



City of Enid
401 W. Owen K. Garriott Road
Enid, Oklahoma 73701
580-234-0400

PARK BOARD

NOTICE OF MEETING

Notice is hereby given that the Enid Park Board will meet in regular session at 1:30 p.m. on the 13th day of December, 2016, in Conference Room B on the second floor of the City Administration Building, located at 401 W. Owen K. Garriott Road, Enid, Oklahoma, and the agenda for said meeting is as follows:

- AGENDA -

PARK BOARD

1. CALL TO ORDER/ROLL CALL.
2. CONSIDER APPROVAL OF MINUTES OF THE REGULAR PARK BOARD MEETING OF NOVEMBER 8, 2016.
3. DISCUSS PARK MAINTENANCE AND IMPROVEMENTS AND MAKE ANY RECOMMENDATIONS.
 1. HAYS ELEMENTARY BRIDGE DECKING REPLACEMENT UPDATE.
 2. PHILLIPS PARK SHELTER AND TREE UPDATE.
 3. DISCUSS MEDIAN MAINTENANCE PROGRAM.
 4. DISCUSS PARK WINTERIZATION PROCEDURES.
 5. CROSSLIN PARK ATHLETIC FIELD AND TREE UPDATE.
 6. CITY PARK PLAYGROUND MULCHING UPDATE.
 7. REVIEW PLAYGROUND AUDITS OF LIONS PARK AND HOOVER PARK.
 8. CITY CHRISTMAS DECORATIONS UPDATE.

10. DISCUSS RECENT SPECIAL EVENTS.
11. DISCUSS ANY OUTSTANDING PARK MAINTENANCE ISSUES.
4. DISCUSS SKATE PARK RENOVATIONS AND PLANS.
5. DISCUSS POTENTIAL LIONS PARK RENOVATION PLANS.
6. DISCUSS MEMORIAL TREE AND BENCH PROGRAM.
7. DISCUSS 2017 PARK BOARD SCHEDULE.
8. PUBLIC COMMENTS.
9. ADJOURN.

Park Board Meeting

2.

Meeting Date: 12/13/2016

SUBJECT:

CONSIDER APPROVAL OF MINUTES OF THE REGULAR PARK BOARD MEETING OF NOVEMBER 8, 2016.

Attachments

Minutes

MINUTES OF REGULAR MEETING OF
THE PARK BOARD OF THE CITY OF ENID, OKLAHOMA,
HELD ON THE 8TH DAY OF NOVEMBER, 2016

The Park Board of the City of Enid, County of Garfield, State of Oklahoma, met in regular meeting in Conference Room B of the Administration Building of the City of Enid, located at 401 West Owen K. Garriott Road in said city, at 1:30 P.M. on the 8th day of November, 2016, pursuant to notice given to the Clerk of the City of Enid, and pursuant to notice thereof displayed at the entrance to the Administration Building of said city, in prominent view and which notice was posted prior to 1:30 P.M. on the 7th day of November, 2016.

Present: Mary McDonald; Matthew Davis; Shay Crawford; Abbey Stallings; Carmen Ball; Donald John

Absent: Melissa Szymanski; City Commissioner Ex-Officio Ben Ezzell

Also Present: Jerald Gilbert, City Manager
Kevin Boehm, Parks and Recreation Director
Bryan Skaggs, Assistant Police Chief

CALL TO ORDER/ROLL CALL.

CONSIDER APPROVAL OF MINUTES OF THE REGULAR PARK BOARD MEETING OF OCTOBER 11, 2016.

Motion was made by Shay Crawford, seconded by Donald John

AYE: Abbey Stallings, Carmen Ball, Donald John, Mary McDonald, Matthew Davis, Shay Crawford
Passed

DISCUSS PARK MAINTENANCE AND IMPROVEMENT AND MAKE ANY RECOMMENDATIONS.

FOOTBALL/SOFTBALL/SOCCER UPDATE.

Last week of Soccer, having no problems with football.

GOVERNMENT SPRINGS PARK PAINTING UPDATE.

Staff is painting railings, working around waterfall and South side of pond.

DILLINGHAM GARDENS PAINTING UPDATE.

Parks staff repainted light poles and assisted Keep Enid Beautiful with tree trimming.

CHAMPLIN PARK LIGHTING/PAINTING UPDATE.

Park staff repainted poles and is working with an in-house electrician to re-wire and install LED lights.

CROSSLIN PARK TENNIS COURTS UPDATE.

Tennis courts have been closed for the season.

SKATE PARK REPAIRS/PAINTING UPDATE.

Park staff worked on repairs and painting of the ramps and rebuilding of one ramp attached to a picnic table.

GOVERNMENT SPRINGS PARK/MEADOWLAKE PARK TREES UPDATE.

Two trees were donated to Keep Enid Beautiful and planted at Government Springs Park. Seven additional trees were planted at the Meadowlake dog park.

MEADOWLAKE PARK SHELTER REPAIR UPDATE.

Soffit and fascia replacement on Shelter #1 on the south side. Bids for roof replacement is in progress.

DON HASKINS PARK BASKETBALL COURT RESURFACING UPDATE.

Staff is working on pricing for resurfacing of the basketball court. City Manager Jerald Gilbert said that City staff is working to get a grant to help with funding for this.

MEADOWLAKE PARK/GOVERNMENT SPRINGS PARK FISH DONATION UPDATE.

Academy Sports and Outdoors donated catfish to Meadowlake Park and Government Springs Park fish ponds.

UPDATE ON MOWING OF PARKS.

Parks staff has done one final sweep mowing parks to end the season.

UPDATE ON CROSSLIN PARK SOFTBALL COMPLEX PLANS.

Parks Director, Kevin Boehm, met with Project Engineer, Murali Katta to come up with a plan for a four-field softball complex at Crosslin Park.

DOWNTOWN CHRISTMAS DECORATIONS UPDATE.

Checks were done on the lights to have them up and ready for Enid Lights up the Plains on November 25, 2016.

DISCUSS OPTIONS FOR IMPROVEMENT OF THE SKATE PARK AND MAKE ANY RECOMMENDATIONS.

Steven Shelton was in attendance to address the board members about what he would like to see happen with the skate park. Mr. Shelton said that he would like concrete ramps because metal is too slick. Mr. Shelton was asking for guidance from the board members on how to raise money and start making a plan for the skate park. Matt Davis, Park Board Chairman, told Mr. Shelton that the City sets the budget in May and suggested Mr. Shelton work with the City to create a plan. Kevin Boehm, Parks Director, suggested that Mr. Shelton hold a public meeting to discuss improvements. Mr. Shelton asked the board members if they thought it would be better to use the existing location to evolve, or start fresh with a new location. Board members discussed both options.

DISCUSS NEW BUILDING REQUEST FOR THE ENID TENNIS ASSOCIATION AT THE CROSSLIN PARK TENNIS COURTS AND MAKE ANY RECOMMENDATIONS.

Marcy Jarrett and Dave Callant addressed the board representing the Enid Tennis Association. Marcy told the board that the Enid Tennis Association was planning to put a new building with additional restrooms as well as storage areas and a changing room. She proposed a multi-purpose public/private partnership building. Board members discussed funding and possible partnerships. City Manager, Jerald Gilbert, stated that this project would be submitted for consideration in the 2017-2018 Capital Improvement Budget

PUBLIC COMMENTS.

ADJOURN.

Motion was made by Shay Crawford, seconded by Mary McDonald

AYE: Abbey Stallings, Carmen Ball, Donald John, Mary McDonald, Matthew Davis, Shay Crawford
Passed

Park Board Meeting

6.

Meeting Date: 12/13/2016

SUBJECT:

DISCUSS MEMORIAL TREE AND BENCH PROGRAM.

Attachments

Bench Logo

Pamphlet

Bench

Resolution

From the Family of:



Bill Bandy

Engineer Since 1972

Presented 12/3/2016



parks...

examples

Berry Park	4323 N. Washington St.
Champlin Park	1198 Sequoyah Dr.
Champion Park	700 N. 10th St.
Crosslin Park	1520 W. Oxford Ave.
Don Haskins Park	515 E. Maine St.
Glenwood Park	1800 E. Randolph Ave.
Government Springs North	509 E. Oklahoma Ave.
Government Springs South	1202 S. 10th St.
Kellet Park	2491 S. Cleveland St.
LaMesa Park	4200 Prospect Ave.
Lions Park	2200 W. Maine St.
Meadowlake Park	1200 W. Rupe Rd.
Monsees Park	1700 W. James St.
Phillips Park	421 E. Iowa Ave.
Walking Trails	Various Locations Available



Tree donation with plaque.



Cast-bronze tree plaque (3 1/4" x 8" actual size) mounted in concrete.

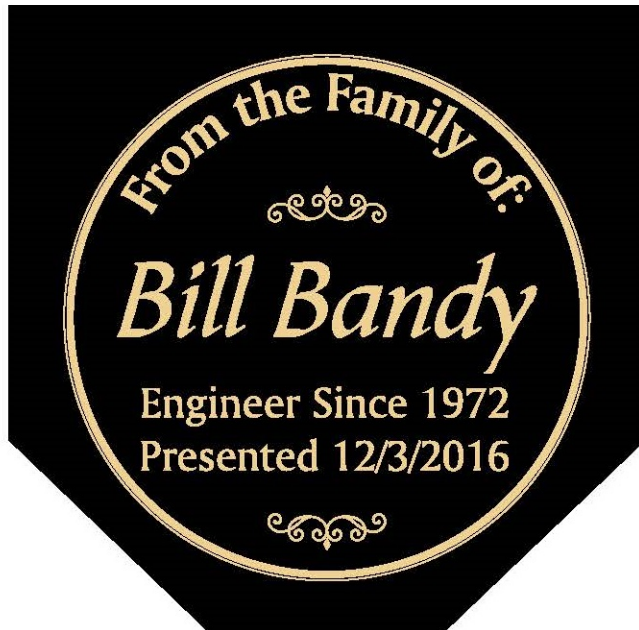
City of Enid



tree
& bench

d o n a t i o n
p r o g r a m





A RESOLUTION ADOPTING A MEMORIAL TREE AND BENCH PROGRAM FOR THE CITY OF ENID

RESOLUTION

WHEREAS, the City Commissioners of the City of Enid, the Trustees of the Enid Municipal Authority (EMA) and the Trustees of the Enid Economic Development Authority (EEDA), collectively referred to as the “Governing Body,” have determined that a procedure is necessary to standardize memorials donated to the City of Enid and placed on property belonging to the City of Enid or any of its related Trusts;

NOW THEREFORE, be it resolved by the Mayor and Board of Commissioners of the City of Enid, Oklahoma, that the City of Enid hereby adopts the Tree and Bench Donation Program, along with the procedure outlined below.

1. Purpose. The purpose of this Resolution is to set forth the procedures for the donation and placement of tree and bench memorials placed on property owned by the City of Enid or any of its related public trusts.
2. Application and Fee. Applications are available at the Office of the City Clerk and the Parks and Recreation Department. The application process is as follows:
 - a. Applications must be turned in to the Parks and Recreation Department. Each application shall be accompanied by the current applicable fee. Applications received without the applicable fee will neither be processed nor considered.
 - b. The application will be reviewed by the Parks and Recreation Supervisor to determine the appropriate location for placement. The Parks and Recreation Supervisor may take into consideration the donor’s preference.
 - c. The application and recommended placement location will be forwarded to the City Manager for final approval.
3. Purpose of Donation. Donations are limited to the following:
 - a. General Donation. Any person, organization, company, etc. may make a general tree or bench donation.
 - b. Family Memorial. Any person or group of persons related by blood or marriage may make a tree or bench donation to honor or remember a family member.
4. Types of Donation; Selection:
 - a. Trees. The applicant may choose a tree from a list maintained by the Parks and Recreation Department.

- b. Benches. The bench style will be selected by the Parks and Recreation Department.
5. Plaques. A plaque will be provided for each donation. The size and shape of the plaque will depend on the type of donation, but will otherwise be standard. The wording on the plaque will depend on the purpose of the donation, but will otherwise be standard.
- a. Where the purpose of the donation is to honor or remember a family member, the plaque will include only the following language:
- 1) The name of the person being honored; and,
 - 2) The birth year and year of death of the person being honored (optional); and,
 - 3) The presentation date; and,
 - 4) If the donation was a tree, the common and/or scientific name of the tree (optional); and,
 - 5) The donor may select one of the following three phrases: "IN MEMORY OF," "IN HONOR OF," or "FROM THE FAMILY OF."
- b. Where the purpose of the donation is a general donation, the plaque will include only the following language:
- 1) If the donation was a tree, the scientific name of the tree; and,
 - 2) The name of the person, organization, company, etc. making the donation; and,
 - 3) The presentation date.

Passed and approved this 6th day of December, 2016.

THE CITY OF ENID, OKLAHOMA

William E. Shewey, Mayor

[SEAL]

ATTEST:

Linda S. Parks, City Clerk

Approved as to Form and Legality:

Andrea L. Chism, City Attorney

DRAFT

Park Board Meeting

7.

Meeting Date: 12/13/2016

SUBJECT:

DISCUSS 2017 PARK BOARD SCHEDULE.

Attachments

2017 Schedule

2017 SCHEDULE OF REGULAR MEETINGS

Park Board

<u>Date</u>	<u>Time</u>	<u>Place of Meeting</u>
Tuesday, January 10, 2017	1:30 P.M.	Conference Room B Adm. Bldg.
Tuesday, February 14, 2017	1:30 P.M.	Conference Room B Adm. Bldg.
Tuesday, March 14, 2017	1:30 P.M.	Conference Room B Adm. Bldg.
Tuesday, April 11, 2017	1:30 P.M.	Conference Room B Adm. Bldg.
Tuesday, May 9, 2017	1:30 P.M.	Conference Room B Adm. Bldg.
Tuesday, June 13, 2017	1:30 P.M.	Conference Room B Adm. Bldg.
Tuesday, July 11, 2017	1:30 P.M.	Conference Room B Adm. Bldg.
Tuesday, August 8, 2017	1:30 P.M.	Conference Room B Adm. Bldg.
Tuesday, September 12, 2017	1:30 P.M.	Conference Room B Adm. Bldg.
Tuesday, October 10, 2017	1:30 P.M.	Conference Room B Adm. Bldg.
Tuesday, November 14, 2017	1:30 P.M.	Conference Room B Adm. Bldg.
Tuesday, December 12, 2017	1:30 P.M.	Conference Room B Adm. Bldg.

All Meetings will be held in the City Administration Building, 401 W. Owen K. Garriott Road, Enid, OK 73701.

Submitted by: Kristin Martin, Executive Assistant

Filed in the Office of the City Clerk at _____ a.m./p.m. on _____.

City Clerk