

**MINUTES  
BUDGET AND PERSONNEL  
REGULAR MEETING  
TUESDAY, OCTOBER 10<sup>TH</sup>, 2023  
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: Choya Shropshire, Dennis Nance, Charles Tramel, Travis Mileur (alt)**

**1. CALL MEETING TO ORDER.**

The meeting was called to order at 5:35 p.m. by Dennis Nance. Members present: Dennis Nance, Charles Tramel and Travis Mileur. Members absent: Choya Shropshire.

Others present: Zac Doyle, Terry Aylward, Justin Couch, Jeremy Cantrell and Kevin Tramel.

**2. DISCUSS, POSSIBLY APPROVE THE MINUTES OF THE SEPTEMBER 12<sup>TH</sup>, 2023 REGULAR MEETING.**

Motion was made by Tramel, second by Mileur to approve the minutes of the September 12<sup>th</sup>, 2023 regular meeting. Voting yes: Nance and Tramel. Abstaining, counting as a no vote: Mileur. Voting no: none.

**3. MAYOR'S REPORT:**

**a. Tax Reports.**

Doyle read the Tobacco, Sales and Use Tax reports.

**b. Review of Financial Status.**

Doyle stated that tax revenue is up slightly compared to the previous month and trending upward overall.

**c. General Fund Budget Review.**

Doyle stated the August report is not yet finished, however Councilors should keep in mind that many annual expenses incurred at the beginning of the Fiscal Year will be covered as the year progresses.

**4. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING A GRANT FROM GRDA IN THE AMOUNT OF \$4,375.00 FROM PARKS CAPITAL OUTLAY ACCOUNT #44-445-5415 TO MODIFY THREE TENNIS COURTS TO ACCOMMODATE CREATING PICKLEBALL COURTS. THIS GRANT WILL REIMBURSE THE CITY FOR A \$1,050.00 EXPENDITURE TO MERRITT TENNIS AND TRACK SYSTEMS TO INSTALL LINES IN THE PLAY AREA, A \$556.00 EXPENDITURE TO CHAMPION CONCRETE TO COVER THE COST OF CREATING CORE HOLES FOR POSTS TO BE PLACED AND A \$2,769.00 EXPENDITURE TO TCS TO COVER THE COST OF NETS AND OTHER HARDWARE. THESE EXPENDITURES WILL BE REIMBURSED IN FULL UPON COMPLETION BY THE GRDA GRANT FUNDS.**

Motion was made by Mileur, second by Tramel to recommend Council action regarding a grant from GRDA in the amount of \$4,375.00 from Parks Capital Outlay Account #44-445-5415 to modify three tennis courts to accommodate creating pickleball courts. This grant will reimburse the city for a \$1,050.00 expenditure to Merritt Tennis and Track Systems to install lines in the play area, a \$556.00 expenditure to Champion Concrete to

cover the cost of creating core holes for posts to be placed and a \$2,769.00 expenditure to TCS to cover the cost of nets and other hardware. These expenditures will be reimbursed in full upon completion by the GRDA Grant funds. Voting yes: Tramel, Mileur and Nance. Voting no: none.

**5. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO AMEND OR RESCIND A CITYWIDE HIRING FREEZE IF THE CITY COUNCIL DETERMINES CITY FINANCES ARE STABLE ENOUGH TO RESPONSIBLY CONSIDER HIRING NEW EMPLOYEES.**

Motion was made by Mileur, second by Tramel to recommend Council action to amend or rescind a citywide hiring freeze if the City Council determines city finances are stable enough to responsibly consider hiring new employees. Voting yes: Mileur, Nance and Tramel. Voting no: none.

**6. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING A NEW LOWER COUNTER OFFER OF \$7,500.00 ON A 1.6 ACRE PARCEL OF LAND ADJACENT TO THE NORTHWEST PORTION OF THE CEMETERY PROPERTY. SW COR OF SWSE E565.92', N515' TO POB W236.49', N276.12 TO POB 1124/379. PREVIOUS OFFER WAS \$20,000.00.**

Motion was made by Mileur, second by Tramel to recommend Council action regarding a new lower counter offer of \$7,500.00 on a 1.6 acre parcel of land adjacent to the Northwest portion of the Cemetery property. SW COR OF SWSE E565.92', N515' TO POB W236.49', N276.12 to POB 1124/379. Previous offer was \$20,000.00. Voting yes: Nance, Tramel and Mileur. Voting no: none.

**7. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING THE COLLECTIVE BARGAINING AGREEMENT UPDATES BETWEEN CITY OF PRYOR CREEK AND THE FRATERNAL ORDER OF POLICE LODGE NUMBER 116 FOR THE 2023-2024 FY.**

Motion was made by Mileur, second by Tramel to recommend Council action regarding the Collective Bargaining Agreement updates between City of Pryor Creek and the Fraternal Order of Police Lodge Number 116 for the 2023-2024 FY. Voting yes: Tramel, Mileur and Nance. Voting no: none.

**8. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING THE COLLECTIVE BARGAINING AGREEMENT UPDATES BETWEEN CITY OF PRYOR CREEK AND THE LOCAL 3567 OF THE INTERNATIONAL ASSOCIATION OF FIREFIGHTERS, AFL-CIO/CLC FOR THE 2023-2024 FY.**

Motion was made by Tramel, second by Mileur to recommend Council action regarding the Collective Bargaining Agreement updates between City of Pryor Creek and the Local 3567 of the International Association of FireFighters, AFL-CIO/CLC for the 2023-2024 FY. Voting yes: Mileur, Nance and Tramel. Voting no: none.

**9. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO BEGIN SEEKING BIDS FOR DEMOLITION AND CLEAN UP OF THE 6 N BAILEY PROPERTY. IT IS PROPOSED THAT THIS PROJECT WILL BE FUNDED USING THE REAL PROPERTY ACQUISITIONS FUND.**

Motion was made by Mileur, second by Tramel to recommend Council action to begin seeking bids for demolition and clean up of the 6 N Bailey property. It is proposed that this project will be funded using the Real Property Acquisitions fund. Voting yes: Nance, Tramel and Mileur. Voting no: none.

**10. UNFORESEEABLE BUSINESS.**

There was no unforeseeable business.

**11. ADJOURN.**

Motion was made by Mileur, second by Tramel to adjourn. Voting yes: Tramel, Mileur and Nance. Voting no: none.

**MINUTES  
BUDGET AND PERSONNEL  
REGULAR MEETING  
TUESDAY, NOVEMBER 14<sup>TH</sup>, 2023  
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: Choya Shropshire, Lori Bradshaw, Charles Tramel, Travis Mileur (alt)**

**1. CALL MEETING TO ORDER.**

The meeting was called to order at 5:35 p.m. by Choya Shropshire. Members present: Choya Shropshire, Lori Bradshaw and Charles Tramel. Members absent: none.

Others present: Zac Doyle, Courtney Davis, Terry Aylward, Justin Couch and Kemmie Shropshire.

**2. DISCUSS, POSSIBLY APPROVE THE MINUTES OF THE OCTOBER 10<sup>TH</sup>, 2023 REGULAR MEETING.**

Motion was made by Tramel, second by Bradshaw to approve the minutes of the October 10<sup>th</sup>, 2023 Voting yes: Tramel. Abstaining, counting as a no vote: Bradshaw and Shropshire. Voting no: none.

**3. MAYOR'S REPORT:**

**a. Tax Reports.**

Doyle read the Tobacco, Sales and Use Tax reports.

**b. Review of Financial Status.**

Doyle stated that tax revenue is down slightly compared to the previous month but trending upward when compared to last year's revenue.

**c. General Fund Budget Review.**

Doyle stated that the City is projected to end the calendar year with over \$10.7 million in sales tax. He also encouraged members to shop locally this holiday season.

**4. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION AUTHORIZING THE PRYOR CREEK POLICE DEPARTMENT TO CREATE A FULL-TIME NARCOTICS OFFICER POSITION.**

Motion was made by Tramel, second by Bradshaw to recommend Council action authorizing the Pryor Creek Police Department to create a full-time Narcotics Officer position. Voting yes: Tramel, Shropshire and Bradshaw. Voting no: none.

**5. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING A HOTEL / MOTEL GRANT APPLICATION FROM PRYOR AREA CHAMBER OF COMMERCE IN THE AMOUNT OF \$3,500.00 FOR THE PRYOR HOMETOWN CHRISTMAS PARADE DECEMBER 9<sup>TH</sup>, 2023.**

Motion was made by Tramel, second by Bradshaw to recommend Council action regarding a Hotel / Motel Grant application from Pryor Area Chamber of Commerce in the amount of \$3,500.00 for the Pryor Hometown Christmas Parade December 9<sup>th</sup>, 2023. Voting yes: Shropshire, Bradshaw and Tramel. Voting no: none.

**6. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING A HOTEL / MOTEL GRANT APPLICATION FROM PRYOR AREA CHAMBER OF COMMERCE IN THE AMOUNT OF \$3,500.00 FOR THE OKIE HOMESTEADING EXPO MARCH 22<sup>ND</sup> - MARCH 23<sup>RD</sup>, 2024.**

Motion was made by Tramel, second by Bradshaw to recommend Council action regarding a Hotel / Motel Grant application from Pryor Area Chamber of Commerce in the amount of \$3,500.00 for the Okie Homesteading Expo March 22<sup>nd</sup> - March 23<sup>rd</sup>, 2024. Voting yes: Bradshaw, Tramel and Shropshire. Voting no: none.

**7. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING A HOTEL / MOTEL GRANT APPLICATION FROM PRYOR AREA CHAMBER OF COMMERCE IN THE AMOUNT OF \$5,000.00 FOR THE OKLAHOMA TACKLE HUNTING & BOAT SHOW FEBRUARY 10<sup>TH</sup> - FEBRUARY 13<sup>TH</sup> 2024.**

Motion was made by Bradshaw, second by Tramel to recommend Council action regarding a Hotel / Motel Grant application from Pryor Area Chamber of Commerce in the amount of \$5,000.00 for the Oklahoma Tackle Hunting & Boat Show February 10<sup>th</sup> - February 13<sup>th</sup> 2024. Voting yes: Tramel, Shropshire and Bradshaw. Voting no: none.

**8. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING A HOTEL / MOTEL GRANT APPLICATION FROM PRYOR MAIN STREET IN THE AMOUNT OF \$6,000.00 FOR THE LIGHTS ON DOWNTOWN EVENT NOVEMBER 16<sup>TH</sup>, 2023.**

Motion was made by Tramel, second by Bradshaw to recommend Council action regarding a Hotel / Motel Grant application from Pryor Main Street in the amount of \$6,000.00 for the Lights On Downtown event November 16<sup>th</sup>, 2023. Voting yes: Shropshire, Bradshaw and Tramel. Voting no: none.

**9. UNFORESEEABLE BUSINESS.**

There was no unforeseeable business.

**10. ADJOURN.**

Motion was made by Tramel, second by Bradshaw to adjourn. Voting yes: Bradshaw, Tramel and Shropshire. Voting no: none.

# 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	\$ 878,922.33		
February	\$ 705,422.56	\$ 747,343.85	\$ 784,577.85	\$ 965,223.87	\$ 870,243.28		
March	\$ 692,054.30	\$ 673,114.50	\$ 758,530.01	\$ 739,268.97	\$ 761,804.55		
April	\$ 707,734.29	\$ 769,552.84	\$ 805,283.96	\$ 888,320.02	\$ 860,505.22		
May	\$ 716,194.09	\$ 830,287.14	\$ 888,357.25	\$ 961,420.02	\$ 893,277.72		
June	\$ 778,619.10	\$ 931,868.08	\$ 871,739.01	\$ 844,161.50	\$ 889,018.00		
July	\$ 762,210.98	\$ 883,069.62	\$ 858,434.01	\$ 829,117.54	\$ 957,034.17		
August	\$ 772,969.72	\$ 874,325.09	\$ 815,988.59	\$ 864,954.15	\$ 1,027,800.08		
September	\$ 797,162.40	\$ 778,537.41	\$ 846,481.64	\$ 892,231.76	\$ 862,289.51		
October	\$ 791,341.32	\$ 743,529.37	\$ 836,959.44	\$ 871,433.02	\$ 985,589.29		
November	\$ 729,869.64	\$ 761,329.87	\$ 857,087.62	\$ 880,402.84	\$ 891,924.90		
December	\$ 752,605.85	\$ 793,356.56	\$ 828,875.55	\$ 838,559.55	\$ 855,746.83		
<b>Total</b>	<b>\$8,958,004.36</b>	<b>\$9,536,370.18</b>	<b>\$ 9,915,481.12</b>	<b>\$ 10,433,423.97</b>	<b>\$10,734,155.88</b>	<b>\$ -</b>	<b>\$ -</b>

## FISCAL YEAR

	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY	FY
July	\$ 762,210.98	\$ 883,069.62	\$ 858,434.01	\$ 829,117.54	\$ 957,034.17		
August	\$ 772,969.72	\$ 874,325.09	\$ 815,988.59	\$ 864,954.15	\$ 1,027,800.08		
September	\$ 797,162.40	\$ 778,537.41	\$ 846,481.64	\$ 892,231.76	\$ 862,289.51		
October	\$ 791,341.32	\$ 743,529.37	\$ 836,959.44	\$ 871,433.02	\$ 985,589.29		
November	\$ 729,869.64	\$ 761,329.87	\$ 857,087.62	\$ 880,402.84	\$ 891,924.90		
December	\$ 752,605.85	\$ 793,356.56	\$ 828,875.55	\$ 838,559.55	\$ 855,746.83		
January	\$ 750,055.85	\$ 763,166.19	\$ 858,330.73	\$ 878,922.23			
February	\$ 747,343.85	\$ 784,577.85	\$ 965,223.87	\$ 870,243.28			
March	\$ 673,114.50	\$ 758,530.01	\$ 739,268.97	\$ 761,804.55			
April	\$ 769,552.84	\$ 805,283.96	\$ 888,320.02	\$ 860,505.22			
May	\$ 830,287.14	\$ 888,357.25	\$ 961,420.02	\$ 893,277.72			
June	\$ 931,868.08	\$ 871,739.01	\$ 844,161.50	\$ 889,018.00			
<b>Total</b>	<b>\$ 9,308,382.17</b>	<b>\$9,705,802.19</b>	<b>\$10,300,551.96</b>	<b>\$10,330,469.86</b>	<b>\$ 5,580,384.78</b>	<b>\$ -</b>	<b>\$ -</b>

# 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	\$ 87,984.16		
February	\$ 75,691.84	\$ 116,848.79	\$ 101,872.56	\$ 159,740.83	\$ 92,908.68		
March	\$ 82,273.50	\$ 93,213.07	\$ 70,027.53	\$ 112,038.64	\$ 71,504.18		
April	\$ 149,970.94	\$ 101,408.96	\$ 51,642.76	\$ 70,017.53	\$ 77,257.33		
May	\$ 102,655.42	\$ 81,120.35	\$ 95,247.85	\$ 76,112.48	\$ 95,980.06		
June	\$ 97,779.29	\$ 85,146.64	\$ 173,325.88	\$ 101,915.75	\$ 91,161.69		
July	\$ 139,814.46	\$ 72,780.21	\$ 68,145.11	\$ 110,868.18	\$ 88,248.72		
August	\$ 139,921.75	\$ 20,686.72	\$ 69,921.89	\$ 58,688.91	\$ 97,615.96		
September	\$ 46,037.38	\$ 61,303.56	\$ 68,791.50	\$ 87,511.99	\$ 77,660.56		
October	\$ 73,880.30	\$ 87,415.09	\$ 116,979.12	\$ 67,324.75	\$ 99,858.54		
November	\$ 109,959.30	\$ 85,479.26	\$ 76,090.86	\$ 84,759.18	\$ 89,908.91		
December	\$ 73,391.80	\$ 115,292.71	\$ 78,048.71	\$ 140,512.94	\$ 86,807.23		
<b>Total</b>	<b>\$1,159,901.34</b>	<b>\$1,049,062.01</b>	<b>\$1,017,332.96</b>	<b>\$ 1,232,788.30</b>	<b>\$1,056,896.02</b>	<b>\$ -</b>	<b>\$ -</b>

## FISCAL YEAR

	FY	FY	FY	FY 2022-2023	FY 2023-2024	FY	FY
July	\$ 139,814.46	\$ 72,780.21	\$ 68,145.11	\$ 110,868.18	\$ 88,248.72		
August	\$ 139,921.75	\$ 20,686.72	\$ 69,921.89	\$ 58,688.91	\$ 97,615.96		
September	\$ 46,037.38	\$ 61,303.56	\$ 68,791.50	\$ 87,511.99	\$ 77,660.56		
October	\$ 73,880.30	\$ 87,415.09	\$ 116,979.12	\$ 67,324.75	\$ 99,858.54		
November	\$ 109,959.30	\$ 85,479.26	\$ 76,090.86	\$ 84,759.18	\$ 89,908.91		
December	\$ 73,391.80	\$ 115,292.71	\$ 78,048.71	\$ 140,512.94	\$ 89,807.23		
January	\$ 128,366.65	\$ 47,239.19	\$ 163,297.12	\$ 87,984.16			
February	\$ 116,848.79	\$ 101,872.56	\$ 159,740.83	\$ 92,908.68			
March	\$ 93,213.07	\$ 70,027.53	\$ 112,038.64	\$ 71,504.18			
April	\$ 101,408.96	\$ 51,642.76	\$ 70,017.53	\$ 77,257.33			
May	\$ 81,120.35	\$ 95,247.85	\$ 76,112.48	\$ 95,980.06			
June	\$ 85,146.64	\$ 173,325.88	\$ 101,915.75	\$ 91,161.69			
<b>Total</b>	<b>\$1,189,109.45</b>	<b>\$ 982,313.32</b>	<b>\$1,161,099.54</b>	<b>\$1,066,462.05</b>	<b>\$ 543,099.92</b>	<b>\$ -</b>	<b>\$ -</b>

# TOBACCO Tax Totals

City of Pryor Creek, OK

	2019	2020	2021	2022	2023	2024	2025
January	\$ 7,183.48	\$ 6,797.30	\$ 8,038.11	\$ 7,739.58	\$ 6,737.06		
February	\$ 4,392.65	\$ 6,340.63	\$ 5,785.89	\$ 4,945.37	\$ 5,047.67		
March	\$ 5,212.38	\$ 5,556.34	\$ 5,509.70	\$ 6,260.76	\$ 4,853.51		
April	\$ 7,092.57	\$ 9,111.80	\$ 7,684.27	\$ 5,753.23	\$ 5,083.05		
May	\$ 6,997.49	\$ 6,594.97	\$ 8,952.43	\$ 7,694.95	\$ 5,951.36		
June	\$ 7,394.72	\$ 8,343.59	\$ 7,525.81	\$ 7,196.86	\$ 6,133.68		
July	\$ 7,651.74	\$ 9,952.29	\$ 7,053.48	\$ 6,551.62	\$ 6,188.47		
August	\$ 7,002.62	\$ 8,432.39	\$ 7,836.26	\$ 4,491.53	\$ 6,153.49		
September	\$ 7,626.68	\$ 8,131.46	\$ 7,353.37	\$ 6,321.36	\$ 6,196.13		
October	\$ 6,979.41	\$ 7,502.43	\$ 6,453.01	\$ 6,779.97	\$ 6,132.81		
November	\$ 7,031.16	\$ 7,192.36	\$ 7,400.29	\$ 5,466.42	\$ 5,775.52		
December	\$ 6,403.07	\$ 7,910.53	\$ 6,894.86	\$ 7,068.45	\$ 5,613.85		
Total	\$ 80,967.97	\$ 91,866.09	\$ 86,487.48	\$ 76,270.10	\$ 69,866.60	\$ -	\$ -

FISCAL YEAR

	FY	FY	FY	FY	FY	FY	FY
July	\$ 7,651.74	\$ 9,952.29	\$ 7,053.48	\$ 6,551.62	\$ 6,188.47		
August	\$ 7,002.62	\$ 8,432.39	\$ 7,836.26	\$ 4,491.53	\$ 6,153.49		
September	\$ 7,626.68	\$ 8,131.46	\$ 7,353.37	\$ 6,321.36	\$ 6,196.13		
October	\$ 6,979.41	\$ 7,502.43	\$ 6,453.01	\$ 6,779.97	\$ 6,132.81		
November	\$ 7,031.16	\$ 7,192.36	\$ 7,400.29	\$ 5,466.42	\$ 5,775.52		
December	\$ 6,403.07	\$ 7,910.53	\$ 6,894.86	\$ 7,068.45	\$ 5,613.85		
January	\$ 6,797.30	\$ 8,038.11	\$ 7,739.58	\$ 6,737.06			
February	\$ 6,340.63	\$ 5,785.89	\$ 4,945.37	\$ 5,047.67			
March	\$ 5,556.34	\$ 5,507.90	\$ 6,260.76	\$ 4,853.51			
April	\$ 9,111.80	\$ 7,684.27	\$ 5,753.23	\$ 5,083.05			
May	\$ 6,594.97	\$ 8,952.43	\$ 7,694.95	\$ 5,951.36			
June	\$ 8,343.59	\$ 7,525.81	\$ 7,196.86	\$ 6,133.68			
Total	\$ 85,439.31	\$ 92,615.87	\$ 82,582.02	\$ 70,485.68	\$ 29,871.80	\$ -	\$ -