

Phase 1

As soon as dry weather permits, the Cemetery will begin to fill in low areas and raise head stones as needed in the Fairview section.

Phase 2

As well when dry weather permits, the Street Dept will dip a ditch along the edge of the road to defined low area where an existing pipe is located that's helping to drain the water runoff.

Phase 3

In this phase as weather permits, we are looking at running the water underground to the west with some larger pipe to drain the water runoff faster.

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, MAY 19TH, 2020 AT 6:00 P.M.**

The City Council of the City of Pryor Creek, Oklahoma met in regular session on the above date and time in the Council Chamber upstairs at City Hall, 12 North Rowe Street in Pryor Creek, Oklahoma. This meeting was followed immediately by a meeting of the Pryor Public Works Authority. Notice of these meetings was posted on the East bulletin board located outside to the South of the entrance doors and the City website at www.pryorcreek.org. Notice was also e-mailed to The Paper newspaper and e-mailed to the Council members.

1. CALL TO ORDER, PRAYER, PLEDGE OF ALLEGIANCE, ROLL CALL.

Mayor Lees called the meeting to order at 6:00 p.m. The Prayer and Pledge of Allegiance were led by Jon Ketcher. Roll Call was conducted by City Clerk Eva Smith. Council members present included: Jon Ketcher, Choya Shropshire, Dennis Nance, Steve Smith, Randy Chitwood, Briana Brakefield and Jimmy Tramel. Members absent: Zac Doyle.

Department Heads and other City Officials present: City Attorney Kim Ritchie, Police Chief Dennis Nichols, Assistant Police Chief James Willyard, Assistant Fire Chief James Baumert, Library Director Cari Rerat and Recreation Center Director Rachel Sordahl.

Others present: Police Captain Kevin Tramel, Police Officers Dustin VanHorn and Trent Humphrey, Pryor Main Street Director Jennie VanBuskirk, Arianna Derr, Park Board member Pat Richard, Brown & Brown Insurance representatives Jennifer Brittain and Kristy Hinojosa, Recreation Board Chairman Houston Brittain, Fred Sordahl, Kenny Kelsey, Wayne Perego, Steve Wyneken, Adam Anderson, Larry Couch, Kemmie Shropshire, Yolanda Thompson and Terry Aylward.

Mayor moved to the Addendum.

**ADDENDUM
CITY COUNCIL MEETING
TUESDAY, MAY 19TH, 2020 AT 6:00 P.M.**

1. DISCUSSION AND POSSIBLE ACTION REGARDING ACCEPTING THE RESIGNATION OF CITY COUNCILOR, WARD 4, ZAC DOYLE EFFECTIVE IMMEDIATELY. THIS ACTION IS ALSO THE RESIGNATION OF COUNCILOR DOYLE FROM THE POSITION OF VICE MAYOR, FROM THE BUDGET / PERSONNEL COMMITTEE, AND FROM THE FIRE AND POLICE NEGOTIATIONS COMMITTEE.

Motion was made by Smith, second by Nance to approve accepting the resignation of City Councilor, Ward 4, Zac Doyle effective immediately. This action is also the resignation of Councilor Doyle from the position of Vice Mayor, from the Budget / Personnel Committee, and from the Fire and Police Negotiations Committee. Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel. Voting no: none.

2. DISCUSSION AND POSSIBLE ACTION REGARDING REAPPOINTMENT OF ZAC DOYLE AS ABATEMENT HEARING OFFICER FOR THE CITY OF PRYOR CREEK, OKLAHOMA AS DEFINED BY CITY CHARTER, TITLE 1, CHAPTER 5A, SECTION 1-5A-3.

Motion was made by Shropshire, second by Ketcher to approve reappointment of Zac Doyle as Abatement Hearing Officer for the City of Pryor Creek, Oklahoma as defined by City Charter, Title 1, Chapter 5A, Section 1-5A-3. Voting yes: Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Ketcher. Voting no: none.

3. DISCUSSION AND POSSIBLE ACTION REGARDING NOMINATION FOR APPOINTMENT OF YOLANDA THOMPSON TO FILL THE WARD 4 CITY COUNCIL SEAT VACATED BY ZAC DOYLE, AND IF SO APPOINTED, DULY SWORN IN WITH IMMEDIATE EFFECT.

Motion was made by Shropshire, second by Nance to approve nomination for appointment of Yolanda Thompson to fill the Ward 4 City Council seat vacated by Zac Doyle and be duly sworn in with immediate effect. Voting yes: Nance, Smith, Chitwood, Brakefield, Tramel, Ketcher, Shropshire. Voting no: none.

City Attorney Kim Ritchie administered the oath of office to Yolanda Thompson and she took her place on Council.

4. DISCUSSION AND POSSIBLE ACTION REGARDING NOMINATION FOR APPOINTMENT, CHOYA SHROPSHIRE, TO THE POSITION OF VICE MAYOR, CITY OF PRYOR CREEK, OKLAHOMA.

Motion was made by Nance, second by Ketcher to approve nomination for appointment, Choya Shropshire, to the position of Vice Mayor, City of Pryor Creek, Oklahoma. Voting yes: Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Nance. Abstaining, counting as a no vote: Shropshire. Voting no: none.

5. DISCUSSION AND POSSIBLE ACTION REGARDING NOMINATION OF CITY COUNCILOR YOLANDA THOMPSON TO THE BUDGET / PERSONNEL COMMITTEE OF THE PRYOR CREEK, CITY COUNCIL.

Motion was made by Shropshire, second by Ketcher to approve nomination of City Councilor Yolanda Thompson to the Budget / Personnel Committee of the Pryor Creek, City Council. Voting yes: Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance, Smith. Voting no: none.

6. DISCUSSION AND POSSIBLE ACTION REGARDING NOMINATION OF CITY COUNCILOR BRIANA BRAKEFIELD TO THE FIRE AND POLICE NEGOTIATIONS COMMITTEE.

Motion was made by Ketcher, second by Smith to approve nomination of City Councilor Briana Brakefield to the Fire and Police Negotiations committee. Voting yes: Tramel, Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood. Abstaining, counting as a no vote: Brakefield. Voting no: none.

Mayor moved back to regular Agenda.

**2. PETITIONS FROM THE AUDIENCE.
(LIMITED TO 5 MINUTES.)**

Wayne Perego with the Northeast Oklahoma Veteran's Freedom Tours asked for a suggestion for a place to hold their fundraiser on May 30th. They are holding a bike rally that will end with a barbeque cookoff.

3. DEPARTMENT HEAD REPORTS IF NEEDED.

a. Building Inspector

No report.

b. Emergency Management

No report.

c. Fire

Baumert reported that they handled about half the calls they normally have. None were medical calls. They are working on the fire alarm program.

d. Golf

No report.

e. Library

Rerat handed out a statistics sheet to the Council.

f. Parks / Cemetery

No report.

g. Police

Nichols stated that Assistant Chief Willyard and Captain Tramel put together a \$58,000.00 grant through the District Attorney's Council.

h. Recreation Center

Sordahl reported that they preparing for their reopening on Thursday.

i. Street

No report.

4. MAYOR'S REPORT:

a. Presentation of health insurance options by Brown & Brown representative Jennifer Brittain.

No action. Brittain explained the plans through Blue Cross Blue Shield, including a buy-up option.

b. Discussion and possible action regarding approval of 2020-2021 city health insurance renewal with Blue Cross Blue Shield with availability of an optional buy-up plan.

Motion was made by Tramel, second by Smith to approve 2020-2021 city health insurance renewal with Blue Cross Blue Shield with buy-up plan Option 2. Voting yes: Tramel, Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield. Voting no: none.

c. Discussion and possible action regarding approving Pryor Main Street Parklet located in the city-owned parking area, South side adjacent to Graham Avenue, East side of Yorktown Bank, to include installation of removable bollards as a barrier to the existing driveway.

Motion was made by Smith, second by Brakefield to approve Pryor Main Street Parklet located in the city-owned parking area, South side adjacent to Graham Avenue, East side of Yorktown Bank, to include installation of removable bollards as a barrier to the existing driveway. Voting yes: Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel. Voting no: none.

d. Discussion and possible action regarding removing from the table Item 2 of the Addendum to the May 5th, 2020 Council Agenda.

Motion was made by Smith, second by Brakefield to approve removing from the table Item 2 of the Addendum to the May 5th, 2020 Council Agenda. Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Thompson. Voting no: none.

Motion was made by Chitwood, second by Smith to reject Item 2 of Addendum to the May 5th, 2020 Council Agenda. Voting yes: Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher. Voting no: none.

e. Discussion and possible action concerning authorization by the City to the Pryor Economic Development Trust Authority to proceed with development of a proposed plan for the development of a regional sports complex on 173.1 acres more or less of land deeded by Tom Giles to the City generally located North of 480 Road and South of 470 Road and East of Highway 69.

Motion was made by Nance, second by Smith to approve authorization by the City to the Pryor Economic Development Trust Authority to proceed with development of a proposed plan for the development of a regional sports complex on 173.1 acres more or less of land deeded by Tom Giles to the City generally located North of 480 Road and South of 470 Road and East of Highway 69. Voting yes: Nance, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire. Voting no: none.

f. Discussion and possible action concerning authorization by the City to the Pryor Economic Development Trust Authority to solicit Memorandums of Understanding with potential area and regional governmental and non-profit entities for a possible joint venture in development of a regional sports complex on 173.1 acres more or less of land deeded by Tom Giles to the City generally located North of 480 Road and South of 470 Road and East of Highway 69.

Motion was made by Chitwood, second by Shropshire to approve authorization by the City to the Pryor Economic Development Trust Authority to solicit Memorandums of Understanding with potential area and regional governmental and non-profit entities for a possible joint venture in development of a regional sports complex on 173.1 acres more or less of land deeded by Tom Giles to the City generally located North of 480 Road and South of 470 Road and East of Highway 69. Voting yes: Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance. Voting no: none.

g. Discussion and possible action concerning declaration of surplus status of the following described property currently held in title by the City: 313 N. Vann – Lot Numbered Three (3) and the North 25 feet of Lot Numbered Four (4) in Block Numbered Two (2) of Pryor Original.

Motion was made by Chitwood, second by Smith to approve declaration of surplus status of the following described property currently held in title by the City: 313 N. Vann – Lot Numbered Three (3) and the North 25 feet of Lot Numbered Four (4) in Block Numbered Two (2) of Pryor Original. Voting yes: Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance, Smith. Voting no: none.

h. Discussion and possible action concerning declaration of surplus status of the following described property currently held in title by the City: 110 N. Rowe – Lot Numbered Eight (8) in Block Numbered Eleven (11) of Pryor Original.

Motion was made by Chitwood, second by Shropshire to approve declaration of surplus status of the following described property currently held in title by the City: 110 N. Rowe – Lot Numbered Eight (8) in Block Numbered Eleven (11) of Pryor Original. Voting yes: Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood. Voting no: none.

i. Discussion and possible action concerning declaration of surplus status of the following described property currently held in title by the City: 201 S. Edith – Lot Numbered Two (2) in Block Numbered Fifty-seven (57) of Pryor Original.

Motion was made by Chitwood, second by Smith to approve declaration of surplus status of the following described property currently held in title by the City: 201 S. Edith – Lot Numbered Two (2) in Block Numbered Fifty-seven (57) of Pryor Original. Voting yes: Tramel, Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield. Voting no: none.

j. Discussion and possible action concerning declaration of surplus status of the following described property currently held in title by the City: S. Edith – South 80 feet of Lot Numbered Eleven (11) in Block Numbered Fifty-seven (57) of Pryor Original.

Motion was made by Chitwood, second by Smith to approve declaration of surplus status of the following described property currently held in title by the City: S. Edith – South 80 feet of Lot Numbered Eleven (11) in Block Numbered Fifty-seven (57) of Pryor Original. Voting yes: Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel. Voting no: none.

k. Discussion and possible action concerning declaration of surplus status of the following described property currently held in title by the City: 231 S. Edith – South 80 feet of Lot Numbered Eleven (11) of Block Numbered Fifty-seven (57) of the Landrum Addition.

Motion was made by Chitwood, second by Nance to approve declaration of surplus status of the following described property currently held in title by the City: 231 S. Edith – South 80 feet of Lot Numbered Eleven (11) of Block Numbered Fifty-seven (57) of the Landrum Addition. Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Thompson. Voting no: none.

l. Discussion and possible action concerning declaration of surplus status of the following described property currently held in title by the City: 714 S. Adair – Lot Numbered Nine (9) of Block Numbered Five (5) of the South Pryor Addition.

Motion was made by Shropshire, second by Nance to approve declaration of surplus status of the following described property currently held in title by the City: 714 S. Adair – Lot Numbered Nine (9) of Block Numbered Five (5) of the South Pryor Addition. Voting yes: Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher. Voting no: none.

m. Discussion and possible action concerning declaration of surplus status of the following described property currently held in title by the City: 203 N. Indianola – Lot Numbered Twenty-three (23) of Block Numbered Twenty (20) of the Whitaker Addition.

Motion was made by Chitwood, second by Smith to approve declaration of surplus status of the following described property currently held in title by the City: 203 N. Indianola – Lot Numbered Twenty-three (23) of Block Numbered Twenty (20) of the Whitaker Addition. Voting yes: Nance, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire. Voting no: none.

n. Discussion and possible action concerning declaration of surplus status of the following described property currently held in title by the City: S. Orphan – Lot Numbered One (1) of Block Numbered Thirty-nine (39) of the W. T. Whitaker Addition.

Motion was made by Chitwood, second by Smith to approve declaration of surplus status of the following described property currently held in title by the City: S. Orphan – Lot Numbered One (1) of Block Numbered Thirty-nine (39) of the W. T. Whitaker Addition. Voting yes: Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance. Voting no: none.

o. Discussion and possible action concerning declaration of surplus status of the following described property currently held in title by the City: 205 S. Indianola – Lots J and K in Block Numbered Thirty-nine (39) of the W. T. Whitaker Addition.

Motion was made by Chitwood, second by Smith to approve declaration of surplus status of the following described property currently held in title by the City: 205 S. Indianola – Lots J and K in Block Numbered Thirty-nine (39) of the W. T. Whitaker Addition. Voting yes: Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance, Smith. Voting no: none.

p. Discussion and possible action concerning conveyance by quit claim deed from the City of Pryor Creek, Oklahoma to the Pryor Economic Development Trust Authority for purposes of EDTA marketing the property for redevelopment, to-wit: 313 N. Vann – Lot Numbered Three (3) and the North 25 feet of Lot Numbered Four (4) in Block Numbered Two (2) of Pryor Original.

Motion was made by Chitwood, second by Smith to approve conveyance by quit claim deed from the City of Pryor Creek, Oklahoma to the Pryor Economic Development Trust Authority for purposes of EDTA marketing the property for redevelopment, to-wit: 313 N. Vann – Lot Numbered Three (3) and the North 25 feet of Lot Numbered Four (4) in Block Numbered Two (2) of Pryor Original. Voting yes: Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood. Voting no: none.

q. Discussion and possible action concerning conveyance by quit claim deed from the City of Pryor Creek, Oklahoma to the Pryor Economic Development Trust Authority for purposes of EDTA marketing the property for redevelopment, to-wit: 110 N. Rowe – Lot Numbered Eight (8) in Block Numbered Eleven (11) of Pryor Original.

Motion was made by Chitwood, second by Nance to approve conveyance by quit claim deed from the City of Pryor Creek, Oklahoma to the Pryor Economic Development Trust Authority for purposes of EDTA marketing the property for redevelopment, to-wit: 110 N. Rowe – Lot Numbered Eight (8) in Block Numbered Eleven (11) of Pryor Original. Voting yes: Tramel, Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield. Voting no: none.

r. Discussion and possible action concerning conveyance by quit claim deed from the City of Pryor Creek, Oklahoma to the Pryor Economic Development Trust Authority for purposes of EDTA marketing the property for redevelopment, to-wit: 201 S. Edith – Lot Numbered Two (2) in Block Numbered Fifty-seven (57) of Pryor Original.

Motion was made by Chitwood, second by Smith to approve conveyance by quit claim deed from the City of Pryor Creek, Oklahoma to the Pryor Economic Development Trust Authority for purposes of EDTA marketing the property for redevelopment, to-wit: 201 S. Edith – Lot Numbered Two (2) in Block Numbered Fifty-seven (57) of Pryor Original. Voting yes: Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel. Voting no: none.

s. Discussion and possible action concerning conveyance by quit claim deed from the City of Pryor Creek, Oklahoma to the Pryor Economic Development Trust Authority for purposes of EDTA marketing the property for redevelopment, to-wit: 231 S. Edith – South 80 feet of Lot Numbered Eleven (11) in Block Numbered Fifty-seven (57) of Pryor Original.

Motion was made by Chitwood, second by Smith to approve conveyance by quit claim deed from the City of Pryor Creek, Oklahoma to the Pryor Economic Development Trust Authority for purposes of EDTA marketing the property for redevelopment, to-wit: 231 S. Edith – South 80 feet of Lot Numbered Eleven (11) in Block Numbered Fifty-seven (57) of Pryor Original. Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Thompson. Voting no: none.

t. Discussion and possible action concerning conveyance by quit claim deed from the City of Pryor Creek, Oklahoma to the Pryor Economic Development Trust Authority for purposes of EDTA marketing the property for redevelopment, to-wit: 231 S. Edith – South 80 feet of Lot Numbered Eleven (11) of Block Numbered Fifty-seven (57) of the Landrum Addition.

Motion was made by Chitwood, second by Smith to approve conveyance by quit claim deed from the City of Pryor Creek, Oklahoma to the Pryor Economic Development Trust Authority for purposes of EDTA marketing the property for redevelopment, to-wit: 231 S. Edith – South 80 feet of Lot Numbered Eleven (11) of Block Numbered Fifty-seven (57) of the Landrum Addition. Voting yes: Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher. Voting no: none.

u. Discussion and possible action concerning conveyance by quit claim deed from the City of Pryor Creek, Oklahoma to the Pryor Economic Development Trust Authority for purposes of EDTA marketing the property for redevelopment, to-wit: 714 S. Adair – Lot Numbered Nine (9) of Block Numbered Five (5) of the South Pryor Addition.

Motion was made by Chitwood, second by Smith to approve conveyance by quit claim deed from the City of Pryor Creek, Oklahoma to the Pryor Economic Development Trust Authority for purposes of EDTA marketing the property for redevelopment, to-wit: 714 S. Adair – Lot Numbered Nine (9) of Block Numbered Five (5) of the South Pryor Addition. Voting yes: Nance, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire. Voting no: none.

v. Discussion and possible action concerning conveyance by quit claim deed from the City of Pryor Creek, Oklahoma to the Pryor Economic Development Trust Authority for purposes of EDTA marketing the property for redevelopment, to-wit: 203 N. Indianola – Lot Numbered Twenty-three (23) of Block Numbered Twenty (20) of the Whitaker Addition.

Motion was made by Chitwood, second by Smith to approve conveyance by quit claim deed from the City of Pryor Creek, Oklahoma to the Pryor Economic Development Trust Authority for purposes of EDTA marketing the property for redevelopment, to-wit: 203 N. Indianola – Lot Numbered Twenty-three (23) of Block Numbered Twenty (20) of the Whitaker Addition. Voting yes: Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance. Voting no: none.

w. Discussion and possible action concerning conveyance by quit claim deed from the City of Pryor Creek, Oklahoma to the Pryor Economic Development Trust Authority for purposes of EDTA marketing the property for redevelopment, to-wit: S. Orphan – Lot Numbered One (1) of Block Numbered Thirty-nine (39) of the W. T. Whitaker Addition.

Motion was made by Chitwood, second by Smith to approve conveyance by quit claim deed from the City of Pryor Creek, Oklahoma to the Pryor Economic Development Trust Authority for purposes of EDTA marketing the property for redevelopment, to-wit: S. Orphan – Lot Numbered One (1) of Block Numbered Thirty-nine (39) of the W. T. Whitaker Addition. Voting yes: Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance, Smith. Voting no: none.

x. Discussion and possible action concerning conveyance by quit claim deed from the City of Pryor Creek, Oklahoma to the Pryor Economic Development Trust Authority for purposes of EDTA marketing the property for redevelopment, to-wit: 205 S. Indianola – Lots J and K in Block Numbered Thirty-nine (39) of the W. T. Whitaker Addition.

Motion was made by Chitwood, second by Smith to approve conveyance by quit claim deed from the City of Pryor Creek, Oklahoma to the Pryor Economic Development Trust Authority for purposes of EDTA marketing the property for redevelopment, to-wit: 205 S. Indianola – Lots J and K in Block Numbered Thirty-nine (39) of the W. T. Whitaker Addition. Voting yes: Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood. Voting no: none.

5. CITY ATTORNEY’S REPORT:

a. Public Hearing on appeal of City Hearing Officer Findings and Order determining property at 224 SE 10th Street, Pryor, OK to be a dilapidated structure and ordering its abatement.

Motion was made by Chitwood, second by Smith to enter into Public Hearing.

City Attorney Kim Ritchie spoke briefly, then allowed the homeowner, Larry Couch, to present his appeal. Ritchie then reviewed the packet he provided to the Council members and explained that this has been a two-year process.

Motion was made by Chitwood, second by Nance to exit Public Hearing. Voting yes: Tramel, Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield. Voting no: none.

Motion was made by Smith, second by Nance to approve Option 3 of the Attorney’s packet, with a start date of June 1st and extending until August 31st. Voting yes: Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel. Voting no: none.

Mayor called for a brief recess at 8:10 p.m.
Mayor called meeting back to order at 8:20 p.m.

b. Discussion and possible action concerning the July 1st, 2020 – June 30th, 2021 collective bargaining agreement between the City of Pryor Creek, Oklahoma and Pryor Police, Lodge No. 116 of the Fraternal Order of Police.

Motion was made by Shropshire, second by Chitwood to approve the July 1st, 2020 – June 30th, 2021 collective bargaining agreement between the City of Pryor Creek, Oklahoma and Pryor Police, Lodge No. 116 of the Fraternal Order of Police with the noted changes to Articles 12, 25, 28 and 33, and the Scrivener’s error under Longevity on Page 22. Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Thompson. Voting no: none.

c. Discussion and possible action concerning the July 1st, 2020 – June 30th, 2021 collective bargaining agreement between the City of Pryor Creek, Oklahoma and Pryor Fire, International Association of Firefighters, AFL-CIO/CLC.

Motion was made by Chitwood, second by Smith to approve the July 1st, 2020 – June 30th, 2021 collective bargaining agreement between the City of Pryor Creek, Oklahoma and Pryor Fire, International Association of Firefighters, AFL-CIO/CLC with noted changes to Articles 10, 11, 15, 17, 18 and 24. Voting yes: Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher. Voting no: none.

6. DISCUSS, POSSIBLY ACT ON CONSENT AGENDA.

(Items deemed non-controversial and routine in nature to be approved by one motion without discussion. Any Council member wishing to discuss an item may request it be removed and placed on the regular agenda.)

- a. Approve minutes of the May 5th, 2020 Council meeting.
- b. Approve payroll purchase orders through May 29th, 2020.
- c. Approve claims for purchase orders through May 19th, 2020.

FUNDS	PURCHASE ORDER NUMBER	TOTALS
GENERAL	1920192390 - 1920192317	141,516.30
STREET & DRAINAGE	911115B – 911150B	3,405.10
GOLF COURSE	1920192339 - 1920192337	7,327.15
CAPITAL OUTLAY	1920192347 – 911093B	10,984.08
RECREATION CENTER	1920192295 - 1920192297	9,800.50
E-911	1920192392	5,360.81
DONATIONS CASH FUND	1920192345 - 1920192360	1,489.54

NO BLANKETS

- d. Acknowledge receipt of deficient purchase orders.
There were no deficient purchase orders.
- e. Approve April Appropriation Requests.
- f. Discussion and possible action regarding accepting a donation of \$5,000.00 from Councilor Janees Taylor and the Cherokee Nation to the Pryor Creek Police Department to Donations Account #96-965-5510.
- g. Discussion and possible action regarding allowing the closure of Graham Avenue between Hogan and Adair from 2:00 p.m. – 4:00 p.m. on Friday, May 22nd, 2020, for a Senior Parade, honoring the graduating seniors of Pryor High School.
- h. Discussion and possible action regarding approving City Engineer to develop specifications and seek bids for pool zero entry project at the Pryor Creek Recreation Center.
- i. Discussion and possible action regarding accepting bids for roof repair at the Pryor Creek Recreation Center and awarding the work to Dawson Roofing, Inc. as low bid of \$9,995.00 from Repair and Maintenance Account #84-845-5091. Other bids received: Lemus Roofing Inc. - \$11,200.00 and ARCO Roofing and Construction, LLC - \$14,000.00.
- j. Discussion and possible action to approve purchasing a Clorox Total 360 System from Massco at a cost of \$3,995.00 at the Pryor Creek Recreation Center from Capital Outlay Equipment Account #84-845-5410. Other quotes received: Dobmeier Janitorial Supply - \$6,300.00 and Industrial Soap Company - \$5,990.00.
- k. Discussion and possible action to approve Pryor Creek Recreation Center job titles / descriptions and pay plans.
- l. Discussion and possible action regarding the City of Pryor Creek bidding on property owned by Paul H. Adair, Robert B. Adair, 702 Southeast First Street, Pryor Creek, Oklahoma (Property I. D. 1001-00-044-004-0-001-00) Base ID: 16391, Legal Description: Pryor Original, BLK 44, W 70' LOT 4 in an amount not to exceed \$3,066.94 at the Sale of Real Estate for Delinquent Tax to be held on June 8th, 2020 at 9:00 a.m. at the Mayes County Courthouse, Treasurer's Office. (John P. Adair, Jeanie M. Caldwell, Lucy A. Petty.)
- m. Discussion and possible action regarding the City of Pryor Creek bidding on property owned by Wanda Duckwald, 421 Southeast Fourth Street, Pryor Creek, Oklahoma (Property I. D. 1350-00-001-022-0-001-00) Base ID: 18241, Legal Description: PRYOR HEIGHTS ADDITION, BLK 1, LOT 22, in an amount not to exceed \$11,546.50 at the Sale of Real Estate for Delinquent Tax to be held June 8th, 2020 at 9:00 a.m. at the Mayes County Courthouse, Treasurer's Office.
- n. Discussion and possible action regarding an expenditure in the amount of \$9,000.00 to UpCurve Cloud for the GSuite Basic Annual License subscription from May 12th, 2020 – May 11th, 2021, from General Software Account #02-201-5260.
- o. Discussion and possible action regarding renewal of life insurance through Mutual of Omaha.
- p. Discussion and possible action regarding renewal of vision insurance through VSP.
- q. Discussion and possible action regarding renewal of dental insurance through Delta Dental.
- r. Discussion and possible action regarding continuation of voluntary life, short-term disability and long-term disability coverage Mutual of Omaha.
- s. Discussion and possible action regarding removing Brown & Brown from the administrative services for COBRA and the city assuming administrative services.
- t. Discussion and possible action regarding adoption of Limited English Proficiency Policy for the City of Pryor Creek.

Motion was made by Brakefield, second by Smith to approve items a – t, less items a, f, k, l, m and t. Voting yes: Nance, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire. Voting no: none.

a. Approve minutes of the May 5th, 2020 Council meeting.

Motion was made by Chitwood, second by Smith to approve minutes of the May 5th, 2020 Council meeting. Voting yes: Smith, Chitwood, Brakefield, Tramel, Ketcher, Shropshire, Nance. Abstaining, counting as a no vote: Thompson. Voting no: none.

f. Discussion and possible action regarding accepting a donation of \$5,000.00 from Councilor Janees Taylor and the Cherokee Nation to the Pryor Creek Police Department to Donations Account #96-965-5510.

Motion was made by Chitwood, second by Smith to approve accepting a donation of \$5,000.00 from Councilor Janees Taylor and the Cherokee Nation to the Pryor Creek Police Department to Donations Account #96-965-5510. Chitwood thanked Janees and the Cherokee Nation for the donation. Voting yes:

Chitwood, Brakefield, Tramel, Thompson, Shropshire, Nance, Smith. Abstaining, counting as a no vote: Ketcher. Voting no: none.

k. Discussion and possible action to approve Pryor Creek Recreation Center job titles / descriptions and pay plans.

Motion was made by Chitwood, second by Shropshire to approve Pryor Creek Recreation Center job titles / descriptions and pay plans. Motion was then amended and seconded by Chitwood and Shropshire to table to the next Council meeting to allow the Recreation Board to review the changes made at the Budget and Personnel Committee Meeting. Voting yes: Brakefield, Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood. Voting no: Tramel.

l. Discussion and possible action regarding the City of Pryor Creek bidding on property owned by Paul H. Adair, Robert B. Adair, 702 Southeast First Street, Pryor Creek, Oklahoma (Property I. D. 1001-00-044-004-0-001-00) Base ID: 16391, Legal Description: Pryor Original, BLK 44, W 70' LOT 4 in an amount not to exceed \$3,066.94 at the Sale of Real Estate for Delinquent Tax to be held on June 8th, 2020 at 9:00 a.m. at the Mayes County Courthouse, Treasurer's Office. (John P. Adair, Jeanie M. Caldwell, Lucy A. Petty.)

Motion was made by Tramel, second by Nance to approve the City of Pryor Creek bidding on property owned by Paul H. Adair, Robert B. Adair, 702 Southeast First Street, Pryor Creek, Oklahoma (Property I. D. 1001-00-044-004-0-001-00) Base ID: 16391, Legal Description: Pryor Original, BLK 44, W 70' LOT 4 in an amount not to exceed \$3,066.94 at the Sale of Real Estate for Delinquent Tax to be held on June 8th, 2020 at 9:00 a.m. at the Mayes County Courthouse, Treasurer's Office. (John P. Adair, Jeanie M. Caldwell, Lucy A. Petty.) Voting yes: Tramel, Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield. Voting no: none.

m. Discussion and possible action regarding the City of Pryor Creek bidding on property owned by Wanda Duckwald, 421 Southeast Fourth Street, Pryor Creek, Oklahoma (Property I. D. 1350-00-001-022-0-001-00) Base ID: 18241, Legal Description: PRYOR HEIGHTS ADDITION, BLK 1, LOT 22, in an amount not to exceed \$11,546.50 at the Sale of Real Estate for Delinquent Tax to be held June 8th, 2020 at 9:00 a.m. at the Mayes County Courthouse, Treasurer's Office.

Motion was made by Tramel, second by Nance to approve the City of Pryor Creek bidding on property owned by Wanda Duckwald, 421 Southeast Fourth Street, Pryor Creek, Oklahoma (Property I. D. 1350-00-001-022-0-001-00) Base ID: 18241, Legal Description: PRYOR HEIGHTS ADDITION, BLK 1, LOT 22, in an amount not to exceed \$11,546.50 at the Sale of Real Estate for Delinquent Tax to be held June 8th, 2020 at 9:00 a.m. at the Mayes County Courthouse, Treasurer's Office. Voting yes: Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel. Voting no: none.

t. Discussion and possible action regarding adoption of Limited English Proficiency Policy for the City of Pryor Creek.

Motion was made by Smith, second by Chitwood to approve adoption of Limited English Proficiency Policy for the City of Pryor Creek. Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Thompson. Voting no: none.

7. COMMITTEE REPORTS:

a. Budget and Personnel

Shropshire reported that the next meeting will be on June 9th, 2020.

b. Ordinance and Insurance (Shropshire)

Ordinance and Insurance Committee will hold a special meeting on June 1st, 2020.

c. Street (Smith)

Smith reported that the Street Committee will meet next week.

8. UNFORESEEABLE BUSINESS.

(ANY MATTER NOT REASONABLY FORESEEN PRIOR TO POSTING OF AGENDA.)

Discussion and possible action regarding considering opening Whitaker Park on May 30th in conjunction with hosting the Northeast Oklahoma Veteran's Freedom Tour first annual barbeque cook-off.

Motion was made by Chitwood, second by Smith to approve opening Whitaker Park on May 30th in conjunction with hosting the Northeast Oklahoma Veteran's Freedom Tour first annual barbeque cook-off. Voting yes: Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher. Voting no: none.

Tramel asked about COVID-19 finances, and Mayor explained that one of the Deputy Clerks will be the point of contact regarding any expenses incurred due to the pandemic. These invoices can be turned into the agency for reimbursement.

9. ADJOURN.

Motion was made by Ketcher, second by Chitwood to adjourn. Voting yes: Nance, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire. Voting no: none.

**PRYOR PUBLIC WORKS AUTHORITY
1. CALL TO ORDER.**

Meeting was called to order at 9:05 p.m.

2. APPROVE MINUTES OF MAY 5TH, 2020 MEETING.

Motion was made by Smith, second by Brakefield to approve minutes of May 5th, 2020 meeting. Voting yes: Smith, Chitwood, Brakefield, Tramel, Ketcher, Shropshire, Nance. Abstaining, counting as a no vote: Thompson. Voting no: none.

3. UNFORESEEABLE BUSINESS.

(ANY MATTER NOT REASONABLY FORESEEN PRIOR TO POSTING OF AGENDA.)

There was no unforeseeable business.

4. ADJOURN.

Motion was made by Ketcher, second by Smith to adjourn. Voting yes: Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance, Smith. Voting no: none.

MINUTES APPROVED BY MAYOR / P.P.W.A. CHAIRMAN LARRY LEES

MINUTES WRITTEN BY CITY CLERK / P.P.W.A. SECRETARY EVA SMITH

Assistant Director

The assistant director is responsible for assisting the oversight of facility operations. He/she assists in the hiring and training process for all employees. He/she is accountable for leading the team in a positive, motivating manner. He/she assists in routine maintenance of the facility and equipment. He/she is responsible for ensuring a successful facility.

Responsibilities Include:

1. Staff Management
 - a. Create staff schedules and ensure that all shifts are covered
 - b. Lead by example and maintain consistent accountability by training staff to provide exceptional customer service
 - c. Resolve employee issues or concerns in a professional manner
 - d. Must be willing to work flexible hours, including weekends and holidays
2. Customer Service/Front Desk Activities
 - a. Greet members and guests, provide exceptional customer service, make members and guests feel comfortable and welcome
 - b. Answer phones in a friendly manner and assist callers with a variety of questions
 - c. Check members in, give tours of the facility, sign up/register new members, schedule and/or communicate activities, events, and updates to the community
 - d. Respond to member questions and concerns in a timely and professional manner
 - e. Conduct merchandise purchases, facility rentals, etc. on the point of sale system
3. Member Accounts
 - a. Utilize point of sale system with new memberships, change of address, and billing or payment questions
 - b. Authorize expenditures and refunds
4. Facility Cleanliness and Maintenance
 - a. Keep the front desk and lobby area clean and orderly
 - b. Regular cleaning of exercise equipment and all areas of the facility
 - c. Ensure locker rooms/bathrooms/showers are cleaned, stocked, and clutter-free by creating and following routine cleaning schedule
 - d. Oversee the safety of employees, members, and the facility by determining when equipment or facilities are in need of repair. Communicate the issue(s) to appropriate maintenance in a timely manner
5. Miscellaneous
 - a. Make daily deposits and visits to City Hall
 - b. Track key performance indicators such as: guest visits, class attendance, pool parties, facility rentals, swim lessons, etc. (weekly, monthly, annually)

- c. Manage marketing efforts/campaigns by ensuring staff is aware and knowledgeable on all marketing, facility events, etc.
- d. Certified pool operator
- e. Other duties as assigned.

6. Requirements

- Bachelor's degree in exercise science, physical education, kinesiology or related field preferred
- Experience in a fitness management position
- CPR certification
- Certified pool operator
- Certified personal trainer preferred

Office Manager

The office manager is responsible for the general operation of the office. Duties involve greeting members and visitors, answering incoming phone calls, purchasing office supplies and taking proper inventory, and supervising office/PCRC staff to ensure maximum productivity. The office manager will be required to create presentations and produce management-level reports.

Responsibilities Include:

1. Overseeing general office operation
2. Greeting visitors, answering a high volume of incoming phone calls and delivering world class service
3. Coordinating appointments/meetings and managing staff and/or facility calendars and schedules
4. Supervising, mentoring, training, and coaching our staff and delegating assignments to ensure maximum productivity
5. Purchasing office supplies and equipment and maintaining proper stock levels
6. Coordinating continuing education courses, seminars, conferences, etc. (including travel, accommodations, etc.)
7. Producing reports, composing correspondence, and drafting new contracts
8. Creating presentations and other management level reports
9. Other duties as assigned

Requirements

- Bachelor's degree or equivalent
- Experience in office administration/office management
- Excellent computer skills, including a high degree of proficiency in Microsoft Word, Excel, Outlook, and PowerPoint

Aquatics Coordinator

The aquatics coordinator will spend the majority of his/her time working directly with the public, so good communication and customer service skills are necessary. Communication skills are crucial to managing the lifeguards, swim instructors, and other various aquatic staff. The ability to build positive relationships is necessary. An aquatic coordinator must have excellent problem solving skills in order to come up with strategies or solutions to address the chaotic nature of aquatic facility scheduling. He/she needs good organizational skills to help ensure he/she has an appropriate facility (optimal water/chemical chemistry, temperature, high standard of cleanliness) as well as resources for the community.

Responsibilities Include:

1. Manage and oversee the operation of the aquatic facility—including: pool activities/events, aquatic classes, swimming programs, open swim, etc.
2. Manage and supervise all aquatic staff. Lead by example and maintain consistent accountability by training staff to provide exceptional customer service
3. Plan and organize staff assignments and schedules. Ensure aquatic shifts are covered
4. Adhere to aquatic safety standards and guidelines
5. Maintain and/or arrange for maintenance of aquatic equipment and/or facility
6. Manage and oversee the implementation, administration, and promotion of PCRC's aquatic programs and events
7. Respond to member/visitor, community, and/or social media requests for information regarding PCRC aquatic programs and/or services
8. Organize and promote various aquatic activities and entertainment
9. Assist in the research, facilitation, and implementation of quality aquatic programs and services

Requirements

- Bachelor's degree or equivalent
- Red cross lifeguard certification
- Red cross water safety instructor certification
- Certified pool operator

Fitness Coordinator

The fitness coordinator will spend the majority of his/her time working directly with members/clients/students, so good communication and customer service skills are necessary. He/she must have the ability to build positive relationships. Communication skills are crucial to managing multiple fitness instructors and fitness classes. A fitness coordinator must have excellent problem solving skills in order to come up with strategies or solutions to address the hectic nature of fitness class scheduling. He/she needs good organizational skills to help ensure he/she has appropriate facilities and resources (equipment, instructors, etc.) for the fitness instructors and classes he/she teaches and oversees.

Responsibilities Include:

1. Manage and supervise fitness instructors
2. Teach fitness classes to improve strength, flexibility, cardiovascular conditioning, and/or general fitness or participants
3. Develop fitness and/or wellness classes, such as: yoga, Pilates, aerobics, weightlifting, aquatics, etc. to ensure diverse schedule of classes is offered
4. Manage and oversee fitness or recreation facilities, ensuring safe and clean facility and equipment
5. Maintain and arrange for maintenance of fitness equipment
6. Operate, and instruct others in proper operation of fitness equipment, such as weight machines, cardio equipment, hand weights, and fitness assessment devices
7. Respond to member, visitor, community, and/or social media requests for information regarding PCRC wellness/fitness programs and/or services
8. Track attendance and/or performance data related to fitness classes/wellness activities and events
9. Maintain and organize fitness related schedules, records, and reports
10. Develop marketing campaigns to promote a healthy lifestyle and/or participation in fitness and wellness programs
11. Organize and oversee fitness and/or wellness events or programs such as: informative presentations, blood drives, CPR and first aid training, and/or intramural sports tournaments

Requirements

- Bachelor's Degree or equivalent
- Certified personal trainer

Weightroom Coordinator/Supervisor

The weightroom coordinator is responsible for the supervision of the weightroom and its members and visitors. He/she is responsible for securing the facilities. He/she is responsible for setting a high standard regarding the appropriate use and cleanliness of all weight and cardio equipment. The weightroom coordinator will spend the majority of his/her time working directly with the public, so good communication and customer service skills are necessary. He/she is required to provide a welcoming, inclusive, safe, and service-oriented environment for the community at all times.

Responsibilities Include:

1. Oversee the facility at all times to ensure the safety of the public and security of the equipment
2. Work all scheduled shifts and ensure all floor staff shifts are covered
3. Lead by example and maintain consistent accountability by training floor staff to provide exceptional customer service. Supervising, mentoring, training, and coaching floor staff and delegating assignments to ensure maximum productivity
4. Educate members and visitors and enforce rules/regulations regarding safe and proper use of the equipment and facility
5. Familiarize participants with the safe and effective use of cardiovascular, strength, resistance, and free weight equipment
6. Maintain equipment and report any safety or maintenance needs
7. Prepare incident injury reports when appropriate
8. Clean and sanitize equipment and facility on a regular basis
9. Restock/maintain cleaning supply inventory
10. Provide a friendly, upbeat, and customer service atmosphere at all times
11. Other duties as assigned

Requirements

- Bachelor's Degree or equivalent
- Experience and knowledge of fitness and fitness facilities
- Certified personal trainer
- Knowledge/awareness of safety/risk management

Custodian/Maintenance

The custodian/maintenance position has the responsibility of maintaining and protecting the facility. The external and internal appearance of the Pryor Creek Recreation Center reflects on the City of Pryor Creek. It is important for the person in this position to be careful and thorough in working, maintenance, cleaning, and tidying the premises, as well as preventing vandalism. It is preferred that he/she have experience in a custodian role focused on building upkeep. He/she must have great physical endurance to cover a large facility. A keen eye for detail and diligence are also crucial.

Responsibilities Include:

1. Ensure spaces are prepared for the next class, event/activity, and day by taking out trash, tidying furniture, and dusting surfaces.
2. Sweep, vacuum, mop, and buff floors
3. Clean, wash, and sanitize toilets, sinks, showers, lockers/dressing area and restock disposables (soap, shampoo, paper goods)
4. Clean mirrors, windows, and glass doors
5. Undertake custodial/janitorial tasks (shoveling snow from the sidewalk, lifting heavy equipment, setting up/breaking down events, etc.)
6. Perform maintenance and minor repairs (replacing broken switches, fixing door handles, replacing lights, minor leaks)
7. Report major damages and oversee repairs
8. Other duties as assigned

Receptionist/Front Desk

The receptionist/front desk position is the first point of contact for our facility. He/she offers administrative support across the organization. The position welcomes visitors and greets members who visit Pryor Creek Recreation Center. He/she coordinates front desk activities, including distributing correspondence and redirecting phone calls. It is important for this person to have a pleasant personality, as this is also a customer service role. He/she must also be able to deal with emergencies in a timely and effective manner. Multitasking and stress management skills are essential for this position.

Responsibilities Include:

1. Greet and welcome visitors and members as soon as they arrive
2. Direct visitors and members to the appropriate person and/or area of the facility
3. Answer, screen, and forward incoming phone calls
4. Ensure lobby and front areas are tidy and presentable, with all necessary stationary and material (pens, facility brochures, membership applications, etc.)
5. Provide basic and accurate information in person and via phone/email. Provide thorough/informative tours of our facility
6. Perform clerical duties such as filing, photocopying, transcribing, and faxing
7. Restock/maintain office supply inventory
8. Provide a friendly, upbeat, and customer service atmosphere at all times
9. Other duties as assigned



For Event Guidelines and Safety Protocol - <https://bit.ly/BBNats2020>
Promotional Video Download [here](#)

USA BMX Relaunches National Racing Series with the Nabholz Bounce Back Nationals to be Held in Oklahoma

In Line with the State's Recovery Plan, USA BMX will Re-Open the Racing Gates June 5-7 at Mayes County BMX in Pryor, OK

Tulsa, Okla. (May 13, 2020) — USA BMX announced today that in line with the state of Oklahoma's Open Up & Recover Safely (OURS), the inaugural Nabholz Bounce Back Nationals presented by MidAmerica Industrial Park will be the first racing event since the Lone Star Nationals in early March. Due to COVID-19 restrictions, BMX local tracks were forced to close over the past two months, giving USA BMX members no place to practice or race. In order to get tracks open and running practices and races safely, USA BMX has worked side-by-side with local sanctioned clubs and their local government agencies to make decisions based on information from state and local health departments.

“We could not be more excited to re-start the 2020 USA BMX National Series with the Nabholz Bounce Back Nationals,” said BA Anderson, USA BMX CEO. “It is fitting that a series which concludes in Oklahoma, the new home of USA BMX, will also have a rebirth in this great state. Our staff has worked tirelessly to create and implement new safety protocols to ensure that our BMX family can return to the race track and enjoy BMX on the national level. This will be a historic race in our sports' history, and we are proud to host this event in partnership with Nabholz, Mayes County BMX and MidAmerica Industrial Park.”



Aerial view of Mayes County BMX

"I'm thrilled that USA BMX is holding their first post-COVID-19 race at MidAmerica's BMX track in Pryor," said Oklahoma's Lieutenant Governor Matt Pinnell. "While we are still under social distancing policies with spectators at this time, this national race will highlight the new MidAmerica facility in Oklahoma and the specter of live sports will provide much-needed entertainment during these times. The long term effect of having USA BMX races in Oklahoma will result in a great positive economic impact for our state, and we're incredibly excited to have them here."

"MidAmerica Industrial Park's involvement with USA BMX is a result of our commitment to providing educational programs to the youth of our area," said David Stewart, CAO for MidAmerica. "MidAmerica heavily invests in workforce development and began donating BMX-oriented STEM kits to schools with great response. We decided to increase our investment and ultimately construct our own track, which has resulted in a wonderful partnership. With the USA BMX headquarters moving to Oklahoma, it is a great opportunity for us to host the return to national racing, while following local and federal health guidelines to ensure the safety of all participants."

Online Registration:

Early bird discounts will be offered through Tuesday, June 2 at 7 p.m. CT (\$10 off Class/Cruiser registrations and \$5 off Open registrations). Online registration will close Friday, June 5 at 8 a.m. CT. Additionally, Spot's [weekend event insurance coverage](#) will be available as a \$15 add-on during online registration for the Bounce Back Nationals.

About USA BMX

Founded in 1977, the American Bicycle Association (ABA) is the world's largest BMX racing organization, with over 70,000 members racing at more than 320 sanctioned tracks across North America. United States operations are conducted under the brand USA BMX and Canadian operations are known as BMX Canada. For more information or to find a track near you, visit www.usabmx.com.

About Mid America

MidAmerica is a 9,000 acre Industrial Park in Northeast Oklahoma. Created as a public trust by the State of Oklahoma, our purpose is to create jobs and opportunities for residents of the region and contribute to economic prosperity for all. MidAmerica is home to over 85 companies with approximately 4,500 employees. We continue to grow with available land, ample water, competitive utility rates and rail on site.

Contact:

Katie Moses Swope
Sheila Curley

USA BMX / MoSwo PR; katie@moswopr.com
Six PR sheila@six-pr.com

CITY OF PRYOR

PRYOR, OKLAHOMA

05-22-2020

BID FOR MOWING OF THE RIGHTS-OF-WAY WITHIN THE CITY
LIMITS OF PRYOR (JULY 2020, AUGUST 2020, SEPTEMBER
2020, APRIL 2021, MAY 2021, JUNE 2021)

\$28,000.00

THANK YOU

A handwritten signature in black ink that reads "Duane Fought". The signature is written in a cursive style with a large initial "D" and a stylized "F".

DUANE FOUGHT
2151 N. 432
PRYOR, OKLAHOMA 74361

AWARD NOTICE

District Attorneys Council
421 N.W. 13th, Suite 290
Oklahoma City OK 73103
(405) 264-5008 FAX (405) 264-5095

Grantee: Pryor Creek, City of
214 South Mill Street
Pryor OK 74361

PHONE: (918) 825-1212
FAX: () -

Federal ID Number: 736005386
DUNS Number: 085947356
CFDA: 16034
Federal Award Number: 2020-VD-BX-00

Grant Amount: \$58,257.23
Federal Match: \$0.00

SUBGRANT NO: 20E028

Project Name: Pryor Police-Remote Work Stations
START DATE: 1/1/2020
END DATE: 1/31/2022

DAC CONTACT:
Jerry George
(405) 264-5008

Program Director:
James Willyard
(918) 825-1212

This grant is subject to the terms and conditions set forth in the proper program of the State of Oklahoma Grant Application which was submitted to the Department of Justice. the award is authorized by the District Attorneys council (DAC) and DOJ. The subgrantee shall administer the project for which this subgrant is awarded in accordance with the applicable rules, regulations, and conditions as set forth in the Federal guidelines, the Administrative Guide For Justice Grant Programs published by DAC, and the effective edition of the Department of Justice, Office of Justice Programs, Financial and Administrative Guide for Grants. The Subgrantee shall also administer the project in accordance with the Certified Assurances as included in the Subgrantee's application and any special conditions placed on the award.

The subgrantee shall maintain separate accounts and accounting records for the subgrant funds, and shall maintain and furnish to DAC and DOJ upon request, detailed accounting and supportive records. The subgrantee shall file such reports relating to the subgrant as are required by DAC and DOJ.

Special Conditions:
(See Attachment)

Notary

Chief Executive Officer

Expires _____ **Date** _____ **Commission Number** _____

DAC use only

Stephanie Lowery
Director of Federal Programs

Date

Emergency management Performance Grant 2020

Likely Asked Questions regarding Amendment 1

Question: Do I have to do this amendment?

Answer: No, it's optional. You can still conduct business as normal.

Question: Can I really request payment for 75% of the grant?

Answer: Yes, OEM will pay you up to 75% of the award upon your request.

Question: Can I still get paid quarterly like normal?

Answer: Yes, it's up to you.

Question: How do I request payment?

Answer: There's a new folder in your BOX account called "Request for Payment". In the folder "2020 Amended Contract" there is a file labeled "2020 Amended EMPG Tool Kit Assistance Packet". Please print out the amended "Request for Payment" form, fill it out, have the Chief Elected Official sign it, and place the form into the folder labeled "Request for Payment". Then email EMPG@oem.ok.gov to let us know it's there.

Question: BOX? I thought we were using EMGrants for EMPG this year. Which one is it?

Answer: We're using BOX again this year. We simply couldn't conduct training prior to COVID.

Question: Do I have to submit my payroll and the Attestation Letter to get paid?

Answer: No, we are only requiring this be submitted at the end of the grant. So, please submit one by October 10th, 2020 for the whole grant year.

Question: I'm obviously very busy. What should I focus on?

Answer: The Independent Study Courses. It's **vital** these are completed for all paid EM staff by 9/30/2020. We can't stress this enough. No extension can be granted.

Exception: Any staff hired after 9/30/2019 have until the anniversary of their start date.

Question: Can a regional After-Action Report and Improvement Plan (AAR-IP) count for EMPG?

Answer: No, the After-Action Report and Improvement Plan must be specific to your jurisdiction.

Question: I already completed my full-scale exercise documentation for this grant year, can I use that instead of a COVID-19 AAR-IP?

Answer: Yes, just make sure you have written approval from OEM.

Question: Where do I direct additional questions?

Answer: Your Area Coordinator or email EMPG@oem.ok.gov

Emergency Management Performance Grant 2020

Amended Request for Reimbursement Form

Jurisdiction: City of Pryor Creek

Date: _____

We are requesting payment for the following quarters of the Emergency Management Performance Grant 2020.

Check all that apply:

- Quarter 1
- Quarter 2
- Quarter 3
- Quarter 4 (Only Available at Closeout)

This request is for a total of \$ 5,000.00 dollars.

Chief Elected Official Signature: _____

Indianola Streets on October 20, 2019. OMAG reimbursement is \$3,437.80 less \$500.00 deductible. Balance of \$316.82 will be paid from Police Maintenance Account # 02-215-5091.

1. Discuss and possible action regarding approval of Morgan's Collision Services, Inc. to repair a 2011 Chevy Tahoe assigned to the Pryor Police Department (Unit 00; VIN 1GNLC2E07BR292843). Estimate received was for \$3,104.91 to be paid out of Police Maintenance Account # 02-215-5091. This unit was damaged on October 11, 2019 when it was struck by a deer on US Highway 69. Other estimates received: Clark's Body Shop - \$3,219.98 and Quality Collision Repair - \$3,268.38.

Motion was made by Chitwood, second by Shropshire to approve items a – i, less items f and j (Mayor stated that the Addendum gives more detail on Item j). Voting yes: Chitwood, Brakefield, Doyle, Shropshire, Nance. Voting no: none.

f. Discussion and possible action regarding the Agreement for Funding and Provision of Services between the City of Pryor Creek and the Pryor Main Street Program in the amount of \$15,000.00.

Motion was made by Chitwood, second by Doyle to approve the Agreement for Funding and Provision of Services between the City of Pryor Creek and the Pryor Main Street Program in the amount of \$15,000.00. Voting yes: Brakefield, Doyle, Shropshire, Nance, Chitwood. Voting no: none.

- j. Discuss and possible action regarding rate change from Municipal Utility Board for customers inside city limits of Pryor, Oklahoma. (see Addendum)

ADDENDUM

CITY COUNCIL MEETING

TUESDAY, NOVEMBER 5TH, 2019 AT 6:00 P.M.

1. Discussion and possible action regarding approval of the Municipal Utility Board's recommendation to adjust the residential electric rate inside the corporate city limits of \$0.0704 per kWh with the minimum in accordance to the rate effective December 1st, 2019 with a three percent (3%) escalator beginning Fiscal Year 2021 and ending Fiscal Year 2026. Also to include a line loss factor to the Power Cost Adjustment (PCA) as determined by the previous fiscal year's calculations.

Motion was made by Brakefield, second by Shropshire to approve the Municipal Utility Board's recommendation to adjust the residential electric rate inside the corporate city limits of \$0.0704 per kWh with the minimum in accordance to the rate effective December 1st, 2019 with a three percent (3%) escalator beginning Fiscal Year 2021 and ending Fiscal Year 2026. Also to include a line loss factor to the Power Cost Adjustment (PCA) as determined by the previous fiscal year's calculations. Voting yes: Doyle, Shropshire, Nance, Chitwood, Brakefield. Voting no: none.

Moved back to regular Agenda.

7. COMMITTEE REPORTS:

a. Budget and Personnel (Doyle)

Doyle reported that the Committee will meet November 12th, 2019.

b. Ordinance and Insurance (Sherman)

Shropshire reported that there is a meeting scheduled for November 12th, 2019 at 5:00 p.m.

c. Street (Smith)

No report.

8. UNFORESEEABLE BUSINESS.

(ANY MATTER NOT REASONABLY FORESEEN PRIOR TO POSTING OF AGENDA.)

There was no unforeseeable business.

9. ADJOURN.

Motion was made by Doyle, second by Nance to adjourn. Voting yes: Shropshire, Nance, Chitwood, Brakefield, Doyle. Voting no: none.

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Meeting was called to order at 6:50 p.m.

2. APPROVE MINUTES OF OCTOBER 15TH, 2019 MEETING.

Motion was made by Shropshire, second by Brakefield to approve minutes of October 15th, 2019 meeting. Voting yes: Nance, Chitwood, Brakefield, Doyle, Shropshire. Voting no: none.

Morgan's Collision Services, Inc.

Your local I-Car Gold Class Body Shop
PO Box 1051
Pryor, Ok. 74362
Phone: 918-825-2237 Fax: 918-825-3611

INVOICE: 3296

Date: 12-6-2019

TO: CITY OF PRYOR

INSURANCE:

VEHICLE:

VIN:

R.O. NUMBER	P.O. NUMBER	TERMS
		DUE ON RECEIPT

DESCRIPTION	UNIT PRICE	TOTAL
REPLACED HOOD		
" Lt. headlamp		
" Lt. support		
" Ft. bumper cover		
" Center bracket		
" Lt. mount bracket		
" Lt. bumper cover side bracket		
" Lt. ft. door outer panel		
" Hood		
Repaired Lt. fender		
	SUBTOTAL	
	TOTAL DUE	4122.11

The above signed is responsible for the total amount due!

Make all checks payable to Morgan's Collision Services, Inc.

If you have any questions concerning this invoice, contact us at 1-918-825-2237

Please keep this invoice for the paint warranty.

****Reminder Please DO NOT wax your vehicle for at least 30 days after being refinished to allow for proper cure time on the paint.**



Thank you for your business!

Like us on Facebook @Morgan's Collision Services Inc.

Police

APPRAISER'S REPORT

#12585	CLIENT CO. OMAG	DATE OF LOSS 2019	DATE RECEIVED 10/22/19
DATE CONTACTED 10/23/19	DATE INSPECTED 10/24/19	DATE A/P CALLED IN 10/28/19	DATE CLOSED 10/28/19

CLAIM NUMBER 207172	INSURED City Of Pryor Creek	Claimant	TYPE OF LOSS Collision
-------------------------------	---------------------------------------	-----------------	----------------------------------












PARTIAL LOSS		TOTAL LOSS	
Equipment - Decals Wrap	\$	NADA Value	\$
	\$	ACV Value -	\$
Estimate – Does not include Equipment	\$ 4,149.40	Equipment SetUp	\$
	\$	Stripe Kit - Police	\$
GROSS LOSS	\$ 4,149.40	GROSS LOSS	\$
Deductible	\$ Unknown	DEDUCTIBLE	\$
Betterment	\$	UNRELATED PRIOR DAMAGE	\$
TOTAL DEDUCTIONS	\$	LESS:ESTIMATED NET SALVAGE	\$
NET LOSS –	\$ Unknown	ESTIMATED NET LOSS	\$

SALVAGE BIDS:	1.	BID AMOUNT:
		\$
(include phone #)	2.	\$
		\$
	3.	\$

SALVAGE yes <input type="checkbox"/> no	APPRAISER'S NAME Bill Baker	TOW/STORAGE As Of
LOCATION OF SALVAGE, ADDRESS, PHONE NUMBER		DAILY STORAGE

- 1) This vehicle is drivable.
- 2) 7 days to repair vehicle.
- 3) Reached agreement with city on damages. Shop left off damage to grill and absorber.

Owner: Pryor Creek / Pryor Creek, OK
Veh. Info: 2011 Chevrolet Tahoe Police 4 Door Utility 2WD 5.3L 8 Cyl Gas Injected Point of Impact Front, Ext. Color:Black w/wrap, License: CI16764, State:OK, Miles In: 94612.0, VIN#: 1GNLC2E07BR292843
Ins. Comp.: OMAG - Jayne Spies
Other Info: Claim Number: 207172

Description	Part #	Price	Qty	Labor
FRONT BUMPER				
Replace FRT BUMPER COVER	 GM1000817PP	\$345.00	1	Included, 2.9hrs. Paint panel , 1.2hrs. Clearcoat
Overhaul FRT BUMPER COVER ASSY				2.8 hrs. Body
Replace L FRT BUMPER BRACKET	 GM1032111OE	\$38.00	1	Included
R&I FRT BUMPER COVER				Included
Replace FRT BUMPER AIR DEFLECTOR	 GM1092208PP	\$53.00	1	Included
Replace FRT BUMPER COVER SUPPORT	 GM1070246DSN	\$42.00	1	Included
R&I FRT BUMPER COVER				Included
GRILLE				
Replace UPR GRILLE	 GM1200590	\$202.00	1	Included
FRONT LAMPS				
Replace L FRT COMBINATION LAMP ASSEMBLY	 GM2502263C	\$128.00	1	Included
Check/Adjust HEADLAMPS				0.4 hrs. Body
Replace L HEADLAMP SUPPORT	 GM2508117	\$23.00	1	
HOOD				
Replace HOOD PANEL	 GM1230350PP	\$416.00	1	1.0 hrs. Body, -0.6 hrs. Overlap, 3.0hrs. Paint panel , 1.2hrs. Clearcoat
FRONT FENDER				
Replace L FENDER PANEL	 GM1240333PP	\$390.00	1	4.9 hrs. Body, -1.8 hrs. Overlap, 2.0hrs. Paint panel , 0.8hrs. Clearcoat
FRONT DOOR				
Repair L FRT DOOR SHELL	22892591			2.0 hrs. Body, 2.7hrs. Paint panel , 1.1hrs. Clearcoat
R&I L FRT DOOR REAR VIEW MIRROR	ORDER FROM DEALER			
R&I L FRT OTR DOOR BELT MOULDING	20921214			0.2 hrs. Body
R&I L FRT DOOR TRIM PANEL ASSY	22818537			0.5 hrs. Body, -0.4 hrs. Overlap
R&I L FRT DOOR OUTSIDE HANDLE	ORDER FROM DEALER			0.3 hrs. Body, -0.2 hrs. Overlap
(Sub)Repair Hazardouse Waste		\$5.00	1	
(Sub)Repair Cover Car Exterior		\$10.00	1	

Totals

Type	Hours	Rate/hr	Total	Taxable
Ⓐ Aftermarket Parts			\$1,637.00	✓
Ⓑ Other Parts			\$15.00	✓
Body Labor	13.0	\$54.00	\$702.00	✓
Paint Labor	13.6	\$54.00	\$734.40	✓
Clearcoat Labor	5.5	\$54.00	\$297.00	✓
Paint Supplies	13.6	\$40.00	\$544.00	✓
Clearcoat Supplies	5.5	\$40.00	\$220.00	✓
Taxable Amount			\$4,149.40	
Tax	0.000%		\$0.00	
Grand Total			\$4,149.40	
Net Total			\$4,149.40	

Police

SWORN STATEMENT IN PROOF OF LOSS (AUTOMOBILE)

Policy No. 1400017

Company Claim No. 207172-J

Policy Period: 7/1/2019 to 7/1/2020

To: OKLAHOMA MUNICIPAL ASSURANCE GROUP

By the above numbered policy of insurance, you insured **City of Pryor Creek, Oklahoma** (hereinafter called the insured) against loss or damage to the automobile described as follows:

Model Year	Make	Type of Body	Numbers		
2011	CHEVROLET TAHOE	CHEVROLET TAHOE	Motor	Serial 292843	State License

Origin: A loss caused by comprehensive occurred on the 11th day of October, 2019 about the hour of _____, the full particulars of which are as follows: _____

Driver of IV collided with deer.

Title and Interest: The Insured was the sole owner of the automobile at the time of the loss or damage and no other person had any interest therein, by bailment lease, conditional sale, mortgage or other encumbrance or otherwise, except:

Other Insurance: At the time of this loss; there was no other insurance on said automobile covering the same perils except:

Use: At the time of this loss; the said automobile was being used for business And was not being used to carry passengers for compensation or rental or leased for any illegal purpose except:

Subrogation: The insured hereby covenants that no release has been or will be given to or settlement or compromise made with any third party who may be liable in damages to the Insured and the Insured in consideration of the payment made under this policy hereby subrogates the Said company to all rights and causes of action the said Insured has against any person, persons, or corporations whomsoever for damage arising out of or incident to said loss or damage to said property and authorizes said Company to sue in the name of the Insured but at the cost of the Company any such third party, pledging full cooperation in such action.

Cash Value	Whole Loss	Amount Deductible	Amount Claimed Under This Policy
\$	\$ 4,149.40	\$ 500.00	\$ 3,649.40

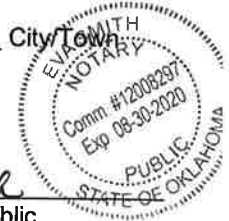
The said loss did not originate by any act, design or procurement on my/our part nor on the part of anyone having interest in the property insured, or in the said policy of insurance; not in any consequence of any fraud or evil practice done or suffered by me/us and that no property saved has in any manner been concealed.

It is expressly understood and agreed that the furnishing of this blank or the preparation of proof by a Representative of the above insurance company is not a waiver of any of its rights.

“WARNING: Any person who knowingly, and with intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.”

STATE OF Oklahoma
COUNTY OF Mayer

X [Signature]
(Authorized City Official's signature)



Subscribed and sworn before me this 12th day of November, 2019

Eva Smith
Notary Public

INSURED'S RELEASE

The above Insurance Company is hereby authorized and empowered to pay, at its option, as follows:

- To _____ the sum of \$ _____
- To _____ the sum of \$ _____
- To _____ the sum of \$ _____
- To _____ the sum of \$ _____

Total Insured Loss and Damage _____ \$ _____

in full settlement and satisfaction for all loss and damage for which claim is made in this proof of loss.

In consideration of such payments, said company is hereby discharged and forever released from any and all further claim, demand or liability whatsoever for said loss and damage, under or by reason of said policy.

WITNESS: _____ Insured
WITNESS: _____ Loss Payee

CESF INFORMATION ON FEDERAL AWARD(S) USED TO FUND SUBGRANT

SUBGRANT INFORMATION

Subgrant Organization: Pryor Creek Police Department

Subgrant Number: 20E028

Subgrant Period of Performance: 05/01/2020 – 01/31/2022

Indirect Cost Rate Approved for This Award: 0%

Program Description: The Coronavirus Emergency Supplemental Funding (CESF) Program will provide funding to assist eligible public safety/criminal justice state, county, local and tribal units of government as well as victim-services non-profit agencies. Awards will be used for preventing, preparing for, and responding to the coronavirus and will be done in stages. Stage 1 is designed to respond to the most immediate life-saving needs. Stages 2 and 3 will expand the allowable activities to less urgent needs

Total Award for this Subgrant: \$58,257.23

INFORMATION ON FEDERAL AWARD(S) TO STATE USED TO FUND THIS GRANT

OJP FY20 CESF PROGRAM FORMULA GRANT

Total Federal Award Amount to State: 7,752,847.00

Federal Award Project Period: 01/20/2020 to 01/31/2022

Federal Award Identification Number: 2020-VD-BX-0058

CFDA Number: 16.034

Federal funds obligated from this federal award for this subaward: \$58,257.23

Your federal funds obligated amount may not equal your total awarded amount if your award was split between more than one federal funding year/s. Awards made with federal grants dated FY 14 or before are not included in this document.



From: Maty Skinner
Sent: Friday, May 22, 2020 7:10 AM
To: vanhornd@pryorcreek.org
Cc: Megan Hackman <megan.hackman@centralsquare.com>
Subject:

Good Afternoon,

Please see the attached for your signature,

Thank you,

Get [Outlook for iOS](#)

CONFIDENTIALITY: This message contains information that is confidential and/or may be privileged. If you are not the intended recipient, you are hereby notified that any use, dissemination, distribution, or copy of this message or its attachments is strictly prohibited. If you have received this message in error, please advise the sender immediately by reply email and delete this message and its attachment.

--



Dustin Van Horn #37
Pryor Police Department
214 S. Mill
Phone: (918) 825-1212
Fax: (918) 825-2223



CENTRAL SQUARE

Quote

Date: 5/21/2020

General & Client Information

Client Name:	Pryor Police Department	Bill to:	
Product Family:	ETI	Address:	Six North Adair Street City Hall
Bill To #:	52553		Pryor Creek, OK 74361
Install Name:			
Quote #:	SR-37436		
Client Purchase Order #:			
Client Purchase Order Date:			
Client Contact:	Dustin Van Horn	Ship to:	
Contact Phone:	(918) 825-1212		
Contact Email Address:	vanhornrd@pryorcreek.org		
Account Executive:	Maty Skinner		

Project Products & Services

Qty	Sales Category	Software Platform	Item Description	Unit Price	Qty*Unit \$	Extended Price
16	Software	ETI	IP911 Technical Services - Per Hour	\$ 175.00	\$ 2,800.00	\$ 2,800.00
Total:						\$ 2,800.00

Project Payment Terms: Payment due in full 30 days from date of invoice

100% Payment due upon Signature				\$ 2,800.00
Total Payments:				\$ 2,800.00

Summary Information & Project Notes

There is no annual maintenance associated with this quote.

Send Purchase Orders to:

Account Management

Remit Payments to:

CentralSquare Technologies, LLC
12709 Collection Center Drive
Chicago, IL 60693

Issued by:

Contact info:

Terms and Conditions

Proposed Amendment is valid for 60 (sixty) days.

Software License Terms:

The CentralSquare Software referenced in the above product family, is licensed for use by Client in accordance with the software licensing terms of respective Agreement between the Client and CentralSquare entity associated with the product family above. Acceptance for the CentralSquare Software may be defined in the applicable Statement of Work ("SOW"), if not, the Software licenses shall be deemed accepted on delivery.

The annual Software Support Services for the CentralSquare Software licenses are provided for a period of twelve-months from the go live date and shall be governed by the existing Software Support Agreement currently in effect between CentralSquare and Client.

By signing below, you are indicating that you are authorized to obligate funds for your organization. To activate this amendment, check the appropriate box below and, either, (i) attach a copy of this change order to your purchase order when it is remitted to CentralSquare, (ii) if no additional authorizing paperwork is required for your organization to accept and pay an invoice for this amendment, sign below and email this change order to your account manager to indicate your acceptance.

- Purchase Order required and attached, reference PO# _____ on invoice
- No Purchase Order required to invoice

Please check one of the following:

- I agree to pay any applicable sales tax.
- I am tax exempt. Please contact me if CentralSquare does not have my current exempt information on file.

Accepted for Client

Client Agency/Entity Name			
Print Name	Client Authorized Representative	Title	
Signature	Client Authorized Representative	Date	

Eva

From: Dennis Nichols <nicholsd@pryorcreek.org>
Sent: Friday, May 29, 2020 2:12 PM
To: Eva
Subject: Fwd:
Attachments: image002.png; Untitled attachment 00079.html; image004.png; Untitled attachment 00082.html; image006.png; Untitled attachment 00085.html; QUOTE PryorPD(OK) - IP911 Services 5.21.20.pdf; Untitled attachment 00088.html

Sent from my iPhone

Begin forwarded message:

From: "Van Horn, Dustin" <vanhornd@pryorcreek.org>
Date: May 26, 2020 at 2:36:59 PM CDT
To: Dennis Nichols <nicholsd@pryorcreek.org>
Subject: Fwd:

----- Forwarded message -----

From: **Maty Skinner** <maty.skinner@centralsquare.com>
Date: Tue, May 26, 2020 at 14:36
Subject: RE:
To: vanhornd@pryorcreek.org <vanhornd@pryorcreek.org>
CC: Megan Hackman <megan.hackman@centralsquare.com>

Good Afternoon,

After speaking with my manager we are unable to discount this,

Thank you

Maty Skinner

Account Manager

maty.skinner@centralsquare.com

o: 605.799.1550 | m: 605.838.7244

JAIL USE AGREEMENT

THIS AGREEMENT, made and entered into this **July 1, 2020** by and between the Board of County Commissioners of the County of Mayes, State of Oklahoma, hereinafter referred to as the "County", and the **City Council of Pryor Creek**, a municipal corporation in Mayes County, Oklahoma, hereinafter referred to the "City"
WITNESSETH:

WHEREAS, the City has need to use the County Jail located in the City of Pryor Creek, Mayes County, Oklahoma, operated by the County, for the purpose of incarcerating the City's prisoners awaiting trial or in serving a sentence; and,

WHEREAS, the jail operated by the County is in compliance with the standards established by the Interlocal Cooperation Act, being Title 74 OSA (1981) Sec.1001, et seq.

NOW, THEREFORE, IN CONSIDERATION OF THE FOLLOWING PROVISIONS AND THE MUTUAL BENEFITS TO RESULT TO EACH OF THE PARTIES, WE AGREE AS FOLLOWS:

- (1) City prisoners shall hereafter be confined in the Mayes County Jail and shall be transported to and from said County jail by officers or agents of the City.
- (2) Prisoners may be received by the Mayes County Sheriff, after the City officer or agent has ensured prisoner has received medical attention, if necessary, and will be in his custody until he releases them to an officer or agent of the City, or releases them on cash bond.
- (3) Prisoners will be booked as prisoners of the "**CITY OF PRYOR CREEK**". The city officer delivering the prisoners to the jail will remain with the prisoner until the prisoner is placed within a cell.
- (4) The City shall compensate the County at the rate of **\$20.00** per day for each prisoner, to be paid monthly on a statement or invoice being rendered therefore by the County. This rate may be modified by the County only after the County has given the City thirty (30) days written notice in advance of the effective date of the modification.
- (5) If the prisoner requires medical attention or treatment, the County Sheriff shall notify the City Police Chief if time permits, and the Police Chief shall arrange for the medical services. If the situation is such an emergency that the Sheriff, in his discretion, believes immediate medical service is needed for the prisoner, the Sheriff shall arrange for it. In any event, the City shall pay for the medical services and save the Sheriff and the County harmless from liability.
- (6) The City shall furnish the Sheriff a current cash bond schedule at all times. Cash bonds collected by the Sheriff shall be deposited by him with the County Treasurer and the Sheriff shall mail a Sheriff's voucher to the City Clerk in the amount of the cash bond.
- (7) A day is a calendar day consisting of 24 hours extending from midnight to midnight. The City shall be charged for at least one (1) day for each City prisoner admitted to the County Jail. If a prisoner is released on a day other than the day on which he or she was admitted, the City shall be charged **\$20.00** per day for each day or part thereof during which the prisoner remains in the custody of the County Jail.
- (8) This agreement may be terminated by either Party upon giving the other Party written notice thirty (30) days in advance of the termination date.

(9) Notice shall be deemed given to the City if mailed to the City Clerk, **City of PRYOR CREEK, P.O. BOX 1167, PRYOR, OK 74362**. Notice shall be deemed given to the County if mailed to the Mayes County Clerk, 1 Court Place - Suite 120, Pryor, Oklahoma 74361.

(10) The effective day of this agreement shall be **July 1, 2020**, regardless of the date upon which the agreement is actually executed by the Parties.

Dated this _____ day of _____ 2020

SEAL

CITY OF PRYOR CREEK

CITY CLERK

MAYOR

BRITTANY TRUE-HOWARD
COUNTY CLERK

BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF MAYES, STATE
OF OKLAHOMA

RYAN BALL - CHAIRMAN

DATE

MEREDITH FRAILEY

MATT SWIFT

PCRC HOURS

BEGINNING JUNE 3RD, 2020

MONDAY-THURSDAY: 5AM-10PM

FRIDAY: 5AM-8PM

SATURDAY: 6AM-6PM

SUNDAY: 10AM-6PM

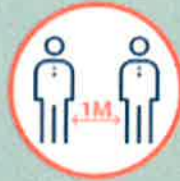
Reservations for appointments will no longer be necessary.

There will no longer be limits on workout days or times.

We appreciate your understanding!

PCRC GUIDELINES

Help protect yourself and others



SOCIAL DISTANCING

- No lingering or socializing in any area, inside or outside of the facility.
- Members & staff must maintain a minimum of 6 ft. distance while in PCRC.
- Max. space provided between machines & exercise equipment

REGULAR HOURS

No reservations or time limits on workout days/times

Monday-Thursday: 5AM-10PM

Friday: 5AM-8PM

Saturday: 6AM-6PM

Sunday: 10AM-6PM



SAFETY MEASURES

- Member screening & temperature check at entry
- Use of face masks
- Electrostatic cleaning of the facility
- Increased staff/cleaning hours
- High care, no touch policy
- Additional disinfecting & sanitizing stations throughout the facility, disposable towels will be used.



FACE MASKS

- Face masks are not required for members, but highly recommended.
- Face masks will be required for all PCRC staff.

We appreciate your understanding!

PCRC AMENITIES

BEGINNING JUNE 3RD, 2020

AMENITIES OPEN/AVAILABLE:

- weight room/dungeon
- basketball gym (free weight, ab/core area only)
- walking track (walkers only & mask required)
- pool (adults 17+ lap swim/exercise only)
- bathrooms/locker rooms/showers
- water fountains
- *Beginning June 8th*
- fitness classes (limited class sizes)

AMENITIES CLOSED:

- child care
- rock wall
- seating areas
- basketball gym (no basketball, games, or practices)
- no family/open swim, no pool parties)

We appreciate your understanding!

PCRC PHASE 2 OPENING

BEGINNING WEDNESDAY, JUNE 3RD, 2020

SOCIAL DISTANCING

BUILDING CAPACITY: 80 PEOPLE

- No lingering or socializing in any area, inside or outside of the facility.**
- Members and staff must maintain a minimum of 6 feet of distance while in PCRC.**
- Maximum space provided between machine and exercise equipment**

We appreciate your understanding!

PCRC PHASE 2 OPENING

BEGINNING WEDNESDAY, JUNE 3RD, 2020

SAFETY MEASURES

- Member screening and temperature check at entry**
- Use of face masks**
- Electrostatic cleaning of the facility**
- Increased staff/cleaning hours**
- High care, no touch policy**
- Additional disinfecting and sanitizing stations throughout the facility, disposable towels will be used**

We appreciate your understanding!



Lees, Larry <leesl@pryorcreek.org>

COVID-19 Info

2 messages

Rose Craig <rcraig@greencountrybgc.org>
To: leesl@pryorcreek.org

Fri, May 29, 2020 at 5:02 PM

Mayor Lees,

Thank you again for hearing us out on Tuesday. I felt it was a good meeting, and look forward to a continued partnership.

I thought I might give you a little history. We started as The Planet in 1996 in an old feed store on the west side of the tracks, by several concerned parents, hoping for a safe place for their kids to go to keep them off the street. They soon heard of, and petitioned the Boys & Girls Clubs of America for a charter, which they received in 1997. They began a Capital Campaign to raise funds to build what is now the Recreation Center. In partnering with the city, they decided Pryor would be greatly served with a community recreation center, and the city took over and moved the dream forward. So, all the funds raised through the campaign, several hundred thousand, were then used to help furnish the Rec Center, all the original weight equipment and office furnishings/furniture. Hence the Boys & girls Club name on the floor of the weight room and the electronic sign out front. We were then granted a 99 year lease for our current space. All Boys & Girls Club staff were to be offered a membership at a discounted rate, all Club youth with staff supervision, were allowed use of the gym and pool during Club hours. The Optimist basketball program, which we took over, used the gym for practice and games at no charge. It has since evolved, with each new director, to each child having to pay to swim and use of, half the gymnasium three a week for 45 minutes, which we appreciate. We began being charged for use of the gym for the basketball program, and had to look elsewhere for a place to play and practice. Rachel did allow us to practice when the High School wasn't available at a discounted rate. We also have a kitchen use agreement to allow us to prepare meals for our Club members. Please come by anytime and visit the Clubs, we would love to show you what we're about. I've attached all the things we will be using to put safety first.

--

Rose Craig

Chief Executive Officer

Boys and Girls Club of Green Country

1111 SE Ninth Street

Pryor, OK 74361

(918)825-9843 office

(918)824-2908 fax

rcraig@greencountrybgc.org

The Greatest test of courage on earth is to bear defeat without losing heart!

	staff	kids	Income	Cost
RG				
4300 sq. ft				
Rm. 1/comp. lab		1 7		
Rm.2/main area/side 1		1 9		
Rm.2/main area/side 2		1 9		
Rm. 3/Art room		1 5		
		30	3600	3800
Rsvlt				
5000 sq. ft. (inc. upstairs)				
Main Club Rm. Side 1		1 10		
Side 2		1 10		
		20	2400	4370
LG				
4700 sq. ft.				
Main Club Rm.		1 9		
Program Rm		1 8		
Computer Lab		1 6		
		23	2760	4383
Chouteau				
594 sq. ft.				
Main Rm.				

Admin Cost

7900

QUESTIONS

1. HAVE YOU HAD FEVER OR TAKEN TYLENOL FOR FEVER, COUGH, SORE THROAT, SHORTNESS OF BREATH, VOMITING, DIARRHEA, OR A RASH IN THE LAST 5 DAYS?
2. HAVE YOU BEEN EXPOSED TO SOMEONE WHO HAS BEEN DIAGNOSED WITH COVID-19?
3. HAVE YOU TRAVELED OUT OF STATE IN THE LAST TWO WEEKS?
4. DID YOU MAKE ANY STOPS ON THE WAY TO THE CLUB TODAY?

FOR PARENTS/GUARDIANS

Assumption of the Risk and Waiver of Liability Relating to Coronavirus/COVID-19

The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. **COVID-19 is extremely contagious** and has significant person-to-person spread. As a result, federal, state, and local governments and federal and state health agencies have recommended social distancing measures and have, in many locations, required ongoing prohibitions on the congregation of groups of people of various sizes.

Boys & Girls Clubs of Green Country ("Club") has put in place preventative measures to reduce the spread of COVID-19. These include, but are not limited to; **implemented – social distancing, wellness monitoring, increased sterilization, and required hand-washing**. However, the Club **cannot guarantee** that you or your child(ren) will not become infected with COVID-19. Further, attending the Club **could increase** your risk and your child(ren)'s risk of contracting COVID-19.

.....

By signing this agreement, I acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that my child(ren) and I may be exposed to or infected by COVID-19 by attending the Club and that such exposure or infection may result in personal injury, illness, permanent disability, and death. I understand that the risk of becoming exposed to or infected by COVID-19 at the Club may result from the actions, omissions, or negligence of myself and others, including, but not limited to, Club employees, Board Members, volunteers, and program participants and their families.

I voluntarily agree to assume all of the foregoing risks and accept sole responsibility for any injury to my child(ren) or myself (including, but not limited to, personal injury, disability, and death), illness, damage, loss, claim, liability, or expense, of any kind, that I or my child(ren) may experience or incur in connection with my child(ren)'s attendance at the Club or participation in Club programming ("Claims"). On my behalf, and on behalf of my children, I hereby release, covenant not to sue, discharge, and hold harmless the Club, its employees, Board Members, agents, and representatives, of and from the Claims, including all liabilities, claims, actions, damages, costs or expenses of any kind arising out of or relating thereto. I understand and agree that this release includes any Claims based on the actions, omissions, or negligence of the Club, its employees, Board Members, agents, and representatives, whether a COVID-19 infection occurs before, during, or after participation in any Club program.

Signature of Parent/Guardian

Date

Name of Parent/Guardian

Name of Club Participant(s)

PLEASE RETURN ON FIRST DAY BACK TO CLUB

Morning Preparation

1. Open entry doors, unlock all program/staff spaces and disinfect interior and exterior door handles and reception desk keyboard.
2. Site Director to take their own temperature and record the reading on daily chart.
3. Turn on all lights and set up device, staff wellness checklist, health questionnaire, hand sanitizer and thermometer at table in front of exterior door ten minutes prior to staff arrival.

Staff Arrival

(Before staff arrive, Site Director should remain at exterior check-in table ready to take temperatures and administer verbal health questionnaire upon staff arrival)

4. Verbal screening questionnaire is administered by Site Director
5. Staff temperatures are taken upon entry into building
6. Staff must sanitize their hands before and after clocking into their shift
7. All staff must wash hands upon entry into building

Verbal Questionnaire (Staff and members parents are required to answer these questions **daily** prior to entering the building)

- i. Have you had fever, cough, sore throat, shortness of breath, vomiting, diarrhea, or a rash in the last 5 days
- ii. Have you been exposed to someone who has been diagnosed with the COVID-19?
- iii. Have you traveled internationally in the last two weeks?
- iv. **Did you make any stops on the way to work?**

If the staff answers **yes** to any of these questions, they will be sent home and asked to return only when they are able to answer **no** to all four questions.

Temperature Check

Once the staff passes the verbal questionnaire, the Site Director should wear gloves and take forehead temperature of staff member twice. Site Director to note verbal screening acknowledgment and record both temperature readings on intake form.

If lower than 100.4 F – Staff may enter building and proceed to handwashing station. Site Director to note on checklist.

If 100.4 or higher - Staff must be sent home until fever- free without fever reducing medication for at least 5 days.

Staff Daily Safety Briefing:

Once all staff have arrived and clocked in, Site Director must lead a daily safety review of general hygiene practices, safety reminders, and any special circumstances of situations of which the team needs to be aware.

After the Daily Safety Briefing, staff should ensure:

- ✓ All rooms must have a bottle of hand sanitizer
- ✓ Restroom doors are propped open
- ✓ Each workstation and all equipment should be wiped down with warm soap and water or disinfectant wipes fifteen minutes before the first program session starts
- ✓ They are positioned at the drop-off point with their checklists, and temporal thermometers, **and face mask** fifteen minutes before first program session starts
- ✓ Staff are smiling & greeting everyone
- ✓ Maintain Maximum of children per program space, as pre-determined by CEO
- ✓ Each child positioned at least six feet apart from one another

Protocol Surrounding Health Concerns

If member exhibit signs of illness or experiences any symptoms, staff will implement the following protocol:

1. Site Director to retrieve member for visual assessment in pre-designated quarantine room
2. Staff may take temperature as needed (medical gloves must be worn)
3. Site Director calls parent and requests that the member be picked up as soon as possible
4. Site Director to document detailed account of incident, persons present, symptoms, steps taken, and outcome to include in end of day summary

Parent Pick-Up Procedures

1. Parents drive up to designated pick up area, if arriving prior to end of day, call Club to have child sent out.
2. Staff will sign-out member, or note that member has been picked up and departure time.

Staff Closing Procedures

1. Disinfect all tabletops, devices, and equipment used during program, including office spaces, the Rec. Center Kitchen, bathrooms and reception desk with appropriate cleaner for area/space.
2. Remove all trash/debris off the floor
3. Take the trash out to the dumpster
4. Disinfect all door handles (interior and exterior)
5. Wipe down switch plates and turn off all lights

Expansion of Services and Increase in membership/capacity will be determined 14 days after first day of operation

Dear Parent,

Our organization exists to identify and fill gaps in the community and to ensure that every child is set up for success in life. Although deemed safe we also have cumulatively learned and recognize that additional safety precautions support the BGC mission to enable all children, especially those who need us most, to reach their full potential as productive, caring, responsible citizens.

Our commitment to keeping the young people we serve safe is always our number one priority. Following the Coronavirus disease (COVID-19) outbreak, it's important that you know Boys & Girls Clubs of Green Country is doing everything possible to keep your child, our staff and volunteers protected from its spread. We are also closely monitoring reports from the Centers for Disease Control and Prevention (CDC) and our local health department for all updated information. Though the CDC does not recommend that people who are well wear a facemask to protect themselves from respiratory diseases, including COVID-19. Our staff will wear facemask during Club hours.

At this time, there is no evidence that children are more susceptible. Children should engage in usual preventive actions to avoid infection, including cleaning hands often using soap and water or alcohol-based hand sanitizer, avoiding people who are sick, and staying up to date on vaccinations, including influenza vaccine.

In order to align with the health and safety best practices provided by the Center for Disease Control and Prevention (CDC), Tribal, State and local mandates the Club will reduce its capacity for each building site and limit all program spaces to the recommended number of people. If you are receiving this letter, you have been contacted by our staff, and have been invited to return to the Club June 1st.

Our Commitment to Safety is realized every day as the Boys & Girls Club Movement creates safe, fun environments where kids can pursue academic success, good character and citizenship, and healthy lifestyles – all under the guidance of caring, trained, trustworthy adult leaders. We continue to build momentum around Safety with several initiatives designed to help Clubs create a safer environment for youth, including new programs, training, and updated tools and resources.

Parents are asked to support the Club in providing a safe space for our members and staff by informing the Club of **any changes to their child's health or community exposure**. If a child exhibits **any** symptoms of fever, runny nose, coughing, or shortness of breath, parents are asked to keep them home until their symptoms have subsided for 120 hours (5 days) without the assistance of medication. Parents are expected to answer a **verbal health questionnaire daily upon drop-off** and authorize the Club or its representatives to administer a **daily temperature check** on their child prior to admission into the program. Please arrive no more than 10 minutes before opening, and remain in your car. Staff will come to you, verbally read health questions and take child temperature. You will then be able to leave your child in our care. We will have children lined up outside (weather permitting) and ready for you when you arrive, no later than 5:30.

Members participating in the program are expected to follow Club policies surrounding behavior, hygiene, health practices, social distancing, and any recommendations outlined by the CDC. Members must be able to participate in program at their designated workspace and follow instructions of Mentor Professionals and site staff in order to ensure their safety.

Members who show disregard for Club policies or exhibit intentional disruptive behavior may be asked to leave the program.

The Club will require all members and staff to follow CDC recommendations for reducing transmission, maintaining healthy business operations, and a healthy work environment including but not limited to: [CDC Protect Yourself](#)

1. Wash Hands:
 - a. Upon entry into building
 - b. After using the restroom (Anyone who uses the restrooms must wash their hands for at least 20 seconds with soap and water prior to exiting the restroom).
 - c. Before/after eating
 - d. After Outdoor Play
 - e. Before/after any health assessment or screening of any staff or member
2. Not be within six feet of or make any contact with another person
3. Not touch their face
4. Cough & sneeze into a tissue or inside of elbow
5. Stay home if they are sick or know they will not pass wellness screening

All members are asked **NOT to bring in any personal items including cell phones, except for meals/snacks.**

All members will receive a Club Safety Briefing at the start of their day and after lunch to remind them of the importance of social distancing and maintaining good hygiene practices. Staff will receive additional training around fostering a safe learning environment and are encouraged to clarify expectations and institute best practices for behavior management in the event an issue arises.