

**MINUTES
PARK BOARD
REGULAR MEETING
MONDAY, APRIL 27TH, 2020
5:30 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, KEITH SHELBY.

1. CALL MEETING TO ORDER.

Bill Kannegiesser called the Park Board meeting to order at 5:30 p.m. Members present: Bill Kannegiesser, Melinda Marks, Pat Richard, Wayne Jones, Lori Siever, Chris Graves. Members absent: Keith Shelby.

Others present: Mayor Larry Lees, Park Superintendent Frank Powell, Golf Director Dennis Bowman, Recreation Center Director Rachel Sordahl and Terry Aylward.

2. DISCUSS, POSSIBLY APPROVE THE MINUTES OF THE MARCH 23TH, 2020 REGULAR MEETING.

Motion was made by Richard, second by Jones to approve the minutes of the March 23rd, 2020 regular meeting. All voted yes.

Kannegiesser moved to Item 4.

4. DISCUSSION OF POOL OPERATIONS FOR 2020:

- a. Manager**
- b. Guards**
- c. Training**
- d. Days and hours pool will be open**
- e. Pricing**

No action. It was stated that two prospective pool managers have fallen through, and lifeguards have not been lined up yet. Kannegiesser asked whether not opening the pool at all this year has been considered. Mayor Lees stated that in light of the logistics, he recommended the pool not open this year. Sordahl asked whether the list of lifeguards she provided had been contacted, to which Powell stated they had not, unless Express Services contacted them.

5. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING SETTING RATE OF PAY FOR POOL MANAGER AT \$17.00 PER HOUR.

No action.

6. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING THE CITY PAYING HALF OF THE COST FOR LIFEGUARD CERTIFICATIONS FOR THE PUBLIC POOL FOR THE 2020 SEASON.

No action.

Kannegiesser moved back to Item 3.

3. PARK REPORT – SUPERINTENDENT FRANK POWELL:

a. Parks

Powell stated that he will have to report to the Health Department that the pool will not open this summer. It is not a problem for the pool to be closed for one season, but they have to be informed.

Powell reported that some trees fell at the park and had to be cut down. The new Splash Pad features have arrived and will be installed before time to open in May. They should be able to open around May 15th, in conjunction with the Governor's plan to open parks. The caution tape has stayed around the playground equipment better than Powell expected. When asked how bad the fire in the bathrooms was at Whitaker Park, Powell stated that it could have been much worse, but they had to keep them closed for a couple of weeks for clean-up.

b. Cemetery

Powell reported that the cemetery staff is getting everything ready for Memorial Day. The cemeteries look very nice.

c. Open Up and Recover Safely

Mayor spoke regarding the Governor's plans to Open Up and Recover Safely. He stated that if all goes well with Phase 1 beginning May 1st, the Parks can reopen in Phase 2 on May 15th.

7. GOLF COURSE REPORT – DIRECTOR DENNIS BOWMAN

Bowman reported that everyone is excited that the course was able to reopen today. He handed out an information sheet to the board regarding COVID-19 safety that he has prepared for all golfers.

Bowman also handed out a report showing year-to-date revenues and year-end projected revenues, which shows a difference of \$81,267.92 below last year. Projected revenue for this month is \$7,000, and last year's April revenue was between \$40,000 - \$42,000.

Mayor stated that he plans to budget the same amount for the Golf Course in the next fiscal budget as this year, instead of basing it on this year's actuals.

It was stated that the golf course looks beautiful right now. In order to practice social distancing, they are scheduling tee times 15 minutes apart.

Jones asked Bowman if there is money in the bank to continue to pay the bills, to which Bowman answered, "No." They will finish the year in the negative. Jones asked if there is any concern of bouncing any payroll checks, and Bowman and Mayor both stated that will not happen.

Richard recommended that they reach out to golfers in areas where the courses have shut down to let them know the course is open. Bowman stated that he has

boosted the posts on Facebook to reach a larger radius of golfers. Richard stated that she would take information to the lady golfers she can reach.

Bowman reported on the projects they have been working on. Some restroom work is being done and should be completed in a couple of weeks. The #8 Green is coming along beautifully and will be open within a couple of weeks. They moved 20,000 sq. ft. of sod and had so much help getting all of this done. No sod was wasted, and all 21 greens are perfect right now.

All of the critical equipment they purchased has been received and is currently being utilized.

Bowman reported that they are working on some new marketing techniques. The new app is working great for golfers to book tee times, and it all populates back at the golf course for their records. He is working with Brook Rouge on some marketing posters and tri-fold hand-outs, as well. He reported that they are working on booking tournaments and events in a way that they can continue with social distancing protocols. They are looking at having morning and afternoon waves with booked tee times to keep the players spaced.

Kannegiesser moved to Item 9.

9. ACTION ITEMS:

a. FEMA Claims

Emergency Management states that these claims should be satisfied by FEMA.

b. Lightning Protocol

Bowman has Lightning Protocol stickers ready to place in all the carts.

c. Recycling Stations

Holding off on this project for now.

d. Others

None at this time.

Kannegiesser moved back to Item 8.

8. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING DELAYING OR EXTENDING MEMBERSHIPS FOR ONE MONTH DUE TO THE GOLF COURSE BEING CLOSED BY COVID-19.

Motion was made by Richard, second by Graves to discuss, possibly recommend Council action regarding delaying or extending memberships for one month due to the Golf Course being closed by COVID-19. Siever recommended that they only honor this for members who request it in writing.

Richard amended her motion to extend memberships for one month upon written request. After some discussion on logistics of moving the date out a month, Richard amended her motion, and Graves amended his second to modify the next year's membership by a one-month discount when requested.

It was then suggested that if it causes a financial hardship on the golf course to do this, to simply let the members know that they wish they could but they cannot afford it.

Voting yes: none. Voting no: Kannegiesser, Marks, Richard, Jones, Siever, Graves.
Motion failed.

10. UNFORESEEABLE BUSINESS. (Any matter not reasonably foreseen prior to posting the agenda.)

There was no unforeseeable business.

11. PETITIONS FROM THE AUDIENCE.

Aylward asked who would be making the final decision regarding not opening the pool this summer. It was stated that it will go to the City Council for the final word at next week's meeting.

12. ADJOURN.

Motion was made by Jones, second by Richard to adjourn at 6:47 p.m. All voted yes.

THINGS WE'RE DOING TO KEEP EVERYONE SAFE AND TO PREVENT THE SPREAD OF COVID-19

- Mandatory tee times every 15 minutes to help spread out the flow of players. Download the Pryor Creek Golf Course app from your App Store and set up your account which will enable you to book your tee time prior to arriving at the golf course. If you need assistance we will do our best to help you.
- ALL players must check in at pro shop...even members with full privileges
- Mandatory taking of everyone's name and phone number before playing
- We ask that you only touch the items you are purchasing.
- No signing required for receipts (All transactions are video recorded)
- No more than 6 patrons in the Pro Shop at one time
- Bunker rakes have been removed (Use your feet to repair to best of your ability)
- NO touching or removing flag sticks (Holes have been modified to allow easier ball retrieval after putt is made)
- One player per cart unless live in same household as other rider
- No pencils or scorecards on golf carts. There is an app you can download called Golf Status that has a scorecard built-in and a range finder for our golf course.
- Carts are disinfected and cleaned after each use
- Social distancing is required during your round as well as while on driving range, practice chipping green and putting green and inside the pro shop.
- Please remember to wash and sanitize hands.
- Access to the pro shop only through double glass entry doors. The South door is for Employee Use ONLY.

	Projected
Jul-19	\$35,595.55
Aug-19	\$23,521.62
Sep-19	\$25,025.48
Oct-19	\$14,811.78
Nov-19	\$11,342.41
Dec-19	\$7,125.13
Jan-20	\$6,251.35
Feb-20	\$14,129.83
Mar-20	\$22,678.74
Apr-20	\$7,000.00
May-20	\$69,373.54
Jun-20	\$51,476.65
Total	\$288,332.08
Previous year to date	\$325,080.43
2019-2020 Budget	<u>\$369,600.00</u>
Difference	<u>(\$81,267.92)</u>