

AGENDA
SHAWNEE BEAUTIFICATION, PARKS, AND RECREATION COMMITTEE
APRIL 17, 2025 AT 4:00 PM
COMMISSION CHAMBERS AT CITY HALL
16 WEST 9TH STREET
SHAWNEE, OKLAHOMA

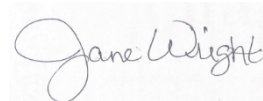
Official action can only be taken on items which appear on the agenda. The public body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the public body may refer the matter to Staff or back to Committee 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 16, 2025 regular meeting.
2. Staff Reports
3. Consideration of proposed City Fee Schedule in accordance with Sec. 21-9 City Code: Vendors in Recreational Area.
4. Discussion of Artwork Project.
5. Citizens Participation (A three-minute limit per person)
(A twelve-minute limit per topic)
6. Committee Comments
7. Adjournment

Respectfully submitted,



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)

DRAFT

SHAWNEE BEAUTIFICATION, PARKS, AND RECREATION COMMITTEE PROCEEDINGS

JANUARY 16, 2025 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 16, 2025, at 4:00 P.M., pursuant to notice duly posted as prescribed by law at 3:11 P.M. on January 14, 2025. Chairperson Payn presided and called the meeting to order. Upon roll call, the following members were in attendance.

Chad Payn
Chairperson

Sherry Lankford
Vice Chairperson

Raymond Lutomski Jr.
Committee Member

Kerri Keck
Committee Member

Sue Nelson
Committee Member

Vickie Winters
Committee Member

Absent
Commissioner/Committee Member

ABSENT: Lauren Richter

CALL TO ORDER

DECLARATION OF QUORUM

1. Consideration of approval of the Minutes from the December 19, 2024 regular meeting.

A motion to approve the December 19, 2024 minutes was made by Sherry Lankford. A 2nd was made by Vickie Winters. Motion carried 6-0.

Aye: Chad Payn, Sherry Lankford, Kerri Keck, Raymond Lutomski Jr., Sue Nelson, and Vickie Winters.

Nay: None

2. Staff Reports

1. December 19, 2024, Carols & Cocoa at Woodland went well.
2. On March 15, 2025, we will have a one-stop hiring event for Splash at the Recreation Center.
3. A new part-time Rec Aide started on Monday the 13th. This now gives us 5 part-time Rec Aides. We also have an OBU practicum student serving at the Recreation Center.
4. Any time the center is closed due to weather or other reasons, the closure will be posted on the news channels and our Facebook page.

3. Discussion of Artwork Project.

Kerri Keck and Vickie Winters will set up a time to speak with Rian Harkins to discuss the steps to take for the project and gather information before reaching out to the tribal community. They hope to have an update at the next meeting.

Raymond Lutomski Jr. has spoken with a contact of the CPN, Absentee Shawnee, and Sac & Fox groups to discuss the possibility of working with the committee on this project. Staff will put this item on the February agenda to discuss further.

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

Mr. Rick Cox and Mr. Wolf Gugler spoke during citizens participation.

5. Committee Comments

1. Kerri Keck will gather information on how the committee can get public input on how to rebuild Lions Club Park and report back at the next committee meeting.

2. Chad brought up ideas for fundraising to help with rebuilding Lions Club Park and will gather information on how to move forward with this and future projects. He will report back at next committee meeting.

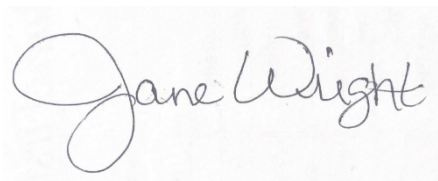
3. Raymond would like to have a plan established to bring in funds to help with rebuilding Lions Club Park. .

6. Adjournment

The meeting was adjourned at 4:34 P.M.

CHAD PAYN
CHAIRPERSON

ATTEST:



JANE WRIGHT
SECRETARY

Sec. 21-9. - Vendors in recreational areas. (Approved November 2023)

(a) The term "vendor," as used in this section, shall mean any person who sells or offers services regardless of character of property sold or service provided.

(b) It shall be unlawful for any vendor to engage in the business of vending or to sell property of any kind in any of the city's recreational areas, without first obtaining a permit from the city manager or designee.

(c) The city manager or designee is authorized to designate city recreation area where vendors may operate. The city manager or designee is authorized to issue space designation permits for vendors who desire to operate in such city recreational areas. Vendors holding such space permits shall operate in only those spaces designated by such space permits. Such permits shall be issued on a daily basis. However, permits may be issued to cover specific events held in the recreational areas. The city manager or designee shall charge a fee in an amount as described in the city fee schedule adopted and updated from time to time by the city commission per day for each of such permits issued on a daily basis or a fee in an amount as described in the city fee schedule adopted and updated from time to time by the city commission for each specific event.

(d) Permit fees for vendors that are charitable organizations may be waived by the city commission. The term "charitable organization" is defined as an organization that has no capital stock and no provision for making dividends or profits but derives its funds mainly from public and private charity and holds them in trust to be expended for charitable purposes.

(e) Any vendor who operates within any of the city's recreational areas without first securing a permit as provided for in this section, along with their merchandise, vending equipment and other property relating to such vending, shall be subject to immediate removal from such place by the police department, and such vendors shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined up to an amount as described in the city fee schedule adopted and updated from time to time by the city commission, plus costs.

(Code 1986, § 19-6; Code 2002, § 21-9; Ord. No. 2598NS, § 1, 3-20-2017; [Ord. No. 2799NS](#), § 1, 11-20-2023)

Proposed City Fee Schedule:

Tournaments and Competition Events:	\$10 per day
Vendors:	\$10 per day
Fitness Classes, Coaching, Training Session, Sports Lesson:	\$10 per class/session

Definitions:

Tournaments and Completion Events would include team or individuals who are participating in some type of competitive play for which an entry fee has been collected by the event organizer. **Fee charged to event organizer.**

Vendors would include Solicitor, Peddler, Food Truck or Trailer, Merchants, and Street Vendors (per the City of Shawnee Vendor Application). Must be currently licensed vendor with the City of Shawnee. **Fee charged to Vendor.**

Fitness Classes, Coaching, Training Session, Sports Lessons are listed for any type of physical activity for which an individual collects payment for their services. **Fee charged to instructor, coach, or trainer.**

The above fees charged for vendors providing services or selling products sold in our parks will assist the Parks and Recreation Department recover the cost of supplies and staff related to litter control, facility maintenance, and scheduling of facility space.

Comparison of City Parks & Recreation Department Permits:

Moore	\$20 per day
Norman	\$10 per day
Durant	\$50 per day
Ardmore	No charge
McAlester	No charge
Guthrie	\$75 per week
Enid	Does not allow
Sapulpa	Does not allow