# MINUTES BUDGET AND PERSONNEL REGULAR MEETING TUESDAY, JANUARY 11<sup>TH</sup>, 2022 5:30 P.M.

THE BUDGET AND PERSONNEL COMMITTEE MET IN REGULAR SESSION IN THE COUNCIL CHAMBER AT 12 NORTH ROWE STREET, PRYOR, OKLAHOMA AT THE ABOVE DATE AND TIME.

Committee Members: Briana Brakefield, Choya Shropshire, \_\_\_\_\_\_, Randy Chitwood (alt.)

#### 1. CALL MEETING TO ORDER.

The meeting was called to order at 5:30 p.m. by Briana Brakefield. Members present: Briana Brakefield, Choya Shropshire and Randy Chitwood. Members absent: none.

Others present: Mayor Lees, Assistant Police Chief James Willyard, Police Captain Kevin Tramel, Police Officer Dustin Van Horn, Animal Control Officer Becki Sams-Benham and Kemmie Shropshire.

### 2. DISCUSS, POSSIBLY APPROVE THE MINUTES OF THE DECEMBER 14<sup>TH</sup>, 2021 REGULAR MEETING.

Motion was made by Shropshire, second by Chitwood to approve the minutes of the December 14<sup>th</sup>, 2021 regular meeting. Voting yes: Shropshire and Brakefield. Abstaining, counting as a no vote: Chitwood. Voting no: none.

#### 3. PETITIONS FROM THE AUDIENCE.

There were no petitions.

#### 4. MAYOR'S REPORT.

#### a. Tax Reports.

Mayor annualized the Sales, Use and Tobacco taxes for a total of \$11,300,275.00. He noted that the jump in the amount was due mostly to the Use Tax being one of the highest it has been in about three years.

#### b. Review of Financial Status.

Mayor went over a few items in the Combined Cash Investment Report. In the General Fund net revenue over expenses on page 13 shows that revenue is up about \$48,750.00 for the year, but expenses dropped us down around \$119,000.00 or so. He stated that he is not alarmed by this, as most departments are in line with their budgets.

He showed on page 25 that the Street Fund remains about flat, with expenses putting them under by about \$730.00. He noted that there are expenses from the Salt Branch Creek project that will be coming out of this fund.

On page 33, he pointed out that the Golf Fund revenue is up \$24,000.00 for the year and \$17,000.00 for the month.

He stated that Capital Outlay, on page 36, is in the hole currently, but he is watching this closely.

Page 60, Recreation Fund, revenue is down \$42,000.00 for the year, but up \$33,000.00 for the month. The current roof project will be paid out of reserves.

# 5. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING AN EXPENDITURE NOT TO EXCEED \$48,000.00 TO MOTOROLA SOLUTIONS FOR THE PURCHASE OF 6 ELITE VISTA WIFI INTEGRATED 4RE SYSTEMS FOR THE PRYOR CREEK POLICE

DEPARTMENT FROM POLICE EQUIPMENT CAPITAL OUTLAY ACCOUNT #44-445-5424. THIS IS FOR THE CAMERA SYSTEM AND BODY CAMERAS FOR THE NEW POLICE CARS THAT ARE ON ORDER. THIS IS NATIONAL ASSOCIATION OF STATE PROCUREMENT OFFICIALS (NASPO) PRICING AND IS THE CURRENT SYSTEM THAT THE POLICE DEPARTMENT USES.

Motion was made by Chitwood, second by Shropshire to recommend Council action regarding an expenditure in the amount of \$48,000.00 to Motorola Solutions for the purchase of 6 Elite Vista Wifi Integrated 4RE systems for the Pryor Creek Police Department from Police Equipment Capital Outlay Account #44-445-5424. This is for the camera system and body cameras for the new police cars that are on order. This is National Association of State Procurement Officials (NASPO) pricing and is the current system that the police department uses. Willyard stated that the verbiage, "Not to exceed," needed to be removed from the agenda item, as this is an accurate quote. All voted yes.

- 6. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING AN EXPENDITURE IN THE AMOUNT OF \$6,607.24 TO DELL TECHNOLOGIES FOR 6 DS-DELL-412 DOCKING STATIONS AND EQUIPMENT AT STATE CONTRACT PRICE FOR THE NEW PRYOR CREEK POLICE CARS FROM POLICE EQUIPMENT CAPITAL OUTLAY ACCOUNT #44-445-5424. Motion was made by Shropshire, second by Chitwood to recommend Council action regarding an expenditure in the amount of \$6,607.24 to Dell Technologies for 6 DS-DELL-412 docking stations and equipment at State contract price for the new Pryor Creek police cars from Police Equipment Capital Outlay Account #44-445-5424. All voted yes.
- 7. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING AN EXPENDITURE IN THE AMOUNT OF \$15,252.00 TO KUSTOM SIGNALS, INC. FOR THE PURCHASE OF 6 EAGLE DUAL KA-BAND ANTENNAS (RADARS) FOR THE NEW PRYOR CREEK POLICE CARS AT NASPO PRICING FROM POLICE EQUIPMENT CAPITAL OUTLAY ACCOUNT #44-445-5424.

Motion was made by Chitwood, second by Shropshire to recommend Council action regarding an expenditure in the amount of \$15,252.00 to Kustom Signals, Inc. for the purchase of 6 Eagle Dual Ka-band antennas (radars) for the new Pryor Creek police cars at NASPO pricing from Police Equipment Capital Outlay Account #44-445-5424. All voted yes.

8. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING AN EXPENDITURE IN THE AMOUNT OF \$10,723.44 TO MOTOROLA SOLUTIONS FOR 2 APX6500 MOBILE RADIOS AT NASPO PRICING FOR THE PRYOR CREEK POLICE DEPARTMENT FROM POLICE EQUIPMENT CAPITAL OUTLAY ACCOUNT #44-445-5424.

Motion was made by Shropshire, second by Chitwood to recommend Council action regarding an expenditure in the amount of \$10,723.44 to Motorola Solutions for 2 APX6500 mobile radios at NASPO pricing for the Pryor Creek Police Department from Police Equipment Capital Outlay Account #44-445-5424. All voted yes.

**9. UNFORESEEABLE BUSINESS.** (Any matter not reasonably foreseen prior to posting agenda.) There was no unforeseeable business.

#### 10. ADJOURN.

Motion was made by Chitwood, second by Shropshire to adjourn at 5:43 p.m. All voted yes.

### Pryor Patchers Guild Sue Putt - Treasurer 918.864.1022 sue@chuppimplementcompany.com

# 2021 PRYOR PATCHERS GUILD QUILT SHOW

Check #	Date	Payee	Description	Amount
707	3/28/2021	Kim Neall	Book Marks & Flyers	\$135.15
708	4/27/2021	Kim's Quilting	Printing Bookmarks	\$74.72
709	4/27/2021	Cathy Casida	Postage	\$22.26
710	7/18/2021	BKB Gold Stamp Ribbons	Ribbons	\$291.23
711	8/23/2021	Kristy Howell	Supplies	\$31.67
712	8/24/2021	Kim Neall	Show Supplies	\$110.08
713	8/31/2021	Velma Day	Masks & Gloves	\$99.93
714	9/10/2021	BKB Gold Stamp Ribbons	Ribbons	\$50.43
715	9/15/2021	Judy Foster	Supplies	\$51.12
716	9/15/2021	Kim Neall	Volunteer Meal	\$114.06
717	9/16/2021	Sandy Gard	Quilt Judge Expense	\$400.00
718	9/16/2021	Kathi Eubanks	Quilt Judge Expense	\$668.34
719	9/16/2021	Deanna Stranger	Imprinted Badges	\$58.24
720	9/16/2021	Cathy Casida	Vendor Bags	\$54.73
721	9/27/2021	Mayes County Event Center	Venue Rental	\$1,500.00
722	9/28/2021	Kim Neall	Lunch & Event Supplies	\$69.71
723	9/28/2021	Ann Underwood	Event Supplies	\$16.36
724	10/14/2021	Pryor Printing	Show Books	\$725.21
125	10/24/2021	Sew Uptown	Reimbursement	\$15.00
Total Expenses	· · · · · · · · · · · · · · · · · · ·	•		\$4,488.24

# PRYOR PATCHERS QUILT SHOW PAYMENT VOUCHER

DATE: 3/29/20		
PAY TO: (Copy of bill or stater	ment must be attached for payment)	
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Flyers		74.72
		135.15
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Quilt Show Co-Chairman Signat	ture Date:_	
Quilt Show Treasurer Signature	Date:_	
	843	28/21 real







## Invoice

Date	Invoice #
2/15/2021	168526

Bill To
Pryor Patchers
Mayes County
Event Cetner
220 NE 1st Street
Pryor, OK 74361

Ship To	
Picked Up	

	P.O. No.	Terms	Due Date
		Net 30	3/17/2021
Description	Quantity	Rate	Amount
Books Marks "Comfort of Home" Quilt Show - Pryor Patcher Quilt Guild	500	0.136	68.00T

Subtotal	\$68.00
Sales Tax (9.88%)	\$6.72
Balance Due	\$74.72

# PRYOR PATCHERS QUILT SHOW PAYMENT VOUCHER

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Quilt Show Co-Chairman	Signature	Date:	
Quilt Show Secretary Sign		Date:	
		Date:	
Quilt Show Treasurer Sign	ature		



15 south vann pryor, oklahoma 74361 sales@pryorprinting.com 918.825.2888

## INVOICE

**Pryor Printing Incorporated** 15 South Vann Pryor, Oklahoma 74361 **United States** 

918-825-2888

BILL TO

**Pryor Patchers Quilt Guild** 

kneall@sbcglobal.net

Invoice Number: 1575

Invoice Date: April 10, 2021

Payment Due: April 10, 2021

Amount Due (USD): \$74.72

Pay Securely Online

Products	Quantity	Price	Amount
<b>Printing</b> Bookmarks	500	\$0.136	\$68.00
		Subtotal: City 9.875%:	\$68.00 \$6.72
		Total:	\$74.72

Pay Securely Online

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Amount Due (USD):







\$74.72

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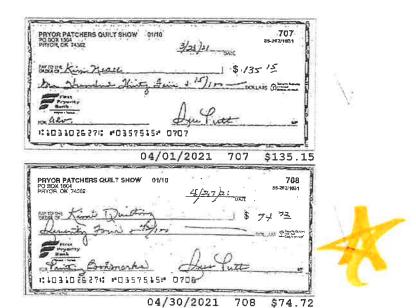
**Notes / Terms** 

COVID-19

Order & Order pick up is currently on the SOUTH SIDE of our building. Please call ahead to 918-825-2888

Thank You!

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# PRYOR PATCHERS QUILT SHOW PAYMENT VOUCHER

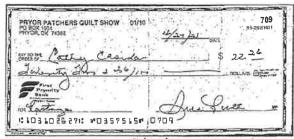
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Date 08/01/2021

PAGE 2 of 2



07/08/2021 709 \$22.28



## **BKB Gold Stamp**

2297 Patterson Creek Rd Anderson, MO 64831

### **BIII To**

Pryor Patchers Quilt Show Kim Neall 136 Sycamore Lane Pryor, OK 74361

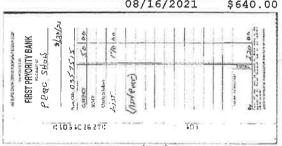
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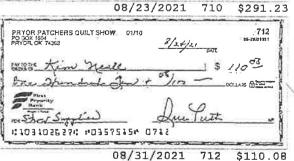
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Pryor Patchers Quilt Show Kim Neall 136 Sycamore Lane Pryor, OK 74361

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## Pryor Patchers Quilt Guild SHOW Please photocopy as needed

Payment Voucher
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Date: 8-23-202/
Pay to: Kristy Howell (Copy of bill or statement must be attached.)
Items purchased: Category: Amount:
Supplies for #31.67
Approved:
Date:
Guild president's signature
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Guild vice president's signature
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Guild secretary's signature
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Guild treasurer's signature
Check number: Due Puts Ck#711 Date: 8)23/11

FIRST PRYORITY BANK PPRG SAM

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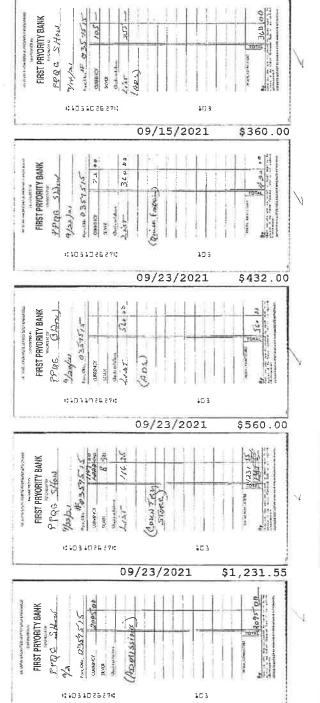
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\*\*\*CUSTOMER COPY\*\*\*

# PRYOR PATCHERS QUILT SHOW PAYMENT VOUCHER

DATE: 8-16-2	<u></u>			
PAY TO: Kim (Copy of bill or staten	nent must be attached	I for payment)		a.
CHECK NUMBER:	¥	_CHECK DATE	3:	-
BY:				
Items Purchased:	Category:		An	nount:
Chain & Hooks for	or hanging	quilts	\$ 3	7.84
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08/31/2021 712 \$110.08



# Pryor Patchers Quilt Please photocopy as needed

Payment Voucher
Date: <u>8-31-2021</u>
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Guild president's signature
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Check number: 7/3 Date: 8/31/21



### "Alexa, where's my stuff?"

dustrial & Scientific > Professional Medical Supplies > Apparel > Protective Apparel & Gloves > Exam Gloves



Last purchased Aug 29, 2021.

Item Package Quantity: 100 | Size: Large(Pack of 100) | View order

Add to essentials



Touch the image to zoom in

Med PRIDE Medical Vinyl Examination Gloves (Large, 100-Count) Latex Free Rubber | Disposable, Ultra-Strong, Clear | Fluid, Blood, Exam, Healthcare, Food Handling Use | No Powder

Visit the MED PRIDE Store 食食食食食 ~ 21.942 ratings

| 29 answered questions

Amazon's Choice | in House...

Price: \$9.99 (\$0.10 / Count) √prime Today 5 PM - 10 PM & FREE Returns

Thank you for being a Prime Member. Get \$125 off: Pay \$0.00 <del>\$9.99</del> upon approval for the Amazon Business Prime Card, Terms apply.

Item Package Quantity: 100

100

Size: Large(Pack of 100)

Small(Pack of 100)

Medium(Pack of 100)

Large(Pack of 100)

X-Large (Pack of 100)

One-time purchase: \$9.99

> √prime Today 5 PM - 10 PM & FREE Returns ~

FREE delivery today if you order \$35 of qualifying items within 4 hrs and 6 mins. Details

O Deliver to Kim - Friendswood 77546

In Stock.

Qty: 1 V

Add to Cart

**Buy Now** 

Secure transaction

Sold by HLmedical and Fulfilled by Amazon.

Return policy: This item is returnable ~

O Add a gift receipt for easy returns

Subscribe & Save: \$9.99 (\$0.10 / Count) First delivery on Sep 8 Ships from: Amazon Sold by: HLmedical

Add to List

Add to essentials

Share 🖾 🛐 📝 🔞

Have one to sell?

Sell on Amazon



Tools & Home Improvement > Safety & Security > Personal Protective Equipment > Masks & Respirators > Safety Masks

📵 Last purchased Aug 16, 2021.

View order

Add to essentials



\$ 16.99 \13 59.97 + TAX

Brand: Gleeporte

Premium Pack of 100 Single Use Disposable Face Mask, Effective Filtration, Bulk Pack 3-Ply Masks Facial Cover with Elastic Earloops For Home, Office, School, and Outdoors

र्भाष्ट्रिक्षेत्रप्रभ 11,538 ratings

| 18 answered questions

Price: \$16.99 (\$0.17 / Count) prime FREE One-Day FREE Returns

May be available at a lower price from other sellers, potentially without free Prime shipping.

Fabric Non woven

Type :

Origin Imported

100 Count (Pack of Size

1)

Style Breathable

**Brand** Gleeporte

Color Blue

Material Non woven

#### **About this item**

- Non woven
- Imported
- HIGH QUALITY PRODUCT: The Face Masks are gentle on the skin and feel comfortable and easy to put on and take off, Our

\$16.99

prime FREE One-Day

& FREE Returns ~

#### FREE Delivery Tomorrow

Get it faster Overnight 7 AM -11 AM with FREE delivery if you order \$35 of qualifying items within 10 hrs and 47 mins. Details

O Deliver to Kim - Friendswood 77546

In Stock.

Qty: 1 🗸

Add to Cart

#### **Buy Now**

Secure transaction

Sold by Certified Premium Products and Fulfilled by Amazon.

Return policy: This item is returnable ~

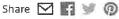
O Add a gift receipt for easy returns

#### Add to essentials

Learn more about Your Essentials

Add to List

New (16) from \$14.20 & FREE Shipping



Other Sellers on Amazon

\$16.95 (\$0.17 / Count) Add to Cart & FREE Shipping



09/21/2021 716

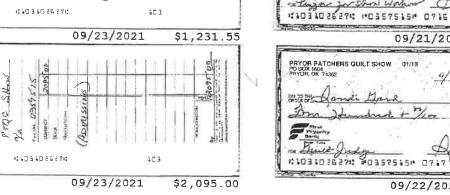
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FIRST PRYORITY BANK

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### **BKB Gold Stamp**

2297 Patterson Creek Rd Anderson, MO 64831 Stans

## Invoice

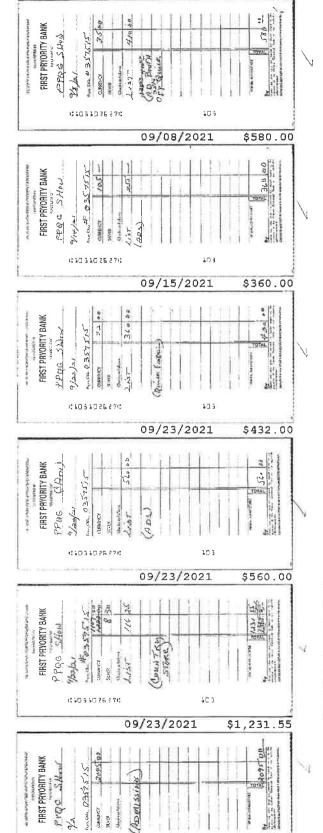
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Ship To

**BIII To** 

Pryor Patchers Quilt Show Kim Neall 136 Sycamore Lane Pryor, OK 74361 Pryor Patchers Quilt Show Kim Neall 136 Sycamore Lane Pryor, OK 74361

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		90 \$ 50 07 10/31 CRX	73			
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417-845-6610	bk	bgold@olemac.net		Payments	s/Credits	\$0.00
Please remit to	BKB Gold St	amp, 2297 Patterson Creel	∢ Rd.	Sales Tax		\$0.00
Anderson MO 64		ap, 2207 ( autoroon 01001		Balance	Due	\$50.43



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\$2,095.00

09/23/2021

2021		PAGE	3 of 4
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09/22/2021

# Pryor Patchers Quilt Please photocopy as needed

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	Date:
Guild vice president's signature	
a a	Date:
Guild secretary's signature	
	Date:
Guild treasurer's signature	
Check number: #715- Du Putt	Date: 9/5/21

OFFICE EVERYTHING OFFICE EVERYTHING 09/09/21 15:22:10 09/09/21 15:23:32 TICKET # 716370-0 TICKET # 716368-0 INVOICE CASH WRITER 0702 WRITER 0702 CUST # CUST # CASH SALES - LOC 7 CASH SALES - LOC 7 6.98 COPIES-UC 38264PP SUB-TOTAL 6.98 TAX 65 7.63 TOTAL CHANGE AMT\$ .00MISC M MISC \$ 7.63 MISC THANK YOU FOR YOUR ORDER THANK YOU FOR YOUR ORDER your even. Give us feedback @ survey.walmart.com Thank you! ID #:7QDDQN4858 OFFICE EVERYTHING 610 N J M DAVIS BLVD CLAREMORE OK 74017 918-342-1501 Terminal ID: \*\*\*\*447 9/9/21 3:22 PM VISA DEBIT - INSERT AID: A000000031010 ACCT #: \*\*\*\*\*\*\*\*\*\*\*3345 CREDIT SALE UID: 125220983865 REF #: 1250 BATCH #: 209 AUTH #: 176691 DESCRIPTION : **AMOUNT APPROVED** AROC - ED745941458F52FB OFFICE EVERYTHING 610 N J M DAVIS BLVD CLAREMORE OK 74017 918-342-1501 Terminal ID: \*\*\*\*447 9/9/21 3:24 PM VISA DEBIT - INSERT AID: A0000000031010 ACCT #: \*\*\*\*\*\*\*\*\*3345 CREDIT SALE UID: 125218131734 REF #: 1251 BATCH #: 209 AUTH #: 176696 DESCRIPTION : \_\_ **AMOUNT** 

918-341-2765 Mgr:WILLIAM 1500 S LYNN RIGGS BLVD 1500 S LYNN RIGGS BLVD CLAREMORE OK 74017
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US DEBIT AID A0000000980840 AAC 0D8BC48FAD111FB5 TERMINAL # SC010164 09/12/21 16:26:46 # ITEMS SOLD 3 TC# 5502 0254 0730 2129 5494 walmart.com TOTAL PURCH 600739142 0076 APPR CODE 189834 14:18:44 00/13/21

INVOICE

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Walmart >

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CUSTOMER COPY

**APPROVED** ARQC - C0FCD4FE9860761D

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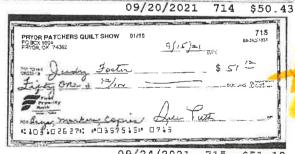
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# Pryor Patchers Quilt Please photocopy as needed

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Guild president's signature	<del></del>	
	Date:	
Guild vice president's signature		
	Date:	
Guild secretary's signature		
	Date:	
Guild treasurer's signature		
Check number: #716 Dru Pout	Date:	01/14/21

ands Code: DbVZKGnM #6427 Domino's Fizza (918) 981-00-5 9/15/2021 10:09 AM

D

TIMED ORDER 11:30 A

KIM

#5

(H7) 2200 NE 1ST ST

PRYOR, OK 74361

PAID

(918) 232-4165

Est Order Ready: 11:14 AM

DELIVERY INSTRUCTIONS: BACK SIDE OF EVENT CENTER CALL WHEN HERE

----- SUMMARY

COUL ONS/ADJUSTMENTS -----

1 Delivery Charge

\$4.25

Sub Total

\$104.19

Tax 1

\$9.87

Total

\$114.06

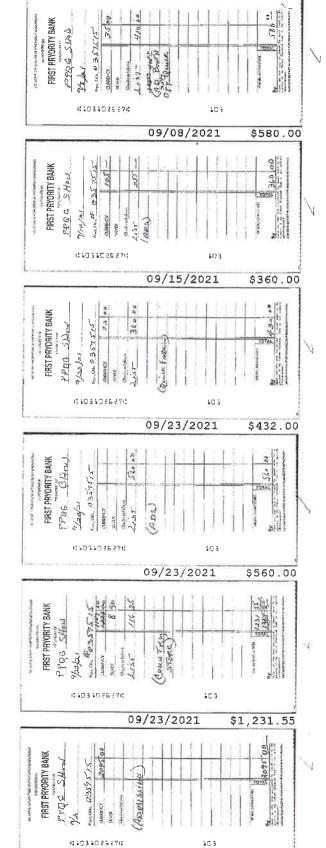
PAYMENTS

Amount Tendered Balance Die

\$114.06

THIS ORDER CAN STILL EARN POINTS TOWARD FREE PIZZA! VISIT DOMINOS.COM/CLAIMREWARDS WITHIN 30 DAYS TO CLAIM YOUR POINTS.

> Please call again (918)481-6030



09/23/2021

\$2,095.00

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Guild president's signature	V.		9-16-21
		_Date: _	
Guild vice president's signat	ure		
* *		_Date: _	
Guild secretary's signature			
	<b>A</b>	_Date: _	* 
Guild treasurer's signature	Luc Teut		
Check number: 77	17	_Date:	9/10/21

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		_Date:	· · · · · · · · · · · · · · · · · · ·
Guild vice president's sig	gnature		
<u>A:</u>		_Date: _	
Guild secretary's signatu	ıre		
		_Date: _	*
Guild treasurer's signatur	re o		
Check number: Luc	Putt.	_Date:_	

# Pryor Patchers Quilt

## Please photocopy as needed

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Date: 9-16-2	<u> </u>		
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Check number: #719		<b>7</b> ., 4	<b>≙/</b> 1
THE THE THE THE	due out.	Jate: _	1/14/21



INVOICE Date: Sept. 14, 2021

Bill To:

Pryor Patchers Quild Guild

Quantity	Item	Description	Unit Price	Total
11		Imprinted linen zippered bags 9 x 5.5in	\$5.00	\$55.00
)				
			Subtotal	55.00
	hank Yo	ou for Your Business!	Sales Tax	3.24
		54 161 1641 Business.	Shipping	
Make	e Checks	Payable to DeAnna Stanga	Miscellaneous	
			Balance Due	\$58.24

DEANNA STANGA 7551 S. 438 LOCUST GROVE, OK 74352

none: 404-668-8581

Email: djstanga@aol.com

Pol 719 # 5727 9/14/21



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# Pryor Patchers Quilt Please photocopy as needed

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Guild president's signat	ure		
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Guild secretary's signat	ure		
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Guild treasurer's signatu	^ / \		
Check number: # 120	Saw futh	Date:	9/16/21

Jaily Casida Jendor Sacks 54, 73

Give us feedback @ survey.walmart.com Thank you! ID #:70DDL8199YY6

# Walmart :

918-479-4810 Mgr: IREVA 800 EAST MAIN LOCUST GROVE, OK 74352 ST# 03723 OP# 009009 TE# 09 TR# 07 SOFT DRINKS 001200001420 F RITZ 004400088210 F RITZ 004400088210 F RITZ 004400088211 F RITZ 004400088211 F

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SUBTOTAL TAX 1 10.375 %

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NETWORK ID. 0056 APPR CODE 397311 US DEBIT AID A000000980840 AAC D34F1EAF96F6E38 TERMINAL # SC011150

09/11/21

Can Trust. Ev. 1 18:37:1º 09/11/21 Low Prices

Give us feedback @ survey.wafmart.com Thank you! ID #:ZQDFIDZQSY

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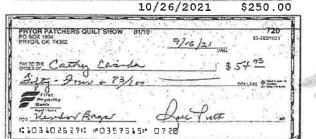
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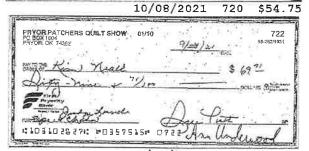
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10/15/2021 723 \$16.36



### [Mayes County Event Center]

[1 court place, suite 140] [Pryor Ok, 74361] Phone: [918-981-8312]

INVOICE #[115] DATE: [9-18-21]

#### TO:

[Pryors Guild Quilt Show] [2200 Ne 1st street] [Pryor, Ok 74361] Phone: []

#### **COMMENTS OR SPECIAL INSTRUCTIONS:**

[To get started right away, just tap any placeholder text (such as this) and start typing to replace it with your own.]

SALESPERSON	P.O. NUMBER	REQUISITIONER	SHIPPED VIA	F.O.B. POINT	TERMS

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
2	Rental of 3 event center	\$1,500.00	\$1,500.00

1800 1800 C

SUBTOTAL \$1,500.00
SALES TAX 0
SHIPPING & HANDLING 0

TOTAL DUE \$1,500.00

Make all checks payable to [Company Name]

If you have any questions concerning this invoice, contact (Danny Headrick, Phone: 918-981-8312)

RYOR PATCHERS QUILT S O SOX 1504 RYOR, OK 74352	9/26	) i Court	718 15-160/m/:	
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## PRYOR PATCHERS QUILT SHOW PAYMENT VOUCHER

DATE: <u>9-27-2</u>	. /	
PAY TO: King (Copy of bill or state	ement must be attached for payr	ment)
CHECK NUMBER:	CHECK	DATE:
BY:		
Items Purchased:	Category:	Amount:
quet show Judg	geslunch	\$ 53.93
Kla-Mart Puc f	ripe and Chasins	15.78
8 m 2 2	1-43	69.71
WAY 7	22	
APPPROVAL: (only one quilt	t show officer signature needed	if less than \$100.
Shirly Courses Quilt Show Chairman Signatur	I e	Date: $9-27-21$
Quilt Show Co-Chairman Sign		Date: 9-27-21
Quilt Show Secretary Signature	I	Date:
Quilt Show Secretary Signature  Quilt Show Treasurer Signature		Date: 9/28/21



Subway#7688-0 Phone 918-825-6693 917 S. Mill St. Pryor. OK, 74361 Survey by. Sc 9/16/2021 11:35:18 am. Term ID-Trans 1/A-263231

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KLA-MART
601 N MILL ST
MONDAY-FRIDAY 9-6
SATURDAY 9-4
918-825-7400
DATE 09/11/2021 SAT TIME 12:26

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\$3.59 \$3.59

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PLU5 T1

PLU5 T1 PLU5 T1

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TOTAL

CASH

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CUSTOMER COPY

Host Order ID: 6356318101162687

Lettuce know how we did today at global.subway.com and we'll send you a sweet offer.

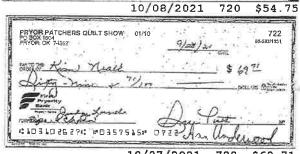
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\$305.00

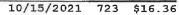
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## PRYOR PATCHERS QUILT SHOV PAYMENT VOUCHER

KLA-MART 601 N MILL ST MONDAY-FRIDAY 9-6 SATURDAY 9-4 918-825-7400 DATE 09/15/2021 WED TIME 10:06

> \$14.89 \$1.47 \$16.36 \$20.00 \$3.64 00000

DATE: 4-27-21	DATE COT TO ZOZI WED TI
PAY TO: Ann Underwood  (Copy of bill or statement must be attached for payment)	PLU5 T1 TAX1 TOTAL CASH CHANGE CLERK 2 044158
CHECK NUMBER:CHECK DATE:	
BY:	
Items Purchased: Category:	Amount:
Zip Ties for Quilt Show Racks purchased at Kla-Mart 35 sets of 3 = 105 sheets = .14 feach \$114.89  tax 1.47  total \$16.36  APPPROVAL: (only one quilt show officer signature needed if less the	# 16, 36
APPPROVAL. (only one dunt show officer signature needed if feet a	
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Quilt Show Chairman Signature	
Date:	
Quilt Show Co-Chairman Signature	
Date:	
Quilt Show Secretary Signature  Date:	128/21





	10/08/2021	720	\$54.75
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## Invoice

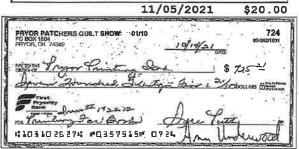
Date	Invoice #
10/12/2021	172212

Bill To	
Pryor Patchers Attn: Kim Neal	1
P.O. Box 249	
Pryor, OK 74362	

Ship To	
Picked Up	

	P.O. No.	Terms	Due Date
		Net 15	10/27/2021
Description		Quantity	Amount
2021 Quilt Show Book - 36 Page + Cover  The state of the		400	660.00T

Subtotal	\$660.00
Sales Tax (9.88%)	\$65.21
Balance Due	\$725.21



11/03/2021 724



00000936-0002067-0002-0002-TIMH8009211130211273(00000936)-000002069

Sew Uptown Program ad \$50 #2268

Meant to be 1,0/24/21

316 SE Dewey Bartlesville, OK 74003

### Contract for Quilt Judging Services

This agreement dated December 29, 2020 is made between the Pryor Patchers Quilt Guild of Pryor OK and Sandi Gard, 325 Dripping Springs Drive, Edmond, OK 73034 (405.640.4024), hereinafter referred to as "judge".

Pryor Patchers Quilt Guild of Pryor OK agrees to retain the services of the above named judge, and judge hereby agrees to serve as Quilt Judge for their quilt show for judging on Thursday, September 16, 2021 at Mayes County Fairgrounds Judging will continue until all quilts have been reviewed and special awards have been granted.

### Pryor Patchers Quilt Guild of Pryor OK agrees:

To pay round-trip transportation, and meal expenses as follows:

Lodging: None required

<u>Transportation</u>: Judge will be reimbursed for mileage expense at the flat rate of \$100.00.

<u>Meals</u>: Lunch will be provided to the judge on the days of judging. Dinner at the conclusion of judging is at the option of the show committee.

Compensation: As full compensation for the duties described above, Pryor Patchers Quilt Guild of Pryor OK agrees to pay judge the sum of \$300.00 per day for an eight-hour day of judging. If judging extends more than eight hours and/or for partial days of judging, those hours will be billed at a rate of \$37.50 per hour. Judging time over six hours is considered a full day.

<u>Payment</u>: All payments (expenses and compensation) will be made in full to the judge at the conclusion of judging.

<u>Judge's Decisions</u>: Pryor Patchers Quilt Guild of Pryor OK agrees that the judge's decisions are final.

<u>Judging Documentation</u> Pryor Patchers Quilt Guild of Pryor OK agrees to provide judge with a copy of the show entry rules, list of categories with descriptions, and a list of special awards at least thirty (30) days prior to judging.

300.00 Judging
160.02 Transportation

Page 1 of 3

### Sandi Gard agrees:

steveannatrue@gmail.com

- 1. To be present at the judging site on September 16, 2021 at the assigned start time and to stay until all judging duties are completed.
- To participate in any required meetings prior to and immediately following judging.
- 3. To select award winners according to Pryor Patchers Quilt Guild of Pryor OK provided category designations and show rules.
- 4. To review and sign all judging critique sheets at the conclusion of judging.

Cancellation policy: Both parties agree this contract will be null and void and neither will hold the other liable:

- For loss should illness, accident, or act of God prevent the judge from participating, in which case the judge agrees to give notification to the judging coordinator as soon as possible.
- For loss should the show be cancelled for any reason earlier than thirty (30) days
  prior to the dates of judging. Neither Pryor Patchers Quilt Guild of Pryor OK nor
  Sandi Gard will be held to the 30-day clause should cancellation be directly
  resulted from Covid.

Accepted by:	
Bun M. Neace	<u>∂-∂</u> 2-21 date
Pryor Patchers Quilt Guild of Pryor, OK	
Kim Neall, Quilt Show Co-Chair	
Shilly Cowan	2-22-2 / date
Pryor Patchers Quilt Guild of Pryor, OK	
Shirley Cowan, Quilt Show Co-Chair	
Teve And True	<u> </u>
Pryor Patchers Quilt Guild of Pryor OK	
Steve Anna True, Judging Coordinator	

Type OKS'sandi Gard, NASCE Continues sudden Condinues. Sandi Gard, NACQ J Certified Sandi Gard (405 640 4024)

### Pryor Patchers Quilt Guild of Pryor OK/Kathi Eubank, NACQJ Certified Judge Contract

### Contract for Quilt Judging Services

This agreement dated December 29, 2020 is made between the Pryor Patchers Quilt Guild of Pryor OK and Kathi Eubank, 6314 Brett Ashley Place, Johnston, IA 50131 (501.209.2362), hereinafter referred to as "judge".

Pryor Patchers Quilt Guild of Pryor OK agrees to retain the services of the above named judge, and judge hereby agrees to serve as Quilt Judge for their quilt show for judging on Thursday, September 16, 2021 at Mayes County Fairgrounds Judging will continue until all quilts have been reviewed and special awards have been granted.

### **Pryor Patchers Quilt Guild of Pryor OK agrees:**

L · ST

To pay round-trip transportation, lodging, and meal expenses as follows:

Lodging: Judge will be provided a single room at a local hotel. Lodging nights will include the night prior to judging and the nights of judging (September 15 & 16, 2021).

Transportation: Judge will be reimbursed for mileage expense at the flat rate of \$100.00.

Meals: Lunch will be provided to the judge on the days of judging. Dinner at the conclusion of judging is at the option of the show committee.

Compensation: As full compensation for the duties described above, Pryor Patchers Quilt Guild of Pryor OK agrees to pay judge the sum of \$300.00 per day for an eighthour day of judging. If judging extends more than eight hours and/or for partial days of judging, those hours will be billed at a rate of \$37.50 per hour. Judging time over six hours is considered a full day.

Payment: All payments (expenses and compensation) will be made in full to the judge at the conclusion of judging.

Judge's Decisions: Pryor Patchers Quilt Guild of Pryor OK agrees that the judge's decisions are final.

268.34 - Room P

Page 1 of 3

<u>Judging Documentation</u> Pryor Patchers Quilt Guild of Pryor OK agrees to provide judge with a copy of the show entry rules, list of categories with descriptions, and a list of special awards at least thirty (30) days prior to judging.

### Kathi Eubank agrees:

- 1. To be present at the judging site on September 16, 2021 at the assigned start time and to stay until all judging duties are completed.
- 2. To participate in any required meetings prior to and immediately following judging.
- To select award winners according to Pryor Patchers Quilt Guild of Pryor OK provided category designations and show rules.
- 4. To review and sign all judging critique sheets at the conclusion of judging.

Cancellation policy: Both parties agree this contract will be null and void and neither will hold the other liable:

- For loss should illness, accident, or act of God prevent the judge from participating, in which case the judge agrees to give notification to the judging coordinator as soon as possible.
- For loss should the show be cancelled for any reason earlier than thirty (30) days
  prior to the dates of judging. Neither Pryor Patchers Quilt Guild of Pryor OK nor
  Kathi Eubank will be held to the 30-day clause should cancellation be directly
  resulted from Covid.

Accepted by:		
Bun M. noace	2-22-21	_date
Pryor Patchers Quilt Guild of Pryor, OK		
Kim Neall, Quilt Show Co-Chair		

Pryor Patchers Quilt Guild of Pryor, OK Shirley Cowan, Quilt Show Co-Chair

Page **2** of **3** 

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15 WED SEP

Check In: 3:00 PM



17 FRI SEP

Check Out: 12:00 PM

HIDM

### Add to Calendar

Due to the current travel environment, hotel amenities and services may be limited. Please check the <a href="Hampton Inn & Suites Pryor">Hampton Inn & Suites Pryor</a> hotel website for any updates provided by the hotel or to understand any local rules or restrictions that may be in place.

+
Your Room Information
Information

-

**Guest Name:** 

Kathi Eubank

Guests:

1 Adult

Rooms:

1

Room Plan:

TWO QUEEN BEDS ROOM NS

Your Rate Information	HONORS SEMI-FLEX
Rate per night	
Sep-15-2021 - Sep-16-2021	114.24 USD
Sep-16-2021 - Sep-17-2021	139.20 USD
Total for Stay per Room Rate	253.44 USD
Taxes	14,90 USD

# Pryor Area Arts and Humanities Council, Inc. Grant for

**Northeast Oklahoma Area Artists Show** 

October 8 – 16, 2021

Grant Amount \$2,000

Project Manager: Sue Mayhue, Pryor Area Arts and Humanities Council

Prepared by: Sue Mayhue

918.386-2624

6 N. Adair

Pryor, OK 74361

918.864.7224

pryorarts@gmail.com





### • P: 918-864.7224 •

• Email: pryorarts@gmail.com•

### **Summary of Expenses**

Judge's Fee\$	300.00
Judge's Mileage Reimbursement\$	58.00
Printing\$	333.62
Postage\$	174.00
Envelopes\$	10.98
Hanging Supplies\$	80.59
Masks and Hand Sanitizer\$	53.58
Award Ribbons\$	295.00
Prize Awards\$4	1570.00*
Total	5875.77

\*\$550.00 of these prizes were paid in cash. (Bill and Traci Rabbit Award, Doc Wilson Memorial Award, D Jacklyn Ferguson Award and Austin Acuff Memorial Award)

The Sunday reception was not held this year because of COVID. The decision was made with the thinking that it would not be wise to gather many people in Graham Community Center, even if masks were required. Artists participating in past events were contacted by regular mail, email and word of mouth and informed of the requirements in place to check in entries. All visitors as well as volunteers were required to wear masks and to practice social distancing.



### • P: 918-864.7224 • • Email: pryorarts@gmail.com•

### **RECEIPTS**

Total\$	
Donations (Rabbit Family, Wilson Family, Friends of Ferguson, Acuff Family)\$	550.00
Registration Fees\$	1976.00

A total of 30 volunteers gave approximately 340 hours of their time to the Northeast Oklahoma Area Artists Show. The Nonprofit Leadership Center states that in 2021 each volunteer hour is equal to an hourly rate of \$28.54. Based on this hourly rate, the volunteers donated \$9,703.60 to Pryor Area Arts and Humanities Council to make this show a success.

# Pryor Area Arts and Humanities Council, Inc. wishes to thank the Hotel Motel Tax Board for this grant and for their support of the annual Northeast Oklahoma Area Artists Show.

A total of 68 artists entered 185 pieces of art in the show. Artists participating were from the following ZIP Codes in Northeast Oklahoma

Two hundred twenty-six visitors signed the guest register. There were a number of guests who were not willing to give Pryor Area Arts and Humanities Council any contact information. Visitors to the exhibit came from the following ZIP Codes:

PRYOR AREA ARTS & HUMANITIES COUNCIL 6 N ADAIR ST PRYOR, OK 74361	9 October 2021	1108 96-1259/1031 4
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Print this page for your records.

Order Placed: October 3, 2021

Amazon.com order number: 112-2878188-0829033

Order Total: \$160.62

### Shipped on October 3, 2021

**Items Ordered** Price 1 of: hp Printer Paper | 8.5 x 11 Paper | Premium 28 lb | 1 Ream - 500 Sheets | 100 Bright | \$11.95 Made in USA - FSC Certified | 205200R Sold by: Amazon.com Services LLC Condition: New 3 of: Avery Printable Business Cards, Inkjet Printers, 90 Cards, 2 x 3.5, Clean Edge, \$7.43 Heavyweight (28878), White Sold by: Amazon.com Services LLC Condition: New 1 of: Canon PGI-270 Pigment Black Ink Tank Compatible to MG6820, MG6821, MG6822, MG5720, MG5721, MG5722, MG7720, TS5020, TS6020, TS8020, TS9020 \$15.99 Sold by: Amazon.com Services LLC Condition: New 1 of: Canon CLI-271XL Black Ink Tank Compatible to MG6820, MG6821, MG6822, MG5720, MG5721, MG5722, MG7720, TS5020, TS6020, TS8020, TS9020 Sold by: Amazon.com Services LLC Condition: New 1 of: Canon CLI-271XL Gray Ink Tank Compatible to MG7720, TS8020, TS9020 \$19.99 Sold by: Amazon.com Services LLC Condition: New 1 of: Canon CLI-271XL 3 Color Value Pack Compatible to MG6820, MG6821, MG6822, MG5720, MG5721, MG5722, MG7720, TS5020, TS6020, TS8020, TS9020 \$55.99 Sold by: Amazon.com Services LLC

Condition: New

**Shipping Address:** 

Stan vivion 304 S EDITH ST PRYOR, OK 74361-3224 United States

**Shipping Speed:** FREE Prime Delivery

Payment information

Payment Method:

Discover | Last digits: 9014

Billing address

Stan vivion 304 S EDITH ST PRYOR, OK 74361-3224 United States

**Credit Card transactions** 

Item(s) Subtotal: \$146.20

Shipping & Handling: \$0.00

Total before tax: \$146.20

Estimated tax to be collected: \$14.42

Grand Total:\$160.62

Discover ending in 9014: October 3, 2021:\$160.62

Denise Wilson PO Box 442 Langley, OK 74350

DATE: 08/31/21

Bill To: PAAHC 6 North Adair Pryor, OK 74361

For: Printing Art Show registration

DESCRIPTION	DATE	RATE	AMOUNT
250 Art Show Flyers, color duplex	August 31, 2021	.25	62.50
250 Art Show Registration card, BW single side	August 31, 2021	, .10	25.00
250 Art Show covid letters, BW single side	August 31, 2021	.10	25.00

PRYOR AREA ARTS & HUMANITIES COUNCIL

6 N ADAIR ST
PRYOR, OK 74361

Pay to the Mile Mile Mile Market About 150/100

Pay to the Mile Mile Mile Mile Market About 150/100

RCB
BANK
For NE OR Area Artists Sow

1: 103112594: 0011146419018 1101

TOTAL

\$112.50



### 15 south vana pryor. oklahoma 74361 salos@pryorprinting.com 818.825.2888

### INVOICE

Pryor Printing Incorporated 15 South Vann Pryor, Oklahoma 74361 United States

918-825-2888

BILL TO

crystalacuffwalters@gmail.com

Invoice Number: 1677

Invoice Date: October 10, 2021

Payment Due: October 10, 2021

Amount Due (USD): \$25.50

Pay Securely Online

Amount	Price	Quantity		oducts	Prod
\$25.50	\$0.85	30	THE PROPERTY OF THE PROPERTY O	inting 21 Art Show Posters x 18, Full Color	2021
\$25.50 \$0.00	Subtotal: Non Tax 0%:		•		
\$25.50	Total:		Ÿ	2	
\$25.50	Amount Due (USD):	941	N.		











link.waveapps.com/86vfxg-rbrby2

### **Notes / Terms**

Order pick up is currently on the SOUTH SIDE of our building. Please call ahead to 918-825-2888

Thank You!

the Print shop	910 N. JM Davis • Claremore, OK 74017 (918) 342-3993 • Fax (918) 342-3994 marysshop@sbcglobal.net
Printing Plus	· J PAID
Ď co	opies Faxes
7	2 5 00
TOTAL	\$ 20'

"Serving Rogers County and the Surrounding Area Since 1983"



CHOUTEAU 125 RAILROAD ST CHOUTEAU, OK 74337-9998 (800)275-8777

9/07/2021	(800)2/5	-8/77	10:02 AM
Product	Qty	Unit Price	Price
Tap Dance	3	\$11.60	\$34.80
Emilio Sanchez	2	\$11.60	\$23.20
Grand Total.			\$58.00
Cash Change	***	1	→60.00 -\$2.00

USPS is experiencing unprecedented volume increases and limited employee availability due to the impacts of COVID-19. We appreciate your patience.

Preview your Mail Track your Packages Sign up for FREE @ https://informeddelivery.usps.com

Earn rewards on your business account purchases of Priority Mail labels



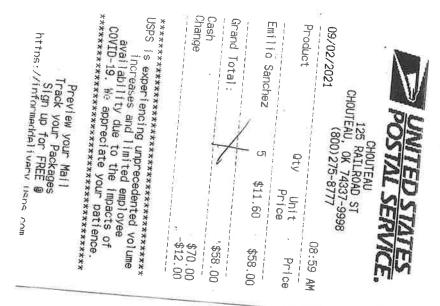
CHOUTEAU 125 RAILROAD ST CHOUTEAU, OK 74337-9998 (800)275-8777

:20 AM
Price
\$58.00
558.00
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USPS is experiencing unprecedented folume increases and limited employee availability due to the impacts of COVID-19. We appreciate your patience.

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Earn rewards on your business account purchases of Priority Mail labels with the USPS Loyalty program by



Store# 8505 19665 Haynes Rd Ste G Catoose OK 74015

(918) 739-7448

DESCRIPTION	(	TY	PRICE	TOTAL
ENVELOPE 10 40CT LEGAL SE		1 the said	1.00 1.00 1.00 1.00	1.00T 1.00T 1.00T 1.00T
SA To Ca	ES TAX	35/3	19	\$5.00 \$0.48 \$5.48 \$6.00 \$-0.52

NOW SHOP UN-LINE AT DOLLARTREE.COM **\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*** 

We will gladly exchange any unopened item with original receipt. We do not offer refunds. \* **\*\*\*\*\*\*\*\*\*\*\*\*\*** 

1934 08505 02 001 26859913 9/07/21 17:09 tales Associate:ashawnda

Store# 4565 571 S Hill St. Pryor OK 74361-6015

DESCRIPTION	QTY	PRICE	TOTAL
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Sub Total SALES TAX Total Cash		\$ \$ \$1	7.00 0.69 7.69 0.00
CHANGE =:	===>	\$-	2.31

NOW SHOP ON-LINE AT DOLLARTREE.COM \*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

de will gladly exchange any unopened item with original receipt. We do not offer refunds. \* 

1870 04565 03 031 2686933 Salas Associata:Misty

9/04/21 17:40

Give us feedback e survey.walmart.com Thank you! ID #:7QDQP57GYQ







PAAHC

### \*\*DOLLAR GENERAL STORE #00593 300 E GRAHAM AVE PRYOR, OK 74361-2435 (918) 373-9460

HAND SANITIZER GEL-1 840030619908-102	2.95 SX
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019800701956-120	8,95 S ✓
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SUBTOTAL	\$86.97 \$8.59
Tavt	\$95.56
TOTAL SALE	\$95.56
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DEEEBENCE# 000000038232	
AID# A0000000041010	

ITEMS 18



15 south vann pryer, eklahoma 74361 salos@pryerprinting.com 916.825.2888

### INVOICE

Pryor Printing Incorporated 15 South Vann Pryor, Oklahoma 74361 United States

918-825-2888

PAAHC

crystalacuffwalters@gmail.com

Invoice Number: 1685

Invoice Date: October 11, 2021

Payment Due: October 11, 2021

Amount Due (USD): \$295.00

Pay Securely Online

Products	Quantity	Price	Amount
Printing Ribbons 6 Bill Rabbit 6 Jackson Ferguson 12 Honorable Mention	1	\$295.00	\$295.00
	<sub>2</sub>	Subtotal: Non Tax 0%:	\$295.00 \$0.00
2.		Total:	\$295.00
	Aı	mount Due (USD):	\$295.00











link.waveapps.com/47kmng-e9mu45

**Notes / Terms** 

Order pick up is currently on the SOUTH SIDE of our building. Please call ahead to 918-825-2888

Thank You!





October 15, 2021

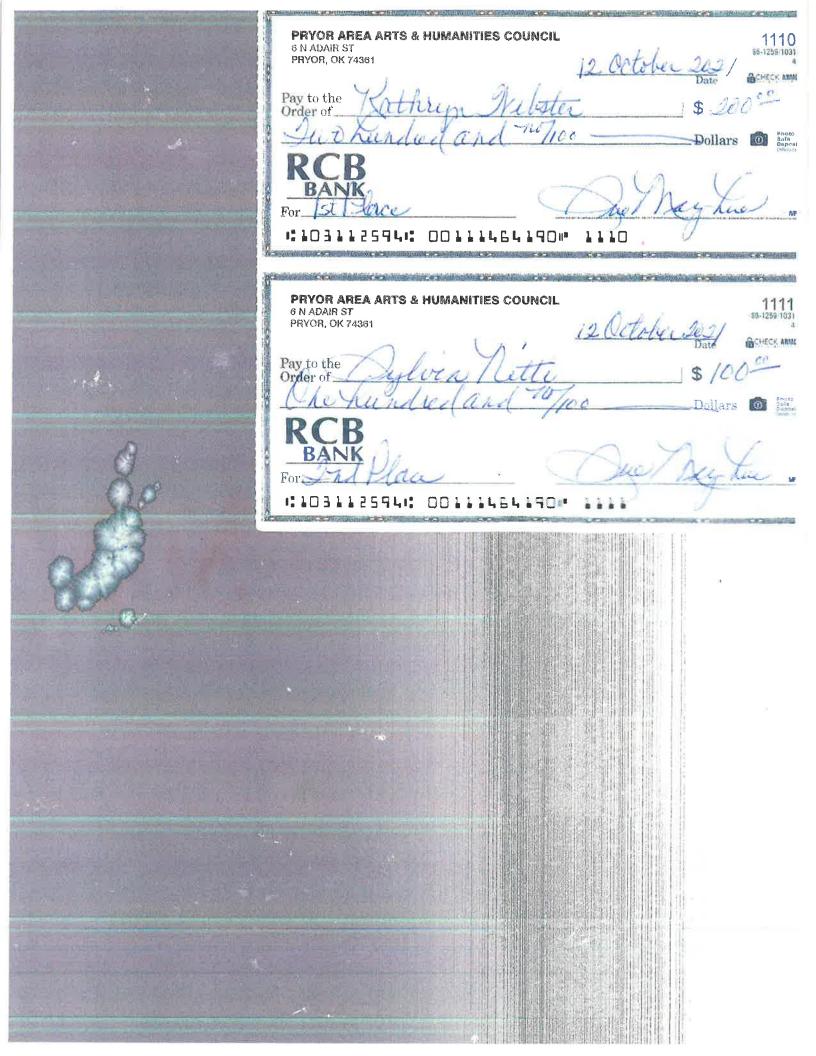
Cynthia Marcoux---

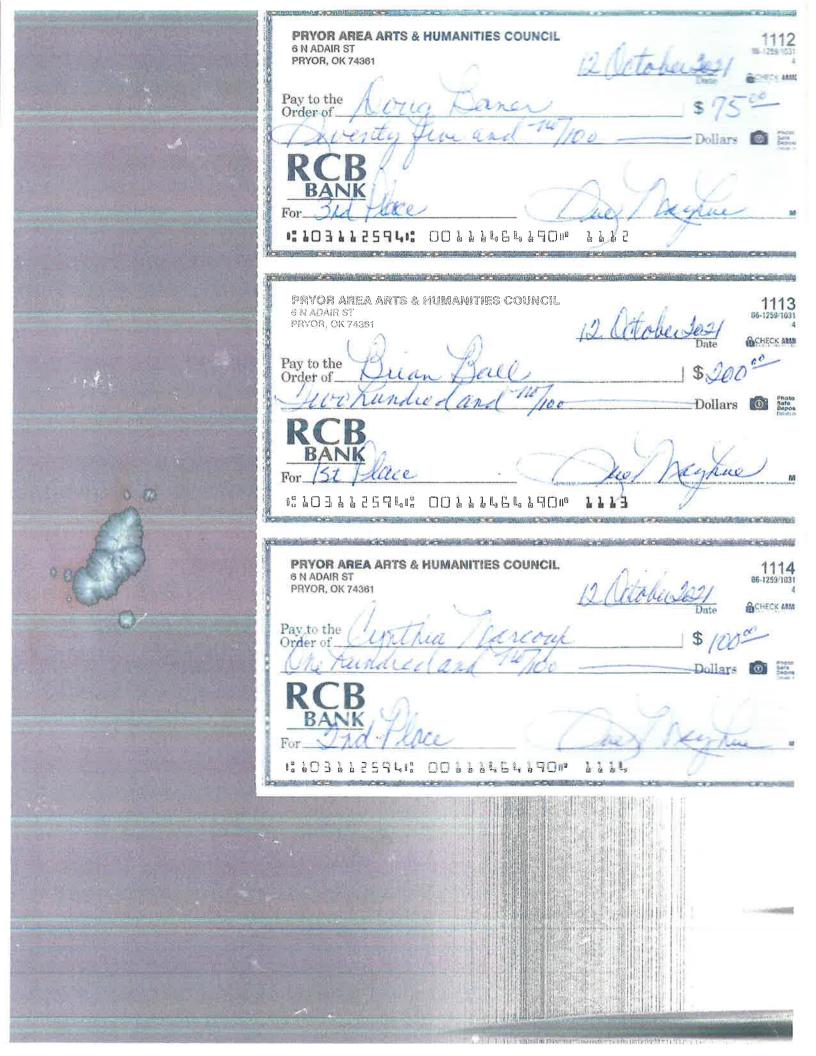
Congratulations!! Your piece "If your idea of a 7-course meal is a bucket of KFC and a six-pack, you might be a redneck", won Best of Show in the Northeast Oklahoma Area Artists Show.

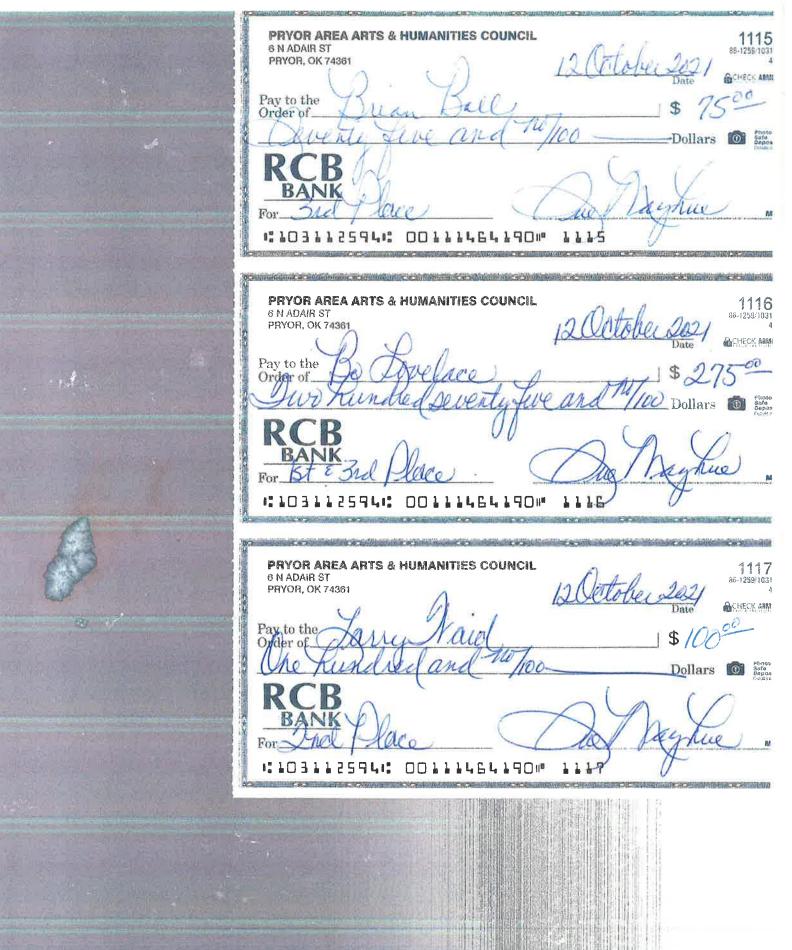
Enclosed is your prize money in the amount of \$1,000.00.

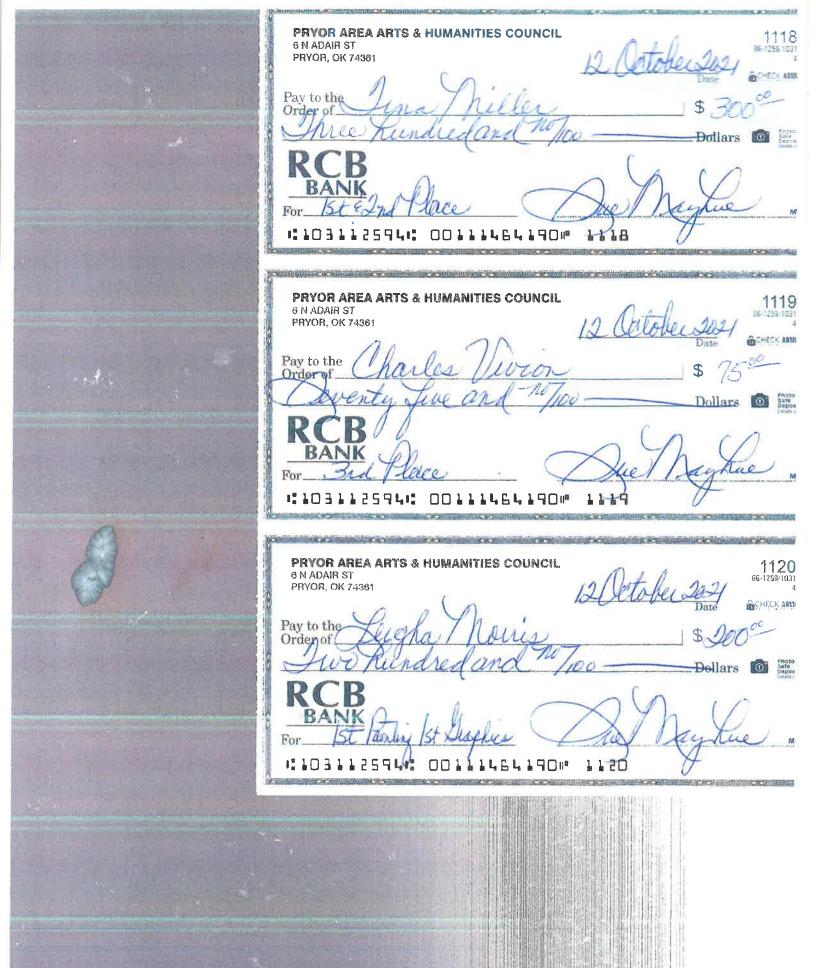
**Pryor Area Arts and Humanities Council** 

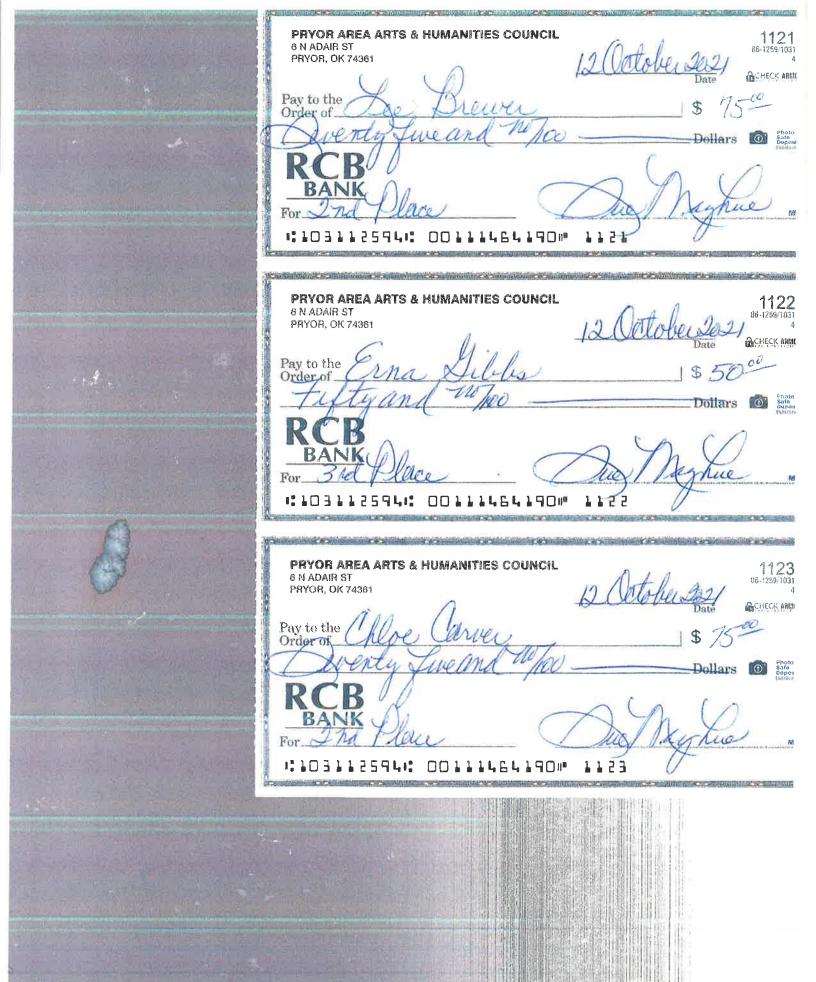
PRYOR AREA ARTS & HUMANITIES COUNCIL  6 N ADAIR ST PRYOR, OK 74381  Pay to the Order of Arthur Mucouf \$/00  Ale thousand and thopos Dollars  RCB BANK  BANK  PROPRIED TO THE TO T	1144 86-1259/1031 4 8CHECK AMMOR
For Dest Dhow 12594: 001114641901 1149	we .



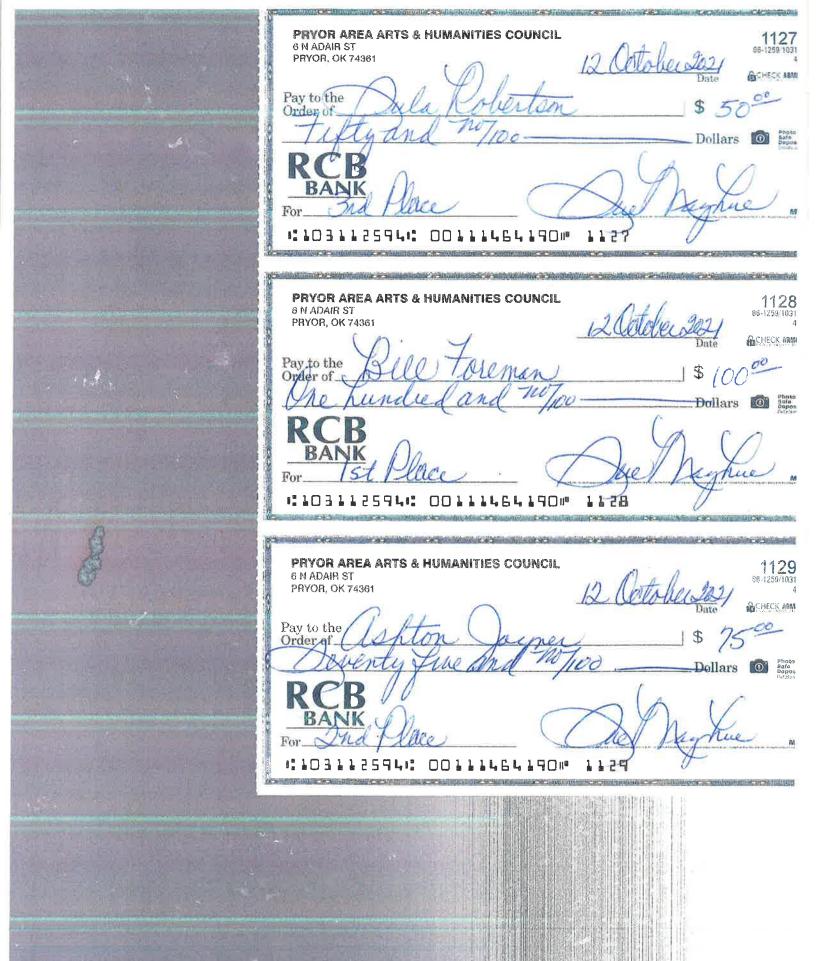








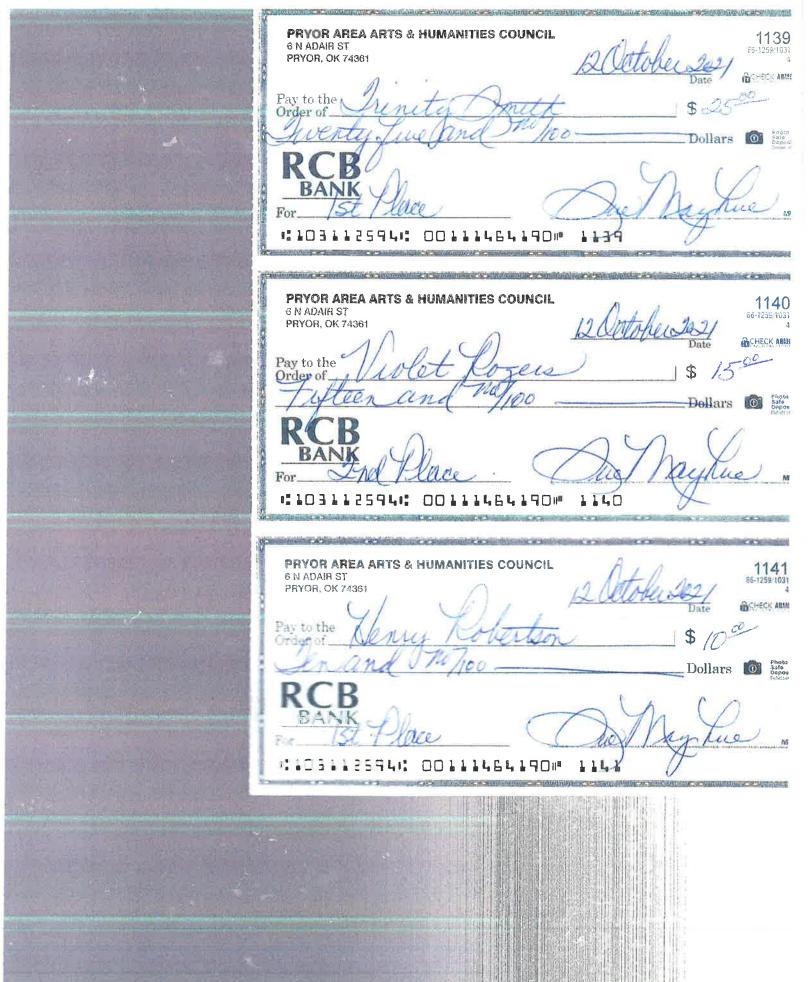


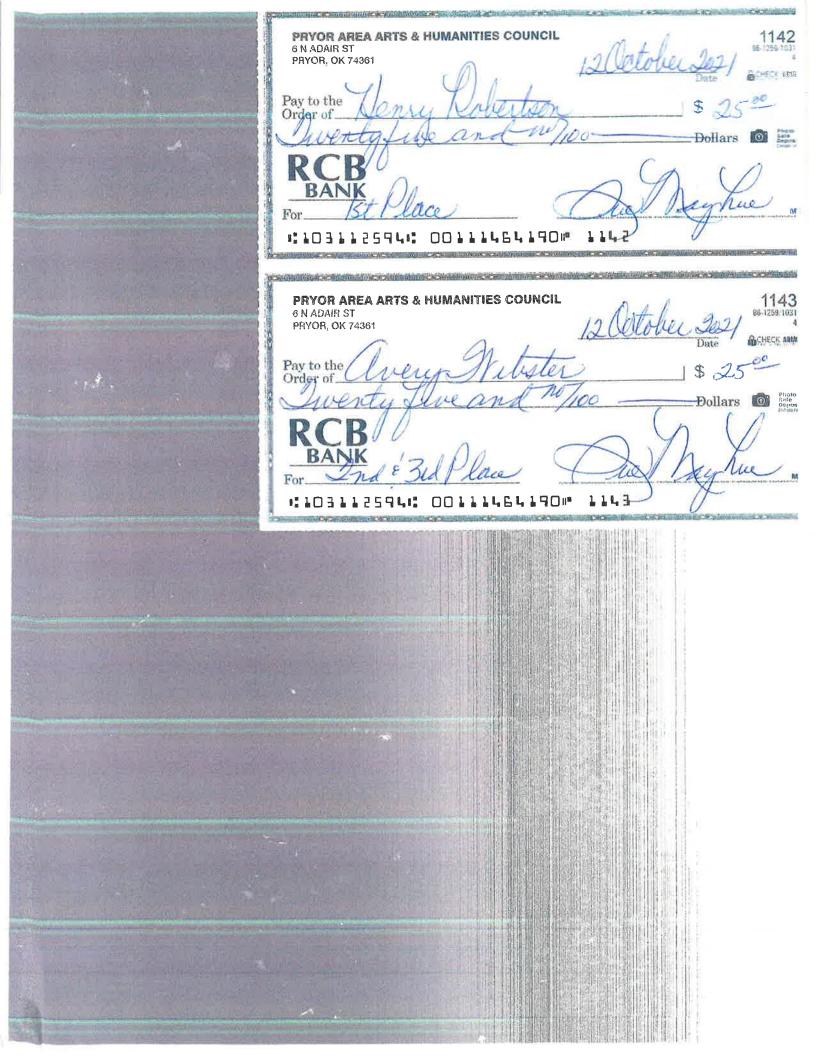






PRYOR AREA ARTS & HUMANITIES COUNCIL 6 N ADAIR ST PRYOR, OK 74361  1136 86-1259/1031 4 Date Date Date
Pay to the Jalia Pearl \$ 1500
RCB BANK For Bid Place De Mayhue 10
*:103112594*: 00111464190#* 1136
PRYOR AREA ARTS & HUMANITIES COUNCIL 6 N ADAIR ST PRYOR, OK 74361  1137 86-1259/1031 4  Date  120tober 2021  BEHECK ARM
Pay to the Custin Milly \$65
RCB BANK 12.1
#: 103112594: 00111464190# 1137
PRYOR AREA ARTS & HUMANITIES COUNCIL 6 N ADAIR ST PRYOR, OK 74361  1138 166-1259/1031 4  Date  Check Amail
Pay to the Kett Kobertson \$ 2500
RCB BANK
For 27d lace 10011146419011 1138





PRYOR AREA ARTS & HUMANITIES COUNCIL 6 N ADAIR ST	1151 86-1259/1031
PRYOR, OK 74361	Date Date
Pay to the Cona Fills Order of Mana Molios	\$30 Dollars of Photo Safe Sopostry Sopostry Sopostry
RCB	26.V
For Teoples horse	1 151
1:1031125941: 00111464190	

 $(V_{\mathcal{A}^{(0)}})$ 



# Christmas Parade Hotel-Motel Allocation Expense Report

Amount Allocated: \$2,500.00 Expenses Submitted: \$3,704.16



Pryor Area Chamber of Commerce
100 E. Graham Ave.
Pryor, OK 74361
918.825.0157
info@pryorchamber.com

# 2021 CHRISTMAS PARADE OF LIGHTS

Check #	Date	Payee	Description	Amount
18794	12/7/2021	Premier Signs & Design	Christmas Parade Decals	\$595.53
18793	12/7/2021	Tulsa Stage & Top	Sound Equipment Rental	\$1,500.00
18802	12/7/2021	Locust Grove HS Band	Parade Entertainment	\$300.00
18801	12/7/2021	Salina High School Band	Parade Entertainment	\$300.00
18800	12/7/2021	Pryor High School Band	Parade Entertainment	\$300.00
18799	12/7/2021	PJH Art Club	3rd Place Non-Profit	\$100.00
18798	12/7/2021	Pryor Cub Scouts Pack 83	2nd Place Non-Profit	\$150.00
18797	12/7/2021	William Bradford Christian	1st Place Non-Profit	\$200.00
18806	12/14/2021	Pryor Printing	Parade Awards	\$5.27
18809	12/20/2021	Pryor Printing	Parade Flyers	\$64.28
18808	12/20/2021	Reimbursement	Music Stands	\$79.08
,	12/27/2021	Business Card	Mazzio's - Food for Volunteers	\$110.00
Total Exp	enses	1 499	the second secon	\$3,704.16



#### PRYOR AREA CHMBR OF COMM

November 19, 2021 - December 18, 2021 Page 3 of 4

ransactions

Posting Transaction

Date Date 12/15

12/11

Description PAYMENT - THANK YOU Reference Number

**Amount** 

HAWKINS, BARBARA

Account Number: 1774

Purchases and Other Charges

12/03

12/02

MAZZIO'S 150

PRYOR

OK

TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD

55432861337200703813953

110.00

1

ı

ance Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES		\$0.00	\$0.00
CASH		\$0 00	\$0.00

V = Variable Rate (rate may vary). Promotional Balance = APR for limited time on specified transactions

Reward Summary

Beginning Balance

Earned

Redeemed

Adjustments

.00

00

Other Bonuses

Ending Balance

To redeem your Cash Rewards call 1.800.673.1044, or visit www.bankofamerica.com

	g.		

## Premier Signs & Design, LLC

210 Mill St

Pryor, OK 74361

accounts@premiersignsdesign.com



### **BILL TO**

PACC-PRYOR CHAMBER
PACC AREA CHAMBER OF
COMMERCE
P.O. BOX 367
PRYOR, OK 74362-0367

### **JOB NUMBER**

21-777

# acct # 55050

	Printed Decals with Removable Adhesive Size: 12" x 22"	6	25.00	150.00T
	<ul><li>(2) Cathy Ward</li><li>(2) Larry Lees</li><li>(2) Jim Chronister</li><li>Printed Decals with</li><li>Removable Adhesive</li><li>Size: 16" x 24"</li></ul>	6	28.50	1 <b>71</b> .00T
	<ul><li>(2) 1st Place Commercial</li><li>(2) 2nd Place</li><li>Commercial</li><li>(2) 3rd Place</li><li>Commercial</li></ul>			
	Printed Decals with Removable Adhesive Size: 16" x 24"	6	28.50	171.00T
	<ul><li>(2) 1st Place Non Profit</li><li>(2) 2nd Place Non Profit</li><li>(2) 3rd Place Non Profit</li></ul>			
Thank you for cho	posing Premier!	SUBTOTAL		492.00

TAX (9.875%)

**TOTAL** 

48.59

540.59

## Premier Signs & Design, LLC

210 Mill St

Pryor, OK 74361

accounts@premiersignsdesign.com



### **BILL TO**

PACC PRYOR CHAMBER PACC AREA CHAMBER OF COMMERCE P.O. BOX 367 PRYOR, OK 74362-0367

## **JOB NUMBER**

21-777

acct # 550	50			
	Printed Decals with Removable Adhesive Size: 12" x 22"	2	25.00	50.00T
	(2) Matt Chronister			
Thank you for cho	osing Premier!	SUBTOTA	<b>L</b>	50.00
		TAX (9.87	5%)	4.94
		TOTAL		54.94

## PRYOR AREA CHAMBER OF COMMERCE, INC.

P.O. BOX 367 PRYOR, OK 74362

BUILDING A BETTER COMMUNITY TODAY - FOR TOMMORROW

RCB BANK
P.O. Box 8 Pryor, OK 74362
(918)825-4321 Member FDIC

CAY

\*\*\*\* FIVE HUNDRED NINETY FIVE & 53/100 DOLLARS

TO THE ORDER OF:

DATE

**AMOUNT** 

12/07/21

\$

\*\*595.53

Premier Signs & Design

LLC

210 S Mill Street Pryor, OK 74361 VOID AFTER 90 DAY

AUTHORIZED SIGNATURE

#O18794# #103112594# 04000121004#

PRYOR AREA CHAMBER OF COMMERCE, INC.

018794

Vendor ID: PREMIER S

Name: Premier Signs & Design

Check Date: Check Amount: 12/07/21 595.53

MEMO:

Job #21-777

01070

PRYOR AREA CHAMBER OF COMMERCE, INC.

Vendor ID: PREMIER S

Name: Premier Signs & Design

Check Date:

12/07/21

Check Amount:

595.53

MEMO:

Job #21-777



#### 918-630-3121

Email Tulaa stago@sboglobal.not www.tulsastage.net
Mobile Stages-Decor-Scene Design-Sound-Lights-Bleachers-Dance Floor-Custom

# Contract/Invoice

EVENT DATE: Dec. 2, 2021 Eventi Christmas Parade

**Location: Pryor** 

PO 367 10 E. Graham Ave. Pryor, OK 74362-0367 Phone: 918-825-4704

Set up: Dec. 2 Strike: Dec. 2

TST agrees to provide:
PA Speakers/ Mikes
1 Sound Technician
Add Speakers down block and fly
Put speakers in block east

\$1,500.00 Total Due Dec. 6 Thanks!

Dardaro Nanki Print Name BARBARA HAWKINS

Responsible Company

NOTE: There is a 20% Cancellation Fee if the event is cancelled, unless the event is cancelled 30 days or more before the event is scheduled to be set up. If the event is cancelled within 48 hrs of the scheduled set up of the event, ½ the Fee will be charged. If the event is cancelled within 24 hrs of the event build, 100% of the Fee will be charged. Any changes to this contract must be approved by TST. No discounts due to changing of materials will be given unless previously agreed to by TST. Stage quotes are based on being built on level ground unless otherwise specified. If the ground is not level, additional fees may be incurred. Indoor Venues must be on the ground floor unless a pre-approved elevator is available. All Outdoor Equipment Build quotes (stage, sound, lights, dance floors, etc), are based on being able to drive to the site of the build, otherwise additional labor will be charged.

### **PRYOR AREA** CHAMBER OF COMMERCE, INC.

P.O. BOX 367

PRYOR, OK 74362 BUILDING A BETTER COMMUNITY TODAY - FOR TOMMORROW

#### RCB BANK

P.O. Box 8 Pryor, OK 74362 (918)825-4321 Member FDIC

\*\*\*\* ONE THOUSAND FIVE HUNDRED & 0/100 DOLLARS

TOTHE ORDER OF: DATE

**TAUOMA** 

12/07/21

\*\*1500.00

Tulsa Stage and Top 3235 S Darlington Ave Tulsa, OK, 74135

VOID AFTER 90 DAYS

AUTHORIZED SIGNATURE

#O18793# #103112594# 04000121004#

PRYOR AREA CHAMBER OF COMMERCE, INC.

Name: Tulsa Stage and Top

Check Date:

12/07/21

Check Amount:

1,500.00

MEMO:

Vendor ID: TULSA STAG

Christmas Parade Contract/Invoice

018793

018793

PRYOR AREA CHAMBER OF COMMERCE, INC.

Vendor ID: TULSA STAG

Name: Tulsa Stage and Top

Check Date:

12/07/21

Check Amount:

1,500.00

MEMO:

Christmas Parade Contract/Invoice

Please do not mail these checks - we will mail them out with Thank you cards.

# **Accounts Payable Christmas Parade Winner/Band Checks**

Account #55380 - Event Awards

Payee: William Bradford Christian School

Amount: \$200.00

Memo: 1st Place Non-Profit

Account #55380 - Event Awards Payee: Pryor Cub Scouts Pack 83

Amount: \$150.00

Memo: 2<sup>nd</sup> Place Non-Profit

Account #55380 - Event Awards

Payee: PJH Art Club Amount: \$100.00

Memo: 3rd Place Non-Profit

Account #55360 - Event Entertainment

Payee: Pryor High School Band

Amount: \$300.00 Memo: Donation

Account #55360 - Event Entertainment

Payee: Salina High School Band

Amount: \$300.00 Memo: Donation

Account #55360 - Event Entertainment Payee: Locust Grove High School Band

Amount: \$300.00 Memo: Donation

# PRYOR AREA CHAMBER OF COMMERCE, INC.

P.O. BOX 367 PRYOR, OK 74362

BUILDING A BETTER COMMUNITY TODAY - FOR TOMMORROW

RCB BANK

P.O. Box 8 Pryor, OK 74362 (918)825-4321 Member FDIC

\*\*\*\* THREE HUNDRED & 0/100 DOLLARS

TO THE ORDER OF:

Locust Grove High School Band DATE

**AMOUNT** 

12/07/21

\$

\*\*300.00

**VOID AFTER 90 DAYS** 

AUTHORIZED SIGNATURE

#O18802# #103112594# 04000121004#

PRYOR AREA CHAMBER OF COMMERCE, INC.

Vendor ID:

MEMO:

Name: Locust Grove

Check Date:

12/07/21 300.00

Check Amount:

Donation

018802

PRYOR AREA CHAMBER OF COMMERCE, INC.

Vendor ID:

Name: Locust Grove

Check Date:

12/07/21

Check Amount:

300.00

MEMO:

**Donation** 

### **PRYOR AREA** CHAMBER OF COMMERCE, INC.

P.O. BOX 367 PRYOR, OK 74362

#### **RCB BANK**

P.O. Box 8 Pryor, OK 74362 (918)825-4321 Member FDIC

**BUILDING A BETTER COMMUNITY TODAY - FOR TOMMORROW** 

\*\*\*\* THREE HUNDRED & 0/100 DOLLARS

DATE

**AMOUNT** 

12/07/21

**VOID AFTER 90 DAYS** 

\*\*300.00

Salina High School Band

UTHORIZED SIGNATURE

#018801# #103112594# 04000121004#

PRYOR AREA CHAMBER OF COMMERCE, INC.

018801

Vendor ID:

TO THE ORDER OF:

Name: Salina High School Band

Check Date: Check Amount: 12/07/21 300.00

мемо:

Donation

PRYOR AREA CHAMBER OF COMMERCE, INC.

Vendor ID:

Name: Salina High School Band

Check Date:

12/07/21

Check Amount:

300.00

MEMO:

Donation

## 018800

# PRYOR AREA CHAMBER OF COMMERCE, INC.

P.O. BOX 367 PRYOR, OK 74362

**BUILDING A BETTER COMMUNITY TODAY - FOR TOMMORROW** 

## RCB BANK

P.O. Box 8 Pryor, OK 74362 (918)825-4321 Member FDIC

v \*\*\*\* THREE HUNDRED & 0/100 DOLLARS

TO THE ORDER OF:

DATE

**AMOUNT** 

12/07/21

\$

\*\*300.00

Pryor High School Band

VOID AFTER 90 DAYS

AUTHORIZED SIGNATURE

#O18800# #103112594# 04000121004#

PRYOR AREA CHAMBER OF COMMERCE, INC.

018800

Vendor ID:

Name: Pryor High School Band

Check Date:

12/07/21

Check Amount:

300.00

MEMO:

Donation

018800

PRYOR AREA CHAMBER OF COMMERCE, INC.

Vendor ID:

Name: Pryor High School Band

Check Date:

12/07/21

Check Amount:

300.00

MEMO:

Donation

# PRYOR AREA CHAMBER OF COMMERCE, INC.

P.O. BOX 367 PRYOR, OK 74362

BUILDING A BETTER COMMUNITY TODAY - FOR TOMMORROW

RCB BANK

P.O. Box 8 Pryor, OK 74362 (918)825-4321 Member FDIC

\*\*\*\* ONE HUNDRED & 0/100 DOLLARS

TO THE ORDER OF:

DATE

**AMOUNT** 

12/07/21

\$

WHORIZED SIGNATURE

\*\*100.00

PJH Art Club VOID AFTER 90 DAYS

#D18799# #103112594# 04000121004#

PRYOR AREA CHAMBER OF COMMERCE, INC.

018799

Vendor ID:

Name: PJH Art Club

Check Date:

12/07/21

Check Amount:

100.00

MEMO:

3rd Place Non-profit

018799

PRYOR AREA CHAMBER OF COMMERCE, INC.

Vendor ID:

Name: PJH Art Club

Check Date:

12/07/21

Check Amount:

100.00

MEMO:

3rd Place Non-profit

### **PRYOR AREA** CHAMBER OF COMMERCE, INC.

P.O. BOX 367 **PRYOR, OK 74362** 

**BUILDING A BETTER COMMUNITY TODAY - FOR TOMMORROW** 

#### RCB BANK

P.O. Box 8 Pryor, OK 74362 (918)825-4321 Member FDIC

\*\*\*\* ONE HUNDRED FIFTY & 0/100 DOLLARS

TO THE ORDER OF:

**AMOUNT** 

12/07/21

DATE

\*\*150.00

**VOID AFTER 90 DAYS** 

THORIZED SIGNATURE

**Pryor Cub Scouts** Pack 83

#O18798# #103112594# 04000121004#

PRYOR AREA CHAMBER OF COMMERCE, INC.

018798

Vendor ID:

Name: Pryor Cub Scouts

Check Date:

12/07/21

Check Amount:

150.00

MEMO:

2nd Place Non-profit

PRYOR AREA CHAMBER OF COMMERCE, INC.

Vendor ID:

Name: Pryor Cub Scouts

Check Date:

12/07/21

Check Amount:

150.00

MEMO:

2nd Place Non-profit

# PRYOR AREA CHAMBER OF COMMERCE, INC.

P.O. BOX 367 PRYOR, OK 74362

BUILDING A BETTER COMMUNITY TODAY - FOR TOMMORROW

RCB BANK

P.O. Box 8 Pryor, OK 74362 (918)825-4321 Member FDIC

U \*\*\*\* TWO HUNDRED & 0/100 DOLLARS

TO THE ORDER OF: DATE 12/07/21

AMOUNT

7/21

AUTHORIZED SIGNATURE

\*\*200.00

William Bradford Christian School

"O18797" ::103112594: 04000121004"

018797

Vendor ID:

Name: William Bradford Christian School

Check Date: Check Amount: 12/07/21 200.00

MEMO:

1st Place Non-profit

PRYOR AREA CHAMBER OF COMMERCE, INC.

018797

PRYOR AREA CHAMBER OF COMMERCE, INC.

Vendor ID:

Name: William Bradford Christian School

Check Date:

12/07/21

Check Amount:

200.00

MEMO:

1st Place Non-profit



15 south vann pryor, oklahoma 74361 sales@pryorprinting.com 918.825.2888

# INVOICE

**Pryor Printing Incorporated** 15 South Vann Pryor, OK 74361 **United States** 

918-825-2888

**BILL TO** 

Pryor Area Chamber of Commerce

katie@pryorchamber.com

Invoice Number: 1716

Invoice Date: December 9, 2021 Payment Due: December 9, 2021

Amount Due (USD): \$5.27

**Printing** 

Christmas Awards

8

\$0.60

\$4.80

Subtotal:

\$4.80

City 9.875%:

\$0.47

Total:

\$5.27

Amount Due (USD):

\$5.27

### Notes / Terms

Order pick up is currently on the SOUTH SIDE of our building. Please call ahead to 918-825-2888

Thank You!

018806

# PRYOR AREA CHAMBER OF COMMERCE, INC.

P.O. BOX 367
PRYOR, OK 74362
BUILDING A BETTER COMMUNITY TODAY - FOR TOMMORROW

#### RCB BANK

P.O. Box 8 Pryor, OK 74362 (918)825-4321 Member FDIC

W \*\*\*\* FIVE & 27/100 DOLLARS

TO THE ORDER OF:

DATE 12/14/21 **AMOUNT** 

\*\*5.27

**VOID AFTER 90 DAYS** 

Pryor Printing 15 S Vann Pryor, OK, 74361

AUTHORIZED SIGNATURE

##D18806## #103112594# 04000121004#

PRYOR AREA CHAMBER OF COMMERCE, INC.

Vendor ID: PP

Name: Pryor Printing

Check Date:

12/14/21

Check Amount:

5.27

MEMO:

Invoice #1716

018806

PRYOR AREA CHAMBER OF COMMERCE, INC.

Vendor ID: PP

Name: Pryor Printing

Check Date:

Check Amount:

12/14/21

mount: 5.27

MEMO:

Invoice #1716

acct # 55050



**Pryor Printing Incorporated** 15 South Vann Pryor, OK 74361 **United States** 

918-825-2888

16 south vann pryor, oklahoma 74381 sales@pryorprinting.com 918.825.2888

**BILL TO Pryor Area Chamber of Commerce** 

katie@pryorchamber.com

Invoice Number: 1717

invoice Date: December 13, 2021

Payment Due: December 13, 2021

Amount Due (USD): \$64.28

**Printing** 

2021 Christmas Parade Flyers

150

\$0.39

\$58.50

Subtotal:

\$58.50

City 9.875%:

\$5.78

Total:

\$64.28

Amount Due (USD):

\$64.28

#### Notes / Terms

Order pick up is currently on the SOUTH SIDE of our building. Please call ahead to 918-825-2888

Thank You!

# PRYOR AREA

CHAMBER OF COMMERCE, INC.

P.O. BOX 367 PRYOR, OK 74362

BUILDING A BETTER COMMUNITY TODAY - FOR TOMMORROW

RCB BANK

P.O. Box 8 Pryor, OK 74362 (918)825-4321 Member FDIC

Av \*\*\*\* SIXTY FOUR & 28/100 DOLLARS

TO THE ORDER OF:

Pryor Printing 15 S Vann Pryor, OK, 74361 DATE

**AMOUNT** 

12/20/21

\$

\*\*64.28

TER 90 DAYS

AUTHORIZED SIGNATURE

#P018809# #103112594# 04000121004#

PRYOR AREA CHAMBER OF COMMERCE, INC.

Vendor ID: PP

Name: Pryor Printing

Check Date: Check Amount: 12/20/21 64.28

MEMO:

Invoice #1717

018809

PRYOR AREA CHAMBER OF COMMERCE, INC.

Vendor ID: PP

Name: Pryor Printing

Check Date:

Check Amount:

12/20/21

64.28

MEMO:

Invoice #1717

# **Christmas Parade Expense**

Music Stands for Announcers	Amazon	\$79.08
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# PRYOR AREA CHAMBER OF COMMERCE, INC.

P.O. BOX 367

PRYOR, OK 74362

BUILDING A BETTER COMMUNITY TODAY - FOR TOMMORROW

RCB BANK

P.O. Box 8 Pryor, OK 74362 (918)825-4321 Member FDIC

\*\*\*\* FOUR THOUSAND FIFTY SEVEN & 16/100 DOLLARS

TO THE ORDER OF:

Barbara K. Hawkins 312 SE 8th Place Pryor, OK, 74361 DATE

**AMOUNT** 

12/20/21

\*\*4057.16

AUTHORIZED SIGNATURE

TER 90 DAYS

#D18808# #103112594# 04000121004#

PRYOR AREA CHAMBER OF COMMERCE, INC.

Vendor ID: HAWKINS

Name: Barbara K. Hawkins

Check Date:

12/20/21

Check Amount:

4,057.16

MEMO:

Reimburse expenses for the year

018808

018808

PRYOR AREA CHAMBER OF COMMERCE, INC.

Vendor ID: HAWKINS

Name: Barbara K. Hawkins

Check Date:

12/20/21

Check Amount:

4,057.16

MEMO:

Reimburse expenses for the year

#### 018814

#### **PRYOR AREA** CHAMBER OF COMMERCE, INC.

P.O. BOX 367

**PRYOR, OK 74362** 

BUILDING A BETTER COMMUNITY TODAY - FOR TOMMORROW

RCB BANK P.O. Box 8 Pryor, OK 74362 (918)825-4321 Member FDIC

PAY

\*\*\* ONE THOUSAND TWO HUNDRED FIFTY ONE & 43/100 DOLLARS

TOTHE ORDER OF: DATE

**AMOUNT** 

01/03/22

\*\*1251.43

**Business Card** PO Box 15796

Wilmington, DE 19886

**VOID AFTER 90 DAYS** 

AUTHORIZED SIGNATURE

##O 18814# #1103112594#1 04000121004#

PRYOR AREA CHAMBER OF COMMERCE, INC.

018814

Vendor ID: BOFAMERICA

Name: Business Card

Check Date:

01/03/22

Check Amount:

1.251.43

MEMO:

Acct. # 5474976700308445

018814

PRYOR AREA CHAMBER OF COMMERCE, INC.

Vendor ID: BOFAMERICA

Name: Business Card

Check Date: Check Amount: 01/03/22 1,251.43

MEMO:

Acct. # 5474976700308445

### CITY OF PRYOR CREEK

Workplace Wellness Policy



FEBRUARY 1, 2022
CITY OF PRYOR CREEK

#### Workplace Wellness Policy

#### Introduction

The City of Pryor Creek cares about the health and well-being of our employees and strives to create an environment that supports and encourages healthy living. We acknowledge that people who are inactive, overweight, or obese have a higher risk for many serious health conditions, including diabetes, heart disease, stroke, certain types of cancer, and premature death. We recognize that we can help improve the health and wellness of our employees, and members of the community, by providing and promoting healthy food options, and physical activity opportunities.

Therefore, we commit to creating a workplace environment that is conducive to eating healthy and being physically active by doing the following:

- Providing support for a wellness champion as needed for the implementation of the wellness policy.
- Making healthy choices easier by providing more access to healthy food and beverage options and opportunities for physical activity.
- Promoting these healthy options through appropriate communication resources, such as pamphlets, brochures, posters, newsletters, webinars, and meeting.
- Expanding wellness programs to be available to family members of employees.
- Conducting ongoing evaluations of wellness policies and programs.
- Hosting, sponsoring, and/or promoting community health events, such as health fairs, races, and/or festivals.

We adopt this wellness policy, which includes the following Nutrition and/or Physical Activity elements.

Signature and Date	
Larry Lees, Mayor	
February 1, 2022	
City of Pryor Creek	

#### Nutrition

The City of Pryor Creek commits to making healthy food options widely available and easily accessible by doing the following:

Offering foods and beverages that meet certain nutrition standard guidelines throughout the workplace, including in the following locations, as applicable:

- Nutrition Standards for Meetings and/or Events
  - Most or 3/4ths of beverages contain no more than 40 calories per serving (excluding 100 percent fruit juice and unsweetened milk).
  - o All individual meal items contain no more than 480 mg of sodium per serving.
  - All foods contain 0 grams of Trans fat per serving.
  - All snack foods contain no more than 230 mg of sodium per serving (excluding refrigerated meals).
  - Most or 3/4ths of packaged foods (excluding nuts and seeds without added fats, oils, or sweeteners, and fruits or vegetables without added caloric sweeteners) contain:
    - No more than 200 calories per package;
    - No more than 10 percent of total calories from saturated fat; and
    - No more than 35 percent of total calories from sugar.
  - o All juice will be unsweetened and 100 percent juice.
  - o All vegetable juice will contain no more than 230 mg of sodium per serving.
  - Foods that are cooked without frying will be the preferred choice (e.g., steaming, grilling, roasting, broiling, baking, poaching, or sautéing).
- Additional Considerations when Selecting Vendors to Sell, Offer, and/or Cater Food and Beverages at Events:
  - Look for and select vendors that do the following:
    - Offer foods that align with the food and beverage provisions of this policy
    - Use healthier cooking techniques, such as steaming, baking, roasting, and grilling
    - Offer a variety of dishes in which vegetables or fruits are the main ingredient
    - Serve condiments and dressings on the side
    - Serve foods that are appropriate for the audience and event
    - Comply with Oklahoma's Food Service Establishment and Temporary Establishment Requirements
- Promoting good Nutrition and Healthy Eating Habits Through These Activities and Services:
  - Promoting the purchase of healthy foods and beverages through practices such as posting flyers and/or using other communication tools.
  - Ensuring access to a private space (other than a restroom) that has an electrical outlet and providing flexible paid or unpaid break times to allow mothers to express breast milk and/or breastfeed.
  - Providing nutrition education through activities, such as seminars, workshops, classes, meeting, and/or newsletters.

- Hosting and/or sponsoring a farmers' market on company property or nearby that is open to community members.
- Making cool drinking water available throughout the day at no cost.
- Providing employees with access to a refrigerator, microwave, and sink with a water faucet.
- Use individual and team competitions or challenges in combination with additional interventions to support employees making healthier choices (e.g., fruit and vegetable challenge, hydration challenge).
- Encouraging employees to bring healthy foods to special occasions like birthdays and retirement parties or celebrating with non-food items.
- o Implementing community use policy (if applicable, can include use of kitchen to offer cooking classes or other workshops to teach and promote healthy eating).
- Using and combining incentives with other strategies to increase participation in health promotion programs.
- Using tailored health promotion communication to ensure that they are accessible and appealing to employees of different ages, genders, educational levels, job categories, cultures, language, or literacy levels.

#### **Physical Activity**

The City of Pryor Creek commits to making physical activity opportunities widely available and easily accessible by doing the following:

- Providing technology-based support through the wellness program associated with the city's insurance provider.
- Providing flexible work arrangements to accommodate physical activity breaks.
- Providing information about local resources and facilities, such as walking trails, community parks, and/or recreation facilities.
- Promoting stairwell use, if applicable, throughout the workday by making stairs appealing and/or posting motivational signs.
- Using posters, pamphlets, and/or other forms of communication to promote physical activity.
- Promoting employee participation in physical activity by creating exercise clubs, groups, and/or sponsoring employee sports teams.
- Providing employees with a twenty (20%) percent discount of fees charged at Pryor Creek Recreation Center and green fees at the Pryor Creek Municipal Golf Course.
- Promoting physical activity through activities, such as seminars, workshops, classes, newsletters and/or meetings.
- Using individual and team competitions or challenges in combination with additional interventions to support employees making healthier choices (e.g., steps challenge, exercise minutes challenge).
- Implement community/shared use policy (if applicable).
- Providing safe and secure bicycle parking for employees and, if applicable, community members.

Name of Employee:	
Employee acknowledges receipt of City of Pryor Cr responsibility for reading information therein.	eek Workplace Wellness Policy and
Signature of Employee	Date
Witness in City Clerk's Office	Date

• Providing wayfinding signs placed at strategic locations to make people aware of walkable

destinations, including parks, recreational facilities, and other attractions.

## CITY OF PRYOR CREEK

Tobacco-Free and Vapor-Free Policy



FEBRUARY 1, 2022
CITY OF PRYOR CREEK

# TOBACCO-FREE AND VAPOR-FREE WORKSITE POLICY FOR MUNICIPAL PROPERTY

The City of Pryor Creek Tobacco-free Policy

#### SECTION I. DEFINITIONS

The City of Pryor Creek establishes the following definitions for the words and phrases used in this Policy, unless context clearly requires otherwise:

"Hosting" means the use of municipal facilities or other resources for a function, an event, or an activity. Examples include fairs, community gardens, classes, support groups, sporting or athletic events, concerts, etc.

"Indoor Area" means any enclosed area used or visited by municipal employees, regardless of whether work is being performed. Indoor Area includes work areas, employee lounges, restrooms, conference rooms, classrooms, employee cafeterias, hallways, parking garages, municipal vehicles, and any other spaces used or visited by employees, as well as all space between a floor and ceiling that is predominantly or totally enclosed by walls or windows, regardless of openings such as doors, doorways, open or closed windows, or stairways.

"Municipal Property" means all buildings, Indoor Areas, and Outdoor Areas, including but not limited to recreational areas and other property, or portions thereof, owned or operated by the City of Pryor Creek including but not limited to vehicles and equipment owned by the municipality.

"Outdoor Area" means any area that is not an Indoor Area and includes outdoor recreational areas.

"Smoking" means the carrying by a person of a lighted cigar, cigarette, pipe, or other lighted smoking device.

"Sponsoring" means providing financial or in-kind support of resources and services for programs, classes, farmers markets, or other types of events and activities promoting healthy living.

"Tobacco Product" means any product that contains tobacco and is intended for human consumption. Tobacco Product does not include any product approved by the United States Food and Drug Administration (FDA) for sale as a tobacco cessation product.

"Vapor Product" means any noncombustible product, that may or may not contain nicotine, that employs a mechanical heating element, battery, electronic circuit, or other mechanism, regardless of shape or size, that can be used to produce a vapor in a solution or other form. Vapor Product includes any vapor cartridge or other container with or without nicotine or other form that is intended to be used with an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, or similar product or device and any vapor cartridge or other container of a solution, that may

or may not contain nicotine, that is intended to be used with or in an electronic cigarette, electronic cigar, electronic cigarillo, or electronic smoking device.

#### SECTION II. TOBACCO FREE AND VAPOR FREE

The City of Pryor Creek commits to supporting employees' access to clean air by limiting workplace exposure to secondhand tobacco smoke and secondhand vapor by doing the following:

Supporting existing local and state laws that prohibit Smoking and the use of Tobacco Products and Vapor Products in Indoor Areas and on Municipal Property, through educational materials, requisite signage, and enforcement assistance where applicable;

Prohibiting employees from Smoking or using Tobacco Products and Vapor Products on Municipal Property during all hours of employment, including in Indoor Areas, such as elevators, and Outdoor Areas, such as parks and recreational areas;

Prohibiting employees from Smoking or using Tobacco Products and Vapor Products in all vehicles owned or leased by the City of Pryor Creek at all times;

Prohibiting employees from Smoking or using Tobacco Products or Vapor Products in personal vehicles during all hours of employment while such vehicles are on Municipal Property;

Prohibiting ash receptacles (such as ash trays or ash cans) and other Tobacco Product and Vapor Product waste receptacles on Municipal Property or in vehicles owned or leased by the City of Pryor Creek;

Providing cessation support for employees by doing the following:

Referring employees interested in quitting use of Tobacco Products and Vapor Products to the Oklahoma Tobacco Helpline and other cessation resources, if available;

Promoting the Oklahoma Tobacco Helpline (1-800-QUIT-NOW or OKHelpline.com) to ensure awareness of the statewide services that are available;

The Company will communicate and promote the available tobacco cessation benefits included in its employee assistance program for employees to all prospective employees, new employees at the time of hire, and all existing employees on an annual basis.

Providing specific implementation and enforcement support for the laws mentioned above, including but not limited to:

Posting signs informing people of applicable tobacco-free and vapor-free laws and policies at entrances to all buildings on Municipal Property;

Including copies of applicable tobacco-free and vapor-free laws and policies in relevant municipal policy manuals, handbooks, or employee training materials. Employees are responsible for familiarizing themselves with these laws and policies and their applicable enforcement measures; and

Following the employee handbook or policy manual's standard disciplinary procedures if an employee violates sections (b) or (c) of this Policy, treating the violation of these tobaccofree and vapor-free provisions like any other violation of municipal policy.

#### SECTION III. GENERAL STATEMENT OF POLICY

It is the intent of the City Council that this Resolution is a general statement of City of Pryor Creek policy that cannot form the basis of a private right of action.

#### SECTION IV. SEVERABILITY

If any section, subsection, subdivision, paragraph, sentence, clause, or phrase of this Resolution, or its application to any person or circumstance, is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses, or phrases of this Resolution, or its application to any other person or circumstance. The City Council of the City of Pryor Creek hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause, or phrase hereof, irrespective of the fact that any one or more other sections, subsections, subdivisions, paragraphs, sentences, clauses, or phrases hereof be declared invalid or unenforceable.

#### February 1, 2022

This Tobacco-fre	e and Vapor-free Worksite	Policy is effective as of February 1, 2022.
Name and Title _		
Signature		Date Adopted

Name of Employee:	
, ,	
Employee acknowledges receipt of City of Pryor Cre and responsibility for reading information therein.	ek Tobacco-Free and Vapor-Free Policy
Signature of Employee	Date
Witness in City Clerk's Office	Date



FirePrograms 6405 SW 38TH ST Bldg 200 Ocala, FL 34474 (352) 447-5000

Bill To:
Pryor Fire Department Attn: B K Young 833 S Elliot
Pryor, OK 74361

Date	Invoice	
02/01/2022	222053	
Account		
Pryor FD 74361		

Terms	Due Date	PO Number	Reference	
Net 90 Days	05/02/2022		Annual Billing for 2022-2023	

Managed Services Details	Quantity	Price	Amount
Agreement SM RM			
FPWeb   Station & Risk Manager   Annual Access, Support & Update Service   1 User This item has been prorated with a start date of: 05/01/2021	1.00	\$4,726.00	\$4,726.00
	Total Mana	aged Services Details:	\$4,726.00
	Invoice Su	ıbtotal:	\$4,726.00
	Sa	les Tax:	\$0.00
Make shocks navable to Fire Programs	Invoic	e Total:	\$4,726.00
Make checks payable to FirePrograms	Pay	ments:	\$0.00
		Credits:	\$0.00
	Balan	ce Due:	\$4,726.00





# Equipment Proposal 01/05/2022

#### **Proposed Equipment**

New Canon IR DX C5840i Full Color (40PPM)

Print/Scan/Copy/Fax
(4) 550 Sheet Paper Drawers
Scan to Word/Excel/Mobile
Inner Finisher/Stapler
Hole Punch
Surge Protector





# Expense State of Oklahoma NASPO Contract

\$9,662.60

#### New Sharp MX-4071 Full Color (40PPM)

Print/Scan/Copy/Fax
(4) 550 Sheet Paper Drawers
Scan to Word/Excel/Mobile
Inner Finisher/Stapler
Hole Punch
Surge Protector





#### State of Oklahoma Sourcewell Contract

\$7,540.00

#### **Premier Service Supply Program**

Cost Per Copy Per Month
B&W Copies Billed @ .0089
Color Copies Billed @ .0524
Contract Covers ALL Service, Parts and Toner
Excludes Paper and Staples







# Account Review 01/04/2022

32331 35056299 MX3640N 10/31/2013 B\W 399,299 121 Mayor's office Back Office 12 N Rowe Streen	Equip	Serial	Model	Installed	Meter	Current	Avg	Location	Address
35056299         MX3640N         10/31/2013         B\W         399,299         121         Mayor's office Back Office           35056299         MX3640N         10/31/2013         COL         166,137         130         Mayor's office Back Office           XUP08324         IR-ADV C5540I         10/30/2018         B\W         223,902         6,371         Mayor's Office           XUP08324         IR-ADV C5540I         10/30/2018         B\W         223,902         6,371         Mayor's Office           XUP08324         IR-ADV C5540I         10/30/2018         B\W         27,476         3,723         Mayor's Office           XTK09387         IR-C3525I         10/30/2018         B\W         77,476         2,278         Admin Office           XTK09387         IR-C3525I         10/30/2018         B\W         77,476         2,278         Admin Office           XTK09387         IR-C3525I         10/30/2018         B\W         77,476         2,278         Admin Office           XTK09387         IR-C3525I         10/30/2018         B\W         44,205         2,735         Police Dept Downstairs           \$35.00 Monthly, Includes 4,000 BW         COL         13,399         796         Police Dept Downstairs           \$35.00 Monthl				CPC - BW Billed	Monthly	, @ .01509/	Color Bille	d Monthly @ .10063	
35056299         MX3640N         10/31/2013         COL         166,137         130         Mayor's office Back Office           XUP08324         IR-ADV C5540I         10/30/2018         R/W         223,902         6,371         Mayor's Office           XUP08324         IR-ADV C5540I         10/30/2018         COL         149,430         3,723         Mayor's Office           XUP08324         IR-ADV C5540I         10/30/2018         COL         149,430         3,723         Mayor's Office           XTK09387         IR-C3525I         10/30/2018         R/W         77,476         2,278         Admin Office           XTK09387         IR-C3525I         10/30/2018         COL         24,987         584         Admin Office           XTK09387         IR-C3525I         10/30/2018         COL         24,987         584         Admin Office           XTK09387         IR-C3525I         10/30/2018         COL         24,987         584         Admin Office           XTK09387         IR-C3525I         8/22/2020         COL         13,399         796         Police Dept Downstairs           3BB00536         IRDXC5740         8/22/2020         COL         13,399         796         Police Dept Upstairs           3KK06	32331	35056299	MX3640N			399,299	121	Mayor's office Back Office	12 N Rowe Street Ste B
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XUP08324         IR-ADV C5540I         10/30/2018         B\W         223,902         6,371         Mayor's Office           XUP08324         IR-ADV C5540I         10/30/2018         COL         149,430         3,723         Mayor's Office           \$41.58         Monthly, Includes 3,500 BW Copies/Overages Billed Monthly, Includes 4,000 BW Copies/Overages Billed Monthly @ .008 All Color Billed Mostairs         22,278         Admin Office           \$35.00 Monthly, Includes 4,000 BW Copies/Overages Billed Monthly @ .008 All Color Billed Mostairs         2,735         Police Dept Downstairs           \$38B00536         IRDXC5740         8/22/2020         COL         13,399         796         Police Dept Downstairs           \$35.00 Monthly, Includes 4,000 BW Copies/Overages Billed Monthly @ .008 All Color Billed Mothly @ .008 All Color Bill		No.		CPC - BW Bille	d Month	y @ .0095/c	olor Billeo	Monthly @ .07556	
XUP08324         IR-ADV C5540I         10/30/2018         COL         149,430         3,723         Mayor's Office           \$41.58         Monthly, Includes 3,500 BW Copies/Overages Billed Monthly (IRC)         10/30/2018         COL         24,987         584         Admin Office           XTK09387         IR-C3525I         10/30/2018         COL         24,987         584         Admin Office           XTK09387         IR-C3525I         10/30/2018         COL         24,987         584         Admin Office           \$35.00 Monthly, Includes 4,000 BW Copies/Overages Billed Monthly (IRC)         8/22/2020         COL         13,399         796         Police Dept Downstairs           \$35.00 Monthly, Includes 4,000 BW Copies/Overages Billed Monthly (IRC)         8/22/2020         COL         13,399         796         Police Dept Upstairs           \$35.00 Monthly, Includes 4,000 BW Copies/Overages Billed Monthly (IRC)         8/21/2020         B\W         32,832         1,948         Police Dept Upstairs           \$45.00 BW Copies/Overages Billed Monthly (IRC)         9,960         572         Police Dept Upstairs	36364	XUP08324	IR-ADV C5540I	10/30/2018	B\W	223,902	6,371	Mayor's Office	12 N Rowe Street Ste B
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2KK06880         IR-ADV C5535i         8/21/2020         B\W         32,832         1,948         Police Dept Upstairs           2KK06880         IR-ADV C5535i         8/21/2020         COL         9,960         572         Police Dept Upstairs		\$35.	00 Monthly, Inclu	des 4,000 BW	Copies/O	Verages Bill	ed Month	ly @ .008 All Color Billed M	lonthly @ .05
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	37733	_	IR-ADV C5535i		100	9,960	572	Police Dept Upstairs	214 South Mill

# Financial Information: Closing Folders Attached

#### Schindler Maintenance

#### SCHINDLER ELEVATOR CORPORATION

3168 South 108th East Avenue Suite 370 Tulsa, OK 74146-1622 Phone:

Fax: 918-627-1191

Date: January 25, 2022 Estimate Number: BSCZ-C6NSBN (2021.4.1)

To:Building Name:City of Pryor CreekCommunity Center9 N Rowe StRecreation CenterPryor, OK 74361Pryor City Hall

Attn: Eva Smith

#### **EQUIPMENT DESCRIPTION**

					Rise/Length			
Qty	Manufacturer	Equipment	Application	Description	Openings	Capacity	Speed	Install#
	Pryor City	Hall						
	12 N Rowe S	t Pryor,	OK 74361-382	5				
1	US Elevator	Hydraulic	Passenger	passenger- ok31371	2F/0R	2500	100	10124513
1	Thyssen	Hydraulic	Passenger	Recreation Center	2F/0R	2100	100	us111378
1	Schindler	Hydraulic	Passenger	City Hall	2F/0R	4500	100	
		_		_				

**SCHINDLER ELEVATOR CORPORATION** ("Schindler", "we", "us") 3168 South 108th East Avenue Suite 370, Tulsa, OK 74146-1622, and **PRYOR CITY HALL**, 9 N Rowe St, Pryor, OK 74361 ("you") agree as follows:

#### PREVENTIVE MAINTENANCE SERVICE

- Our preventive maintenance program performed in accordance with a maintenance schedule specific to your equipment and its usage
- Examine, lubricate, adjust, and repair/replace covered components
- Criteria for replacement of all wire ropes will be the appropriate factor of safety
- Prompt callback coverage
- Safety testing
- Customer friendly and responsive communications

#### PREVENTIVE MAINTENANCE PROGRAM

Our Preventive Maintenance Program, as described in this agreement will be performed in accordance with a maintenance schedule specific to your equipment. A Schindler technician will be assigned to you, and back up technicians are available as required to give you prompt service as required at all times. A Schindler account representative will be assigned to you, and will be your primary contact for communications regarding your agreement. Also available to you is our extensive technical support and parts inventory, at the site as needed, and local warehouses and our national Service Distribution Center available for express delivery in emergencies.

#### EXAMINE, LUBRICATE, ADJUST, AND REPAIR/REPLACE COVERED COMPONENTS

We will periodically examine, lubricate, adjust, and as needed or if usage mandates, repair, or replace the Covered Components listed below.

#### HYDRAULIC ELEVATORS

**Basic components:** Controller components: resistors, timers, fuses, overloads, minor contacts, wiring, coils; packing, drive belts, strainers, functional components of car and corridor operating stations, hangers and tracks, door operating devices, door gibs, guide shoes, rollers, traveling cables, signal lamps (replacement during regular visits only), interlocks, door closers, buffers, switches, door protection devices, and alarm bells.

We assume no responsibility for the following major components:

#### HYDRAULIC ELEVATORS

**Major components:** Exposed piping in the Machine Room & hoistway, motor, PC boards, pump unit, solid state devices, contactors, and valve rebuilds.

We assume no responsibility for the following items: hoistway door hinges, panels, frames, gates and sills; cabs and cab flooring; freight elevator door straps, cab doors, gates and removable cab panels; cab mirrors and handrails; power switches, fuses and feeders to controllers; emergency cab lighting; light fixtures and lamps; cover plates for signal fixtures and operating stations; card readers or other access control devices; smoke/fire alarms and detectors; pit pumps and alarms; cleaning of cab interiors and exposed sills; plungers, pistons, casings and cylinders: automatic ejection systems; all piping and connections except that portion which is exposed in the machine room and hoistway; guide rails; tank; emergency power generators; telephone service, communication devices; disposal of used oil; intercom or music systems; ventilators, air conditioners or heaters; adverse elevator operation as a result of machine room temperatures (including temperature variations below 60 degrees Fahrenheit and above 90 degrees Fahrenheit); media displays; computer consoles or keyboards; fireman's phones; exterior panels, skirt and deck panels, balustrades, relamping of illuminated balustrades; attachments to skirts, decking or balustrades; moving walk belts; pallets; steps; skirt brushes; sideplate devices; any batteries associated with the equipment; obsolete items, (defined as parts, components or equipment either 20 or more years from original installation, or no longer available from the original equipment manufacturer or an industry parts supplier, replaceable only by refabrication.) In the event that safety testing is performed by us at the start of the Agreement, and we find that critical safety components, such as the governor and/or safeties for traction equipment, and/or valves on hydraulic equipment, are not operating correctly, therefore resulting in unsafe conditions, you will be responsible to authorize the necessary repairs/replacements of this equipment, at your expense.

#### **CLEANING**

We will periodically clean the machine room, car top, and pit of debris related to our work in these areas.

#### **TESTING OF SAFETY DEVICES**

EquipmentTestFrequencyHydraulicPressure/Relief ValveAnnually

Our testing responsibilities do not include fees or changes imposed by local authorities in conjunction with witnessing, witnessing costs, inspecting, assisting inspection authorities, licensing or testing the Equipment including observation of testing by 3rd parties; changes in the testing requirements after the initial start date of this Agreement, or any other testing obligations other than as specifically set forth above, including, but not limited to seismic tests. Since these tests may expose the equipment to strains well in excess of those experienced during normal operation, Schindler will not be responsible for any damage to the equipment or property, or injury to or death of any persons, resulting from or arising out of the performance of these tests. Further, our testing responsibilities do not include performance, or the keeping of records related to, monthly firefighters service.

#### **CUSTOMER FRIENDLY AND RESPONSIVE COMMUNICATIONS**

Service dispatching will take place through our Schindler Customer Service Network (SCSN), which is staffed by qualified Schindler personnel, 24 /7. You will be provided with a customer identification number, which must be referenced when a call is placed for your facility. Our dispatchers will have access to your building's service call records, and will promptly relay the details of your call to the assigned technician.

#### SCHINDLER AHEAD

You will be provided access to the Schindler Ahead tools, which include Schindler Ahead hardware connectivity, Core service in the tier described below, Schindler Actionboard and Actionboard Mobile.

You will also be provided access to the optional Ahead Digital Services as selected and described below.

<u>Schindler Ahead</u> provides remote connectivity to your Equipment. Schindler Ahead will automatically notify us if any connected component or function is operating outside established parameters. When appropriate, we will communicate with you to schedule appropriate service calls. Monitoring will be performed 24/7 and will automatically communicate with our Customer Service Network using dedicated wireless cellular technology. Schindler will make every reasonable effort to maintain wireless connectivity. If requested, you will provide the proper wiring diagrams for the equipment covered. These diagrams will remain your property, and will be maintained by Schindler for use in troubleshooting and servicing the equipment.

<u>Schindler ActionBoard and ActionBoard Mobile</u> are communication technologies that provide access to real-time information about your equipment including: performance history, reports, push notifications, service call records, unit profiles and more.

Your contract includes the above features as well as the following Core package:

This Agreement does not include Schindler Ahead.

If you would like information on upgrading your Core package, please discuss with your sales rep. The upgraded packages are:

**Connect** – Schindler's Connect package provides wireless cellular communication from your equipment's controller to Schindler's data network. This allows the Schindler Cube or Schindler SRM to be connected to your equipment 24/7. The Connect package also provides access to the basic features of ActionBoard/Dashboard and ActionBoard Mobile/Dashboard Mobile, giving you real time information on your equipment.

Enhanced – The Enhanced Package includes access to Schindler's Elevated Support Professional Team. This team analyzes information gathered by Schindler Ahead, which improves the reliability of your equipment and improves the response time. The Elevated Support Professional Team can alert you when a shutdown is detected, helps confirm issues remotely, and provides real-time ETAs for technicians en route. With these enhanced diagnostics, we can guarantee that you will not be charged for Running on Arrival calls. Under the "No Running on Arrival Guarantee," Schindler will fully cover the cost of any callback during regular hours related to the following situations: Elevator or Escalator Running in normal operation, or running under any of the following special services modes: Independent service, Fireman's service (Phase I or Phase II), or Inspection operation. All other callbacks will be billed as outlined in the service agreement.

**Premium** – The premium package is our top tier,-and was created for customers requiring the most comprehensive level of service. Our premium package offers the highest level of functionality and support. The Premium tier also includes concierge level assistance for all of your service needs.

Optional Digital Services:

The following digital services are also available:

Digital Alarm – The Schindler Ahead in-car emergency phone service will be added to your digital package. This service includes a reliable digital connection between your existing or new in-car emergency phone and our Schindler Customer Service Network that handles incoming and outgoing emergency calls with passengers in the elevator. To ensure reliability, Schindler Ahead phone service also provides monitoring of this connection. This in-car emergency phone service feature will be added along with the Schindler Core Services, and is contingent upon code approval by the local authority having jurisdiction. The Schindler Ahead solution must be installed and confirmed by Schindler to be communicating before you proceed with plans to remove or cancel your existing service provider's line for your in-car emergency phone. Schindler will notify you once the Schindler Ahead connection is confirmed. This will ensure there is no disruption with the emergency communications with passengers in the elevator. If proprietary telephone equipment exists, you agree to replace the proprietary hardware with compatible hardware for an additional cost.

\_\_\_\_\_ Initial Here to add DigitalAlarm for \$25 per unit, per month in addition to the subscription price shown in the Price section below

**ElevateMe -** The Schindler Ahead ElevateMe service, which requires a compatible elevator controller, enables passengers to call an elevator via their personal smartphone. Any smartphone with an Apple iOS or a Google Android operating system, can download the ElevateMe app from the respective app store. Via the app the elevator can be called, and the desired destination floor entered. The smartphone will substitute the typical elevator call via a landing or car operating panel\*. Once the service is active, all passengers using the smartphone application can place destination calls. The elevator must be equipped with Schindler Ahead to offer the feature. \*The landing and operating panels will remain and work as is.

#### Scope of Services:

Software update and activation of feature on Schindler Cube
Creation, printing and installation of QR Codes
Commissioning of system, testing and registration via Schindler Ahead Control Center
Permanent Monitoring and support via the Technical Operation Center (TOC)
Regular Over-The-Air Update to ensure reliability and security of the hardware

\_\_\_\_\_ Initial Here to add ElevateMe for \$25 per unit, per month in addition to the subscription price shown in the Price section below

Schindler Ahead, your Core package, and the digital services described in this agreement require Schindler Ahead Connectivity. If your existing unit(s) are not equipped with the Connectivity to enable the selected services, we will provide a separate invoice for this cost. By signing this agreement, you agree to pay the costs associated with this activation. Work shall be performed during our regular working hours of our regular working days. Title to Hardware remains with Schindler. Schindler may replace or modify Hardware at any time. Customer shall promptly provide Schindler access to Hardware and prevent unauthorized access thereto.

#### **CALLBACK RESPONSE TIME**

We will perform the services during our regular working hours of regular working days, excluding elevator trade holidays. We will provide callback service during regular working hours. We will respond to callbacks within 24 hours of notification. If you authorize services or callbacks outside the scope of this agreement, you will pay us at our standard billing rates, plus materials not covered by contract, expenses and travel.

#### **HOURS OF SERVICE**

We will perform the services during our regular working hours of regular working days, excluding elevator trade holidays. The services include callbacks for emergency minor adjustment callbacks during regular working hours. If you authorize callbacks outside regular working hours, you will pay us at our standard billing rates, plus materials not covered by contract, expenses and travel. All other work outside the services will be billed at our standard billing rates. A request for service will be considered an "emergency minor adjustment callback" if it is to correct a malfunction or adjust the equipment and requires immediate attention and is not caused by misuse, abuse or other factors beyond our control. The term does not include any correction or adjustment that requires more than one technician or more than two hours to complete.

#### **TERM**

This Agreement commences on July 01, 2022, and continues until June 30, 2027, and shall renew (where permitted by applicable local law) for subsequent similar periods, unless terminated by either party upon written notice received by the other party at least 90 days prior to the above termination date or any renewal termination date, and not more than 120 days before the termination date.

#### PRICE

In consideration of the services provided hereunder, you agree to pay us the sum of \$600.00 per month, payable in annual installments of \$7,200.00, exclusive of applicable taxes.

This Agreement does not include Schindler Ahead. If you would like to choose a Schindler Ahead tier, please indicate by checking below:

[] Upgrade to the Connect Package - \$10 per unit, per month addition.

[] Upgrade to the Enhance Package - \$20 per unit, per month addition.

The packages above are dependent upon applicable equipment type and hardware installation, which will be installed at the owner's expense. Please contact your Schindler Rep for more information.

#### PRICE ADJUSTMENT

The contract Price and labor rates for extra work will be adjusted annually in January. This adjustment will be based upon the local labor rate adjustment for the year in which it is adjusted, and will be increased or decreased on the basis of changes to the local straight time hourly rate for mechanics. If there is a delay in determining a new labor rate, or an interim determination of a new labor rate, we will notify you and adjust the price at the time of such determination, and we will retroactively bill or issue credit, as appropriate, for the period of such delay. We also reserve the right to adjust the contract price quarterly / annually on the basis of changes in other expenses such as fuel, waste disposal, government regulations or administrative costs. Should you elect to take the annual pre-payment option, the price adjustment date will default to coincide with the invoice date.

The annual contract price adjustment will not apply to Schindler Ahead. Schindler reserves the right to make adjustments to the monthly fee for the Schindler Ahead tiers as additional value added features and functionality are added to the selected offering.

#### **PAYMENT OPTIONS**

1) Please selec	t a Method of Payment:	
	Direct Debit Credit Card	1% Discount (Attach Copy of voided check) 3% Addition
	Visa	MC AMEX
	•	
	Check	
(2) Please selec	t a Payment Frequency	(Other than Annual):
	Semi-Annual	1% Addition
	Quarterly	3% Addition
	Monthly	5% Addition

#### The attached terms and conditions are incorporated herein by reference.

Acceptance by you as owner's agent or authorized representative and subsequent approval by our authorized representative will be required to validate this agreement.

Proposed:	Accepted:
By: Brandon Schutz	Ву:
For: Schindler Elevator Corporation	For: Pryor City Hall
Title: Sales Representative	Title:
Date: January 25, 2022	Date:
Approved:	
By: Brian Burke	
Title: General Manager Service	
Date:	

#### **TERMS AND CONDITIONS**

- 1. This is the entire Agreement between us, and no other terms or conditions shall apply. This service proposal does not void or negate the terms and conditions of any existing service agreement unless fully executed by both parties. No services or work other than specifically set forth herein are included or intended by this Agreement.
- 2. You retain your responsibilities as Owner and/or Manager of the premises and of the Equipment. You will provide us with clear and safe access to the Equipment and a safe workplace for our employees as well as a safe storage location for parts and other materials to be stored on site which remain our property, in compliance with all applicable regulations related thereto, you will inspect and observe the condition of the Equipment and workplace and you will promptly report potentially hazardous conditions and malfunctions, and you will call for service as required; you will promptly authorize needed repairs or replacements outside the scope of this Agreement, and observe all testing and reporting responsibilities based upon local codes. You will not permit others to work on the Equipment during the term of this Agreement. You agree that you will authorize and pay for any proposed premaintenance repairs or upgrades (including any such repairs or upgrades proposed during the first 30 days of this agreement), or we will have the option to terminate this Agreement immediately, without penalty to us. You agreed to post and maintain necessary instructions and / or warnings relating to the equipment.
- 3. We will not be liable for damages of any kind, whether in contract or in tort, or otherwise, in excess of the annual price of this Agreement. We will not be liable in any event for special, indirect or consequential damages, which include but are not limited to loss of rents, revenues, profit, good will, or use of Equipment or property, or business interruption.
- 4. Neither party shall be responsible for any loss, damage, detention or delay caused by labor trouble or disputes, strikes, lockouts, fire, explosion, theft, lightning, wind storm, earthquake, floods, epidemics, pandemics, storms, riot, civil commotion, malicious mischief, embargoes, shortages of materials or workmen, unavailability of material from usual sources, government priorities or requests or demands of the National Defense Program, civil or military authority, war, insurrection, failure to act on the part of either party's suppliers or subcontractors, orders or instructions of any federal, state, or municipal government or any department or agency thereof, acts of God, or by any other cause beyond the reasonable control of either party. Dates for the performance or completion of the work shall be extended by such delay of time as may be reasonably necessary to compensate for the delay.
- 5. You will assign this Agreement to your successor in interest, should your interest in the premises cease prior to the initial or any renewal termination date. If this Agreement is terminated prematurely for any reason, other than our default, including failure to assign to a successor in interest as required above, you will pay as liquidated damages (but not penalty) one/half of the remaining amount due under this Agreement.
- 6. The Equipment consists of mechanical and electrical devices subject to wear and tear, deterioration, obsolescence and possible malfunction as a result of causes beyond our control. The services do not guarantee against failure or malfunction, but are intended to reduce wear and prolong useful life of the Equipment. We are not required to perform tests other than those specified previously, to install new devices on the equipment which may be recommended or directed by insurance companies, federal, state, municipal or other authorities, to make changes or modifications in design, or to make any replacements with parts of a different design. We are responsible to perform such work as is required due to ordinary wear and tear. We are not responsible for any work required, or any claims, liabilities or damages, due to: obsolescence; accident; abuse; misuse; vandalism; adverse machine room conditions (including temperature variations below 60 degrees and above 90 degrees Fahrenheit) or excessive humidity; overloading or overcrowding of the Equipment beyond the limits of the applicable codes; use of a stopped escalator as a stair; adverse environmental or premises conditions, including but not limited to water damage, power fluctuations, rust, or any other cause beyond our control. We will not be responsible for correction of outstanding violations or test requirements cited by appropriate authorities prior to the effective date of this agreement.
- 7. Invoices (including invoices for extra work outside the fixed price) will be paid upon presentation, on or before the last day of the month prior to the billing period. Late or non-payments will result in:
  - (a) Interest on past due amounts at 1½% per month or the highest legal rate available:
  - (b) Termination of the Agreement on ten (10) days prior written notice; and
  - (c) Attorneys' fees, cost of collection and all other appropriate remedies for breach of contract.

- 8. If either party to this Agreement claims default by the other, written notice of at least 30 days shall be provided, specifically describing the default. If cure of the default is not commenced within the thirty-day notification period, this Agreement may be terminated. In the event of litigation, the prevailing party will be entitled to its reasonable attorneys' fees and costs. If you elect to modernize any or all of the Equipment during the term of this agreement, you will give us the option, within a reasonable time, to prepare an offer for the work and/or evaluate competitor proposals and compare scope of work and price. If we are unable to match price and scope of work, or present an alternative proposal, this Agreement may be canceled with ninety (90) days written notice.
- 9. Any proprietary material, information, data or devices contained in the equipment or work provided hereunder, or any component or feature thereof, remains our property. This includes, but is not limited to, any tools, devices, manuals, software, modems, source/ access/ object codes, passwords. In the event Schindler's maintenance obligation is terminated, the Schindler Ahead features ("SA") (if applicable) will be deactivated and Schindler reserves the right to remove the Schindler Ahead hardware. If Schindler is no longer the maintenance provider, Customer is responsible for obtaining alternative telephone service for the elevator phones.
- 10. You will prevent access to the Equipment, including the SA feature and/or dedicated telephone line if applicable, by anyone other than us. We will not be responsible for any claims, losses, demands, lawsuits, judgment, verdicts, awards or settlements ("claims") arising from the use or misuse of SA, if it or any portion of it has been modified, tampered with, misused or abused. We will not be responsible for use, misuse, or misinterpretation of the reports, calls, signals, alarms or other such SA output, nor for claims arising from acts or omissions of others in connection with SA or from interruptions of telephone service to SA regardless of cause. You agree, which obligation shall survive this Agreement, that you will defend, indemnify and hold us harmless from and against any such claims, and from any and all claims arising out of or in connection with this Agreement, and/or the Equipment, unless caused directly and solely by our established fault.
- 11. Should this Agreement be accepted by you in the form of a purchase order, the terms and conditions of this Agreement will take precedence over those of the purchase order.
- 12. Schindler Elevator Corporation is insured at all locations where it undertakes business for the type of insurance. You agree to accept, named as certificate holder, in full satisfaction of the insurance requirements for this Agreement, our standard Certificate of Insurance. Limits of liability as follows:
  - (a) Workers' Compensation Equal to or in excess of limits of Workers' Compensation laws in all states and the District of Columbia.
  - (b) Comprehensive Liability Up to Two Million Dollars (\$2,000,000.00) single limit per occurrence, Products/Completed Ops Aggregate \$5,000,000.
  - (c) Auto Liability \$5,000,000 CSL.
  - (d) Employer's Liability \$5,000,000 Each Accident/Employee/Policy Limit.
- 13. You hereby authorize us to produce single copies of the EPROM and/or ROM chips for each elevator subject to this Agreement for the sole purpose of archival back-up of the software embodied therein. The duplicate chip(s) for a given elevator shall be identified by serial number, or other means, and shall be stored on the building premises in a secured area in the elevator equipment room or you may retain possession. We agree that back-up chips are not for the benefit of purchase or sale, or for use in other elevator systems, and shall be used for no other purpose than the replacement of a defective or damaged chip on the particular elevator. In the event that your continued possession of the computer program should cease to be rightful, we agree that all such archival copies shall be destroyed.
- 14. You acknowledge that certain replacement parts, such as printed circuit boards or control related parts, may be difficult to obtain. While we do not anticipate problems or delays obtaining such parts, it may be necessary or desirable for you to order such parts directly from the original equipment manufacturer ("OEM"). You agree, in such event, to order parts promptly from the OEM, at any time and from time to time, as specified by us. We agree to reimburse you for the reasonable cost of such parts (as covered by this Agreement) promptly upon receipt from you of copies of the invoice(s) together with appropriate payment documentation.
- 15. Should conditions arise requiring use of the OEM diagnostic tool, we will promptly notify you. You agree, in such event, to promptly contact the OEM for diagnostic service and repair. You will be responsible for all costs related to such service and repair. You further agree that we shall not be responsible for any delays, damage, costs or claims associated with you or OEM's failure to timely provide a diagnostic tool, and you will indemnify, defend and hold us harmless from any such delays, damage, cost or claim.