

**MINUTES  
BUDGET AND PERSONNEL  
REGULAR MEETING  
TUESDAY, MARCH 12<sup>TH</sup>, 2024  
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 5:30 p.m. by Choya Shropshire. Members present: Choya Shropshire, Lori Bradshaw and Charles Tramel. Members absent: none.

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

**2. DISCUSS, POSSIBLY APPROVE THE MINUTES OF THE FEBRUARY 13<sup>TH</sup>, 2024 REGULAR MEETING.**

Motion was made by Tramel, second by Bradshaw to approve the minutes of the February 13<sup>th</sup>, 2024 regular meeting. Voting yes: Tramel and Shropshire. Abstaining, counting as a no vote: Bradshaw. Voting no: none.

**3. MAYOR'S REPORT:**

**a. Tax Reports.**

Doyle presented the sales tax reports to the committee.

**b. Review of Financial Status.**

Doyle reviewed the SRO balance sheet with the committee and stated that the city is on track.

**c. General Fund Budget Review.**

Doyle reported that he has been reviewing the travel & training process to better utilize travel discounts and monitor spending.

**4. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING AN EXPENDITURE IN THE AMOUNT OF \$9,218.00 TO COSTCO FOR A THERMAL IMAGING CAMERA TO BE PAID OUT OF FIRE DEPARTMENT CAPITAL OUTLAY ACCOUNT #44-445-5422 (CURRENT BALANCE \$179,827.50). OTHER BIDS RECEIVED: CONRAD IN THE AMOUNT OF \$9,836.61 AND CURTIS TOOLS IN THE AMOUNT OF \$11,522.50. (SCRIVENER'S ERROR: VENDOR IS CASCO.)**

Motion was made by Tramel, second by Bradshaw to recommend Council action regarding an expenditure in the amount of \$9,218.00 to Costco for a thermal imaging camera to be paid out of Fire Department Capital Outlay Account #44-445-5422 (Current balance \$179,827.50). Other bids received: Conrad in the amount of \$9,836.61 and Curtis Tools in the amount of \$11,522.50. *(Scrivener's error: Vendor is Casco.)* Voting yes: Tramel, Shropshire and Bradshaw. Voting no: none.

**5. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO HIRE CHRIS JULKOWSKI AS A VOLUNTEER FIREFIGHTER.**

Motion was made by Bradshaw, second by Tramel to recommend Council action to hire Chris Julkowski as a volunteer firefighter. Voting yes: Shropshire, Bradshaw and Tramel. Voting no: none.

**6. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING THE PROMOTION OF DYLAN WRIGHT FROM PATROLMAN RANGE J; STEP 2 TO PATROLMAN RANGE J; STEP 3.**

Motion by Bradshaw, second by Tramel to take no action regarding the promotion of Dylan Wright from Patrolman Range J; Step 2 to Patrolman Range J; Step 3. Voting yes: Bradshaw, Tramel and Shropshire. Voting no: none.

**7. UNFORESEEABLE BUSINESS.**

There was no unforeseeable business.

**8. ADJOURN.**

Motion was made by Bradshaw, second by Tramel to adjourn at 5:54 p.m. Voting yes: Tramel, Shropshire and Bradshaw. Voting no: none.

HOTEL / MOTEL TAX ALLOCATION BUDGET 2023 - 2024								
BUDGET		\$97,675.34						
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%)	\$39,070.14	H/M Board: 9/14/2023						
		Budget Com: 9/12/2023						
		City Council: 9/19/2023						
Pryor Public Schools (20%)	\$19,535.07	H/M Board: 9/14/2023						
		Budget Com: 9/12/2023						
		City Council: 9/19/2023						
Pryor High School Band Day (Minimum \$2,500.00 from PPS Total)	\$0.00	H/M Board:						
		Budget Com:						
		City Council:						
Pryor Main Street (10%)	\$9,767.53	H/M Board: 9/14/2023						
		Budget Com: 9/12/2023						
		City Council:						
Grant Applications (27%)	\$26,372.34	H/M Board: 9/14/2023						
		Budget Com: 9/12/2023						
		City Council: 9/19/2023						
Reserve (3%)	\$2,930.26	H/M Board: 9/14/2023						
		Budget Com: 9/12/2023						
		City Council: 9/19/2023						
<b>Grand Total</b>	<b>\$97,675.34</b>		-					

HOTEL / MOTEL TAX GRANTS 2023 - 2024		Budget = \$26,372.34			Reserve = \$2,930.26				
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	
Oklahoma Freedom Flight - ExtravaSLAMza	H/M: \$ 5,000.00								
	Budget Com:								
	City Council: \$ 5,000.00								
<b>Amt requested:</b>	<b>\$5,000.00</b>	<b>Date Paid</b>	<b>ACCOUNT #</b>						
Pryor Area Arts and Humanities - Northeast Oklahoma Area Artist's Show	H/M: \$ 2,000.00								
	Budget Com:								
	City Council: \$ 2,000.00								
<b>Amt requested:</b>	<b>\$2,000.00</b>	<b>Date Paid</b>	<b>ACCOUNT #</b>						
Pryor Area Chamber of Commerce - Pryor Hometown Christmas Parade	H/M: \$ 3,500.00								
	Budget Com: \$ 3,500.00								
	City Council: \$ 3,500.00								
<b>Amt requested:</b>	<b>\$3,500.00</b>	<b>Date Paid</b>	<b>ACCOUNT #</b>						
Pryor Area Chamber of Commerce - Okie Homesteading Show	H/M Board: \$ 3,500.00								
	Budget Com: \$ 3,500.00								
	City Council: \$ 3,500.00								
<b>Amt requested:</b>	<b>\$3,500.00</b>	<b>Date Paid</b>	<b>ACCOUNT #</b>						
Pryor Area Chamber of Commerce - Oklahoma Tackle Hunting & Boat Show	H/M Boards: \$ 5,000.00								
	Budget Com: \$ 5,000.00								
	City Council: \$ 5,000.00								
<b>Amt requested:</b>	<b>\$5,000.00</b>	<b>Date Paid</b>	<b>ACCOUNT #</b>						
Pryor Main Street - Lights On Downtown	H/M Board: \$ 6,000.00								
	Budget Com: \$ 6,000.00								
	City Council: \$ 6,000.00								
<b>Amt requested:</b>	<b>\$6,000.00</b>	<b>Date Paid</b>	<b>ACCOUNT #</b>						
	H/M Board:								
	Budget Com:								
	City Council:								
<b>Amt requested:</b>		<b>Date Paid</b>	<b>ACCOUNT #</b>						
	H/M Board:								
	Budget Com:								
	City Council:								
<b>Amt requested:</b>		<b>Date Paid</b>	<b>ACCOUNT #</b>						
<b>AMT REQUESTED</b>	<b>BUDGET</b>	<b>AMT AWARDED</b>							
\$25,000.00	\$26,372.34	\$25,000.00							
Reserve (10%)	2,930.26							Funding available	\$1,372.34
<b>TOTAL</b>	<b>\$29,302.60</b>								



# PRYOR MAIN STREET

2 ½ South Adair  
mainstreetpryor@gmail.com

2023 Hotel/Motel Expense Report (Lighting-Lights on Downtown)

<b>Amount Allocated</b>	<b>\$6000</b>
<b>Expenses Submitted</b>	<b>\$7000</b>
<b>Remainder</b>	<b>\$0</b>

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<b>Christmas Lights Installation</b>	<b>\$7000</b>
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<b>TOTAL COST:</b>	<b>\$7000</b>
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<b>TOTAL MATCH:</b>	<b>\$1000</b>
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<b>AMOUNT ALLOCATED FROM HOTEL/MOTEL:</b>	<b>\$6,000</b>
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# Symmetry Land Services

P.O. Box 132 Sapulpa, OK 74067  
918-408-3127 | symmetrylandservices@gmail.com |  
www.symmetrylandservices.com

**RECIPIENT:**

**Pryor Main Street**  
2 South Adair Street  
Pryor, Oklahoma 74361

Invoice #6772	
Issued	11/07/2023
Due	11/14/2023
Paid	11/19/2023
<b>Total</b>	<b>\$7,000.00</b>
Account Balance	\$0.00

**For Services Rendered**

Product/Service	Description	Qty.	Unit Price	Total
11/10/2023				
Install	**CHRISTMAS LIGHTS -check clips -check strand -replace bulbs (as needed) -install lights -run power -takedown lights	1	\$7,000.00	\$7,000.00*

\* Non-taxable

Thank you for your business. Please contact us with any questions regarding this invoice.

<b>Total</b>	<b>\$7,000.00</b>
Paid	- \$7,000.00
<b>Invoice balance</b>	<b>\$0.00</b>
Account balance	<b>\$0.00</b>



**2024 Oklahoma Hunting, Fishing, & Boat Show**

**Hotel-Motel Allocation Expense Report**

Amount Allocated: \$5,000.00







SPONSOR ID [megaphone icon]  
AD COPY [speech bubble icon]

**TULSA Total Traffic & Weather Network (TTWN)**

Monday February 12 – Friday February 16, 2024

- 100x - :15 Exclusive Sponsor ads
  - 100x - Opening Exclusive Sponsor billboards
  - Times vary by station.
  - TRAFFIC runs Monday-Friday 6am-10am & 3pm-7pm.
  - WEATHER runs Monday-Friday 5am-8pm provided exclusively by KJRH-TV "2 News Oklahoma" meteorologists.
  - 100x - :15 Sponsor Broadcast ads PLUS 100x iHeartRadio streaming ads
- INVESTMENT - \$2,125 NET

CONTENT [cloud icon] [car icon]

Stations	Dial Position	Format
KMOD	97.5 FM	Mainstream Rock
KTGX - The Twister	106.1 FM	Country
KTBT - The BEAT	92.1 FM	CHR/Top 40
KTBZ - The BUZZ	1430 AM	Sports Talk/Live Sports
KAKC - The Patriot	1300 AM	Conservative Talk
KIZS - El Patron	101.5 FM	Regional Mexican
The JET	93.5 FM	REAL Classic Rock



TULSA & Northeast Oklahoma Coverage Map



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# HeartMedia – February 12-17, 2024

## KMOD

40x - :15 ads Monday-Friday 6am-7pm @ \$50 each

10x - :15 ads Monday-Friday 7pm-12m @ \$20 each

10x - :30 ads Saturday 6am-6pm @ \$45 each

18x - :30 ads Monday-Saturday 12m-5am @ n/c bonus

**\$2,252.50 Net**

## 106.1 The Twister KTGX

30x - :30 ads Monday-Friday 6am-7pm @ \$45 each

10x - :30 ads Monday-Friday 7pm-12m @ \$20 each

20x - :30 ads Monday-Saturday 12m-5am @ n/c bonus

**\$1,317.50 Net**

## AM1430 The BUZZ/Ref Sports KTBZ

42x - :30 ads Monday-Friday 6am-7pm @ \$15 each

10x - :30 ads Monday-Saturday 6am-12m @ n/c bonus

**\$535.50 Net**

## Total Traffic & Weather Network (TTWN)

sponsorship ads & billboards Monday-Friday 6am-8pm @ \$25 each

**\$2,125 Net**

**290x Total Broadcast ads PLUS 290x iHeartRadio streaming**

REACH THROUGH DELIVERS your marketing

message to primetime & weekend audiences **on seven (7) Tulsa Radio stations!**



**97.5 KMOD—Tulsa's Legendary Rocker for 50+ years!** The **BEST** New & Classic Rock. KMOD delivers **five-**

**generations of Rock listeners.** Dominates ratings for all Men demos 18-54, Adults 18-49, 25-54 & 35-64!

Tulsa's longest-running & #1 rated morning show, Corbin & the BMMS start weekdays, then Mel in middays and DC in PM drivetime!



**KTBT-92.1 The BEAT—(CHR) Tulsa's Party Station...The BEAT** super-serves the 18-49 lifestyle. Tulsa's exclusive home for Elvis Duran Morning Show, music middays with Gabby Diaz, Mikey V afternoons, JRDN evenings!



**KTGX 106.1 The TWISTER – #1 for New Country!** All the newest hits & artists plus Gold Hits. Fun & edgy with a broad, diverse listener base. Bobby Bones kicks-off mornings Monday-Friday, followed by Karla 10am-3pm & Natalie Cash PM drivetime.



**KTBZ - BUZZ Sports Radio - Tulsa's SPORTS AUTHORITY for 26+ years!** **OU football & basketball exclusive Tulsa affiliates**, Tulsa Drillers, TU Women's' basketball & more. Die-hard fans want to talk Sports, especially OU Sports! OU's Toby Rowland LIVE in the morning, Chris Plank is back, followed by Mike Steely & Teddy Lehman.

**KAKC – The Patriot "Real Talk"** – Conservative News/Talk. Weekdays start with Glenn Beck followed by Clay Travis & Lee Mathews, Jesse Kelly & Joe Pags. Keeping Northeast Oklahomans informed of what's going on here & around the world.

7 Station Profiles '23  
Tulsa iHeartMedia  
LANDSCAPE SEPT.docx

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

P.O. BOX 387  
PRYOR, OK 74362

BUILDING A BETTER COMMUNITY TODAY - FOR TOMORROW

**RCB BANK**  
P.O. Box 8 Pryor, OK 74362  
(918)625-4321 Member FDIC

019271

PAY \*\*\*\* FIVE THOUSAND & 0/100 DOLLARS

TO THE  
ORDER OF:

DATE  
01/11/24

AMOUNT  
\$ \*\*5000.00

Montgomery Productions  
LLC  
5328 E 26th Street  
Tulsa, OK 74114

VOID AFTER 90 DAYS

*Chelka*  
\_\_\_\_\_  
\_\_\_\_\_  
AUTHORIZED SIGNATURE



⑈019271⑈ ⑆103112594⑆ 00000121004⑈

*bacc*  
**PRYOR AREA**  
**CHAMBER OF COMMERCE**

**2023 Christmas Parade  
Hotel-Motel Allocation Expense Report**

Amount Allocated: \$3,500.00  
Expenses Submitted: \$3894.68

*bacc*  
**PRYOR AREA**  
 CHAMBER OF COMMERCE

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

## 2023 Christmas Parade

Check #	Date	Payee	Description	Amount
019237	12/01/2023	Tulsa Stage	Stage & Sound	\$1,675.00
019238	12/09/2023	Tulsa Stage	Stage & Sound	\$1,675.00
019261	01/04/2024	Green Country Port-A-John	Port-A Johns	544.68
<b>Total Expenses</b>				<b>\$3894.68</b>

#55500

CHRISTMAS EQUIPMENT  
~~RENTAL~~

GREEN COUNTRY

PORT-A-JOHN

P.O. Box 832  
CHOUTEAU, OK 74337  
918/476-5344

DATE:

12-10-23

SITE DELIVERED TO:

Christmas Parade

*Finger Chapter of Lions*

DATE DELIVERED

NO. UNITS DELIVERED

TERMS:

net 10

DESCRIPTION

UNIT PRICE

AMOUNT

12-8-23

6

Ticket Rental

delivery pickup

420.00

100.00

SUB-TOTAL

TAX

24.68

MISC. CHG.

TOTAL

544.68

**Pryor Area Chamber of Commerce**  
P.O. Box 367

Pryor, OK 74362

2/15/2024

STATEMENT

Page 1 of 1

GC PORT-A  
Green Country Port-A-John  
P.O. Box 832  
Chouteau, OK 74337

<u>Date</u>	<u>Ref. #</u>	<u>Description</u>	<u>Amount</u>
1/4/24	19261	Green Country Port-A-John	<u>\$544.68</u>
		Total	<u><u>\$544.68</u></u>



PRYOR AREA CHAMBER OF COMMERCE, INC.  
Vendor ID: GC PORT-A

MEMO:  
Christmas Parade  
12/8/23 - 6 units

Name: Green Country Port-A-John  
Check Date: 01/04/24  
Check Amount: 544.68

019261

54100  
CHRISTMAS PARADE



918-630-3121  
email tulsastageandtop@gmail.com www.tulsastage.net  
Mobile Stages Decor Scene Design Sound Lights Bleachers Dance Floor Custom

### Contract/Invoice

**Date: Sat. Dec. 9 6 pm, 2023**  
**Event: Pryor Christmas Parade**  
**Location: Pryor**  
**Contact: Houston Brittain**  
**Phone: m 918-691-1760**  
**EMAIL: hbrittain@pryorchamber.com**  
**Build: Dec, 8 & 9, set up by 11 am**  
**Strike: Dec. 9, 8:30 pm**

**TST Agrees to Provide:**

**4 Blocks of sound throughout the parade route and a wireless microphone. Jbl point source arrays. Two at stage. One on the corner of the block south of stage, two to the north. Connected via Alto stealth pro wireless units. (electric will be needed at each location.) Sound Tech 5-7 to handle sound during the parade. Two Mics. \$3,000.00**

**One 8 x 12 stage \$ 350.00**  
**Total \$3,350.00**

**Due Nov 30 \$1,675.00 - Pay now**  
**Balance due during set up \$1,675.00 - Have check**  
**Thank You!**

Agreed to Authorized Buyer:

Print Name \_\_\_\_\_

**Responsible Company**

NOTE: There is a 20% Cancellation Fee if the event is cancelled, unless the event is cancelled within 10 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, 1/2 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. Do NOT lower the top on the Mobile!

Ready for  
December 9th  
=\$3,350

**PRYOR AREA  
CHAMBER OF COMMERCE, INC.**  
P.O. BOX 367  
PRYOR, OK 74362  
BUILDING A BETTER COMMUNITY TODAY - FOR TOMORROW

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

019237

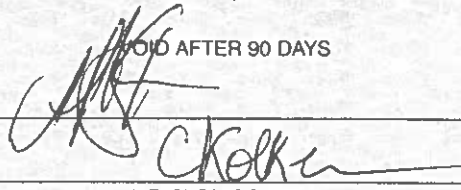
\*\*\*\* ONE THOUSAND SIX HUNDRED SEVENTY FIVE & 0/100 DOLLARS

TO THE  
ORDER OF:

DATE: 12/01/23      AMOUNT: \$ \*\*1675.00

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

VOID AFTER 90 DAYS

  
\_\_\_\_\_  
AUTHORIZED SIGNATURE



⑈019237⑈ ⑆103112594⑆ 00000121004⑈

PRYOR AREA CHAMBER OF COMMERCE, INC.

019237

endor ID: TULSA STAG

Name: Tulsa Stage and Top  
Check Date: 12/01/23  
Check Amount: 1,675.00

MEMO:

Pryor Christmas Parade  
Initial payment  
Stage & Sound setup

PRYOR AREA CHAMBER OF COMMERCE, INC.

019237

endor ID: TULSA STAG

Name: Tulsa Stage and Top  
Check Date: 12/01/23  
Check Amount: 1,675.00

MEMO:

Pryor Christmas Parade  
Initial payment  
Stage & Sound setup

019238

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

P.O. BOX 367  
PRYOR, OK 74362

BUILDING A BETTER COMMUNITY TODAY - FOR TOMORROW

**RCB BANK**

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

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

TO THE  
ORDER OF:

DATE	AMOUNT
12/09/23	\$ **1675.00

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

VOID AFTER 90 DAYS

*[Handwritten Signature]*  
\_\_\_\_\_  
AUTHORIZED SIGNATURE



⑈019238⑈ ⑆103112594⑆ 00000121004⑈

PRYOR AREA CHAMBER OF COMMERCE, INC.

019238

endor ID: TULSA STAG

Name: Tulsa Stage and Top  
Check Date: 12/09/23  
Check Amount: 1,675.00

MEMO:

Sound and Stage setup  
12/9/23 Christmas Parade

PRYOR AREA CHAMBER OF COMMERCE, INC.

019238

endor ID: TULSA STAG

Name: Tulsa Stage and Top  
Check Date: 12/09/23  
Check Amount: 1,675.00

MEMO:

Sound and Stage setup  
12/9/23 Christmas Parade

*bacc*  
**PRYOR AREA**  
**CHAMBER OF COMMERCE**

**2024 Okie Homesteading Show**

**Hotel-Motel Allocation Expense Report**

Amount Allocated: \$3,500.00





# Okie Homesteading

Po box 1484  
Pryor, Ok., 74362  
Okiehomesteading@yahoo.com

# INVOICE

### Bill To

Pryor Chamber of Commerce  
100 E Graham Ave  
Pryor, Ok, 74361  
USA

135350  
H/M GRANT  
PROFESSIONAL  
FEES

**Invoice Number** INV-0001

**Invoice Date** 08.22.23

**Due Date** 09.22.23

Item Name	Quantity	Rate	Amount
Hotel Grant for 2024 Okie Homesteading Expo	1	3500.00	3500.00
		<b>Subtotal</b>	<b>3500.00</b>
		<b>Total</b>	<b>\$3500.00</b>

### Notes

This is being used for half the speaker fee for keynote speaker.



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

019183

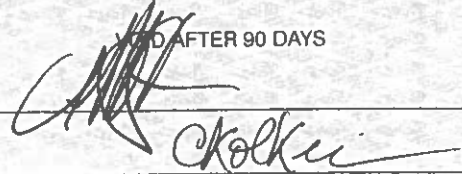
PAY \*\*\*\* THREE THOUSAND FIVE HUNDRED & 0/100 DOLLARS

TO THE  
ORDER OF:

Okie Homesteading  
P. O. Box 1484  
Pryor, OK 74362

DATE 09/08/23 AMOUNT \$ \*\*3500.00

GOOD AFTER 90 DAYS



AUTHORIZED SIGNATURE



⑈019183⑈ ⑆103112594⑆ 04000121004⑈

PRYOR AREA CHAMBER OF COMMERCE, INC.

019183

Vendor ID: OKIE

Name: Okie Homesteading  
Check Date: 09/08/23  
Check Amount: 3,500.00

MEMO:

Invoice #INV-0001  
Keynote speaker

PRYOR AREA CHAMBER OF COMMERCE, INC.

019183

Vendor ID: OKIE

Name: Okie Homesteading  
Check Date: 09/08/23  
Check Amount: 3,500.00

MEMO:

Invoice #INV-0001  
Keynote speaker