

# 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  
**Change Order #:** 5 Various Changes & Additions  
**To (Contractor):** CMSWillowbrook Inc.      **Change Order Date :** 06/17/22  
P.O. Box 807  
Chickasha, OK 73023

**You are directed to make the following changes in this Contract:** Provide all labor, material, and equipment necessary to complete the following. New Completion Date: November 9<sup>th</sup>, 2022.

Description	Amount
Power and Installation of Air Scrubbers	30,705.10
Added Metal Panels at Library Door 107A	13,150.00
Added ADA Openers at Library	6,134.00
Remove/Replace Unsuitable Soils	42,000.00
Covered Parking Soffits, Gutters, and Downspouts	25,039.00
Metal Ceiling Panels at Sallyport/Detention Area	19,557.00
Added Break Metal at Library	14,200.00
GC's/GR's - Extend Completion Date 2 Months	62,600.00
Bonds	1,920.47
Builders Risk Insurance	640.16
General Liability Insurance	1,707.08
Contingency	350,000.00
CM Fee	34,059.17
<b>Total For Change Order:</b>	<b>601,711.98</b>

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.

<b>The original Contract Sum was</b> .....	<b>516,635.51</b>
<b>The net change by previously authorized Change Orders was</b> .....	<b>12,678,183.31</b>
<b>The Contract Sum prior to this Change Order was</b> .....	<b>13,194,818.82</b>
<b>The Contract Sum will be increased by this Change Order</b> .....	<b>601,711.98</b>
<b>The new Contract Sum will be</b> .....	<b>13,796,530.80</b>

**Authorized By Owner:**  
City of Pryor Creek

**Accepted By Contractor:**  
CMSWillowbrook Inc.  
P.O. Box 807  
Chickasha, OK 73023

**Architect/Engineer:**  
Graber & Associates, PC  
2415 East Skelly Drive, Suite 101  
Tulsa, OK 74105

By: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**MINUTES  
CITY COUNCIL MEETING  
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING  
CITY OF PRYOR CREEK, OKLAHOMA  
TUESDAY, JUNE 7<sup>TH</sup>, 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 Briana Brakefield. Roll Call was conducted by City Clerk Eva Smith. Council members present included Choya Shropshire, Dennis Nance, Steve Smith, Randy Chitwood, Briana Brakefield, Chris Gonthier, Lori Siever. Members absent: Jon Ketcher.

Department Heads and other City Officials present: City Attorney Kim Ritchie, Police Chief Dennis Nichols, Street Superintendent Buddy Glenn, Golf Superintendent Dennis Bowman, Library Director Cari Rerat and Recreation Center Director Jessica Long.

Others present: Police Sergeant Dustin Van Horn, Animal Control Officer Maria Hargess, Steve Powell, TFK Engineering representative Thomas Keeter, Clifford Wofford and Terry Aylward.

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

There were no petitions.

**3. DEPARTMENT HEAD REPORTS IF NEEDED:**

**a. Building Inspector**

No report.

**b. Emergency Management**

No report.

**c. Fire**

No report.

**d. Golf**

Bowman reported that they are staying busy. Some of the PGA spectators played our golf course and stayed in Pryor. They have hosted several charitable events. Some events upcoming are: Pryor Quarterback Club on Friday, Veteran's Freedom Tour on Saturday. They still need teams for the Saturday tournament. Bowman sprayed the softball and baseball fields. He stated that they are still waiting on the river to go down so they can fix the irrigation system.

**e. Library**

Rerat reported that they are in the second week of the summer reading program, with 248 people enrolled. Tomorrow they will have a sensory story time. On Thursday, they are making no-sew octopus plushies and a conductive wire angler fish.

**f. Parks / Cemetery**

No report.

**g. Police**

Nichols had no report, but he asked if the Council had any questions.

**h. Recreation Center**

Long reported that they had a good May and took in 172 new members.

**i. Street**

Glenn reported that they have finished the sidewalk behind Pete's Drive-in. They have been running the street sweeper. They are also working on the base of Dog Pound Road. The area at SE 1<sup>st</sup> and Rowe has been patched until the contractors can get over there and fix it. They are still mowing, weeding and spraying.

**4. MAYOR’S REPORT:**

**a. Discussion and possible action regarding accepting a Certificate of Merit from the Oklahoma Academy for State Goals, the Oklahoma Turning Point Council and the Oklahoma State Department of Health for recognition of City of Pryor Creek as a 2021 Oklahoma Certified Healthy Community.**

Motion was made by Chitwood, second by Gonthier to approve accepting a Certificate of Merit from the Oklahoma Academy for State Goals, the Oklahoma Turning Point Council and the Oklahoma State Department of Health for recognition of City of Pryor Creek as a 2021 Oklahoma Certified Healthy Community. Mayor read the certificate. Voting yes: Shropshire, Nance, Smith, Chitwood, Brakefield, Gonthier, Siever. Voting no: none.

**b. Discussion regarding allowing golf carts city street access for normal, everyday travel.**

No action. Discussion only.

John Ketcher arrived at 6:35 p.m.

**c. Discuss, possibly recommend Council action regarding proposal for TFK Engineering, Inc. to conduct an HVAC study at Pryor Creek Recreation Center at a cost of \$9,000.00, from Recreation Outside Services Account #84-845-5075, pending Recreation Center Board approval.**

Motion was made by Chitwood, second by Shropshire to approve proposal for TFK Engineering, Inc. to conduct an HVAC study at Pryor Creek Recreation Center at a cost not to exceed \$9,000.00, from Recreation Outside Services Account #84-845-5075, pending Recreation Center Board approval. Mayor stated this should have read, “Not to exceed.” Voting yes: Nance, Smith, Chitwood, Brakefield, Gonthier, Siever, Ketcher, Shropshire. Voting no: none.

**5. CITY ATTORNEY’S REPORT:**

**a. Discussion and possible action regarding proceeding with bids for demolition of house at 1104 SE 14<sup>th</sup> Street, owned by Clifford Wofford.**

Motion was made by Gonthier, second by Shropshire to proceed with bids for demolition of house at 1104 SE 14<sup>th</sup>, Street, owned by Clifford Wofford. Mr. Ritchie spoke, as did Mr. Wofford. Voting yes: Chitwood, Brakefield, Gonthier, Siever, Ketcher, Shropshire, Nance. Voting no: Smith.

**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 May 17<sup>th</sup>, 2022 Council meeting.
- b. Approve minutes of the May 31<sup>st</sup>, 2022 Special Council Meeting
- c. Approve payroll purchase orders through June 10<sup>th</sup>, 2022.
- d. Approve claims for purchase orders through June 7<sup>th</sup>, 2022.

<b>FUNDS</b>	<b>PURCHASE ORDER NUMBER</b>	<b>TOTALS</b>
GENERAL	2120212857 - 2120212735	95,106.18
STREET & DRAINAGE	2120212735 - 2120212726	14,009.45
CEMETERY CARE FUND	2120212364	58,145.00
GOLF COURSE	2120212888 - 2120212899	17,488.79
CAPITAL OUTLAY	2120212797	1,230.18
REAL PROPERTY ACQUIS.	911265B - 2120212874	1,393.00
POLICE TRAINING FEES	2120212845 - 2120212855	1,246.00
RECREATION CENTER	2120212758 - 2120212786	32,429.79
DONATIONS AND EARMARKED	2120212849 - 2120212813	1,005.76
<b>TOTAL</b>		<b>222,054.15</b>

**NO BLANKETS**

- e. Acknowledge receipt of deficient purchase orders.  
*There were no deficient purchase orders.*
- f. Discussion and possible action regarding closure of South Adair from Graham to SE 1<sup>st</sup> Street on June 16<sup>th</sup>, 2022 from 3:00 p.m. to 9:00 p.m. for a Pryor Main Street Third Thursday event.
- g. Discussion and possible action regarding accepting bid from Fiber Interactive Technologies in the amount of \$190,826.72 (Appendix A: \$182,026.72 + Appendix F: \$8,800.00) for the RFP #220429 for Networking and VOIP phone equipment and professional services for the new Police and Fire complex. This equipment is necessary to provide network and voice connectivity to the facility and supports the growth of the force necessary to man the facility. No other bids received. This is a bond fund expenditure.
- h. Discussion and possible action regarding awarding Duane Fought the mowing rights-of-way contract for fiscal year 2022-2023 in the amount of \$28,000.00, as recommended by the Street Committee. No other bids received.

- i. Discussion and possible action regarding the Municipal Utility Board’s recommendation for reappointment of Mr. Garry Harris to the Municipal Utility Board, Seat #4, term ending 6/30/2027.
- j. Discussion and possible action regarding approval of the Jail Use Agreement with the Board of County Commissioners of the County of Mayes, State of Oklahoma, with an increase in daily rate from \$25.00 to \$30.00 beginning July 1<sup>st</sup>, 2022, for fiscal year 2022 – 2023.

Motion was made by Ketcher, second by Gonthier to approve items a – j, less item b. Mayor stated that Item g was incorrect, and that Appendix F was included in the amount of Appendix A, so the total cost will be \$182,026.72. Voting yes: Chitwood, Brakefield, Gonthier, Siever, Ketcher, Shropshire, Nance, Smith. Voting no: none.

**b. Approve minutes of the May 31<sup>st</sup>, 2022 Special Council meeting.**

Motion was made by Shropshire, second by Smith to approve minutes of the May 31<sup>st</sup>, 2022 Special Council meeting. Voting yes: Gonthier, Siever, Ketcher, Shropshire, Nance, Smith, Chitwood. Abstaining, counting as a no vote: Brakefield. Voting no: none.

**7. COMMITTEE REPORTS:**

**a. Budget and Personnel (Brakefield)**

Brakefield reported that the next meeting will be June 14<sup>th</sup>, 2022 at 5:30 p.m. and will be a big one.

**b. Ordinance and Insurance (Shropshire)**

Shropshire reported that they are working on a couple of issues and will set a date for the next meeting soon.

**c. Street (Smith)**

Smith had nothing to report at this time.

**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 Gonthier to adjourn. Voting yes: Gonthier, Siever, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield. Voting no: none.

**PRYOR PUBLIC WORKS AUTHORITY**

**1. CALL TO ORDER.**

Meeting was called to order at 7:15 p.m.

**2. APPROVE MINUTES OF MAY 17<sup>TH</sup>, 2022 MEETING.**

Motion was made by Chitwood, second by Smith to approve minutes of May 17<sup>th</sup>, 2022 meeting. Voting yes: Siever, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Gonthier. 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: Ketcher, Shropshire, Nance, Smith, Chitwood Brakefield, Gonthier, Siever. 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

---



Coats, Darla <coatsd@pryorcreek.org>

**5k Map & info**

2 messages

**Maria Yerton** [redacted]

Thu, Jun 9, 2022 at 11:28 AM

To: coatsd@pryorcreek.org

Hi Darla,  
I've attached the map for the 5k that Pryor Rotary is planning.  
Here's some additional information on it:

The 5k is tentatively planned to start at 8:30am and end by 10:00am. Street closures would need to be 8:00am to 10:15am.

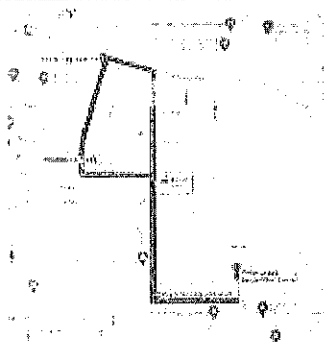
Start and end would be on 9th Street in front of the high school. This is the tentative route pending council approval:

- Start at 9th St. in front of high school to Elliott St. (only need eastbound lanes blocked - this allows some traffic to continue & not impede Rec Center customers)
- Elliott St. north to Graham (only need northbound lanes blocked, would like an officer to help direct traffic at Elliott/Graham intersection)
- Graham Ave west to Coo-Y-Yah St. (only need eastbound lanes blocked)
- Coo-Y-Yah St. to Park St. (completely blocked)
- Park St. to Elliott St. (Park St. completely blocked, would like an officer at Park/Elliott to block traffic as needed so runners could get back to Elliott)
- Elliott St. back to 9th St.
- 9th St. back to finish line in front of high school

I know this is a big ask, but this route showcases some of the best of Pryor - the high school, the new police fire/building, remodeled library, some of downtown and the improvements that Thunderbird is doing. This is scheduled for October 15th and we are aiming for 200 runners, with an estimated overall attendance of 350 people.

Please let me know if you have any other questions.

Kind Regards,  
Maria Yerton



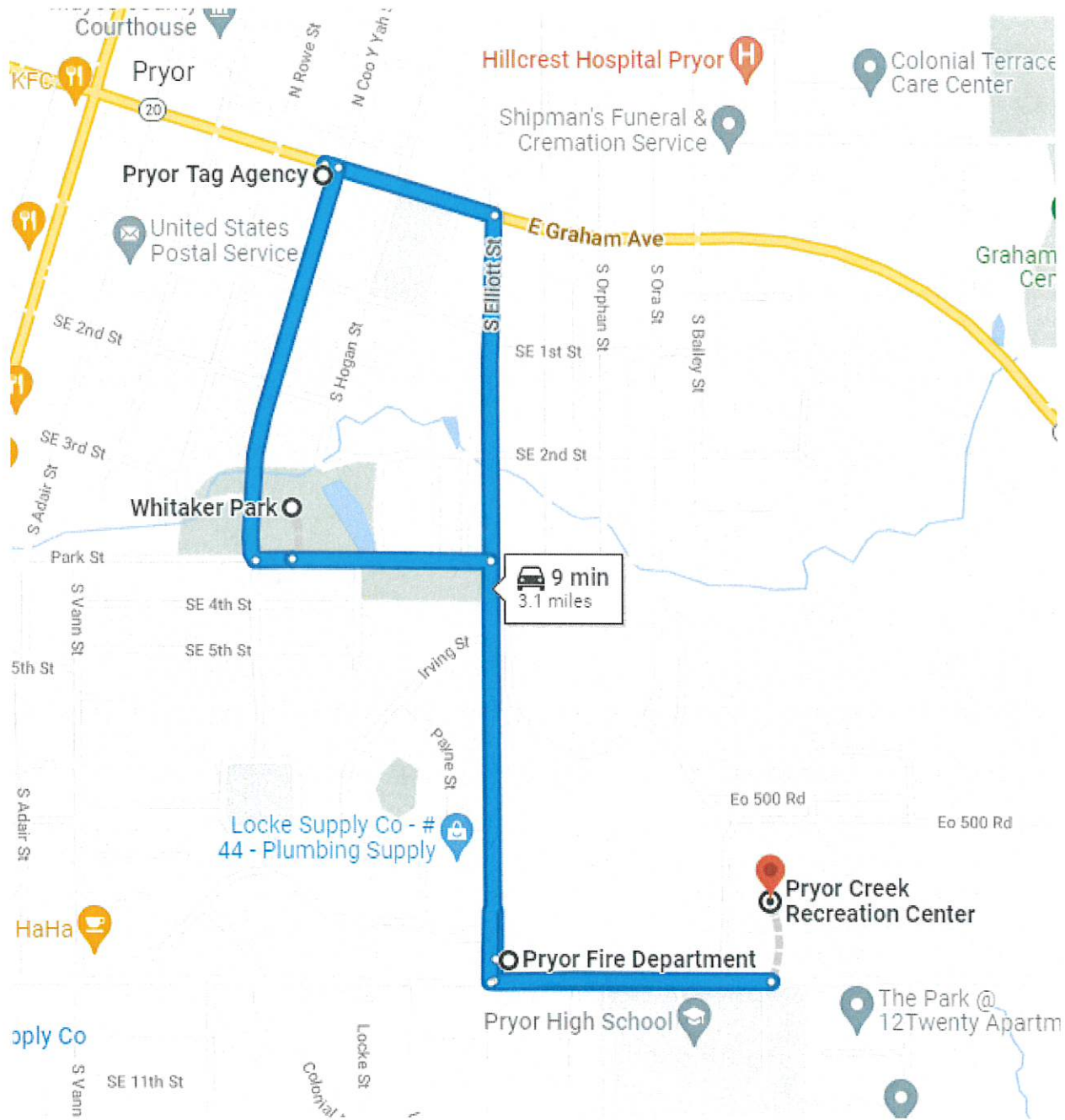
**Pryor 5k map.png**  
210K

**Coats, Darla** <coatsd@pryorcreek.org>  
To: Maria Yerton [redacted]

Thu, Jun 9, 2022 at 11:30 AM

Got it! Thanks so much!

*Darla Coats*  
City of Pryor Creek  
Office of the Mayor  
12 N. Rowe St, Suite B



# Pryor Public Library Board Bylaws

## Article I Identification

The Board of Trustees for the Thomas J Harrison Pryor Public Library, located in Pryor, Oklahoma, was established by the City of Pryor, according to the provisions of Oklahoma Statutes 11:102, 104, 105, 107 and City Ordinances 7-5-1 through 7-5-5, and exercises the powers and assumes the duties granted to it under said statutes and ordinances, Section 59 of the Charter.

## Article II Membership

**Section 1. Appointments and Terms of Office.** The Library Board is composed of five (5) members, appointed by the mayor with consent and confirmation of the City Council. Beginning July 1 all appointments shall be for a term of three (3) years, except appointments to fill vacancies, which appointments shall be for the unexpired term for the member who is replaced. Board member terms shall be staggered so that no more than two (2) members' terms expire in the same year. The Library Board will submit to the mayor a name once a vacancy occurs. Mayor may concur and forward to City Council for approval.

**Section 2. Meeting Attendance.** Members shall be expected to attend all meetings except as they are prevented by a valid reason. Non-attendance of a Board member for three successive meetings without due cause shall be regarded as a resignation, and it shall be the duty of the Chair to report the same to the City Council.

## Article III Meetings

**Section 1. Regular Meetings.** The regular meetings shall be held each month, fourth Thursday at 5:00 p.m. unless the Board directs otherwise. Dates are required to be approved by the City Council at the beginning of each calendar year.

**Section 2. Annual Meeting.** The annual meeting, which shall be for the purpose of the election of officers, shall be held at the time of the regular meeting in July of each year.

**Section 3. Special Meetings.** Special meetings may be called at the direction of the Library Director, chair or can be called at the request of two board members, for the transaction of business as stated in the call for the meeting. Except in cases of emergency, at least 48 hours' notice shall be given. An emergency meeting may be held without public notice.

**Section 4. Agendas and Notices.** Meeting agendas and notices shall be posted 24 hours in advance: they shall indicate the time, date, and place of the meeting and indicate all subject matters intended for consideration at the meeting.

**Section 5. Minutes.** Minutes of all meetings shall, at a minimum, indicate board members present, all items of business, all motions (except those that were withdrawn), and the result of all votes taken. Current board minutes shall be made available to the public.

**Section 6. Quorum.** A quorum for the transaction of business at any meeting shall consist of three (3) members of the Board present in person.

**Section 7. Open Meetings Law Compliance.** All Board meetings and all committee meetings shall be held in compliance with Oklahoma's open meetings law (Title 25 Oklahoma Statutes 301-314).

**Section 8. Parliamentary Authority.** The rules contained in *Robert's Rules of Order*, latest revised edition [or *The Standard Code of Parliamentary Procedure* by Alice F. Sturgis], shall govern the parliamentary procedure of the meetings, in all cases in which they are not inconsistent with these bylaws and any statutes applicable to this Board.

#### **Article IV Officers**

**Section 1.** The officers shall be a chair, a vice-chair, and a secretary. The members of the Library Board shall elect one of its members as chair and one of its members as vice-chair. The Library Director or his/her designee shall be secretary. Vacancies in office shall be filled by vote at the next regular meeting of the Board after the vacancy occurs.

**Section 2.** Officers shall serve a term of one year from the annual meeting at which they are elected and/or until their successors are duly elected.

**Section 3.** The chair shall preside at meetings of the Board, authorize calls for special meetings, appoint all committees, execute all documents authorized by the Board, serve as an ex-officio voting member of all committees, and generally perform all duties associated with the office of chair.

**Section 4.** The vice-chair, in the event of the absence or disability of the chair, or of a vacancy in that office, shall assume and perform the duties and functions of the chair.



## **Article V Committees**

**Section 1. Ad Hoc Committees.** Ad hoc committees for the study of special problems shall be appointed by the chairperson, with the approval of the Board, to serve until the final report of the work for which they were appointed has been filed. These committees shall not include more than two board members and may include staff and public representatives and/or outside experts.

**Section 2.** No committee shall have other than advisory powers.

## **Article VI Duties of the Board of Trustees**

**Section 1.** Responsibility for the operation of the Pryor Public Library is vested in the Board of Trustees, subject to city, state, and federal law. The Board has the power and duty to determine rules and regulations governing library operations and services.

**Section 2.** The Board shall select and recommend a qualified and competent library director to the mayor. The Board will supervise and evaluate the library director. The Board will approve job descriptions of all library positions. The Board may approve creating or dissolving staff positions contingent upon the needs of the library. The library director and other library employees can be dismissed for cause upon recommendation of the Board and the Mayor.

**Section 3.** The Board shall cooperate with other public officials and boards and maintain vital public relations.

**Section 4.** The Board shall review the required annual report to the Oklahoma Department of Libraries.

## **Article VII Library Director**

The Board of Trustees will recommend the appointment of the library director to the mayor. The director shall be responsible to the Board and subject to the policies established by the Board. The library director shall be considered the city department head under the direction and review of the Board and Mayor. The director, as a city department head, must comply with all city/state responsibilities and requirements pertaining to library operation. The director shall act as advisor to the Board, shall attend all Board meetings (but may be excused from closed sessions), and shall have no vote. The director shall make monthly reports to the Board detailing the library's usage statistics, financial status, physical plant operation and/or maintenance, technology needs or changes, staffing needs, and all other items pertinent to the Board's duties.

## **Article VIII Conflict of Interest**

**Section 1.** Board members may not in their private capacity negotiate, bid for, or enter into a contract with the Thomas J Harrison Pryor Public Library in which they have a direct or indirect financial interest.

**Section 2.** A board member shall withdraw from Board discussion, deliberation, and vote on any matter in which the Board member, an immediate family member, or an organization with which the Board member is associated has any financial interest.

**Section 3.** A board member may not receive anything of value that could reasonably be expected to influence his or her vote or other official action.

**Section 4.** Members of the Library Board serve without compensation.

## **Article IX General**

**Section 1.** Actions approved before the Board will require a quorum and majority affirmative vote by all Board members present at the time of voting.

**Section 2.** Any rule or resolution of the Board, whether contained in these bylaws or otherwise, may be suspended temporarily in connection with business at hand, but such suspension, to be valid, may be taken only at a meeting in which at least three (3) of the members of the Board are present and at least three (3) of those present so approve.

**Section 3.** These bylaws may be amended at any regular meeting of the Board by majority vote of all members of the Board, provided written notice of the proposed amendment shall have been provided to all members at least ten days prior to the meeting at which such action is proposed to be taken.

Adopted by the Board of Trustees of the Thomas J Harrison Pryor Public Library on May 26, 2022



# QUOTE

MELTON'S A/C & APPLIANCE  
 PO BOX 38, 27 SO TAYLOR  
 PRYOR, OK 74362  
 918-825-0461 FAX 918-825-0459

DATE: JUNE 2, 2022

QUOTE FIRM FOR 30 DAYS

TO REC CENTER

SALESPERSON		PAYMENT TERMS		DUE DATE	
NICKIE REMER		RTU # 5 BOYS & GIRL CLUB		Due on receipt	
QTY	DESCRIPTION			UNIT PRICE	LINE TOTAL
	CHECKED OUT AC UNIT FOUND COMPRESSOR SHORTED				
	ESTIMATE TO REPLACE COMPRESSOR				
	LABOR TO DATE				\$250.00
	COMPRESSOR				\$1,639.98
15	FREON			\$65.00	\$975.00
	DRIER				\$75.00
	FREIGHT				\$25.00
	LABOR TO INSTALL				\$500.00
				SALES TAX	
				TOTAL	<b>\$3,464.98</b>

Quotation prepared by: \_\_\_\_\_

To accept this quotation, sign here and return: \_\_\_\_\_

**Thank you for your business!**

CITY OF PRYOR CREEK  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING MAY 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COMMUNITY DEVELOPMENT</u>					
02-203-5011	COMM DEVELOPMENT SALARY	2,558.75	57,933.04	66,527.95	8,594.91 87.1
02-203-5015	ASSISTANT BUILDING INSPECTOR	2,332.60	22,460.30	12,000.00 ( 10,460.30)	187.2
02-203-5017	ABATEMENT HEARING OFFICER EXP.	.00	550.00	600.00	50.00 91.7
02-203-5021	COMM DEVELOPMENT FICA	193.67	4,500.06	10,118.39	5,618.33 44.6
02-203-5022	COM DEV RETIREMENT AND PENSIO	41.48	4,080.03	11,849.99	7,769.96 34.4
02-203-5023	COMM DEVELOP HEALTH INSURANC	692.26	6,571.05	25,056.36	18,485.31 26.2
02-203-5024	COMM DEVELOP UNEMPLOYMENT T	20.15	248.03	480.00	231.97 51.7
02-203-5025	COMM DE WORKERS COMP INSURAN	.00	1,566.99	5,141.67	3,574.68 30.5
02-203-5026	COMM DEVELOP CLOTHNG ALLOWA	.00	.00	1,000.00	1,000.00 .0
02-203-5031	COMM DEVELOP SUPPLIES - OFFICE	.00	581.84	1,000.00	418.16 58.2
02-203-5032	COMM DEVELOP SUPPLIES GENERA	.00	297.82	2,500.00	2,202.18 11.9
02-203-5061	COMM DEVELOPMENT TELEPHONE	24.00	264.00	500.00	236.00 52.8
02-203-5091	COMM DEVE REPAIR & MAINTENANC	.00	178.09	500.00	321.91 35.8
02-203-5102	COMM DEVELOPMENT GAS AND OIL	.00	799.61	1,000.00	200.39 80.0
02-203-5111	COMM DEVELOP EDUCATION EXPEN	.00	712.04	1,500.00	787.96 47.5
02-203-5222	ECONOMIC DEVELOPMENT TRUST A	.00	.00	50,000.00	50,000.00 .0
02-203-5413	COMM D CAP OUTLAY-SM PURCHASE	.00	.00	1,000.00	1,000.00 .0
TOTAL COMMUNITY DEVELOPMENT		5,762.91	100,742.90	190,774.36	90,031.46 52.8
<u>PLANNING &amp; ZONING</u>					
02-205-5032	P & Z SUPPLIES - GENERAL	.00	330.00	1,000.00	670.00 33.0
02-205-5077	P & Z MISCELLANEOUS MAPPING	.00	.00	5,000.00	5,000.00 .0
02-205-5313	P & Z PERIODICALS & PUB	.00 (	541.54)	2,000.00	2,541.54 ( 27.1)
TOTAL PLANNING & ZONING		.00 (	211.54)	8,000.00	8,211.54 ( 2.6)



## OKLAHOMA STATE FIRE MARSHAL

Date: May 27, 2022

To: City Manager/Town Manager/Mayor/County Commissioner

From: G. Keith Bryant, State Fire Marshal

Subject: Authority Having Jurisdiction (AHJ)

Greetings,

The State Fire Marshal's Office (SFMO) is in the process of updating all Authority Having Jurisdiction (AHJ) Agreements. Pursuant to §74-324.9 the SFMO has the responsibility to ensure the State adopted minimum building codes as adopted by the Oklahoma Uniform Building Code Commission (OUBCC) are enforced throughout the State. The current adopted codes are available on the OUBCC website [www.ok.gov/oubcc](http://www.ok.gov/oubcc). We want to encourage local involvement and assistance in this process. For many years, the SFMO has maintained a list of cities, towns and counties that have completed our AHJ form to allow us to define our boundaries of active enforcement. In an effort to clarify the responsibilities of being the AHJ we have drafted a new agreement that better defines the role and expectations of a local AHJ.

In the past, we have agreed to assign authority over individual elements of the permitting process, which has proven to be ineffective for ensuring the minimum codes are followed and all life safety concerns are addressed. The updated agreement requires the political subdivision to take responsibility for the entire plan review and permitting process. You will be required to serve as the AHJ for all areas within the boundaries of your political subdivision for which no other political subdivision has agreed to serve in that capacity. We are requesting you complete the agreement and submit two signed original documents to our office within one-hundred twenty (120) days of receipt of this letter to remain on our list as a local AHJ.

Please do not hesitate to call our office with any questions or concerns.

Respectfully,

G. Keith Bryant, State Fire Marshal



## OKLAHOMA STATE FIRE MARSHAL

### AUTHORITY HAVING JURISDICTION AGREEMENT

Pursuant to 74 O.S. §§ 317 and 324.11, please complete and sign this agreement that the City/Town/County of Pryor Creek will perform as the Authority Having Jurisdiction (“AHJ”) within its entire political subdivision boundaries.

By signing this document, you are attesting that you will ensure compliance with all current state-adopted building codes and standards along with all requirements of the Americans with Disabilities Act (hereinafter, “ADA”), for City/Town/County of Pryor Creek in its entirety.

More specifically, you will be responsible for all plan reviews and associated inspections, including, but not limited to, those related to building plans, smoke control, fire alarms, fire suppression/hood suppression, fire sprinklers, access control, carbon dioxide and carbon monoxide plans, in addition to all required annual life safety inspections.

This agreement does not extend to State owned or occupied buildings within the geographical boundaries of any municipality, town, or county acting as the AHJ. The Office of the State Fire Marshal will retain jurisdiction for State owned or occupied property. *See, e.g.*, OAC 265:25-1-4(d).

**2010 Oklahoma Statutes Title 74. State Government § 324.8. Uniform Force and Effect - Authority of Cities, Towns and Counties.**

The rules promulgated pursuant to Section 324.1 et seq. of this title shall have uniform force and effect throughout the state and **no municipality or subdivision shall enact or enforce any ordinances, rules for construction of or major alterations to buildings with standards less stringent than the building code, as last adopted by the Oklahoma Uniform Building Code Commission.** Provided, nothing in this act shall prevent or take away from any city, town or county, the authority to enact and enforce rules containing higher standards and

# OKLAHOMA STATE FIRE MARSHAL

requirements than those provided herein nor prevent or take away from any city, town or county the authority to amend such adopted codes to make changes necessary to accommodate local conditions. And provided further, that nothing in this act shall in any way impair the power of any municipality, county or subdivision to regulate the use of land by zoning, building codes or restricted fire district regulations.

It is understood that the Office of the State Fire Marshal has the statutory obligation to ensure all jurisdictions accepting the responsibility of being the AHJ adhere to the minimum state-adopted building codes and standards and the ADA. *See* 74 O.S. §§ 317, 324.4, and 324.11. The Office of the State Fire Marshal retains the authority to review any projects permitted by a municipality, town, or county. *See id.*

This agreement will remain in effect for a period of three years from the date of last signature, or until terminated by either party with a thirty-day written notice.

---

City/Town/County Code Official Date

---

City Manager/Mayor/ County Commission Chair Date

---

City/Town/County/District Fire Chief Date

# RECEIPT

## ***Pryor Veterinary Hospital***

P.O.Box 728  
Pryor, OK 74362  
918-825-1717

**FOR:** Rockin G Animal Shelter  
214 S. Mill  
Pryor, OK 74361  
(918) 825-1212

**Printed:** 06-16-22 at 1:22p  
**Date:** 06-16-22  
**Account:** 26690  
**Invoice:** 320056

<b>Date</b>	<b>For</b>	<b>Qty</b>	<b>Description</b>	<b>Net Price</b>
Services by Blake Parisotto, DVM				
06-15-22	Brindle Pup	1	Rabies Annual Booster	20.00
Services by Clint Gardner, DVM				
06-16-22	Distemper Tests	37	Distemper Test Antech	5772.00
Total charges, this invoice...				5792.00
Your old balance...				<u>1397.94</u>
Your new balance...				7189.94

### **Doctor's Instructions**

#### **Rabies Annual Booster**

Your pet has received vaccinations today. Many animals will show no affects; however, some may become drowsy and/or slightly painful at injection sight. This is normal and will gradually subside. If symptoms persist over 24 hours or are severe, please call the hospital.



CITY OF PRYOR BUDGET 2021-2022		BUDGET 2021 - 2022 ACTUAL	BUDGET 2022 - 2023 PROPOSED	EXPENSES - ACTUAL	NOTES
<b>CITY OF PRYOR BUDGET</b>					
<b>GOLF COURSE</b>					
41-415-5011	GOLF SALARIES	\$153,256.01	\$165,498.16		4% COLA
41-415-5012	GOLF TEMP SERVICES WAGES	\$30,000.00	\$72,900.00		
41-415-5013	GOLF OVERTIME				
41-415-5014	GOLF LONGEVITY				
41-415-5015					
41-415-5016	GOLF SICK LEAVE BUY BACK				
41-415-5021	GOLF FICA	\$11,724.08	\$12,660.61		
41-415-5022	GOLF RETIREMENT & PENSION	\$13,793.04	\$14,894.83		
41-415-5023	GOLF HEALTH INSURANCE	\$26,613.89	\$26,579.94		
41-415-5024	GOLF EMPLOYMENT TAX	\$720.00	\$744.00		
41-415-5025	GOLF WORKERS COMP INSURANCE	\$3,609.49	\$3,609.49		
	<b>SALARIES/BENEFITS SUB TOTAL</b>	<b>\$239,716.51</b>	<b>\$296,887.03</b>		
41-415-5031	GOLF SUPPLIES - OFFICE	\$1,000.00	\$2,000.00		
41-415-5032	GOLF SUPPLIES - GENERAL	\$3,100.00	\$3,100.00		
41-415-5033	GOLF SUPPLIES - CAPITAL OUTLAY				
41-41 55034	GOLF CART LEASING				
41-415-5035	GOLF ADVERTISING	\$4,000.00	\$5,000.00		
41-415-5036	GOLF FOOD FOR TRUSTEES				
41-415-5037	GOLF AUTO EXPENSE (MILEAGE)				
41-415-5038	GOLF DUES & SUBSCRIPTIONS	\$1,500.00	\$1,500.00		
41-415-5039	GOLF FERTILIZER & LIME				
41-415-5040	GOLF REPAIR AND MAINT.PRO SHOP	\$1,500.00	\$1,500.00		
41-415-5041	GOLF WORKERS COMP				
41-415-5043	GOLF INSURANCE, VEHICLES				
41-415-5044	GOLF INSURANCE, PROPERTY	\$3,965.00	\$4,400.00		
41-415-5045	GOLF CART MAINTENANCE FEES	\$21,200.00	\$25,000.00		
41-415-5046	GOLF TRAVEL	\$2,500.00	\$3,000.00		
41-415-5047	GOLF SHOP MEMBERSHIP (10%)	\$16,000.00	\$18,000.00		
41-415-5051	GOLF UTILITIES	\$22,000.00	\$25,000.00		
41-415-5053	GOLF CHEMICALS	\$34,000.00	\$45,000.00		
41-415-5054	GOLF GREENS IMPROVEMENT				

CITY OF PRYOR BUDGET 2021-2022		BUDGET 2021 - 2022 ACTUAL	BUDGET 2022 - 2023 PROPOSED	EXPENSES - ACTUAL	NOTES
<b>CITY OF PRYOR BUDGET</b>					
41-415-5055	GOLF MAINT. TRAINING	\$500.00	\$500.00		
41-415-5061	GOLF TELEPHONE				
41-415-5075	GOLF OIS PRO SHOP MANAGER				
41-415-5076	GOLF PROFES FEES & LICENSES				
41-415-5091	GOLF REPAIR & MAINT-MATERIALS				
41-415-5092	GOLF REPAIR & MAINT	\$35,000.00	\$35,000.00		
41-415-5102	GOLF FUEL, OIL & GREASE	\$12,000.00	\$17,000.00		
41-415-5201	GOLF SALES TAX COLLECTED	\$25,000.00	\$32,000.00		
41-415-5233	GOLF IRRIGATION PROJ EXPENSES	\$5,000.00	\$7,000.00		
41-415-5341	MISCELLANEOUS				
41-415-5342	GOLF EMERGENCY EXPENSES				
41-415-5345	GOLF DONATIONS/SCHOOL BUILDG				
41-415-5350	GOLF CREDIT CRD & RELATD EXPENS	\$7,000.00	\$12,000.00		
41-415-5411	GOLF CAPITAL OUTLAY	\$5,000.00	\$48,000.00		
41-415-5412	GOLF CAPITAL OUTLAY-IRRIG LEAS				
41-415-5413	GOLF CAPITAL OUTLAY CART LEAS	\$33,304.00	\$33,304.00		
41-415-5414	GOLF COMMUNITY SERVICE				
41-415-5415	GOLF CART INTEREST				
41-415-5081	HALLOWEEN FESTIVAL	\$8,000.00	\$10,000.00		
41-415-5083	GOLF SOD	\$5,000.00	\$3,000.00		
NEW ITEM	CART PATH MAINTENANCE		\$50,000.00		
	<b>GOLF TOTAL</b>	<b>\$486,285.51</b>	<b>\$678,191.03</b>		

CITY OF PRYOR BUDGET 2021-2022		BUDGET 2021 - 2022 ACTUAL	BUDGET 2022 - 2023 PROPOSED	EXPENSES - ACTUAL	NOTES
CITY OF PRYOR BUDGET					
RECREATION CENTER				4% COLA	
84-845-5011	RECREATION CENTER SALARIES	\$277,005.22	\$299,746.49		Kim up to Range E, Step 4
84-845-5013	OVERTIME	\$2,000.00	\$2,500.00		
84-845-5014	LONGEVITY	\$1,140.00	\$780.00		
84-845-5018	SALARIES -TEMP FRONT DESK	\$25,000.00	\$15,000.00		
84-845-5019	SALARIES -TEMP HOUSE KEEPING				
84-845-5017	SALARIES- TEMP WEEKEND MGR				
84-845-5021	FICA	\$21,278.11	\$23,072.90		
84-845-5022	RETIREMENT	\$24,935.87	\$27,047.38		
84-845-5023	HEALTH INSURANCE	\$82,230.47	\$73,789.97		
84-845-5024	EMPLOYMENT TAX	\$1,680.00	\$1,736.00		
84-845-5025	WORKERS COMP INSURANCE	\$2,385.65	\$2,385.65		
	<b>SALARIES/BENEFITS SUB TOTAL</b>	<b>\$437,655.32</b>	<b>\$446,058.39</b>		
84-845-5031	ADVERTISING	\$4,000.00	\$4,000.00		
84-845-5032	SUPPLIES - OFFICE	\$6,000.00	\$6,000.00		
84-845-5033	MEMBERSHIP ACCESS CARDS				
84-845-5034	BOOKS				
84-845-5035	POSTAGE	\$100.00	\$100.00		
84-845-5036	CLOTHING	\$4,500.00	\$3,000.00		
84-845-5037	SPORTING GOODS				
84-845-5038	FIRST AID SUPPLIES	\$200.00	\$250.00		
84-845-5039	CLEANING SUPPLIES	\$25,000.00	\$25,000.00		
84-845-5040	POOL SUPPLIES				
84-845-5041	FACILITY RENTAL				
84-845-5042	RESALE MERCHANDISE	\$15,000.00	\$20,000.00		
84-845-5043	LIABILITY INSURANCE				
84-845-5044	PROPERTY INSURANCE	\$17,409.00	\$16,573.00		
84-845-5045	CHILD CARE EXPENSES				
84-845-5046	COMPUTER TECH SUPPORT	\$25,000.00	\$20,000.00		

CITY OF PRYOR BUDGET 2021-2022		BUDGET 2021 - 2022 ACTUAL	BUDGET 2022 - 2023 PROPOSED	EXPENSES - ACTUAL	NOTES
<b>CITY OF PRYOR BUDGET</b>					
84-845-5047	GROUNDS KEEPING	\$10,000.00	\$10,000.00		
84-845-5048	PCRC EVENTS				
84-845-5051	UTILITIES	\$140,000.00	\$155,000.00		
84-845-5061	TELEPHONE	\$3,000.00	\$3,000.00		
84-845-5075	OUTSIDE SERVICES	\$10,000.00	\$10,000.00		
84-845-5077	BANNER EXPENSES				
84-845-5079	DON'T USE				
84-845-5091	REPAIR AND MAINTENANCE	\$482,000.00	\$99,000.00		Gym floor \$40K, HVAC Study \$9K, Repair \$50K
84-845-5092	MEMBERSHIPS & SUBSCRIPTIONS				
84-845-5093	CONFERENCES/WORKSHOPS				
84-845-5094	MERCHANDISE AND VENDING				
84-845-5101	TRAVEL EXPENSE	\$1,000.00			
84-845-5111	EDUCATION EXPENSE	\$2,500.00			
84-845-5151	SWIM TEAM EXPENSES				
84-845-5201	SALES TAX	\$6,000.00	\$9,000.00		
84-845-5255	MACO FIT - O.D. MAYOR				
84-845-5341	MISCELLANEOUS-BONUS				
84-845-5350	CREDIT CARD & RELATED EXPENSES	\$10,000.00	\$20,000.00		
84-845-5410	CAPITAL OUTLAY - EQUIPMENT	\$228,000.00	\$170,000.00		Cameras \$15K; Nat'l Fitness Campaign \$155K (with grant offsets of \$75K)
84-845-5411	CAPITAL OUTLAY - COMPUTER				
84-845-5412	PRIOR DISBURSEMENTS				
84-845-5415	INTEREST EXPENSE				
84-845-5416	BOND PAYING AGENT FEES				
84-845-5417	BOND PRINCIPAL				
84-845-5425	OVERAGE 1 SHORTAGE				
84-845-____	CAPITAL IMPROVEMENTS		\$365,000.00		Backyard Project Phase 1, walking trail w/fence Phase 1

CITY OF PRYOR BUDGET 2021-2022		BUDGET 2021 - 2022 ACTUAL	BUDGET 2022 - 2023 PROPOSED	EXPENSES - ACTUAL	NOTES
CITY OF PRYOR BUDGET					
	<b>RECREATION CENTER SUBTOTAL</b>	<b>\$1,427,364.32</b>	<b>\$1,381,981.39</b>		
<b>AQUATIC</b>					
84-846-5011	AQUATIC SALARIES	\$37,603.40	\$44,449.43		Jacque up to Range E, Step2
84-846-5013	AQUATIC - OVERTIME				
84-846-5018	SALARIES AQUATIC - TEMP	\$48,000.00			
84-846-5019	SALARIES - TEMP SWIM INSTRUCTORS	\$6,000.00			
84-846-5021	AQUATIC FICA	\$2,876.66	\$3,400.38		
84-846-5022	AQUATIC RETIREMENT	\$3,384.31	\$4,000.45		
84-846-5023	AQUATIC HEALTH INSURANCE	\$6,995.88	\$6,595.56		
84-846-5024	AQUATIC EMPLOYMENT TAX	\$240.00	\$248.00		
84-846-5025	AQUATIC WORKERS COMP INSURANCE	\$323.78	\$323.78		
	<b>SALARIES/BENEFITS SUB TOTAL</b>	<b>\$105,424.03</b>	<b>\$59,017.60</b>		
84-846-5032	AQUATIC SUPPLIES	\$ 12,000.00	\$ 12,000.00		
84-846-5034	AQUATIC TRAINING MANUALS /supplies				
84-846-5036	AQUATIC CLOTHING ALLOWANCE				
84-846-5075	AQUATIC OUTSIDE SERVICES				
84-846-5091	AQUATIC REPAIR AND MAINTENANCE	\$ 50,000.00	\$ 36,000.00		Pool Heater
84-846-5101	AQUATIC TRAVEL EXPENSE	\$ 1,500.00	\$ 1,500.00		
84-846-5111	AQUATIC EDUCATION EXPENSE	\$ 2,000.00	\$ 2,000.00		
84-846-5151	AQUATIC SWIM TEAM EXPENSES				
84-846-5410	AQUAT.CAP OUTLAY SM PURCHASES	\$ 1,000.00	\$ 1,000.00		
84-846-5155	POOL PARTY SUPPLIES				

CITY OF PRYOR BUDGET 2021-2022		BUDGET 2021 - 2022 ACTUAL	BUDGET 2022 - 2023 PROPOSED	EXPENSES - ACTUAL	NOTES
CITY OF PRYOR BUDGET					
	<b>AQUATICS TOTAL</b>	<b>\$171,924.03</b>	<b>\$111,517.60</b>		
<b>CHILD WATCH</b>					
84-847-5011	CHILD WATCH SALARIES (TEMP SVC)	\$ 28,000.00	\$ 28,000.00		Add one temp
84-847-5013	CHILD WATCH OVERTIME				
84-847-5021	CHILD WATCH FICA				
84-847-5024	CHILD WATCH EMPLOYMENT TAX				
84-847-5025	CHILD WATCH WC INSURANCE				
	<b>SALARIES/BENEFITS SUB TOTAL</b>				
84-847-5032	CHILD WATCH SUPPLIES	\$ 1,000.00	\$ 1,000.00		
84-847-5091	CHILD WATCH REPAIR AND MAINT	\$ 1,000.00	\$ 1,000.00		
84-847-5410	CHILD W CAP OUTLAY SM PURCHASE	\$ 1,000.00	\$ 1,000.00		
	<b>CHILD WATCH TOTAL</b>	<b>\$31,000.00</b>	<b>\$31,000.00</b>		

CITY OF PRYOR BUDGET 2021-2022		BUDGET 2021 - 2022 ACTUAL	BUDGET 2022 - 2023 PROPOSED	EXPENSES - ACTUAL	NOTES
<b>CITY OF PRYOR BUDGET</b>					
<b>FITNESS</b>					
84-848-5011	FITNESS SALARIES	\$36,157.12	\$39,312.00		
84-848-5013	FITNESS OVERTIME				
84-848-5017	FITSALARIES TEMP PERSNL TRNR				
84-848-5018	FITNESS SALRIES - TEMP Floor Staff	\$35,000.00			
84-848-5019	FITNESS salaries-Temp INSTRUCTORS	\$15,000.00	\$18,000.00		
84-848-5021	FITNESS FICA	\$2,766.02	\$3,007.37		
84-848-5022	FITNESS RETIREMENT	\$3,254.14	\$3,538.08		
84-848-5023	FITNESS HEALTH INSURANCE	\$12,507.44	\$6,595.56		
84-848-5024	FITNESS EMPLOYMENT TAX	\$240.00	\$248.00		
84-848-5025	FITNESS WC INSURANCE	\$311.33	\$311.33		
	<b>SALARIES/BENEFITS SUB TOTAL</b>	<b>\$105,236.05</b>	<b>\$71,012.34</b>		
84-848-5032	FITNESS - SUPPLIES				
84-848-5075	FITNESS OUTSIDE SERVICES	\$200.00	\$200.00		
84-848-5091	FITNESS REPAIR AND MAINTENANCE	\$10,000.00	\$10,000.00		
84-848-5111	FITNESS EDUCATION EXPENSE	\$2,500.00	\$2,500.00		
84-848-5410	FITNESS CAP OUTLAY SM PURCHASE	\$10,000.00	\$10,000.00		
	CLOTHING ALLOWANCE				
	TRAVEL EXPENSES				
	<b>FITNESS TOTAL</b>	<b>\$127,936.05</b>	<b>\$93,712.34</b>		
	<b>REC CENTER TOTAL</b>	<b>\$1,758,224.40</b>	<b>\$1,618,211.33</b>		



(918) 783-5793  
Fax: (918) 783-5786

## ***STATEMENT***

**TO:** City of Pryor Creek  
**FROM:** Edward J. Crone, Executive Director  
**DATE:** June 22, 2022  
**TERMS:** Fee for Grand Gateway Annual Membership for Fiscal Year 2023 (July 1, 2022 to June 30, 2023).

Based on membership category your annual dues are: \$4,000

### **Non-Collusion Affidavit**

**STATE OF OKLAHOMA  
COUNTY OF CRAIG**

Grand Gateway Economic Development Association

The undersigned person of lawful age, being first duly sworn, on oath says that this invoice is true and correct and that (s) he is authorized to submit the invoice pursuant to a contract or purchase order. Affiant further states that the (work, services or materials) as shown by this invoice have been (completed or supplied) in accordance with the plans, specifications, orders requests or contracts furnished or executed by the affiant. Affiant further states that (s) he has made no payment directly or indirectly to any elected officials, officer or employee of the municipality of money or any other thing of value to obtain payment of the invoice or procure the contract or purchase order pursuant to which an invoice is submitted.

A handwritten signature in blue ink that reads "Edward J. Crone". The signature is written in a cursive style and is positioned above a horizontal line.

Edward J. Crone, Executive Director

333 S. Oak Street P.O. Drawer B Big Cabin, OK 74332