

**NOTICE & AGENDA
PARK BOARD MEETING
CITY OF PRYOR CREEK, OKLAHOMA
MONDAY, MAY 18, 2026 AT 5:30 PM**

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

Board Members: Keith Shelby (Chair), David Shaulis, Ron Reiser, Pamela Buffington, Roy Jackson, Sherry Alexander, Chris Graves

1. Call meeting to order.
 - a. Petitions from the audience.
 - b. Administer Oath of Office to David Shaulis, Seat #1.
 - c. Discussion and possible action to approve the minutes of the April 27, 2026 meeting.
2. Reports:
 - a. Park Report – Director Frank Powell.
 - i. Parks
 - ii. Cemetery
 - b. Golf Course Report – Director Dennis Bowman.
 - i. Update regarding Golf Course rules.
3. Action Items:
 - a. Discuss, possibly recommend Council action regarding architectural drawings for a new Golf Course bathroom.
4. Unforeseeable Business.
5. Adjourn.

Posted May 14, 2026 by City Clerk Hannah Morris _____

**MINUTES
PARK BOARD MEETING
CITY OF PRYOR CREEK, OKLAHOMA
MONDAY, APRIL 27, 2026 AT 5:30 PM**

The Park Board of the City of Pryor Creek, Oklahoma met in regular session on the above date and time in the Council Chamber upstairs at City Hall, 12 North Rowe Street in Pryor Creek, Oklahoma. Notice of these meetings was posted on the East bulletin board located outside to the South of the entrance doors and the City website at www.pryorcreek.org.

1. CALL MEETING TO ORDER.

Keith Shelby called the meeting to order at 5:30 p.m. Members present: Autumn Graybill, Ron Reiser, Pamela Buffington, Roy Jackson, Sherry Alexander, Chris Graves and Keith Shelby. Members absent: none.

Others present: David Shaulis, Adam Anderson, Gilbert Graybill, Mike Moore, Dennis Bowman, Donna Bowman and Frank Powell.

1a. PETITIONS FROM THE AUDIENCE.

There were no petitions from the audience.

1b. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE MINUTES OF THE MARCH 23, 2026 MEETING.

Motion was made by Reiser, second by Jackson to approve the minutes of the March 23, 2026 meeting. Voting yes: Reiser, Buffington, Jackson, Alexander, Graves and Shelby. Abstaining, counting as a no vote: Graybill. Voting no: none.

Shelby moved to item 2c.

2. REPORTS:

2c. POOL TASK FORCE REPORT.

Adam Anderson and Mike Moore reported to the board that the Pool Task Force has made steady progress. They stated that the project is currently in the funding feasibility stage as they research potential donors and grant options. They reported that the finished aquatics center will be behind the Recreation Center and utilize the parking lot of the football field in collaboration with Pryor Public Schools. They also stated that construction can be split into two phases if necessary due to funding availability.

Shelby moved back to item 2a.

2a. PARK REPORT – DIRECTOR FRANK POWELL.

2ai. PARKS

Powell reported that the Park Department has been busy with spring maintenance and mowing. He stated that they are looking to hire a temporary employee to assist with mowing responsibilities over the summer, but are having difficulties finding a suitable candidate.

2aii. CEMETERY

Powell reported that the cemetery has remained very busy as they are still short one staff member following a recent retirement.

2aiii. UPDATE REGARDING GILES PARK.

Frank stated that a local church has been volunteering to help paint the fencing.

Shelby moved to item 3a.

3a. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO SEEK BIDS FOR A HOLIDAY LIGHT DISPLAY.

No action taken. Item was tabled until a future meeting.

3b. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING THE HIRE OF ADDITIONAL PERSONNEL FOR THE PARKS & CEMETERY DEPARTMENT.

Motion was made by Buffington, second by Alexander to recommend Council action to allow the Parks & Cemetery Department to backfill the open position at the cemetery and hire two additional staff members for the parks.

Shelby moved to the addendum.

ADDENDUM

a. POSSIBLE EXECUTIVE SESSION CONCERNING THE EMPLOYMENT, HIRING, APPOINTMENT, PROMOTION, DEMOTION, DISCIPLINING, OR RESIGNATION OF: DENNIS BOWMAN (25 O.S. 307(B)(1)).

Motion was made by Graybill, second by Jackson to enter Executive Session at 6:11 p.m. All voted yes.

b. CONSIDER RESUMING REGULAR SESSION. NO ACTION TAKEN DURING EXECUTIVE SESSION.

Motion was made by Alexander, second by Buffington to resume Regular Session at 7:35 p.m. All voted yes.

c. POSSIBLE ACTION BASED ON EXECUTIVE SESSION CONCERNING THE EMPLOYMENT, HIRING, APPOINTMENT, PROMOTION, DEMOTION, DISCIPLINING, OR RESIGNATION OF: DENNIS BOWMAN (25 O.S. 307(B)(1)).

Motion was made by Reiser, second by Buffington to take no action. All voted yes.

Shelby moved back to the regular agenda.

2b. GOLF COURSE REPORT – DIRECTOR DENNIS BOWMAN.

Bowman reported that the Golf Course has hosted several recent tournaments, including a "Superintendent's Revenge" themed tournament benefiting the Animal Shelter, and they have several more upcoming tournaments as well. He also reported that the Street Department recently assisted them with striping their parking lot. He stated that there are currently 65 spots in the lot, and he would like to expand it to add at least 30 more. He also stated that they currently have two full-time employees and two temporary employees, and he will likely need another two temporary employees to help over the summer.

2bi. UPDATE REGARDING NEW GOLF CARTS.

Bowman reported that the new golf carts have been delivered and are all in working order. He stated that the desired GPS modules will be purchased as a separate project as they will need to go out for bid.

3. ACTION ITEMS:

3c. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING ARCHITECTURAL DRAWINGS FOR A NEW GOLF COURSE BATHROOM.

Motion was made by Graybill, second by Jackson to table the item until the next meeting. All voted yes.

4. UNFORESEEABLE BUSINESS.

There was no unforeseeable business.

5. ADJOURN.

Motion was made by Reiser, second by Buffington to adjourn at 7:48 p.m. All voted yes.

PRYOR CREEK GOLF COURSE RULES

The following Pryor Creek Golf Course rules were established by the City of Pryor Creek, edited by the City Attorney and approved by the Pryor Creek City Council. The effective date of these rules shall be May 5, 2026. They shall remain in effect until amended by the Pryor Creek City Council.

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. Appropriate/proper golf attire is expected at all times in Pro Shop, putting green, range and on the course. No cut-off shorts of any kind and shorts must have a hem. Gentlemen's shirts must have a sleeve (no tank tops or sleeveless allowed). Ladies no Halter tops, Bikini tops or bottoms or bare midriff showing. 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. No private coolers are allowed on the golf course.**
9. All players must have a bag and a set of golf clubs. Rental clubs are available in the pro shop.
10. Only licensed drivers are allowed to drive rental golf carts. Only two (2) persons on a golf cart at one time. Abuse of rental cart privileges will result in removal from the golf course.

11. Practicing is limited to designated practice areas only (i.e. driving range and practice greens).
12. No more than five (5) players allowed in a group. The pro shop has the option of combining singles and twosomes to make up foursomes to help speed up play.
13. No players are allowed to start play on #10 without permission from the pro shop.
14. All instructional signs posted on the golf course (i.e., No Mulligans, Keep Carts on Path, Chemicals in Use, etc.) must be strictly followed.
15. Golf carts must observe the 90 degree rule at all times. Wet conditions will require invoking the cart path only rule. The pro shop and/or the Director of Golf will determine when to invoke the cart path only rule. Golf cart drivers shall observe cart signage posted on #1 and #10 tees for each day.
16. Golf carts and pull carts are not allowed on tees, collars, aprons **or** greens and must be kept a minimum of 30 feet from greens and bunkers.
17. Violators of rule 16 and/or rule 17 will be warned and reminded of the rule. Flagrant violations of these rules can be grounds for removal from the golf course and the violator(s) can be held liable for any damage to the golf course or equipment.
18. U.S.G.A. and OSSAA rules govern all play except where local rules prevail.
19. Out of Bounds designated by fences and white stakes.
20. Course Marshall has the authority to keep play moving on the course, warn players of rule violations and to report those violations to the Director of Golf or the Golf Course Superintendent.
21. All cart stall and trail on rules will be listed on separate documents.

Violations of any of these rules may subject an individual to removal from the golf course.

****Junior PGA, Youth or School Tournaments only: Coaches/Chaperones and Athletes will be permitted to bring necessary (non-Alcoholic) drinks and snacks needed for their teams.PCGC will adhere to all OSSAA regulations. Spectators must adhere to all course rules.**

***Special reduced Rates may apply for Junior PGA, Youth or School Tournaments only**

City of Pryor Creek: Golf Course Non-Profit Catering Policy

- I. **Purpose** The City of Pryor Creek recognizes the vital role non-profit organizations play in our community. To support their fundraising efforts, this policy provides a specific exception for food service during charitable golf tournaments held at the Pryor Creek Golf Course.
- II. **Eligibility** This policy applies exclusively to registered 501(c) non-profit organizations in good standing. Golf Course management may request verification of non-profit status when the organization books the tournament.
- III. **Policy Guidelines**
 - A. **Authorization:** Eligible 501(c) organizations may provide their own meals or use outside catering services for their scheduled tournament participants.
 - B. **Scope:** This authorization applies only to the specific date(s) and time of the scheduled tournament and is limited to tournament participants, volunteers, and staff. Meals shall only be served before or after the Event. No catered food is allowed on the actual Course or in city-owned golf carts
 - C. **No Permit Required:** In the interest of fostering community partnerships, no additional city permits are required for this activity; however, the organization must notify the Head Golf Professional or Course Manager of its intent to self-cater at least 14 days prior to the event.
 - D. **Responsibility:** The non-profit organization is responsible for all setup, service, and immediate cleanup of food-related items.
 - The City of Pryor Creek is not responsible for the storage, heating, or refrigeration of outside food.
 - The organization must ensure that all food service complies with standard health and safety practices.
 - E. **Beverage policy:** Only sealed bottles of water may be catered in for meals. Soda, Tea, or any other beverage is not allowed on the course unless purchased through the pro-shop with no exceptions other than those applying to OSSAA Hydration Policies dictated in the Course Rules.
- IV. **Compliance** Failure to leave the facility in its original condition may result in a cleaning fee and could impact the organization's ability to self-cater future events.