

**NOTICE AND AGENDA  
PARK BOARD  
REGULAR MEETING  
MONDAY, FEBRUARY 22<sup>ND</sup>, 2016  
6:00 P.M.**

**AS REQUIRED BY THE OKLAHOMA OPEN MEETING ACT NOTICE IS HEREBY GIVEN THAT THE PARK BOARD WILL MEET IN REGULAR SESSION IN THE COUNCIL CHAMBER, 12 NORTH ROWE STREET, PRYOR, OKLAHOMA AT THE ABOVE DATE AND TIME. FOR SPECIAL ACCOMMODATIONS TO ATTEND PLEASE CONTACT 918-825-0888.**

**BOARD MEMBERS: \*\* BILL KANNEGIESSER, MELINDA MARKS, PAT RICHARD, WAYNE JONES, LORI SIEVER, CHRIS GRAVES, CONNIE MELTON**

1. Call meeting to order.
2. Discuss, possibly approve the minutes of January 25<sup>th</sup>, 2016 regular meeting.
3. Discuss, possibly approve use of Whitaker Park by Mayes County Amateur Radio Club for a 24 hour ham radio emergency communications training and demonstration event named "Field Day" for Saturday, June 25<sup>th</sup> through Sunday, June 26<sup>th</sup>, 2016.
4. Discussion of pool operations for 2016:
  - a. Manager
  - b. Guards
  - c. Training
  - d. Days and hours pool will be open
  - e. Pricing
5. Reports:
  - a) Golf (Bowman)
  - b) Parks (Powell)
    - i. Splash Pad progress report.
    - ii. Whitaker Park Pond Project status.
  - c) Pool (Powell)
    - i. Electrical progress report.
  - d) Tennis Courts (Powell)
  - e) Ball Fields (Powell)
  - f) Cemetery (Powell)
6. Discuss, possibly approve placing a guard rail around the basketball court at Whitaker Park.
7. Discuss, possibly recommend modifications to the Rules and Regulations for Fairview and Graham Memorial Cemetery to ensure compliance with Pryor Creek City Code.
8. Discuss, possibly recommend modifications to the Pryor Creek Golf Course Rules.
  - a. Rule No. 5 – Appropriate Dress
9. Discuss, possibly approve creating a new Regular Player Green Fee rate for 9 holes only of \$11.50 for the Pryor Creek Golf Course.
10. Discuss, possibly approve creating a new Senior/Junior Green Fee rate for 9 holes of \$8.00 for the Pryor Creek Golf Course.
11. Unforeseeable business. (Any matter not reasonably foreseen prior to posting the agenda.)
12. Petitions from the audience.
13. Adjourn.

*Eva Smith*



**MINUTES  
PARK BOARD  
REGULAR MEETING  
MONDAY, JANUARY 25<sup>TH</sup>, 2016  
6:00 P.M.**

THE PARK BOARD MET IN REGULAR SESSION IN THE COUNCIL CHAMBER, 12 NORTH ROWE STREET, PRYOR, OKLAHOMA AT THE ABOVE MENTIONED DATE AND TIME.

**BOARD MEMBERS: \*\* BILL KANNEGIESSER, MELINDA MARKS, PAT RICHARD, WAYNE JONES, LORI SIEVER, CHRIS GRAVES, CONNIE MELTON**

**1. CALL MEETING TO ORDER.**

Chairman Kannegiesser called the Park Board meeting to order at 6:02 p.m. Members present included: Bill Kannegiesser, Melinda Marks, Pat Richard, Wayne Jones. Absent: Lori Siever, Chris Graves, Connie Melton.

Others present included: Mayor Tramel, Park Superintendent Frank Powell, Building Inspector/Code Enforcement Officer Doug Moore, Cemetery Employee Joel Keith, Councilman Drew Stott, Councilman Randy Chitwood, Pryor Area Chamber of Commerce Director Barbara Hawkins, Integrated Insurance Solutions Owner John Hawkins, Don Berger, "The Paper" reporter Terry Aylward, "The Times" reporter Cydney Baron, Kelly Jo Underwood, Dot Jackson and Boy Scout Troop 83.

Chris Graves entered the meeting upon the review of the minutes.

**2. DISCUSS, POSSIBLY APPROVE THE MINUTES OF NOVEMBER 23<sup>RD</sup>, 2015  
REGULAR MEETING.**

Motion was made by Jones, second by Richard to approve the minutes of November 23<sup>rd</sup>, 2015 regular meeting with amendments. All voted yes.

**3. REPORTS:**

**a) GOLF (BOWMAN)**

Bill Kannegiesser reported for the Golf Course. He stated that flooding had occurred on four greens however, all are fine.

**b) PARKS (POWELL)**

**i. SPLASH PAD PROGRESS REPORT.**

Powell stated the concrete is to be poured this week.

**ii. WHITAKER PARK POND PROJECT STATUS.**

Powell stated the project will be complete by March, weather permitting, and he added that a portion of the walking trail will not be accessible during the process.

**c) POOL (POWELL)**

**i. ELECTRICAL PROGRESS REPORT.**

Powell stated that Collins Electric should complete the electrical by the end of February.

**ii. OTHER.**

There was nothing further to report for the pool.

**d) TENNIS COURTS (POWELL)**

Powell stated the tennis courts would be repaired the second week of May.

**e) BALL FIELDS (POWELL)**

There was no report.

**f) CEMETERY (POWELL)**

There was no report due to an item to be discussed later in the meeting.

**4. DISCUSS, POSSIBLY APPROVE PLACING A GUARD RAIL AROUND THE BASKETBALL COURT AT WHITAKER PARK.**

No action was taken on this item. This item will be revisited at the next meeting.

**5. DISCUSS, POSSIBLY RECOMMEND MODIFICATIONS TO THE RULES AND REGULATIONS FOR FAIRVIEW AND GRAHAM MEMORIAL CEMETERY TO ENSURE COMPLIANCE WITH PRYOR CREEK CITY CODE.**

No action was taken on this item. This item will be revisited at the next meeting.

Discussion:

- Powell spoke about what is important to him and the staff at the cemetery.
- Graves summarized Powell's statement for clarification:
  - ✓ Safety is key.
  - ✓ Maintaining the look for the cemetery is important.
  - ✓ Access to get equipment in and out during burials.
  - ✓ Public understanding.
- Powell stated that he has no issue with the public doing additional maintenance, however he does not agree to leave that solely up to the public.
- Kannegiesser reiterated the importance of decorating as close to the headstone as possible.
- Graves asked what is the surface area size purchased? Powell stated in Graham the lot size is 5X10 and in Fairview the lot size is 3X8. The mower used has a deck that is 6 feet.
- Powell stated that the code states there is a one week decoration pick up and he reminded the audience that he wants to work with the public.
- Jones stated that it is our duty to communicate well with the public.
- Graves discussed planning ahead for how to maintain.
- Kannegiesser stated that the Rules will be posted and given to the families regularly.
- Powell stated he will ask for contact information from each family for future information dispersal.
- Joel Keith stated items have to be moved to maintain and the items on the headstone will not be touched.
- Richard revisited the need to maintain the grounds as efficiently as possible.
- Dot Jackson spoke about the esthetics of the cemetery.
- Jack Manly spoke about the time period that his father was the sexton and how at that time mowing was one of the most important items he discussed.
- Graves summarized for the panel and audience that if items are in the way, the cemetery staff will remove to mow. He asked that Powell send public issues to the Park Board for them to assess and take any action.
- Kannegiesser stated that he thinks the original/current rules should be published and posted for public view. He also stated that the public needs to get approval from the sexton first for permanent structures.

- Graves stated that, before permanent structures are erected, the public needs to discuss the time period of decorations, etc.
- Kelly Jo Underwood had questions about the size of the concrete pad and she understood the maintenance issues.
- Joel Keith spoke about the footing. He stated that it needs to be below grade.
- Powell stated that the current/old rules need to be tweaked; item #14 in particular.
- Kannegiesser reminded everyone that keeping things close to the headstone causes less problems.
- Drew Stott agreed with Kannegiesser about keeping things close to the headstone.
- Kelly Jo Underwood asked to receive a copy of any changes to the rules.

**6. DISCUSS, POSSIBLY RECOMMEND MODIFICATIONS TO THE PRYOR CREEK GOLF COURSE RULES.**

**a. RULE NO. 5 – APPROPRIATE DRESS**

No action was taken on this item. This item will be revisited at the next meeting.

Jack Manley stated that he wears sleeveless shirts to the shoulder. He also addressed that the rules make no mention of women wearing sleeveless shirts and he asked that the Board reconsider this rule.

**7. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO APPROVE THE PRYOR CREEK BICYCLE/ PEDESTRIAN MASTER PLAN.**

No action was taken on this item. This item will be revisited at the next meeting.

Doug Moore presented the Pryor Creek Bicycle/Pedestrian Master Plan. He discussed:

- Grants pertaining to healthy communities. These grants have paid for the production of this plan.
- The TSET Grant has provided funds to produce plans for the public, signage, and street striping for the right-of-way for the trails.
- He explained about “share the road” through ODOT grants. He also stated the Citizen Advisory Committee is working towards becoming a non-profit so they may work towards obtaining added funding and monies for maintenance of the trail system.
- Cherokee Nation awarded the city \$45,000.00.
- Council approved the city to write a \$600,000.00 grant to match \$60,000.00.
- The plan has already gone before the Planning and Zoning Committee and they have recommended it go before the City Council.
- The plan presented is only local; not regional.
- Possible plans to assemble a Trail Board in the future
- This plan is a part of the grant application and it will be on file with ODOT and others to connect with other infrastructure projects.
- Increasing the quality of life and providing options for recreation is desirable to companies relocating to Pryor Creek.

**8. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO APPROVE COMPLETE STREETS ORDINANCE.**

No action was taken on this item. This item will be revisited at the next meeting.

Doug Moore explained the Complete Street Ordinance as presented. He stated the proposed ordinance has been recommended to be sent to City Council by the Planning and Zoning Committee as well as the Ordinance/Insurance Committee.

John Hawkins spoke in favor of the proposed Ordinance. He stated the reasoning for bringing the document before the Park Board and other boards was to receive the blessing and community support for working to provide protection for future generations.

Don Berger spoke about exemptions and quality of life with respect to industry.

**9. UNFORESEEABLE BUSINESS.** (ANY MATTER NOT REASONABLY FORESEEN PRIOR TO POSTING THE AGENDA.)

Mayor Tramel spoke about the website and how it is a tool for the Board to use.

Chris Graves said that the Ducks are a problem at Whitaker Pond and asked that this possibly be an item for the next agenda. Powell stated that the issue will change if the food source is eliminated and he stated the police will not give the public fines for feeding the ducks.

**10. PETITIONS FROM THE AUDIENCE.**

There were no petitions from the audience.

**11. ADJOURN.**

Motion was made by Richard, second by Graves to adjourn at 8:16 p.m. All voted yes.

**From:** [Ken](#)  
**To:** [mooreh@pryorcreek.org](mailto:mooreh@pryorcreek.org)  
**Subject:** Whitaker Park Reservation June 25-26  
**Date:** Monday, February 01, 2016 2:49:28 PM

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February 1, 2016

The City of Pryor Creek, OK Park Board,

The Mayes County Amateur Radio Club would again like to utilize the shelter and area between the basketball/tennis courts and the duck pond at Whitaker Park from the morning of Saturday June 25, until the afternoon of Sunday June 26, for a nationwide, 24-hour ham radio emergency communications training and demonstration event named "Field Day."

This location has proved very successful for us in the past two years for this nationwide event. Each year we have had great participation from the ham radio community and the curious public. Whitaker Park has been an ideal site for our event.

This annual event entails amateur radio operators (hams) across the nation setting up their equipment in less than ideal conditions and communicating for a 24-hour period with each other across the nation, various Emergency Operations Centers, government agencies, and the Red Cross. We practice providing backup communications for situations similar to Hurricane Katrina, Norman tornadoes, and Oklahoma wildfires where there were no operational land lines or cell phones for communication or where involved agencies do not have the ability to communicate with each other.

We will also be inviting the public to come by and observe our operations to promote the capabilities of ham radio for emergency communications and storm spotting, for those who might have interest in these areas.

We would like to operate from the commercial power available at the site during this event, but would also like to have the option to switch over to our small generators, if need during normal park hours. We would not be operating generators during the "Quiet Hours" at the park unless the need arises. We also would like the ability to have a limited number of operators working our radios during the "Quiet Hours" over night to make contacts using headphones during this special event. We do realize we need to be sensitive to the surrounding neighborhood.

If you have questions or need any additional information, feel free to contact me at (918) 230-6583 or [ken@kczoom.com](mailto:ken@kczoom.com).

Thank you,

Ken Duncan WB5Y

Mayes County Amateur Radio Club

**RULES AND REGULATIONS FOR  
FAIRVIEW AND GRAHAM MEMORIAL CEMETERIES**

1. The City of Pryor Creek shall have charge of all work on lots and graves, both before and after interment has been made.
2. All prices and fees are fixed by the Park / Cemetery Board and the City Council; there will be no deviation there from.
3. No interments shall take place until all fees have been paid in full.
4. No interment shall take place on Sundays or Holidays.
5. All interments must be in caskets enclosed within a box, container, constructed of plastic, concrete, or steel. No wooden containers.
6. Two cremations allowed per one (1) lot or one (1) cremation and one (1) full size burial.
7. Cremation containers should be of concrete, steel, or plastic.
8. All graves shall be kept level with surrounding terrain.
9. Only one upright monument shall be erected upon a full lot.
10. Lots which consist of two (2) burials may contain one (1) upright monument and one (1) grass marker. All grass markers must be flush with ground.
11. Sod may be placed upon grave after direction of sexton.
12. No trees, flowers, or shrubs are to be planted without Cemetery approval.
13. Grave flowers will be picked up one week after funeral service.
14. All shepherd hooks are to be of single hook only. They are to be placed at the ends of the headstone and only hang over the stone as to not interfere with mowing. If not in compliance, the hooks will be removed by cemetery staff.
15. All decorations must be placed upon the stone or pad and off the face of the grave. (Except for Decoration Days.)
16. All decorations placed on the face of the grave will be removed one (1) week after Decoration Days.

***Decoration Days include:***

- ***Valentine's Day***
- ***Memorial Day***
- ***Veterans Day***
- ***Birthday Day***

Note: Decorations placed on the face of the grave will be exempt from one (1) week removal from November through January.

17. Cemetery staff will pick up all decorations off the face of the graves twice a year for maintenance. (i.e. spraying of weeds and grass and mowing.)

***Pick up days include:***

- ***One (1) week after Valentine's Day (weather permitting).***
- ***One (1) week after Memorial Day (weather permitting).***

Note: Decorations not picked up by dates listed will be disposed of by cemetery staff.

18. All decorations placed upon the stone or pad, will be at your own risk. These items will not be removed by Cemetery.
19. Any decorations greater than 6 feet in height require approval by the cemetery sexton, or if necessary, the Park / Cemetery Board.

Golf Course Sub-Committee composed of Bill K, Wayne Jones, & Pat Richard met Dec 2, 2015 at the golf courses & made changes to the existing **Pryor Creek Golf Course Rules #5** to read:

5. Appropriate/proper dress is expected at all times in Pro Shop, Putting Green, Range and on course. No cut-off shorts of any kind and shorts must have a hem at their bottom. Men's shirt must have sleeve (no tank tops or sleeveless allowed). Only golf shoes with soft spikes or flat-soled shoes are permitted on the course. No bare feet or metal spikes allowed.

# PRYOR CREEK GOLF COURSE RULES

The following Pryor Creek Golf Course rules were established by the Pryor Creek Park Board, edited by the City Attorney and approved by the Pryor Creek City Council. Effective date of these rules shall be May 1, 2002. They shall remain in effect until amended by the Pryor Creek Park Board.

1. The Pryor Creek Golf Course shall be open every day except Thanksgiving, Christmas and those days designated by the Director of Golf and/or the Golf Course Superintendent.
2. The Director of Golf will designate one weekday morning as Ladies Day and one weekday morning as Seniors Day. The Director of Golf along with the respective association President will establish the starting times and the length of the season.
3. Opening and closing times for the course are at the discretion of the Director of Golf and/or the Golf Course Superintendent.
4. Green fees, cart fees, membership fees, trail on fees and cart stall fees will be set by the Pryor Creek Park Board and approved by the City Council.
5. Proper dress, including shirt and shoes, is required in and around the Pro shop at all times. Only golf shoes with soft spikes or flat-soled shoes are permitted on the course. No bare feet or metal spikes are allowed.
6. All players must register in the pro shop before beginning play. Members must check in and nonmembers must pay a green fee. A validated cash register receipt is to be issued to all persons paying green fees. Nonmembers are responsible for keeping this receipt on their person during play.
7. No smoking, dipping or chewing of tobacco is allowed in the pro shop. No abusive or foul language will be tolerated in or around the pro shop.
8. You may not bring any food or beverage onto the golf course.
9. No private coolers are allowed on the golf course.
10. All players must have a bag and a set of golf clubs. Rental clubs are available in the pro shop.