to Veterans
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-\$.20 Rec 1 Fees

-\$.70 Credit Card Fee (3.5%)

-\$4 Veterans Discount (20%)

After Fees: \$15.10 revenue



- **Fully Staffed Department that could maintain standard of care**
- **Robust Volunteer Program- 50-100 volunteers & 10 organizations**
- ***Friends of Rec Program***
- ***Parks and Recreation Trust Fund***
- **Youth / Adult Sports Programs**
- ***Park Monitors***
- **Updated Ordinances and Policies for Parks and Recreation**
- **Lions Club Park Renovations**
- **Update Parks Master Plan 2015**
- **Continue park enhancements and improvements**

VISION