

**MINUTES
BUDGET AND PERSONNEL
REGULAR MEETING
TUESDAY, APRIL 12TH, 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, Lori Siever, 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 Lori Siever. Members absent: none.

Others present: Mayor Lees, Police Chief Dennis Nichols, Police Captain Kevin Tramel, Police Officer Dustin Van Horn and Animal Control Officer Becki Sams-Benham.

2. DISCUSS, POSSIBLY APPROVE THE MINUTES OF THE MARCH 8TH, 2022, REGULAR MEETING.

Motion was made by Shropshire, second by Siever to approve the minutes of the March 8th, 2022 regular meeting. All voted yes.

3. PETITIONS FROM THE AUDIENCE.

There were no petitions.

4. MAYOR'S REPORT.

a. Tax Reports.

Mayor stated that the taxes are back on track this month. Annualization of all taxes comes to \$11,454,876.00.

b. Review of Financial Status.

Mayor directed the committee to the budget report he provided. The General Fund revenue over expenses show \$65,597.00 with 75% of the fiscal year gone. Revenue over expenses for Golf are at \$11,000.00 and for Capital Outlay, \$55,013.13. The Recreation budget shows a negative of \$315,000.00 currently, due to the roof work.

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

There was no unforeseeable business.

6. ADJOURN.

Motion was made by Siever, second by Shropshire to adjourn at 5:38 p.m. All voted yes.

Sales Tax Totals

City of Pryor Creek, OK

	2019	2020	2021	2022	2023	2024	2025
January	\$ 751,820.11	\$ 750,055.85	\$ 763,166.19	\$ 858,330.73			
February	\$ 705,422.56	\$ 747,343.85	\$ 784,577.85	\$ 965,223.87			
March	\$ 692,054.30	\$ 673,114.50	\$ 758,530.01	\$ 739,268.97			
April	\$ 707,734.29	\$ 769,552.84	\$ 805,283.96	\$ 888,320.02			
May	\$ 716,194.09	\$ 830,287.14	\$ 888,357.25	\$ 961,420.02			
June	\$ 778,619.10	\$ 931,868.08	\$ 871,739.01				
July	\$ 762,210.98	\$ 883,069.62	\$ 858,434.01				
August	\$ 772,969.72	\$ 874,325.09	\$ 815,988.59				
September	\$ 797,162.40	\$ 778,537.41	\$ 846,481.64				
October	\$ 791,341.32	\$ 743,529.37	\$ 836,959.44				
November	\$ 729,869.64	\$ 761,329.87	\$ 857,087.62				
December	\$ 752,605.85	\$ 793,356.56	\$ 828,875.55				
Total	\$8,958,004.36	\$ 9,536,370.18	\$ 9,915,481.12	\$ 4,412,563.61	\$ -	\$ -	\$ -

FISCAL YEAR

	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
July	\$ 762,210.98	\$ 883,069.62	\$ 858,434.01				
August	\$ 772,969.72	\$ 874,325.09	\$ 815,988.59				
September	\$ 797,162.40	\$ 778,537.41	\$ 846,481.64				
October	\$ 791,341.32	\$ 743,529.37	\$ 836,959.44				
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March	\$ 673,114.50	\$ 758,530.01	\$ 739,268.97				
April	\$ 769,552.84	\$ 805,283.96	\$ 888,320.02				
May	\$ 830,287.14	\$ 888,357.25	\$ 961,420.02				
June	\$ 931,868.08	\$ 871,739.01					
Total	\$ 9,308,382.17	\$ 9,705,802.19	\$ 9,456,390.46	\$ -	\$ -	\$ -	\$ -



< Home

City Sales Tax Deposit Letter

- Choose a year and month, and click 'Search'.
- Results include all counties. To display a single county, enter the county.
- The past 3 years of data is available for searching, For data older than 3 years view [Archived Data](#).

For Treasurers:

Funds have been electronically transferred to your bank account, effective the date shown, for your city's tax collections received by the Oklahoma Tax Commission during the previous month.

This payment represents taxes collected during the previous month and may include interest, penalty, and delinquent remittances due from an earlier month.

If there are any questions concerning this payment, please call or write Dave Francis, (405) 522-6600, Account Maintenance Division, Oklahoma Tax Commission.

Year

Month

Entity

Export

Effective Date	Tax, Penalty & Interest	Refunded	Suspended	Retention	Interest	Total
09-May-2022	965,850.77	0.00	0.00	4,829.25	398.50	961,420.02
	965,850.77	0.00	0.00	4,829.25	398.50	961,420.02

Data is updated each business day



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Use Tax Totals

City of Pryor Creek, OK

	2019	2020	2021	2022	2023	2024	2025
January	\$ 68,525.36	\$ 128,366.65	\$ 47,239.19	\$ 163,297.12			
February	\$ 75,691.84	\$ 116,848.79	\$ 101,872.56	\$ 159,740.83			
March	\$ 82,273.50	\$ 93,213.07	\$ 70,027.53	\$ 112,038.64			
April	\$ 149,970.94	\$ 101,408.96	\$ 51,642.76	\$ 70,017.53			
May	\$ 102,655.42	\$ 81,120.35	\$ 95,247.85	\$ 76,112.48			
June	\$ 97,779.29	\$ 85,146.64	\$ 173,325.88				
July	\$ 139,814.46	\$ 72,780.21	\$ 68,145.11				
August	\$ 139,921.75	\$ 20,686.72	\$ 69,921.89				
September	\$ 46,037.38	\$ 61,303.56	\$ 68,791.50				
October	\$ 73,880.30	\$ 87,415.09	\$ 116,979.12				
November	\$ 109,959.30	\$ 85,479.26	\$ 76,090.86				
December	\$ 73,391.80	\$ 115,292.71	\$ 78,048.71				
Total	\$ 1,159,901.34	\$ 1,049,062.01	\$ 1,017,332.96	\$ 581,206.60	\$ -	\$ -	\$ -

FISCAL YEAR

	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
July	\$ 139,814.46	\$ 72,780.21	\$ 68,145.11				
August	\$ 139,921.75	\$ 20,686.72	\$ 69,921.89				
September	\$ 46,037.38	\$ 61,303.56	\$ 68,791.50				
October	\$ 73,880.30	\$ 87,415.09	\$ 116,979.12				
November	\$ 109,959.30	\$ 85,479.26	\$ 76,090.86				
December	\$ 73,391.80	\$ 115,292.71	\$ 78,048.71				
January	\$ 128,366.65	\$ 47,239.19	\$ 163,297.12				
February	\$ 116,848.79	\$ 101,872.56	\$ 159,740.83				
March	\$ 93,213.07	\$ 70,027.53	\$ 112,038.64				
April	\$ 101,408.96	\$ 51,642.76	\$ 70,017.53				
May	\$ 81,120.35	\$ 95,247.85	\$ 76,112.48				
June	\$ 85,146.64	\$ 173,325.88					
Total	\$ 1,189,109.45	\$ 982,313.32	\$ 1,059,183.79	\$ -	\$ -	\$ -	\$ -



< Home

City Use Tax Deposit Letter

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If there are any questions concerning this payment, please call or write Dave Francis, (405) 522-6600, Account Maintenance Division, Oklahoma Tax Commission.

Year

Month

Entity

Export

Effective Date	Tax, Penalty & Interest	Refunded	Suspended	Retention	Interest	Total
09-May-2022	76,461.61	0.00	0.00	382.31	33.18	76,112.48
	76,461.61	0.00	0.00	382.31	33.18	76,112.48

Data is updated each business day



Tax Commission

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HOTEL / MOTEL TAX ALLOCATION GRANT PROJECT APPLICATION



To be considered for the City of Pryor Creek Hotel / Motel Tax Allocation Grant, please complete the form below.

Name: Lake Area Softball Association

Street address:

P.O. Box 686

Street address line 2:

City:

Pryor

State:

OK

Zip code:

74362

Contact Person

First name:

Cambra

Last name:

Fields

Phone number:

9188640188

E-mail:

cambra.soukup@live.com

Is your organization a non-profit or public tax-exempt organization as defined under Section 501(c)(3) of the Internal Revenue Code?

Yes

No

Requested amount:

\$5,000

Applicant's Match amount:

\$1,000

Total Project Budget:

\$5,816.46

Description of event or project summary:

Provide a paragraph, a concise summary of your request and what it will accomplish. If your request is part of a larger project, you may briefly describe the over all project. However, please focus the bulk of your answer on the specific element for which you are requesting funding.

The concession stand lower level is made out of cinder blocks and is structurally sound. The second level of this concession stand building is a wooden frame structure. There are two big windows in this upstairs area that have been replaced sometime in the past without proper cocking around these windows. The areas under the window on the wall and flooring are now rotted and need to be replaced. Some floor joists will need to be scapped to the existing joists, new sheetrock, painting will have to be done. This work will have to extend further outward past the rotted areas.

Where and when will the event take place?

Summer 2022 at the concession stand building.

Resources available for project / event:

Contracted that will be hired out by the Lake Area Softball Association.

PROJECT BUDGET

Please detail the budget for your project. Specify whether your various match items will be cash or in-kind.

Pro-Forma

Project Title:

Renovate Concession Stand Building 2nd Story

Revenues:

Total Requested from Hotel / Motel:

\$5,000

Total Project Revenues:

\$14,000

Expenses:

Advertising

\$0

Promotional Printing

\$0

Miscellaneous expenses:

We are a brand new board this season and do not know the exact amounts. These are our best guesses that we have at this current time until we get through the end of this season.

\$3,500 for concession stand expenses (+-)
\$4,000 for up keep on maintenance on property (+-)

Total Expenses:

\$7,500

**MINUTES
HOTEL / MOTEL BOARD
SPECIAL MEETING
THURSDAY, APRIL 28TH, 2022
5:30 P.M.**

THE HOTEL / MOTEL BOARD MET IN SPECIAL SESSION IN THE COUNCIL CHAMBER, 12 NORTH ROWE, PRYOR CREEK, OKLAHOMA AT THE ABOVE DATE AND TIME.

BOARD MEMBERS: **TRACEY DEAN, AMY CRAMER, SCOTT CRAFT AND ERIC HANSBROUGH, _____

1. CALL MEETING TO ORDER.

The meeting was called to order at 5:30 p.m. by Tracey Dean. Members present: Tracey Dean, Amy Cramer, Scott Craft, Eric Hansbrough. Members absent: none.

Others present: Mayor Lees, Cambra Fields, Steve Arric, Terry Aylward.

2. DISCUSS, POSSIBLY APPROVE MINUTES OF THE JANUARY 13TH, 2022 SPECIAL MEETING.

Motion was made by Cramer, second by Hansbrough to approve minutes of the January 13th, 2022 Special Meeting. All voted yes.

3. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING GRANT APPLICATION FROM LAKE AREA SOFTBALL ASSOCIATION IN THE AMOUNT OF \$5,000.00.

Motion was made by Craft, second by Hansbrough to recommend Council action regarding grant application from Lake Area Softball Association at an increased amount of \$7,500.00.

Mrs. Fields spoke regarding the needs LASA has right now, and there are many. All voted yes.

4. REVIEW OF BOARD TERMS AND REQUIREMENTS.

No action. Mayor spoke regarding the ordinance governing the board appointments. He thanked the current board for all their hard work and dedication and let them know that they would be welcome to serve again in the future.

5. SCHEDULE NEXT MEETING.

No action.

6. ADJOURN.

Motion was made by Craft, second by Hansbrough to adjourn at 5:58 p.m. All voted yes.

HOTEL / MOTEL TAX ALLOCATION BUDGET 2021 - 2022

BUDGET		\$109,343.51						
Recipient	Budget	Approval Dates	Actual Expenditures	Total Unapproved Expenditures (Will be taken off next cycle)	Purchase Order #	Ck#	Date Paid	Follow up Date
Pryor Area Chamber of Commerce (40%)	\$43,737.40	H/M Board: 9/09/21						
		Budget Com: 9/14/21						
		City Council: 9/21/21						
Pryor Public Schools (20%) \$21,401.90-\$2,500	\$21,868.70	H/M Board: 9/09/21						
		Budget Com: 9/14/21						
		City Council: 9/21/21						
Pryor High School Band Day (Minimum \$2,500.00 from PPS Total)	\$0.00	H/M Board: 9/09/21						
		Budget Com: 9/14/21						
		City Council: 9/21/21						
Pryor Main Street (10%)	\$10,934.35	H/M Board: 9/09/21						
		Budget Com: 9/14/21						
		City Council: 9/21/21						
Grant Applications (20%)	\$21,868.70	H/M Board: 9/09/21						
		Budget Com: 9/14/21						
		City Council: 9/21/21						
Reserve (10%)	\$10,934.36	H/M Board: 9/09/21						
		Budget Com:						
		City Council:						
Grand Total	\$109,343.51		-					

HOTEL / MOTEL TAX GRANTS 2021 - 2022										Budget = \$21,868.70		Reserve = \$10,934.36	
RECIPIENT		AMT AWARDED		TO BE USED FOR		Receipts Received Total Amt of Receipts	Receipts Approved by CC	Purchase Order #	Ck#	Date Paid	Follow up Date		
PRYOR PATCHERS QUILT GUILD		H/M: 9/09/21		QUILT SHOW									
		Budget Com: 9/14/21											
		City Council: 3/21/21											
Amt requested:		\$3,000.00		Date Paid 9/16-18/21		ACCOUNT #							
PAAH		H/M: 9/09/21		NEOK AREA ARTIST SHOW									
		Budget Com: 9/14/21											
		City Council: 9/21/21											
Amt requested:		\$2,000.00		Date Paid 10/8-16/21		ACCOUNT #							
PACC		H/M Board: 9/09/21		CHRISTMAS PARADE OF LIGHTS									
		Budget Com: 9/14/21											
		City Council: 9/21/21											
Amt requested:		\$2,425.00		Date Paid 12/2/2021		ACCOUNT #							
		H/M Board:											
		Budget Com:											
		City Council:											
Amt requested:				Date Paid		ACCOUNT #							
		H/M Board:											
		Budget Com:											
		City Council:											
Amt requested:				Date Paid		ACCOUNT #							
		H/M Board:											
		Budget Com:											
		City Council:											
Amt requested:				Date Paid		ACCOUNT #							
		H/M Board:											
		Budget Com:											
		City Council:											
Amt requested:				Date Paid		ACCOUNT #							
		H/M Board:											
		Budget Com:											
		City Council:											
Amt requested:				Date Paid		ACCOUNT #							
AMT REQUESTED		BUDGET		AMT AWARDED									
\$7,500.00		\$21,868.70		\$7,425.00									
Reserve (10%)		10,934.36				Funding available		\$14,443.70					
TOTAL		\$32,803.06											