

City of Pryor

Midyear Review

FY 21-22

| | 6 Months 2021 | Budget | Percent Remain/Chg | Amount Remain/Dif |
|-------------------------------------|------------------|------------------|-----------------------|----------------------|
| Assets | 3,165,857 | 3,813,773 | -16.99% | (647,916) |
| Liabilities | (22,509) | (512,740) | -95.61% | 490,231 |
| | <u>3,143,348</u> | <u>3,301,033</u> | | <u>(157,685)</u> |
| General Fund | | | | |
| Revenues | 3,679,223 | 7,933,088 * | 53.62% | 4,253,865 |
| Expenses | | | | |
| General Govt | 367,487 | 1,982,706 | 81.47% | 1,615,219 |
| Community Dev | 55,014 | 190,774 | 71.16% | 135,760 |
| Planning & Zoning | (167) | 8,000 | 102.09% | 8,167 |
| Managerial | 100,259 | 230,060 | 56.42% | 129,801 |
| Clerical | 136,295 | 328,247 | 58.48% | 191,952 |
| City Attorney | 35,934 | 74,339 | 51.66% | 38,405 |
| City Treasurer | 11,624 | 25,339 | 54.13% | 13,715 |
| Police | 1,648,353 | 3,627,807 | 54.56% | 1,979,454 |
| Animal Control | 109,708 | 272,899 | 59.80% | 163,191 |
| Fire | 778,677 | 1,751,337 | 55.54% | 972,660 |
| Park | 186,260 | 487,691 | 61.81% | 301,431 |
| Library | 210,484 | 519,534 | 59.49% | 309,050 |
| Cemetery | 112,147 | 252,156 | 55.52% | 140,009 |
| Civil Denfesne | 10,772 | 29,122 | 63.01% | 18,350 |
| Municipal Court | 70,636 | 154,393 | 54.25% | 83,757 |
| | <u>3,833,483</u> | <u>9,934,404</u> | | <u>6,100,921</u> |
| Net YTD | (154,260) | | | |
| Revenues Received Adjustment | | | | |
| 02-000-4265 Public Schools | 200,000 | 200,000 | 0.00% | - |
| 02-000-4141 MUB | 323,000 | 775,200 | 58.33% | 452,200 |
| | <u>523,000</u> | | | <u>452,200</u> |

* 100% of estimated revenues from previous year.

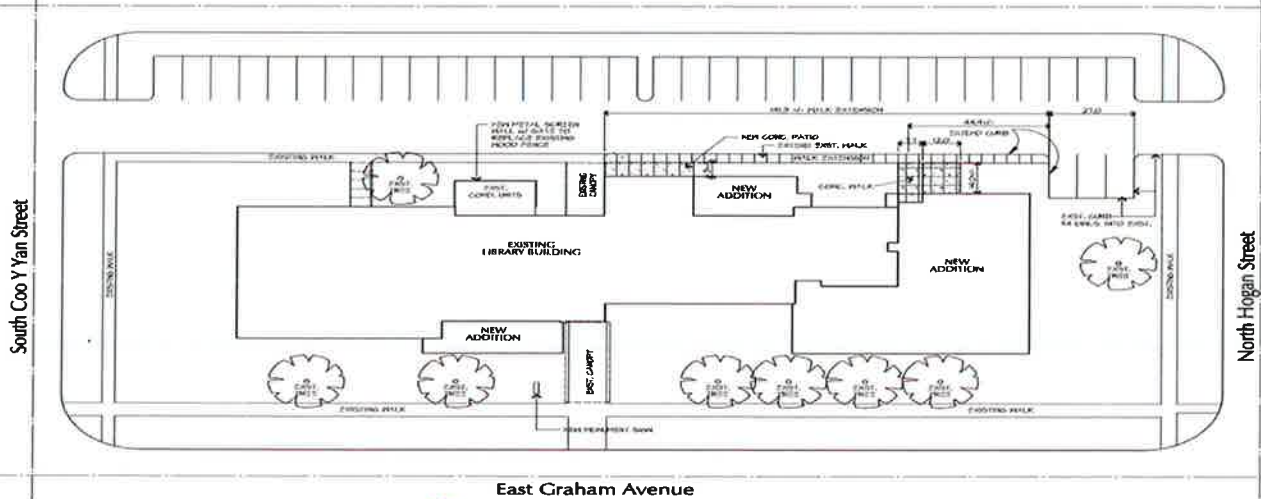
Pryor Emergency Services Center & Library Renovation Project

Monthly OAC Meeting

Thursday, February 24th, 2022



Brown Place





Meeting # 18

1637 S Boston Ave,
Tulsa, OK 74119
Phone: (405) 224-1554

Project: 1903a
**Pryor Police/Fire Emergency
Services Center and Library
Additions**

Monthly Owner's Meeting – Agenda

| | | | |
|------------------|--|----------------------|--------|
| DATE: | 2.24.2022 | MEETING TIME: | 2:00pm |
| LOCATION: | Job Trailer | | |
| OVERVIEW: | All Meeting Minutes are in bold . | | |

ATTENDEES

| Name | Company | Phone Number | Email |
|----------------------|-----------------------|--------------|-------|
| Larry Lees | City of Pryor Creek | | |
| BK Young | City of Pryor Creek | | |
| Dennis Nichols | City of Pryor Creek | | |
| James Willyard | City of Pryor Creek | | |
| James Baumert | City of Pryor Creek | | |
| Kevin Trammel | City of Pryor Creek | | |
| Cari Boatright Rerat | City of Pryor Creek | | |
| Jim Graber | Graber and Associates | | |
| Brenna Wells | CMSWillowbrook | | |
| Gary Rosebrough | CMSWillowbrook | | |
| Carson Lile | CMSWillowbrook | | |
| Bryan Miles | CMSWillowbrook | | |
| Ron Sanders | Graber and Associates | | |

Schedule Update

6-week Look Ahead

- See attached 6-Week Look Ahead.

Lost Days

- 2 day lost this week. 14 critical path weather delays to date.

Baseline Schedule

- See attached Baseline Schedule.

Minutes

- **CMS to take over the Library on March 1, 2022.**

Finance

Contingency

- See attached Contingency Log.
- **OPEN CMODs**
-

Allowances

- See attached Allowance Log.

Prime Contract Change Orders

- **PCCO 3 – Library Ceiling Replacement – To present at March 1 City Council Meeting**

Open Items

Submittal Review

- See attached Submittal Log.
- Retro Fit Roof SD - Library
- Signage Color Chart-BOTH BUILDINGS
- Glazing Sample- MUSEUM
- Hollow Metal Doors and Frames PD- MUSEUM BUILDINGS

Minutes

-

RFI Review

- 70: Exhaust Fans on Panel Schedule
- 82: Radiant Heater Mounting Heights and Clarifications – CMS to present location option.
- 92: Fire Extinguisher Locations
- 96: Thermostat Locations
- 97: City of Pryor Logo Clarifications
- 99: Downspout Clarifications
- 100: Library Finish Colors

Minutes

- **70, 92, 96 need answers before drywall starts which is set to begin March 1. MEP rough-in has already begun so 70 and 96 are already delaying us. Providing answers after drywall start will require cutting and patching of drywall which is not ideal for quality and will come with a cost.**
- **82 : Carson to send proposed locations to BK and Graber & Associates. BK stated in the meeting that our proposed locations looked fine.**
- **101 : James Willyard OK with access panel on exterior side of detention area. They do not want it in the shower room.**

Items to Discuss

- Open PR's/Design Changes
- Additional camera drops – Currently Pricing. Meeting held yesterday, 2/2 with Digi to discuss rough-in requirements. Digi to send us a more precise location for each camera and also submittals for cameras so we can properly price. Received final information on 2/9/2022.
- ~~Proposal Request 09 – Built In Furniture at Offices in Emergency Services Center. Pricing complete. Came in slightly less than our allowance. We are all set to do this work.~~
- Proposal Request 13 - Drops for Wireless Access Points – Currently Pricing.
- Replacement of curb and gutter inside parking lot, replace sidewalks, patch failing areas, reseal and restripe. **City of Pryor to replace sidewalk 15' North and 15' East of SW Corner of property (Library).**
- Proposal Request 14 - Vanity Lights – Added per Ron. Received drawing 2/1/22. Currently pricing.
- Vector Artwork for Police Badge. Currently pricing. –J&B Graphics charges \$65/hour to create artwork.
- Digi to design cameras at additions to the Library so we can provide rough-in or drops if required. **This will cause a delay if design not complete by March 1. Cari to reach out to Digi again to see if we can get this done.**

• A/E Discussion

- Owner
- Monument Sign at the Library scheduled for install April 27, 2022 by Owner.

• Contractor

- Handicap button at the Library Entrances. – *In the 1/13 OAC, Jim Graber was going to discuss with door hardware subcontractor.*

- How does the button from the radio room connect to the OH Door Controls? *OH Door Buttons – Per BK Young, there should be button controls at each overhead door along with controls for each bay (six total) individually at the radio room. Currently, it is designed to have one button open all doors together. CMS to discuss with Matlock Security on their capabilities.*
- Finish colors for the Library – We have to order plastic laminate for the Library by 3/10/2022. We will need colors selected no later than 2/24/2022 to prevent schedule delays.
- Electrical changes required for Muskogee Communications for Police and Fire.

Minutes

-

Library 6-Week Look-Ahead Schedule



| Activity by Area | Contractor or Trade | Orig. Comp. Date | 2/21 | 2/22 | 2/23 | 2/24 | 2/25 | 2/26 | 2/27 | 2/28 | 3/1 | 3/2 | 3/3 | 3/4 | 3/5 | 3/6 | 3/7 | 3/8 | 3/9 | 3/10 | 3/11 | 3/12 | 3/13 | 3/14 | 3/15 | 3/16 | 3/17 | 3/18 | 3/19 | 3/20 | 3/21 | 3/22 | 3/23 | 3/24 | 3/25 | 3/26 | 3/27 | 3/28 | 3/29 | 3/30 | 3/31 | 4/1 | | | | | | | |
|----------------------------------|---------------------|------------------|------|------|------|------|------|------|------|------|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|-----|---|---|--|--|--|--|--|
| | | | M | T | W | T | F | | | M | T | W | T | F | | M | T | W | T | F | | M | T | W | T | F | | M | T | W | T | F | | M | T | W | T | F | | M | T | W | T | F | | | | | |
| Library Additions | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Steel | GCS | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Roofing | MRC | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Ext Frame/ Sheath | Six Guys | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Structural Framing | Six Guys | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Library On Deck | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Interior Frame | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| MEP OH/Sprinkler | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Masonry | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Museum Addition (On Deck) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Piers and Grade Beams | Contech | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Slab Underground | MWH & 2ja | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Slab Prep & Pour | Contech | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Steel | GCS | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Museum On Deck | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |



Allowance Log

| Costs to Date | | | | | |
|-------------------------------------|----------------|--------------|---------|-------------------|-------|
| Name | Starting Value | Approved | Pending | Remaining Balance | Notes |
| Aggregate | \$ 20,000.00 | \$ 7,424.33 | | \$12,575.67 | |
| Temp Partitions | \$ 7,500.00 | \$ - | | \$7,500.00 | |
| Appliances | \$ 16,000.00 | \$ 16,000.00 | | \$0.00 | |
| MEP | \$ 35,000.00 | \$ 2,530.00 | | \$32,470.00 | |
| Sealants & Waterproofing | \$ 60,000.00 | \$ - | | \$60,000.00 | |
| Misc. Metals | \$ 5,000.00 | \$ - | | \$5,000.00 | |
| Protect Existing | \$ 10,000.00 | \$ - | | \$10,000.00 | |
| Misc. Patching/Painting | \$ 10,000.00 | \$ - | | \$10,000.00 | |
| Patch/Repair Paving | \$ 20,000.00 | \$ - | | \$20,000.00 | |
| Testing | \$ 50,000.00 | \$ 26,256.25 | | \$23,743.75 | |
| Pier/Casing Depth | \$ 15,000.00 | \$ - | | \$15,000.00 | |
| Steel | \$ 30,200.00 | \$ 7,940.04 | | \$22,259.96 | |

| | | | | | |
|-------------------------------|--------------|--------------|--|-------------|--|
| Fire Extinguishers | \$ 6,525.00 | | | | |
| Toilet Partitions | \$ 12,000.00 | \$ 10,450.00 | | \$ 1,550.00 | |
| Hollow Metal Doors and Frames | \$ 11,000.00 | | | | |
| CM PR 5 | | | | | |
| Demolition | \$ 1,000.00 | | | | |
| Steel | \$ 2,000.00 | | | | |
| Access Panels | \$ 6,500.00 | | | | |
| Bollards | \$ 3,000.00 | \$ 1,058.00 | | \$ 1,942.00 | |

Contingency Log

| Costs to Date | | | | | |
|---------------|----------------|---------------|--------------|-------------------|-------|
| Name | Starting Value | Approved | Pending | Remaining Balance | Notes |
| Contingency 1 | \$526,941.53 | \$ 394,863.97 | \$ 16,536.58 | \$115,540.98 | |
| Contingency 2 | \$88,310.11 | \$ 5,763.52 | | \$82,546.59 | |

Contingency Modification (CMOD) Log

| Number | Description | Reason | Cost | Status |
|--------|---|----------------------------|----------------|---------------------|
| 1 | Stabilized Aggregate Removal | Unforeseen | \$ 25,000.00 | APPROVED |
| 2 | Stab. Agg Removal Final Cost | Unforeseen | \$ (8,095.00) | APPROVED |
| 3 | Return Folding Part. Install | Buy-Out Item | \$ (11,800.00) | APPROVED |
| 4 | Raise Building Pad 4" | Arch. Direction | \$ 11,250.00 | APPROVED |
| 5 | Additional Bid Cost - Site Util. | Buy-Out Item | \$ 12,830.00 | APPROVED |
| 6 | Additional Bid Cost - Painting | Buy-Out Item | \$ 42,752.00 | APPROVED |
| 7 | Shingle Roofing VE Option | Buy-Out Item | \$ (29,825.00) | APPROVED |
| 8 | Additional Bid Cost - Shingle Roof | Buy-Out Item | \$ 301,900.00 | APPROVED |
| 9 | Metal Roofing VE Option | Buy-Out Item | \$ (7,750.00) | APPROVED |
| 10 | Return Gutter Screen Cost | Buy-Out Item | \$ (9,476.00) | APPROVED |
| 11 | RFI-20, 21 and 22 Revisions (#2) | End User Req. | \$ (10,970.86) | APPROVED |
| 12 | HVAC Unit Upgrade | Arch. Direction | | CANCELED |
| 12 | Library Tree Demolition | Not in dgws | \$ 8,350.00 | APPROVED |
| 13 | HVAC Cost Increase | Unforeseen | \$ 16,994.95 | APPROVED |
| 14 | Storefront Colors | Arch. Direction | \$ 3,652.50 | APPROVED |
| 15 | Vehicle Exhaust System | Owner Request | \$ 901.30 | APPROVED |
| 16 | Kitchen Hood | Arch. Direction | \$ 3,477.42 | APPROVED |
| 17 | Storage Building Metal Additions | Owner Request | \$ 18,000.00 | APPROVED |
| 21 | Appliance Overage on Allowance | Buy-Out Item | \$ 2,509.57 | APPROVED |
| 22 | Usuitable Soils --South End Parking Lot | Unforeseen | \$ 3,831.80 | APPROVED |
| 23 | Undercut Alt Storage Bldg Footings | Unforeseen | \$ 1,186.90 | APPROVED |
| 24 | VE Gas Line Emergency Building | | \$ (5,000.00) | APPROVED |
| 25 | Stump Removal at Library | City Request | \$ 759.00 | APPROVED |
| 26 | Curb Line Discrepancy and Unsuitable Soils | Unforeseen | \$ 12,423.00 | APPROVED |
| 27 | Library Museum TPO Roofing | | \$ 3,298.00 | APPROVED |
| 28 | Mini Blinds to Roller Shades | Owner Request | \$ 4,285.00 | APPROVED |
| 29 | Smoke Dampers in Sleeping Quarters | Arch. Direction | \$ 1,323.59 | APPROVED |
| 30 | | | | |
| 31 | Revision of Shop Drawings | Arch. Direction | \$ 1,097.93 | APPROVED |
| 32 | Unforeseen Trenching Costs at Library Power | Unforeseen | \$ 7,721.39 | APPROVED |
| 33 | PR 10 - Added Flaggpole and Lighting | Owner/Arch. | \$ 4,027.78 | APPROVED |
| 34 | PR 8 - Library Unforeseen Dimension Change | Unforeseen | \$ 12,508.80 | APPROVED |
| 35 | PR-14 Added Vanity Light Fixtures | Arch. Direction | \$ 1,941.46 | Pending |

Report-Open Submittals



| Submittal # | Package | Spec Section | Title | Description/Notes | Type | Responsible Contractor | Ball in Court | Status | Received Sub | Start for Approval | Approval Due Date | Design Approval Time |
|-------------|-------------------------------|--------------|--|--|---------------------|------------------------|---------------|--------|--------------|--------------------|-------------------|----------------------|
| 1 | 074113.13. Roofing | 074113 | Retro Fit Roof SD-LIB BUILDING | Retro Fit Roof SD-LIB BUILDING | Shop Drawing | | Designer | Open | 02/04/22 | 02/16/22 | 02/24/22 | |
| 2 | 088100.001 Windows | 088100 | Glazing Sample- MUSEUM BUILDINGS | Glazing Sample- MUSEUM BUILDINGS | Sample | | Designer | Open | 02/10/22 | 02/19/22 | 02/24/22 | |
| 3 | 101423.12. Signage | 101423.12 | Signage Color Chart-BOTH BUILDINGS | Signage Color Chart-BOTH BUILDINGS | Sample | | Designer | Open | 02/15/22 | 02/15/22 | 03/01/22 | |
| 4 | 081100.001 Doors and Hardware | 081100 | Hollow Metal Frames and Doors PD-MUSEUM BUILDING | Hollow Metal Frames and Doors PD-MUSEUM BUILDING | Product Information | | Designer | Open | 02/21/22 | 02/22/22 | 03/08/22 | |

Open RFIs



| RFI# | Subject | Description | Response | Status | Initiated At | Closed Date | Assigned |
|------|---|--|----------|--------|--------------|-------------|----------|
| 070 | Exhaust Fans on Panel Schedule | Please provide electrical panel designations for each exhaust fan. | | Open | 12/28/21 | | |
| 082 | Radiant Heater Mounting Heights and Clarification | A/E what height should we mount the radiant heaters located in both the Wash Bay and the Apparatus Bay? Plus take note of code compliance for all locations. In the apparatus bay, are there any OH Fans, OH Door system, scrubbers, and MEP OH. At the Wash Bay we have an EF-17 and EF-18 located in the great observation which is where the radiant heater to run so what height should we run it at? Please advise. | | Open | 01/24/22 | | |
| 082 | Fire Extinguisher Clarifications | Where are the locations of the Fire Extinguishers and cabinets supposed to be and at what height are they to be mounted? | | Open | 02/09/22 | | |
| 084 | Paint Colors | Please provide a color of paint for each of the following: Hollow metal door frames, hollow metal doors, exposed steel, apparatus bay walls, brick lintels, and steel bollards? | | Open | 02/01/22 | | |
| 086 | Thermostat Locations and Clarifications | A/E please provide thermostat locations for the Radiant Heaters, Condensing Units, and Furnaces. We also need to know what thermostat controls what equipment. | | Open | 02/16/22 | | |
| 087 | City of Pryor Logo Clarifications | A/E there is no information in the specs on the city logo that is to go on the front of the clocktower shown on sheet A7.1. What kind of material is this signage? Does it require power? How is it to mount to the building? what size is it? Etc.... | | Open | 02/16/22 | | |
| 089 | Downspout Clarifications | On the roof plan A4, Item 7.17 is for a downspout to splash block detail. 1. Need a clarification on upper tower downspout locations. At this point they look like they are down the middle of the tower windows, do we want those moved to the furthest southern edge of the tower wall and have dump on to the roof? 2. Need clarification on the upper roof gutter to lower roof gutter in four locations: two at the tower (east and west side) and two at the apparatus bay (north and south locations), at these locations is there going to be a downspout that connects the upper to lower roof gutter to a downspout to ground/splash block? If so, the ones by the tower will drain at entry doors. The one on the north side of the apparatus will be a second downspout that drains into the outside seating area (not sure if that area can handle that much water?). The last one on the south side is at an entry door also with a downspout on the east side of the door and the one in question on the west side of the door. Please provide all final finish colors for the Library Addition, Renovation, and Museum. | | Open | 02/17/22 | | |
| 100 | Library Finishes | | | Open | 02/10/22 | | |

Progress Photos

**Emergency Services Center Site
Exterior Frame**



**Emergency Services Center Site
Brick Install**



Progress Photos

**Emergency Services Center Site
Exterior Sheath**



**Emergency Services Center Site
Roof Install**



Progress Photos

**Emergency Services Center Site
Roof Deck Install**



**Emergency Services Center Site
HVAC Rough In**



Change Order

CMSWillowbrook Inc.
P.O. Box 807
Chickasha, OK 73023

Distribution City of Pryor - Police, Fire, Library
 Graber & Associates, PC
 Office Field
 Other

Project: City of Pryor - Police, Fire, Library **Contract Number:** 1903a. City of Pryor - Police, Fire, Library

To (Contractor): CMSWillowbrook Inc. **Change Order #:** 3 Remove & Replace Library Ceilings
P.O. Box 807
Chickasha, OK 73023 **Change Order Date :** 02/17/22

You are directed to make the following changes in this Contract: Remove existing acoustical ceiling and gypsum board ceiling in existing Library building, remove secondary ceiling composed of wood framing and acoustical tiles. Replace with single, new Certainteed BQCL-224 acoustical ceiling and grid system per Construction Manager Proposal Request 11. Includes removing, storing, and reinstallation of existing light fixtures, HVAC registers and grilles, and fire alarm devices - other low voltage devices such as cameras, wireless access points, etc shall be removed by Owner prior to ceiling demolition. Reinstallation of low voltage devices required by Owner. This pricing assumes Owner will leave book cases and books in place and will shrink wrap all book cases and books on all sides.

| Description | Unit Price | Amount |
|--|------------|-------------------|
| Remove & Replace Library Ceilings- HVAC | | 6,307.81 |
| Remove & Replace Library Ceilings - Electric | | 40,525.18 |
| Remove & Replace Library Ceilings - Framing | | 34,166.00 |
| Allowance - Paint | | 5,000.00 |
| Allowance - Protect Existing | | 4,500.00 |
| General Requirements | | 6,700.00 |
| Builders Risk Insurance | | 291.60 |
| General Liability | | 777.59 |
| Contingency | | 4,859.95 |
| CM Fee | | 5,831.94 |
| Total For Change Order: | | 108,960.07 |

Not valid until signed by both the Owner and Architect. Signature of the Contractor indicates the Contractor's agreement herewith, including any adjustment in the Contract Sum or Contract Time.

| | |
|--|----------------------|
| The original Contract Sum was | 516,635.51 |
| The net change by previously authorized Change Orders was | 12,499,995.08 |
| The Contract Sum prior to this Change Order was | 13,016,630.59 |
| The Contract Sum will be increased by this Change Order | 108,960.07 |
| The new Contract Sum will be | 13,125,590.66 |

| | | |
|--|--|---|
| Authorized By Owner: City of Pryor Creek By: _____ Date: _____ | Accepted By Contractor: CMSWillowbrook Inc. P.O. Box 807 Chickasha, OK 73023 By: _____ Date: _____ | Architect/Engineer: Graber & Associates, PC 2415 East Skelly Drive, Suite 101 Tulsa, OK 74105 By: _____ Date: _____ |
|--|--|---|

Motion was made by Shropshire, second by Smith to approve discovery of the estimated costs of renovation of the Whitaker Park pool and discovery of the estimated costs of building an outdoor pool at the Pryor Creek Recreation Center to be expensed from Covid Reimbursement (2020) Account #05-501-5401.

Mayor stated that he has contacted Donald Paddock to investigate the possibilities. Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel. Voting no: none.

b. Discussion and possible action regarding award of 50% (\$409,523.06) of the \$819,046.12 ARPA funding to Municipal Utility Board for water and sewer infrastructure pursuant to ARPA guidelines.

Motion was made by Chitwood, second by Ketcher to approve award of 50% (\$409,523.06) of the \$819,046.12 ARPA funding to Municipal Utility Board for water and sewer infrastructure pursuant to ARPA guidelines.

Motion was then made by Tramel, second by Shropshire to table award of 50% (\$409,523.06) of the \$819,046.12 ARPA funding to Municipal Utility Board for water and sewer infrastructure pursuant to ARPA guidelines. Jared Crisp spoke and discussion followed. Voting yes: Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Ketcher. Voting no: none.

c. Discussion and possible action regarding 50% (\$409,523.06) of the \$819,046.12 ARPA funding to be deposited to the 05 fund.

Motion was made by Chitwood, second by Smith to approve 50% (\$409,523.06) of the \$819,046.12 ARPA funding to be deposited to the 05 fund. Motion was then made by Ketcher, second by Chitwood to table action regarding 50% (\$409,523.06) of the \$819,046.12 ARPA funding to be deposited to the 05 fund. Voting yes: Nance, Smith, Chitwood, Brakefield, Tramel, Ketcher, Shropshire. Voting no: none.

d. Discussion and possible action regarding approving minutes of the September 7th, 2021 Council meeting, with correction of Scrivener’s error on Item 6.h.

Motion was made by Shropshire, second by Smith to approve minutes of the September 7th, 2021 Council meeting, with correction of Scrivener’s error on Item 6.h. Voting yes: Smith, Chitwood, Brakefield, Tramel, Ketcher, Shropshire, Nance. Voting no: none.

5. CITY ATTORNEY’S REPORT:

a. Second and final reading, discussion and possible action regarding an ordinance amending Title 3, Chapter 10A Section 1 Regarding Alcohol Ordinances – “Definitions Section.”

Motion was made by Chitwood, second by Tramel to approve and waive reading of Ordinance #2021-18 amending Title 3, Chapter 10A Section 1 Regarding Alcohol Ordinances – “Definitions Section.” Voting yes: Chitwood, Brakefield, Tramel, Ketcher, Shropshire, Nance, Smith. Voting no: none.

b. Second and final reading, discussion and possible action regarding an ordinance amending Title 3, Chapter 10A Section 2 Regarding Alcohol Ordinances - “Applications; Certificates.”

Motion was made by Chitwood, second by Smith to waive reading and approve Ordinance #2021-19 amending Title 3, Chapter 10A Section 2 Regarding Alcohol Ordinances - “Applications; Certificates.” Voting yes: Brakefield, Tramel, Ketcher, Shropshire, Nance, Smith, Chitwood. Voting no: none.

c. Second and final reading, discussion and possible action regarding an ordinance amending Title 3, Chapter 10A Section 7 Regarding Alcohol Ordinances – “Rules and Regulations.”

Motion was made by Chitwood, second by Smith to waive first reading and approve Ordinance #2021-20 amending Title 3, Chapter 10A Section 7 Regarding Alcohol Ordinances – “Rules and Regulations.” Voting yes: Tramel, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield. Voting no: none.

d. Discussion and possible action to issue notice and set a hearing on annexation of property North of Pryor Creek, as per the legal descriptions in the attached Petition.

Motion was made by Shropshire, second by Ketcher to approve issuance of notice and set a hearing on annexation of property North of Pryor Creek, as per the legal descriptions in the attached Petition. Tramel then made a motion to table, but motion died for lack of a second. Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield. Voting no: Tramel.

6. DISCUSSION AND POSSIBLE ACTION 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 October 19th, 2021 Council meeting.
- b. Approve payroll purchase orders through November 12th, 2021.
- c. Approve claims for purchase orders through November 2nd, 2021.

| <u>FUNDS</u> | <u>PURCHASE ORDER NUMBER</u> | <u>TOTALS</u> |
|-------------------|------------------------------|---------------|
| GENERAL | 2120211116 – 911264B | 54,649.84 |
| STREET & DRAINAGE | 911255B – 911254B | 42,670.39 |

FACT SHEET: The Coronavirus State and Local Fiscal Recovery Funds Will Deliver \$350 Billion for State, Local, Territorial, and Tribal Governments to Respond to the COVID-19 Emergency and Bring Back Jobs

May 10, 2021

Aid to state, local, territorial, and Tribal governments will help turn the tide on the pandemic, address its economic fallout, and lay the foundation for a strong and equitable recovery

Today, the U.S. Department of the Treasury announced the launch of the Coronavirus State and Local Fiscal Recovery Funds, established by the American Rescue Plan Act of 2021, to provide \$350 billion in emergency funding for eligible state, local, territorial, and Tribal governments. Treasury also released details on how these funds can be used to respond to acute pandemic response needs, fill revenue shortfalls among these governments, and support the communities and populations hardest-hit by the COVID-19 crisis. With the launch of the Coronavirus State and Local Fiscal Recovery Funds, eligible jurisdictions will be able to access this funding in the coming days to address these needs.

State, local, territorial, and Tribal governments have been on the frontlines of responding to the immense public health and economic needs created by this crisis – from standing up vaccination sites to supporting small businesses – even as these governments confronted revenue shortfalls during the downturn. As a result, these governments have endured unprecedented strains, forcing many to make untenable choices between laying off educators, firefighters, and other frontline workers or failing to provide other services that communities rely on. Faced with these challenges, state and local governments have cut over 1 million jobs since the beginning of the crisis. The experience of prior economic downturns has shown that budget pressures like these often result in prolonged fiscal austerity that can slow an economic recovery.

To support the immediate pandemic response, bring back jobs, and lay the groundwork for a strong and equitable recovery, the American Rescue Plan Act of 2021 established the Coronavirus State and Local Fiscal Recovery Funds, designed to deliver \$350 billion to state, local, territorial, and Tribal governments to bolster their response to the COVID-19 emergency and its economic impacts. Today, Treasury is launching this much-needed relief to:

- Support urgent COVID-19 response efforts to continue to decrease spread of the virus and bring the pandemic under control;
- Replace lost public sector revenue to strengthen support for vital public services and help retain jobs;
- Support immediate economic stabilization for households and businesses; and,
- Address systemic public health and economic challenges that have contributed to the unequal impact of the pandemic on certain populations.

The Coronavirus State and Local Fiscal Recovery Funds provide substantial flexibility for each jurisdiction to meet local needs—including support for households, small businesses, impacted industries, essential workers, and the communities hardest-hit by the crisis. These funds also deliver resources that recipients can invest in building, maintaining, or upgrading their water, sewer, and broadband infrastructure.

Starting today, eligible state, territorial, metropolitan city, county, and Tribal governments may request Coronavirus State and Local Fiscal Recovery Funds through the Treasury Submission Portal. Concurrent with this program launch, Treasury has published an Interim Final Rule that implements the provisions of this program.

FUNDING AMOUNTS

The American Rescue Plan provides a total of \$350 billion in Coronavirus State and Local Fiscal Recovery Funds to help eligible state, local, territorial, and Tribal governments meet their present needs and build the foundation for a strong recovery. Congress has allocated this funding to tens of thousands of jurisdictions. These allocations include:

| Type | Amount (\$ billions) |
|--|---------------------------------|
| States & District of Columbia | \$195.3 |
| Counties | \$65.1 |
| Metropolitan Cites | \$45.6 |
| Tribal Governments | \$20.0 |
| Territories | \$4.5 |
| Non-Entitlement Units of Local Government | \$19.5 |

Treasury expects to distribute these funds directly to each state, territorial, metropolitan city, county, and Tribal government. Local governments that are classified as non-entitlement units will receive this funding through their applicable state government. Treasury expects to provide further guidance on distributions to non-entitlement units next week.

Local governments should expect to receive funds in two tranches, with 50% provided beginning in May 2021 and the balance delivered 12 months later. States that have experienced a net increase in the unemployment rate of more than 2 percentage points from February 2020 to the latest available data as of the date of certification will receive their full allocation of funds in a single payment; other states will receive funds in two equal tranches. Governments of U.S. territories will receive a single payment. Tribal governments will receive two payments, with the first payment available in May and the second payment, based on employment data, to be delivered in June 2021.

USES OF FUNDING

Coronavirus State and Local Fiscal Recovery Funds provide eligible state, local, territorial, and Tribal governments with a substantial infusion of resources to meet pandemic response needs and rebuild a stronger, more equitable economy as the country recovers. Within the categories of eligible uses, recipients have broad flexibility to decide how best to use this funding to meet the needs of their communities. Recipients may use Coronavirus State and Local Fiscal Recovery Funds to:

- **Support public health expenditures**, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
- **Address negative economic impacts caused by the public health emergency**, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
- **Replace lost public sector revenue**, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
- **Provide premium pay for essential workers**, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
- **Invest in water, sewer, and broadband infrastructure**, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Within these overall categories, Treasury’s Interim Final Rule provides guidelines and principles for determining the types of programs and services that this funding can support, together with examples of allowable uses that recipients may consider. As described below, Treasury has also designed these provisions to take into consideration the disproportionate impacts of the COVID-19 public health emergency on those hardest-hit by the pandemic.

1. Supporting the public health response

Mitigating the impact of COVID-19 continues to require an unprecedented public health response from state, local, territorial, and Tribal governments. Coronavirus State and Local Fiscal Recovery Funds provide resources to meet these needs through the provision of care for those impacted by the virus and through services that address disparities in public health that have been exacerbated by the pandemic. Recipients may use this funding to address a broad range of public health needs across COVID-19 mitigation, medical expenses, behavioral healthcare, and public health resources. Among other services, these funds can help support:

- **Services and programs to contain and mitigate the spread of COVID-19, including:**
 - ✓ Vaccination programs
 - ✓ Medical expenses
 - ✓ Testing
 - ✓ Contact tracing
 - ✓ Isolation or quarantine
 - ✓ PPE purchases
 - ✓ Support for vulnerable populations to access medical or public health services
 - ✓ Public health surveillance (e.g., monitoring for variants)
 - ✓ Enforcement of public health orders
 - ✓ Public communication efforts
 - ✓ Enhancement of healthcare capacity, including alternative care facilities
 - ✓ Support for prevention, mitigation, or other services in congregate living facilities and schools
 - ✓ Enhancement of public health data systems
 - ✓ Capital investments in public facilities to meet pandemic operational needs
 - ✓ Ventilation improvements in key settings like healthcare facilities

- **Services to address behavioral healthcare needs exacerbated by the pandemic, including:**
 - ✓ Mental health treatment
 - ✓ Substance misuse treatment
 - ✓ Other behavioral health services
 - ✓ Hotlines or warmlines
 - ✓ Crisis intervention
 - ✓ Services or outreach to promote access to health and social services
- **Payroll and covered benefits expenses** for public health, healthcare, human services, public safety and similar employees, to the extent that they work on the COVID-19 response. For public health and safety workers, recipients can use these funds to cover the full payroll and covered benefits costs for employees or operating units or divisions primarily dedicated to the COVID-19 response.

2. Addressing the negative economic impacts caused by the public health emergency

The COVID-19 public health emergency resulted in significant economic hardship for many Americans. As businesses closed, consumers stayed home, schools shifted to remote education, and travel declined precipitously, over 20 million jobs were lost between February and April 2020. Although many have since returned to work, as of April 2021, the economy remains more than 8 million jobs below its pre-pandemic peak, and more than 3 million workers have dropped out of the labor market altogether since February 2020.

To help alleviate the economic hardships caused by the pandemic, Coronavirus State and Local Fiscal Recovery Funds enable eligible state, local, territorial, and Tribal governments to provide a wide range of assistance to individuals and households, small businesses, and impacted industries, in addition to enabling governments to rehire public sector staff and rebuild capacity. Among these uses include:

- **Delivering assistance to workers and families**, including aid to unemployed workers and job training, as well as aid to households facing food, housing, or other financial insecurity. In addition, these funds can support survivor’s benefits for family members of COVID-19 victims.
- **Supporting small businesses**, helping them to address financial challenges caused by the pandemic and to make investments in COVID-19 prevention and mitigation tactics, as well as to provide technical assistance. To achieve these goals, recipients may employ this funding to execute a broad array of loan, grant, in-kind assistance, and counseling programs to enable small businesses to rebound from the downturn.
- **Speeding the recovery of the tourism, travel, and hospitality sectors**, supporting industries that were particularly hard-hit by the COVID-19 emergency and are just now beginning to mend. Similarly impacted sectors within a local area are also eligible for support.
- **Rebuilding public sector capacity**, by rehiring public sector staff and replenishing unemployment insurance (UI) trust funds, in each case up to pre-pandemic levels. Recipients may also use this funding to build their internal capacity to successfully implement economic relief programs, with investments in data analysis, targeted outreach, technology infrastructure, and impact evaluations.

3. **Serving the hardest-hit communities and families**

While the pandemic has affected communities across the country, it has disproportionately impacted low-income families and communities of color and has exacerbated systemic health and economic inequities. Low-income and socially vulnerable communities have experienced the most severe health impacts. For example, counties with high poverty rates also have the highest rates of infections and deaths, with 223 deaths per 100,000 compared to the U.S. average of 175 deaths per 100,000.

Coronavirus State and Local Fiscal Recovery Funds allow for a broad range of uses to address the disproportionate public health and economic impacts of the crisis on the hardest-hit communities, populations, and households. Eligible services include:

- **Addressing health disparities and the social determinants of health**, through funding for community health workers, public benefits navigators, remediation of lead hazards, and community violence intervention programs;
- **Investments in housing and neighborhoods**, such as services to address individuals experiencing homelessness, affordable housing development, housing vouchers, and residential counseling and housing navigation assistance to facilitate moves to neighborhoods with high economic opportunity;
- **Addressing educational disparities** through new or expanded early learning services, providing additional resources to high-poverty school districts, and offering educational services like tutoring or afterschool programs as well as services to address social, emotional, and mental health needs; and,
- **Promoting healthy childhood environments**, including new or expanded high quality childcare, home visiting programs for families with young children, and enhanced services for child welfare-involved families and foster youth.

Governments may use Coronavirus State and Local Fiscal Recovery Funds to support these additional services if they are provided:

- within a Qualified Census Tract (a low-income area as designated by the Department of Housing and Urban Development);
- to families living in Qualified Census Tracts;
- by a Tribal government; or,
- to other populations, households, or geographic areas disproportionately impacted by the pandemic.

4. **Replacing lost public sector revenue**

State, local, territorial, and Tribal governments that are facing budget shortfalls may use Coronavirus State and Local Fiscal Recovery Funds to avoid cuts to government services. With these additional resources, recipients can continue to provide valuable public services and ensure that fiscal austerity measures do not hamper the broader economic recovery.

Many state, local, territorial, and Tribal governments have experienced significant budget shortfalls, which can yield a devastating impact on their respective communities. Faced with budget shortfalls and pandemic-related uncertainty, state and local governments cut staff in all 50 states. These budget shortfalls and staff cuts are particularly problematic at present, as these entities are on the front lines of battling the COVID-19 pandemic and helping citizens weather the economic downturn.

Recipients may use these funds to replace lost revenue. Treasury's Interim Final Rule establishes a methodology that each recipient can use to calculate its reduction in revenue. Specifically, recipients will compute the extent of their reduction in revenue by comparing their actual revenue to an alternative representing what could have been expected to occur in the absence of the pandemic. Analysis of this expected trend begins with the last full fiscal year prior to the public health emergency and projects forward at either (a) the recipient's average annual revenue growth over the three full fiscal years prior to the public health emergency or (b) 4.1%, the national average state and local revenue growth rate from 2015-18 (the latest available data).

For administrative convenience, Treasury's Interim Final Rule allows recipients to presume that any diminution in actual revenue relative to the expected trend is due to the COVID-19 public health emergency. Upon receiving Coronavirus State and Local Fiscal Recovery Funds, recipients may immediately calculate the reduction in revenue that occurred in 2020 and deploy funds to address any shortfall. Recipients will have the opportunity to re-calculate revenue loss at several points through the program, supporting those entities that experience a lagged impact of the crisis on revenues.

Importantly, once a shortfall in revenue is identified, recipients will have broad latitude to use this funding to support government services, up to this amount of lost revenue.

5. Providing premium pay for essential workers

Coronavirus State and Local Fiscal Recovery Funds provide resources for eligible state, local, territorial, and Tribal governments to recognize the heroic contributions of essential workers. Since the start of the public health emergency, essential workers have put their physical well-being at risk to meet the daily needs of their communities and to provide care for others.

Many of these essential workers have not received compensation for the heightened risks they have faced and continue to face. Recipients may use this funding to provide premium pay directly, or through grants to private employers, to a broad range of essential workers who must be physically present at their jobs including, among others:

- ✓ Staff at nursing homes, hospitals, and home-care settings
- ✓ Workers at farms, food production facilities, grocery stores, and restaurants
- ✓ Janitors and sanitation workers
- ✓ Public health and safety staff
- ✓ Truck drivers, transit staff, and warehouse workers
- ✓ Childcare workers, educators, and school staff
- ✓ Social service and human services staff

Treasury's Interim Final Rule emphasizes the need for recipients to prioritize premium pay for lower income workers. Premium pay that would increase a worker's total pay above 150% of the greater of the state or county average annual wage requires specific justification for how it responds to the needs of these workers.

In addition, employers are both permitted and encouraged to use Coronavirus State and Local Fiscal Recovery Funds to offer retrospective premium pay, recognizing that many essential workers have not yet received additional compensation for work performed. Staff working for third-party contractors in eligible sectors are also eligible for premium pay.

6. Investing in water and sewer infrastructure

Recipients may use Coronavirus State and Local Fiscal Recovery Funds to invest in necessary improvements to their water and sewer infrastructures, including projects that address the impacts of climate change.

Recipients may use this funding to invest in an array of drinking water infrastructure projects, such as building or upgrading facilities and transmission, distribution, and storage systems, including the replacement of lead service lines.

Recipients may also use this funding to invest in wastewater infrastructure projects, including constructing publicly-owned treatment infrastructure, managing and treating stormwater or subsurface drainage water, facilitating water reuse, and securing publicly-owned treatment works.

To help jurisdictions expedite their execution of these essential investments, Treasury's Interim Final Rule aligns types of eligible projects with the wide range of projects that can be supported by the Environmental Protection Agency's Clean Water State Revolving Fund and Drinking Water State Revolving Fund. Recipients retain substantial flexibility to identify those water and sewer infrastructure investments that are of the highest priority for their own communities.

Treasury's Interim Final Rule also encourages recipients to ensure that water, sewer, and broadband projects use strong labor standards, including project labor agreements and community benefits agreements that offer wages at or above the prevailing rate and include local hire provisions.

7. Investing in broadband infrastructure

The pandemic has underscored the importance of access to universal, high-speed, reliable, and affordable broadband coverage. Over the past year, millions of Americans relied on the internet to participate in remote school, healthcare, and work.

Yet, by at least one measure, 30 million Americans live in areas where there is no broadband service or where existing services do not deliver minimally acceptable speeds. For millions of other Americans, the high cost of broadband access may place it out of reach. The American Rescue Plan aims to help remedy these shortfalls, providing recipients with flexibility to use Coronavirus State and Local Fiscal Recovery Funds to invest in broadband infrastructure.

Recognizing the acute need in certain communities, Treasury's Interim Final Rule provides that investments in broadband be made in areas that are currently unserved or underserved—in other words, lacking a wireline connection that reliably delivers minimum speeds of 25 Mbps download and 3 Mbps upload. Recipients are also encouraged to prioritize projects that achieve last-mile connections to households and businesses.

Using these funds, recipients generally should build broadband infrastructure with modern technologies in mind, specifically those projects that deliver services offering reliable 100 Mbps download and 100

Mbps upload speeds, unless impracticable due to topography, geography, or financial cost. In addition, recipients are encouraged to pursue fiber optic investments.

In view of the wide disparities in broadband access, assistance to households to support internet access or digital literacy is an eligible use to respond to the public health and negative economic impacts of the pandemic, as detailed above.

8. Ineligible Uses

Coronavirus State and Local Fiscal Recovery Funds provide substantial resources to help eligible state, local, territorial, and Tribal governments manage the public health and economic consequences of COVID-19. Recipients have considerable flexibility to use these funds to address the diverse needs of their communities.

To ensure that these funds are used for their intended purposes, the American Rescue Plan Act also specifies two ineligible uses of funds:

- **States and territories may not use this funding to directly or indirectly offset a reduction in net tax revenue due to a change in law from March 3, 2021 through the last day of the fiscal year in which the funds provided have been spent.** The American Rescue Plan ensures that funds needed to provide vital services and support public employees, small businesses, and families struggling to make it through the pandemic are not used to fund reductions in net tax revenue. Treasury's Interim Final Rule implements this requirement. If a state or territory cuts taxes, they must demonstrate how they paid for the tax cuts from sources other than Coronavirus State Fiscal Recovery Funds—by enacting policies to raise other sources of revenue, by cutting spending, or through higher revenue due to economic growth. If the funds provided have been used to offset tax cuts, the amount used for this purpose must be paid back to the Treasury.
- **No recipient may use this funding to make a deposit to a pension fund.** Treasury's Interim Final Rule defines a "deposit" as an extraordinary contribution to a pension fund for the purpose of reducing an accrued, unfunded liability. While pension deposits are prohibited, recipients may use funds for routine payroll contributions for employees whose wages and salaries are an eligible use of funds.

Treasury's Interim Final Rule identifies several other ineligible uses, including funding debt service, legal settlements or judgments, and deposits to rainy day funds or financial reserves. Further, general infrastructure spending is not covered as an eligible use outside of water, sewer, and broadband investments or above the amount allocated under the revenue loss provision. While the program offers broad flexibility to recipients to address local conditions, these restrictions will help ensure that funds are used to augment existing activities and address pressing needs.

From: Remittance@omes.ok.gov
Sent: Thursday, October 28, 2021 11:54 PM
To: LTHOMPSON205@hotmail.com
Cc: LEESL@pryorcreek.org; SMITHE@pryorcreek.org
Subject: Payment Advice (052323204)



EFT Remittance Advice

Payee:
 CITY OF PRYOR (0000076932-0004)
 CITY OF PRYOR CREEK
 PO BOX 1167
 PRYOR, OK 74362-1167
 USA

Payment Information:

Check Number: **052323204**
 Payment Date: **2021-10-28**

Payment in the amount of **819046.12 (USD)** has been sent to your bank account ending in XXXXXXXX8010

The following details the invoices that are being paid:

| Remitting Agency | Voucher | Invoice | Invoice Date | Amount | Message |
|--|----------|-----------|--------------------|------------------|---------|
| OFFICE OF MANAGEMENT AND ENTERPRISE SERV | 00015791 | FA-011757 | 2021-10-21 | 819046.12 | |
| | | | Grand Total | 819046.12 | |

NOTE: Any questions regarding this payment should be directed to the Remitting Agency listed above.

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**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, FEBRUARY 15TH, 2022 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, Steve Smith, Randy Chitwood, Briana Brakefield, Jimmy Tramel, Lori Siever. Members absent: Dennis Nance.

Department Heads and other City Officials present: City Attorney Kim Ritchie, Police Chief Dennis Nichols, Assistant Police Chief James Willyard, Fire Chief BK Young.

Others present: Police Officer Dustin Van Horn, Steve Powell, Chris Graves, Chris Gonthier, Jeff Kolker, Violet Kirkendall, Jennie LaFave, J. C. and Debbie Smith, Kenny and Jenny Cooper, Kemmie Shropshire and Terry Aylward.

2. PETITIONS FROM THE AUDIENCE. (LIMITED TO 5 MINUTES, MUST REQUEST IN ADVANCE.)

Chris Graves spoke regarding repairing the current swimming pool, as opposed to building a new pool.

3. DEPARTMENT HEAD REPORTS IF NEEDED:

a. Building Inspector

No report.

b. Emergency Management

No report.

c. Fire

Chief Young had no report but asked if Council had questions.

d. Golf

No report.

e. Library

Rerat sent in a written report in her absence.

f. Parks / Cemetery

No report.

g. Police

Chief Nichols had no report. Becki Sams-Benham spoke regarding an upcoming spay and neuter clinic.

h. Recreation Center

No report.

i. Street

No report.

4. MAYOR'S REPORT:

Mayor moved to the Addendum.

**ADDENDUM
CITY COUNCIL MEETING
TUESDAY, FEBRUARY 15TH, 2022 AT 6:00 P.M.**

1. Discussion and possible action regarding approval of the June 30th, 2020 independent Auditor’s Report of Financial Statements for the City of Pryor Creek, Oklahoma as presented by Violet Kirkendall of Hood & Associates, PC Certified Public Accountants.

Motion was made by Chitwood, second by Smith to approve the June 30th, 2020 independent Auditor’s Report of Financial Statements for the City of Pryor Creek, Oklahoma as presented by Violet Kirkendall of Hood & Associates, PC Certified Public Accountants.

Violet Kirkendall presented her findings to Council. Voting yes: Ketcher, Shropshire, Smith, Chitwood, Brakefield, Tramel, Siever. Voting no: none.

Mayor moved back to the regular Agenda.

a. Discussion regarding Pryor Main Street fundraising campaign of brick pavers in the downtown corridor. This component of the Wayfinding and Placemaking project will raise needed funds toward the expense of the project.

No action. Pryor Main Street Director, Jennie LaFave, spoke regarding the fundraising campaign of brick pavers in the downtown corridor. This component of the Wayfinding and Placemaking project will raise needed funds toward the expense of the project.

b. Discussion and possible action regarding adopting a Workplace Wellness Policy, required for a pending TSET Grant.

Motion was made by Shropshire, second by Chitwood to approve adopting a Workplace Wellness Policy, required for a pending TSET Grant. Voting yes: Shropshire, Smith, Chitwood, Brakefield, Tramel, Siever, Ketcher. Voting no: none.

c. Discussion and possible action regarding adopting a Pryor City Tobacco-Free and Vapor-Free Policy, required for a pending TSET Grant.

Motion was made by Chitwood, second by Smith to approve adopting a Pryor City Tobacco-Free and Vapor-Free Policy, required for a pending TSET Grant. Voting yes: Smith, Chitwood, Brakefield, Tramel, Siever, Ketcher, Shropshire. Voting no: none.

d. Discussion and possible action regarding authorizing the Mayor to sign the Oklahoma Tobacco Settlement Endowment Trust (TSET) Certification of Non-Acceptance of Tobacco Funds.

Motion was made by Shropshire, second by Smith to approve authorizing the Mayor to sign the Oklahoma Tobacco Settlement Endowment Trust (TSET) Certification of Non-Acceptance of Tobacco Funds. Voting yes: Chitwood, Brakefield, Tramel, Siever, Ketcher, Shropshire, Smith. Voting no: none.

5. CITY ATTORNEY’S REPORT:

No report.

6. DISCUSSION AND POSSIBLE ACTION 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 February 1st, 2022 Council meeting.
- b. Approve payroll purchase orders through February 18th, 2022.
- c. Approve claims for purchase orders through February 15th, 2022.

| <u>FUNDS</u> | <u>PURCHASE ORDER NUMBER</u> | <u>TOTALS</u> |
|-------------------------|------------------------------|-------------------|
| GENERAL | 2120211814 - 2120211890 | 153,783.96 |
| STREET & DRAINAGE | 911255B – 911259B | 3,124.82 |
| GOLF COURSE | 2120211854 – 911277B | 8,137.65 |
| CAPITAL OUTLAY | 911230B – 911229B | 7,581.76 |
| REAL PROPERTY ACQUIS. | 2120211815 | 18.00 |
| POLICE TRAINING FEES | 2120211896 - 2120211897 | 1,180.00 |
| HOTEL / MOTEL TAX | 2120210700 - 2120210701 | 7,425.00 |
| RECREATION CENTER | 2120211804 - 2120211812 | 8,001.71 |
| DONATIONS AND EARMARKED | 2120211276 | 1,999.96 |
| TOTAL | | 191,252.86 |

NO BLANKETS

- d. Acknowledge receipt of deficient purchase orders.
There were no deficient purchase orders.
- e. Approve October 2021 Appropriations.
- f. Discussion and possible action regarding approval of change order within the 2021-22 project “Pryor Streets” for “Additional Paving” as in the best interest of the city in the amount of \$159,925.80 and expensed from Street Asphalt Overlay Account #14-145-5410.
- g. Discussion and possible action regarding accepting the resignation of Kenneth Cooper from the Pryor Creek Fire Department, effective January 31st, 2022.

- h. Discussion and possible action regarding an expenditure from fund 80 (Library Building Fund) in the amount of \$4,150.00 to ENDEX, INC. of Tulsa for 5-each security system motion detectors and 5-each door contacts which add to the already installed security monitoring system at the Library. These needed items are to be used for the Library Expansion but were not included on the plans nor are they included on any bid list.
- i. Discussion and possible action approving Mayor Lees and Cari Rerat, Library Director, to sign "Agreement for 2022 State Aid Recipients" and acceptance of grant funds for the Thomas J. Harrison Pryor Public Library in the amount of \$10,155.00 from the State of Oklahoma 2021 Oklahoma Department of Libraries State Aid, to be received into Library Special Cash Account #92-000-4233.
- j. Discussion and possible action to approve Hotel / Motel Final Expense Report for Pryor Area Chamber of Commerce / Pryor Patchers Quilt Guild Quilt Show September 17th – 18th, 2021, in the amount of \$3,000.00.
- k. Discussion and possible action to approve Hotel / Motel Final Expense Report for Pryor Area Arts and Humanities Northeast Oklahoma Area Artists Show October 8th – 16th, 2021, in the amount of \$2,000.00.
- l. Discussion and possible action to approve Hotel / Motel Final Expense Report for Pryor Area Chamber of Commerce 2021 Christmas Parade of Lights on December 2nd, 2021, in the amount of \$2,425.00.
- m. Discussion and possible action regarding an expenditure in the amount of \$7,540.00 at State Sourcewell Contract price from Lakeland Office Systems for new Sharp MX-4071 Printer / Scanner / Copier / Fax for the City Clerk's office from Clerk Supplies – Office Account #02-201-5031.
- n. Discussion and possible action to approve the expenditure of \$6,500.00 to partner with the Oklahoma Humane Northeast to provide Free Spay/Neuter with Rabies Vaccine to 50 animals on March 18th, and 50 animals on April 29th; limited to two animals per household inside the city limits. This will be paid from donations that were intended to assist with the health and welfare of animals, from Animal Shelter Donations Account #96-965-5525.

Motion was made by Ketcher, second by Smith to approve items a – n, less items a f, g and h. Voting yes: Brakefield, Tramel, Siever, Ketcher, Shropshire, Smith, Chitwood. Voting no: none.

a. Approve minutes of the February 1st, 2022 Council meeting.

Motion was made by Shropshire, second by Ketcher to approve minutes of the February 1st, 2022 Council meeting. Voting yes: Tramel, Siever, Ketcher, Shropshire, Smith, Brakefield. Abstaining, counting as a no vote: Chitwood. Voting no: none.

f. Discussion and possible action regarding approval of change order within the 2021-22 project “Pryor Streets” for “Additional Paving” as in the best interest of the city in the amount of \$159,925.80 and expensed from Street Asphalt Overlay Account #14-145-5410.

Motion was made by Chitwood, second by Smith to approve change order within the 2021-22 project “Pryor Streets” for “Additional Paving” as in the best interest of the city in the amount of \$159,925.80 and expensed from Street Asphalt Overlay Account #14-145-5410.

Steve Powell spoke and explained the necessity of the change order. Voting yes: Siever, Ketcher, Shropshire, Smith, Chitwood, Brakefield, Tramel. Voting no: none.

g. Discussion and possible action regarding accepting the resignation of Kenneth Cooper from the Pryor Creek Fire Department, effective January 31st, 2022.

Motion was made by Ketcher, second by Chitwood to approve accepting the resignation of Kenneth Cooper from the Pryor Creek Fire Department, effective January 31st, 2022. Motion and second were then amended to read, “Retirement,” as opposed to “Resignation,” as a Scrivener’s error.

Cooper was asked how long he served as a firefighter, to which he replied, “Over 25 years.” Voting yes: Ketcher, Shropshire, Smith, Chitwood, Brakefield, Tramel, Siever. Voting no: none.

h. Discussion and possible action regarding an expenditure from fund 80 (Library Building Fund) in the amount of \$4,150.00 to ENDEX, INC. of Tulsa for 5-each security system motion detectors and 5-each door contacts which add to the already installed security monitoring system at the Library. These needed items are to be used for the Library Expansion but were not included on the plans nor are they included on any bid list.

Motion was made by Shropshire, second by Chitwood to approve an expenditure from fund 80 (Library Building Fund) in the amount of \$4,150.00 to ENDEX, INC. of Tulsa for 5-each security system motion detectors and 5-each door contacts which add to the already installed security monitoring system at the

Library. These needed items are to be used for the Library Expansion but were not included on the plans nor are they included on any bid list.

Motion was then made by Tramel, and second by Chitwood to table this item. Voting yes: Shropshire, Smith, Chitwood, Brakefield, Tramel, Siever, Ketcher. Voting no: none.

7. COMMITTEE REPORTS:

a. Budget and Personnel (Brakefield)

Brakefield reported that their next meeting will be on March 8th, 2022 at 5:30 p.m.

b. Ordinance and Insurance (Shropshire)

Shropshire reported that they will meet on Thursday, March 10th, 2022 at 5:30 p.m.

c. Street (Smith)

Smith reported they may have a meeting next week, if there are any agenda items.

8. UNFORESEEABLE BUSINESS.

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

There was no unforeseeable business.

9. ADJOURN.

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

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Meeting was called to order at 7:05 p.m.

2. APPROVE MINUTES OF FEBRUARY 1ST, 2022 MEETING.

Motion was made by Shropshire, second by Ketcher to approve minutes of February 1st, 2022 meeting. Voting yes: Smith, Brakefield, Tramel, Siever, Ketcher, Shropshire. Abstaining, counting as a no vote: Chitwood. Voting no: none.

3. DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF A 3% RATE INCREASE FROM PRYOR WASTE AND RECYCLING FOR TWICE PER WEEK RESIDENTIAL REFUSE PICK-UP. THIS ACTION IS CONSISTENT WITH THE MUTUAL AGREEMENT OF OCTOBER 2007 FOR AN ALLOWED 3% INCREASE FOR REFUSE PICK-UP.

Motion was made by Chitwood, second by Smith to approve a 3% rate increase from Pryor Waste and Recycling for twice per week residential refuse pick-up. This action is consistent with the mutual agreement of October 2007 for an allowed 3% increase for refuse pick-up. Voting yes: Chitwood, Brakefield, Tramel, Siever, Ketcher, Shropshire, Smith. Voting no: none.

4. UNFORESEEABLE BUSINESS.

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

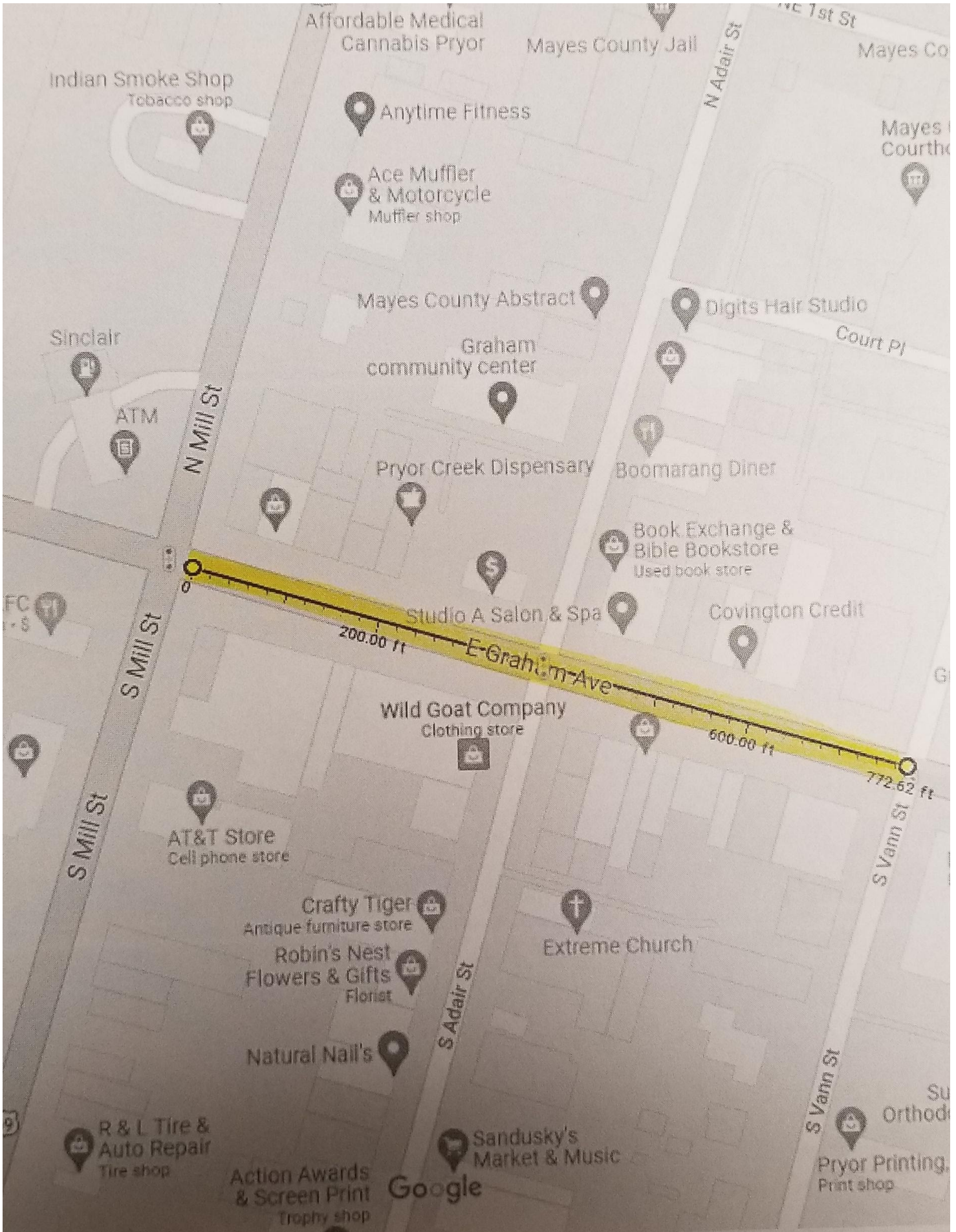
There was no unforeseeable business.

5. ADJOURN.

Motion was made by Ketcher, second by Smith to adjourn. Voting yes: Brakefield, Tramel, Siever, Ketcher, Shropshire, Smith, Chitwood. 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



February 17, 2022

Larry Lees, Mayor
City of Pryor Creek
PO Box 1167
Pryor Creek, Oklahoma 74362

SUBJECT: Closure of SH-20 (East Graham Avenue) from US-69 (Mills Street) to Vann Street for a Pull-A-Fire Truck event, Mayes County

Mayor Lees:

I am writing you regarding your recent correspondence about closing and detouring traffic through and around the City of Pryor Creek as portions of SH-20 (E. Graham Ave.) will be closed on Saturday, April 9, 2022, from about 7:00 a.m. to about 5:00 p.m. for the Pull-A-Fire Truck event.

These events bring with them additional risks associated with the detour of existing and emergency traffic as well as to the participants involved with or attending the event. As such, the Oklahoma Department of Transportation does not endorse, imply participation, recommend, or authorize such closures.

However, the Department recognizes the importance of city sponsored special events that are valuable to the entire community and recognizes that cities and towns have the authority via §47-1148 to proceed without specific ODOT approval when the events are undertaken under the direct authority of the city.

If the City of Pryor Creek chooses to proceed with the closure, the city will assume all responsibilities for the traffic control to be installed according to the Manual on Uniform Traffic Control Devices (MUTCD), a detour that is feasible for both passenger and commercial truck traffic, the effect on emergency responses and all other associated liabilities.

Sincerely,



Kristine R. Reed, P.E.
District Traffic Engineer

xc: Travis Smith ODOT Mayes County Supervisor
File



City of Pryor Creek

12 North Rowe - PO Box 1167
Pryor Creek, Ok 74362
Tel 918-825-0888 Fax 918-825-6577
www.pryorok.org

February 17, 2022

ODOT Division 8
4002 North Mingo Valley Expressway
Tulsa, OK 74116

RE: Highway Closure Request

The Northeast Oklahoma Veterans Freedom Tours will hold a Pull-A-Fire Truck event on Saturday, April 9th, 2022 from 7:00 a.m. until 5:00 p.m. The City of Pryor Creek requests to close the highway for this event. Details are as follow:

- Highway 20/East Graham Avenue
- East from Highway 69 to Vann Street
- April 9th, 2022
- Close streets to all traffic after 7:00 a.m. No parking, other than involved vehicles. 7:00 a.m. - Close Graham Avenue, from Highway 69 to Vann Street, to all traffic. 7:00 a.m. - 5:00 p.m. - Event. 5:00 p.m. - Remove street barricades to reopen Graham Avenue and all secondary streets that have been closed to vehicle traffic. If the event ends earlier, all will be reopened at an earlier time.
- Detour route will be established by City officials and be manned and/or signed in accordance with the latest edition (2009) of the Manual on Uniform Traffic Control Devices (MUTCD)
- The City will hold the Oklahoma Department of Transportation, their officers, agents and employees harmless and shall be released and discharged from all claims, demand and causes of action of every kind whatsoever for any damage and/or injury that may result from the detouring of traffic from the state highway system.

Sincerely,

A handwritten signature in blue ink, appearing to read "Larry Lees".

Larry Lees,
Mayor



**CONTRACT FOR ACCEPTANCE OF
INTERNAL CONNECTIONS 2022-23**

SPIN 143016556

Northeast Rural Services, Inc., dba BOLT Fiber Optic Services
 A Subsidiary of N.E. Oklahoma Electric Cooperative, Inc.
 PO Box 399
 Vinita, OK 74301
 877-787-9316

Date: 2/11/2022

Pryor Public Library
 505 E. Graham Ave
 Pryor, OK 74361-3828

Statement of Work: Includes equipment, installation & configuration per manufacturer's specifications.

| Qty. | Description | Part Number | Unit Price | Eligibility % | Amount |
|--------------------|---|-------------|-------------|---------------|---------------------|
| 2 | Extreme Networks ExtremeSwitching 210 Series 210-48p-GE4 - Switch - L3 - managed - 48 x 10/100/1000 (PoE+) + 4 x Gigabit SFP - desktop, rack-mountable - PoE+ (370 W) | 16571 | \$ 1,991.21 | 100% | \$ 3,982.43 |
| 2 | Switch Configuration & Installation | SW-Install | \$ 175.00 | 100% | \$ 350.00 |
| 3 | Extreme Networks ExtremeWireless AP410C - Wireless access point - 802.11ac Wave 2 - Bluetooth, Wi-Fi 6 - 2.4 GHz, 5 GHz | AP410C-FCC | \$ 699.38 | 100% | \$ 2,098.13 |
| 3 | Wireless Access Point Configuration & Installation - Includes CAT6 Network Drop | WAP-Install | \$ 225.00 | 100% | \$ 675.00 |
| 1 | Minuteman PRO-RT2U Series: line-interactive rack/tower/optional wallmount UPS, LCD display, 1500VA/1050 Watts, 120V, (8) on-battery receptacles, (2) controllable load banks of (3) outlets and (2) Always-on outlets, automatic voltage regulation | PRO1500RT2U | \$ 419.94 | 100% | \$ 419.94 |
| 1 | UPS Installation | UPS-Install | \$ 70.00 | 100% | \$ 70.00 |
| 30 | CAT6 Network Drop - Includes CAT6 Cabling, Termination, Testing, Labeling, and Removal of Existing Cabling | ND-CAT6 | \$ 225.00 | 100% | \$ 6,750.00 |
| 1 | Travel & Per Diem to Install Cabling and Network Equipment | NE-T&PD | \$ 900.00 | 100% | \$ 900.00 |
| Grand Total | | | | | \$ 15,245.49 |

| | |
|---------------------------|--------------------|
| Accepted By: _____ | Date: _____ |
| Proposed By: _____ | Date: _____ |

THANK YOU FOR YOUR BUSINESS!



CONTRACT FOR ACCEPTANCE OF BASIC MAINTENANCE 2022-23

SPIN 143016556

Northeast Rural Services, Inc., dba BOLT Fiber Optic Services
A Subsidiary of N.E. Oklahoma Electric Cooperative, Inc.
PO Box 399
Vinita, OK 74301
877-787-9316

Date: 2/11/2022

Pryor Public Library
505 E. Graham Ave
Pryor, OK 74361-3828

Statement of Work: Includes manufacturer licensing, service, and support for 5 years.

Table with 6 columns: Qty., Description, Part Number, Unit Price, Eligibility %, Amount. It lists three items: Extreme Networks Educational Program, Extreme Networks Cloud Controller, and Minuteman Premier UPS service, with a Grand Total of \$1,995.48.

Accepted By: _____ Date: _____
Proposed By: _____ Date: _____

THANK YOU FOR YOUR BUSINESS!

Order Summary



P.O. Box 2543
 Birmingham, AL 35202-2543
 Customer Service: 800-633-4604 eis-us@ebSCO.com

| | |
|-------------|------------|
| Offer Date | 02/04/2022 |
| Customer ID | s8948304 |
| Order ID | WSR685738 |
| Page Number | 1 of 1 |

Purchasing Customer
 PRYOR PUBLIC LIBRARY
 505 E GRAHAM
 PRYOR, OK 74361-3828?
 USA

Billing Address
 PRYOR PUBLIC LIBRARY
 505 E GRAHAM
 PRYOR, OK 74361-3828?
 USA

Contact
 Cari Rerat
 9188250777
 reratc@pryorlibrary.org

Your invoice will be sent to:
 Cari Rerat
 reratc@pryorlibrary.org

| Product Name | Begin Date | Expire Date | Price |
|---|------------|-------------|--------------|
| Package 02/04/2022 04:21:52 PM | | | 3,867.00 USD |
| Job and Career Accelerator Center - Stand-alone | 03/01/2022 | 02/28/2023 | |
| LearningExpress Library | 03/01/2022 | 02/28/2023 | |

| | |
|---------------------------|-----------------|
| Price: | 3,867.00 |
| Total Price (USD): | 3,867.00 |

Payment Terms

Price represented is the cash discounted price for payments received by check or electronic payment. If paying by a method other than check or electronic payment, please inquire for non cash discounted pricing. Payment due upon receipt of invoice. Interest of 1 percent per month charged for payment received later than 30 days after invoice date. eBooks and eAudiobooks ordered are non-returnable and non-refundable.

Terms and Conditions

Customer agrees to terms and conditions of the appropriate license agreement for usage of purchased access or subscription to electronic databases, econtent and services. If ordering ebooks or audiobooks, customer also agrees to the terms and conditions of the Library eContent Agreement.

This is not an invoice.

ENDEX, INC. OF TULSA

P.O. BOX 471039 / TULSA, OKLAHOMA 74147 / (918)838-3991 / FAX (918)838-3994
LICENSE NO. 0175

QUOTATION

PAGE: 1 OF 1

DATE: 2/1/2022

TO: PRYOR CREEK LIBRARY

QUOTE: 441- 129
REFERENCE: SECURITY ALARM
ADDS

| QUANTITY | DESCRIPTION |
|----------|---|
| | WE PROPOSE TO FURNISH AND INSTALL THE FOLLOWING |
| 5 | 5898 HONEYWELL MOTION DETECTORS |
| 5 | 7939 DOOR CONTACTS |
| | WIRE AND LABOR |
| | TOTAL COST: <u>\$4,150.00</u> |
| | QUOTE IS GOOD FOR 30 DAYS |

SIGN HERE AND RETURN TO ENDEX

MIKE BARRETT
ENDEX, INC. OF TULSA

Pamela A. Buffington

~~2020-2014~~
Pryor, OK 74362-1044

OBJECTIVE

Career in sales/business/marketing development with a growing organization that offers the opportunity for me to make a positive impact on the organization and its revenue.

PROFILE

Professional with over 20 years' experience in sales/business development. Proven ability to establish and maintain solid client relationships. Stable work history and progressive career moves.

PROFESSIONAL EXPERIENCE

2019 - Present LTC, Mayes County

- Community Liaison for the 4 Nursing Home facilities in Mayes County (Colonial Terrace Care Center, Shady Rest Care Center, Meadowbrook Nursing Center and Salina Care Center)
- Responsible for promoting our Nursing Homes and the services we offer to the Community
- Involved in and participate in activities in the Senior Centers (Bingo, Health Fairs, etc.)
- Raise awareness of our facilities and the things we have to offer our Seniors and surrounding towns
- Involving the Community with our Residents: Inviting the Pryor Arts & Humanities Council to come in and teach our Residents pencil drawing, doing crafts, etc....bringing in the elementary school students to sing during the holidays, having the PHS Leadership class decorate Christmas stockings for each Resident at each home, Churches sending personalized cards to each Resident for special holidays, etc.
- Finding supplies and/or resources as needed, PPE, Monoclonal Antibody IV's, vaccines, clothes for our Residents in need, helping to find and secure resources/supplies for our employees and Seniors in our Community in need.
- Organizing in coordination with Emergency Management, Local Emergency personnel, Mesta, and Hillcrest Pryor to administer the BamBam Monoclonal Antibody IV at all 4 of our Nursing Homes during the first onslaught of the Covid virus.
- Being involved in Civic groups and organizations
- Filling in as needed in the facilities (Activities, Serving, etc.
- Promoting our Homes Activities and special events on social media.

2018 - 2019 Cura-HPC, Tulsa, Ok

- Volunteer / Transitions Coordinator
- Responsible for recruiting and training individuals to visit patients
- Responsible for meeting with case managers and families
- Maintain and develop relationships with seniors/physicians/case managers/administrators at senior centers/nursing homes/assisted living/hospitals
- Responsible for all paperwork; staying compliant with Medicare regulations

2013 - 2016 ViaLife Home Health, Pryor, Ok

- Developed and maintained relationships with the seniors at the Senior Centers thru Bingo, health screenings and health fairs
- Organized and set up Health Fairs/Booths
- Established and developed relationships with Physicians, Case Managers and other healthcare personnel
- Organized educational lunches for clinics and Physicians offices

2008 - 2009 DTS Communications, Inc. Pryor, OK

- Establish and develop relationships with CIO / IT Directors at Hospitals and Universities to design and install wireless networks, specializing in medium to large scale enterprise indoor wireless deployments and all aspects of outdoor point to point, point to multi-point and mesh networks.

2005 - 2008 ReLaunch, San Rafael, California

- Maintain sales territory with defined Retail, e-commerce and Club accounts.
- Maintain strong, positive and proactive relationships with clients/buyers.
- Place client product lines and improve existing sell-through.

2003 - 2005 Learn.com, Sunrise, Florida

Account Manager

- Personally re-established and developed vendor/client relationships with retail, e-commerce, and club accounts for the new owners at Learn.com (purchased the assets of Learn2.com).
- Re-established BJ's, Circuit City, Amazon.com, Sears, MicroCenter, Fry's, Canadian Retailers, AAFES, and others.

2002 Buffington Sales & Marketing, Pryor, Oklahoma

Owner/Sales Director

- Buffington Sales & Mktg. handled both retail and distribution in the US and Canada, representing a select number of non-competing software lines.

1998 - 2001 ViaGrafix / Learn2.com Oklahoma/New York/Colorado

Account Manager, Retail Sales

- Developed and maintained positive vendor/client relationships with retail, e-commerce, and club accounts.
- Closely examined performance to ensure customer satisfaction.
- Worked with in-house product development and package design on new products to ensure customer requirements were met. Monitored new product orders through completion of implementation with the customer.
- Created and implemented marketing programs per account.
- Secured new major accounts with OfficeMax, Office Depot, Costco, and Navarre, and maintained excellent working relationships with Fry's, Hastings, MicroCenter, CompUSA, Best Buy, Circuit City, AAFES, NEXCOM, Nebraska Furniture Mart, Sears, Data Vision, et al.

1993 - 1998 Integris Mayes County Medical Center, Pryor, Oklahoma

Marketing/Community Education Director

- Managed a team of 40+ volunteers. Buyer for hospital gift shop. Set up community screenings for PSAs, flu shots, cholesterol levels, etc. Advertised and promoted new physicians as well as existing physicians in Mayes County. Maintained public relations between hospital and community. Surveyed patients for customer satisfaction after discharge. Maintained and coordinated Lifeline.

1986 - 1993 The Daily Times Newspaper, Pryor, Oklahoma

Advertising Manager 1986-1993

- Led a team of three employees. Responsible for hiring, training, daily supervision, public relations, leading employees, conducting sales meetings, and setting sales promotions and goals. Handled national and local accounts and ad layout.

1985-1986 Assistant Advertising Manager

- Assisted the manager with training and supervision of employees.
- Responsible for selling and laying out ads, local and national.

1982 - 1985 KMYZ AM/FM Radio Station, Pryor, Oklahoma

Sales Manager

- Serviced national and local accounts. Wrote 30- and 60-second scripts. Recruited and trained sales personnel. Worked radio remotes.

EDUCATION

Bachelor of Business Administration, Northeastern State University, Tahlequah, Oklahoma, May 2001.

Northeast Area Vocational Training Center, Pryor, Oklahoma:

Small Business Management Program for Business Owners

Dale Carnegie course

Oklahoma Press Association, Oklahoma City, Oklahoma:

Professional seminars on advertising, and Ad Managers meetings.

ACTIVITIES

Rotary, Sertoma, Mayes County Board of Health member, President of Mayes County Chapter 18 Blue Star Mothers, Guardian on the Honor Flights, Monday Forum, CMSA Board, past Volunteer Oklahoma Special Olympics, past Vice President and Secretary of American Business Women's Association, past Chamber Ambassador, past member of Chamber Board

HONORS

Red Cross Hero/Military, Sertoman of the Year, Chamber Ambassador of the year

REFERENCES

Available upon request



Professional Turf Products, L.P.

2201 N Beech Ave
 Broken Arrow, OK 74012
 Ryan Haskins
 (918) 630 3461
 haskinsr@proturf.com



Count on it.



| | | | |
|-----------|---------------------------------------|--------------|-----------|
| Ship To | Pryor Creek Golf Course | Date: | 2/14/2022 |
| Bill To | City of Pryor | Tax Rate | |
| Contact | Dennis Bowman | Destination | Included |
| Address | 724 E. 530 St., Pryor Creek, OK 74361 | Trade-In | |
| | | Finance | |
| Phone | (918) 825 3056 | Account Type | STD |
| Email | | QMS: ID | Q98142 |
| Comments: | Oklahoma State Contract Pricing | | |

Proposal

| Qty | Model # | Description | Unit | Extended |
|-----|--------------------|--|-----------|------------------|
| 1 | 08743 | Sand Pro 3040 | \$ | 20,674.80 |
| 1 | 08714 | Manual Blade (40 Inch) | \$ | 1,839.53 |
| 1 | 08751 | Tooth Rake | \$ | 1,733.10 |
| 1 | 08752 | Spring Rake | \$ | 854.13 |
| 1 | 08740 | LED Light Kit | \$ | 484.27 |
| | | Sand Pro 3040 | \$ | 25,585.85 |
| 1 | 08745 | Sand Pro 5040 | \$ | 23,467.81 |
| 1 | 08714 | Manual Blade (40 Inch) | \$ | 1,839.53 |
| 1 | 08751 | Tooth Rake | \$ | 1,733.10 |
| 1 | 08752 | Spring Rake | \$ | 854.13 |
| 1 | 08740 | LED Light Kit | \$ | 484.27 |
| | | Sand Pro 5040 | \$ | 28,378.85 |
| 1 | 46405AA | Bullseye QuickGroom 710 Standard | \$ | 4,850.85 |
| 1 | 46407 | Towable Elec Lift Kit, QG 710 | \$ | 2,543.08 |
| | | Bullseye QuickGroom 710 Standard | \$ | 7,393.93 |
| 1 | 46400 | Bullseye QuickGroom 550 | \$ | 7,088.46 |
| | | Bullseye QuickGroom 550 | \$ | 7,088.46 |
| 1 | 46402AA | Bullseye QuickGroom 700 Standard | \$ | 1,417.69 |
| 1 | 46403 | Wheel Set, QG 700 | \$ | 144.69 |
| | | Bullseye QuickGroom 700 Standard | \$ | 1,562.38 |
| 1 | FREIGHT LRG ROLLER | FREIGHT LRG ROLLER | | |
| 1 | 0009107-N | GAS GREENS ROLLERS HP11-III 13HP ELECTRIC START HONDA WITH TRANSPORT TRAILER | | |
| 1 | 0161398-O | ROTARY BRUSH SYSTEM (FACTORY INSTALLED) | | |

| | | | | |
|---|-----------|-----------------------------------|-----------|------------------|
| 1 | 0161361-O | LED LIGHT KIT (FACTORY INSTALLED) | | |
| 1 | 0161399-O | BRUSH KIT (FACTORY INSTALLED) | | |
| | | Salsco | \$ | 29,089.77 |

| | |
|--------------|------------------------|
| | SubTotal |
| | Destination |
| | Tax (Estimated) |
| | Included |
| | Not Included |
| TOTAL | |

Comments:

For all New Equipment, Demo units may be available for up to 20% savings.
 For all New Equipment, Refurbished units may be available for up to 40% savings.
 Due to unexpected issues with much of our supply chain, we are experiencing longer lead times than we have seen in the past. We are doing

Terms & Conditions:

1. Prices & Finance Rates are subject to change at any time.
2. Due to the volatility of inflation, rising transportation costs, and supply shortages, some orders may incur additional cost increases that are beyond the control of PTP and the vendors we represent. These pricing adjustments may be made from the time the order is entered through equipment delivery. Any adjustments will be communicated to customers with orders in the system with a new sale price as they occur.
3. Order cancellations are subject to fees up to 10% of the original order value.
4. Equipment delivery time is estimated once credit is approved & documents are executed & is contingent on Manufacturer availability.
5. Payments by Credit Card are subject to convenience fee.
6. Used and Demo equipment is in high demand and availability is subject to change.
 - A. Upon firm customer commitment to purchase & credit is approved, said equipment availability will be determined.
 - C. PTP strongly advises the customer to issue a firm PO as quickly as possible after acceptance of quotation.
7. "Trade In Allowances" will be treated as a credit for future parts purchases on PTP account unless other arrangements have been made.

Returns Policy:

1. All returns & Canceled PO's are subject to restocking, refurbishing, usage, and shipping fees.
2. All returns must be able to be sold as new.

Payment:

1. Terms are net 10 unless prior arrangements have been made.
2. Quoted prices are subject to credit approval.
 - A. PTP will work with third party financial institutions to secure leases when requested to do so.
 - B. When using third party financiers, documentation fees & advance payments may be required.
 - C. For convenience, monthly payments are estimated based on third party rate factors in effect at time of the quotation.
 - D. PTP assumes no liability in the event credit becomes unavailable or rates change during the approval process.
3. There will be a service charge equal to 1.5% per month (18% per annum) on all past due invoices.
4. By Law we are required to file a "Notice to Owner" of our intent to file lien in the event of payment default.
 This notice must be sent within 60 days of the date the original invoice and will happen automatically regardless

Authorized Signature: _____

Date: _____

Quote Id: 26059541

Prepared For:
PRYOR CREEK GOLF COURSE

Prepared By: **Cole Combs**

P & K Equipment, Inc.
604 Eastgate Street
Stillwater, OK 74074

Tel: 405-743-4050
Fax: 405-743-4089
Email: ccombs@pkequipment.com

Quote Summary

Prepared For:
 PRYOR CREEK GOLF COURSE
 724 E 530
 PRYOR, OK 74361
 Business: 918-825-3056
 bowmand@pryorcreek.org

Prepared By:
 Cole Combs
 P & K Equipment, Inc.
 604 Eastgate Street
 Stillwater, OK 74074
 Phone: 405-743-4050
 ccombs@pkequipment.com

Thank you - we appreciate your business!

Prices listed include all applicable bonuses & rebates.

Quote Id: 26059541
Created On: 10 February 2022
Last Modified On: 10 February 2022
Expiration Date: 28 February 2022

WARRANTY INFORMATION: FOR **NEW** EQUIPMENT, PLEASE SEE THE MANUFACTURER'S WARRANTY STATEMENT FOR DETAILS. FOR **USED** EQUIPMENT, EQUIPMENT IS SOLD "AS-IS" WITH NO WARRANTIES EITHER EXPRESSED OR IMPLIED.

By signing below, the customer acknowledges that he/she has received a copy of the operator's manual for new equipment.

| Equipment Summary | Selling Price | Qty | Extended |
|--|----------------|-----|---------------------|
| JOHN DEERE 1200A Bunker and Field Rake | \$ 16,645.86 X | 1 = | \$ 16,645.86 |
| JOHN DEERE 1200 Hydro Rake | \$ 21,220.43 X | 1 = | \$ 21,220.43 |
| GREENSGROOMER 920E | \$ 4,305.05 X | 1 = | \$ 4,305.05 |
| TRU TURF RB48 | \$ 16,322.90 X | 1 = | \$ 16,322.90 |
| JOHN DEERE RB70 | \$ 21,150.80 X | 1 = | \$ 21,150.80 |
| Equipment Total | | | \$ 79,645.04 |

Quote Summary

| | |
|----------------------------|---------------------|
| Equipment Total | \$ 79,645.04 |
| SubTotal | \$ 79,645.04 |
| Est. Service Agreement Tax | \$ 0.00 |
| Total | \$ 79,645.04 |
| Down Payment | (0.00) |
| Rental Applied | (0.00) |
| Balance Due | \$ 79,645.04 |

Salesperson : X _____

Accepted By : X _____