

CITY OF PRYOR CREEK, OKLAHOMA

FINANCIAL STATEMENTS

JUNE 30, 2022

**HOOD & ASSOCIATES CPA'S, PC
CERTIFIED PUBLIC ACCOUNTANTS
TULSA, OKLAHOMA**

**CITY OF PRYOR CREEK
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JUNE 30, 2022**

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Independent Auditor's Report

Board of Trustees
City of Pryor Creek, Oklahoma

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of City of Pryor Creek, Oklahoma as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Pryor Creek, Oklahoma, as of June 30, 2022, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

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Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 3 through 18 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to my inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

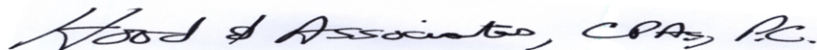
Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Pryor Creek, Oklahoma's basic financial statements. The introductory section, combining and individual non-major fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual non-major fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In my opinion, the combining and individual non-major fund financial statements are fairly stated in all material respects in relation to the basic financial statements as a whole.

The introductory have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated April 26, 2023, on our consideration of the City of Pryor Creek, Oklahoma internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of my testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering City of Pryor Creek, Oklahoma internal control over financial reporting and compliance.



Hood & Associates CPAs, PC

April 26, 2023

**CITY OF PRYOR CREEK, OKLAHOMA
MANAGEMENT'S DISCUSSION AND ANALYSIS
(UNAUDITED)
JUNE 30, 2022**

The discussion and analysis of the City of Pryor Creek's financial performance provides an overview and analysis of the City's financial activities for the fiscal year ended June 30, 2022. It should be read in conjunction with the accompanying basic financial statements.

This discussion is divided into two parts. The first pertains to the entire City of Pryor Creek overall with very little detail to the Municipal Utility Department, a department of the City of Pryor Creek. The second part pertains to the Municipal Utility Department, which was created by the Charter for the City of Pryor Creek and operates under the Utility Board of five members as explained in the notes to the financial statements.

PART I

WHO WE ARE

As of June 30, 2022, the mayor, council members, clerk, and treasurer, all of whom are elected, consisted of the following:

Mayor	Larry Lees
Council Members	John Choya Shropshire James Randy Chitwood Stephen Smith Dennis Nance Jon Ketcher Briana Brakefield Lora Siever Christopher Gonthier
Clerk	Eva Smith
Treasurer	Lois Thompson

OVERVIEW OF THE BASIC FINANCIAL STATEMENTS

Management's Discussion and Analysis is intended to serve as an introduction to the City's basic financial statements. In accordance with Governmental Accounting Standards Board Statement No. 34, "Basic Financial Statements - and Managements' Discussion and Analysis - for State and Local Governments," ("GASB 34"), the City's basic financial statements include three components: government-wide financial statements; fund financial statements; and notes to the basic financial statements. The major features of these financial statements are summarized as follows:

	<u>Government-wide Statements</u>	<u>Governmental Funds</u>	<u>Proprietary Funds</u>
Scope	Entire City government and the City's component units	The activities of the City that are not proprietary, such as police, fire, library, streets, etc.	Activities the City operates similar to private businesses such as utilities and the golf course
Required financial statements	-Statement of net position -Statement of activities	-Balance sheet -Statement of revenues, expenditures, and changes in fund balances	-Statement of net position -Statement of revenues, expenses, and changes in net position -Statement of cash funds
Accounting basis and measurement focus	Accrual accounting and economic resources focus	Modified accrual accounting and current financial resources focus	Accrual accounting and economic resources focus
Type of asset/liability information	All assets and liabilities, both financial and capital, and short-term and long-term	Only assets expected to be used up and liabilities that come due during the year or soon thereafter; no capital assets included	All assets and liabilities, both financial and capital, and short-term and long-term
Type of inflow/outflow information	All revenues and expenses during year, regardless of when cash is received or paid	Revenues for which cash is received during or soon after the end of the year; expenditures when goods or services have been received and payment is due during the year or soon thereafter	All revenues and expenses during year, regardless of when cash is received or paid

Government-wide financial statements. The *government-wide financial statements* are designed to provide readers with a broad overview of the City's finances, in a manner similar to statements of a private-sector business.

The *statement of net position* presents information on all the City's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The *statement of activities* presents information showing how the City's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*.

Thus, revenues and expenses are reported in this statement for some items that will result in cash flows in future fiscal periods.

The government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the City include public safety activities, streets, cultural, library, parks and recreation activities and general government activities. The business-type activities of the City include utilities and a golf course.

A component unit is included in the basic financial statements and consists of a legally separate entity for which the City is financially accountable and that has the same governing board as the City. This blended component unit is the Pryor Public Works Authority. The County Wide Fire Department Fund is also blended into the financial statements.

The government-wide financial statements can be found on Statements 1 and 2 of this report.

Fund financial statements. A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All the funds of the City can be divided into two categories: governmental funds and proprietary funds.

Governmental funds. *Governmental funds* are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating the City's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the City's near-term financing decisions. Both the governmental funds balance sheet and the governmental funds statements of revenues, expenditures and changes in fund balance provide a reconciliation to the government-wide financial statements in order to facilitate this comparison between governmental funds and governmental activities.

The City maintains 20 individual governmental funds for financial reporting purposes. Information is presented separately in the governmental funds balance sheet and in the governmental funds statement of revenues, expenditures, and changes in fund balances for the General, Street and Drainage and the Recreation Center Construction Fund, which are considered to be major funds. Data for the other 17 governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these non-major governmental funds is provided in the non-major funds supplementary section of this report.

The City adopts an annual appropriated budget for its General Fund and some of its special revenue funds and capital project funds. A budgetary comparison statement has been provided for the General Fund and the Street and Drainage Fund in the basic financial statements.

The governmental funds financial statements can be found in Statements 3 and 4 of this report.

Proprietary funds. Proprietary funds provide the same type of information as the government-wide financial statements but in more detail. The proprietary fund financial statements provide separate information for the utility and golf course operations. Combining schedules for the proprietary funds are presented in the supplementary information.

The proprietary funds financial statements can be found at Statements 5, 6, and 7 of this report.

Notes to the basic financial statements. The notes to the basic financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the basic financial statements can be found beginning on page 37 of this report.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Statements 1 and 2 reflect an increase in net position of \$2,014,704, consisting of:

	<u>6/30/2022</u>	<u>6/30/2021</u>	Increase <u>(Decrease)</u>
Invested in capital assets, net of related debt	\$74,852,599	\$65,937,284	\$ 8,915,315
Restricted for capital projects and emergencies	14,054,667	18,252,668	(4,198,001)
Restricted for debt service	1,265,725	1,134,768	130,957
Restricted for other	3,322,329	4,152,165	(829,836)
Unrestricted	<u>5,586,842</u>	<u>7,590,573</u>	<u>(2,003,731)</u>
Total	<u>\$99,082,162</u>	<u>\$97,067,458</u>	<u>\$ 2,014,704</u>

The overall increase of \$2,014,704 is considered relatively healthy.

The minor increase in “Restricted for Debt Service” is due to the fact that some additional debt was issued.

The decrease in “Restricted for Capital Projects and Emergencies” is due mainly to the construction activity utilizing bond funds reserved for such purpose.

The “Restricted for Other” for all except the Municipal Utility Department consists of funds for special functions such as Street and Drainage, Rec Center, Golf Course, Fire, Library, etc. The decrease is mainly due to spending after the Covid pandemic that wasn’t spent while it was ongoing.

The decrease in “unrestricted” of \$2,003,731 represents a 26.4% decrease from the prior year balance and is considered good, as these funds are unrestricted to usage as the name indicates. Of primary importance is the General Fund, which will be discussed in Statements 3 and 4 next.

FINANCIAL ANALYSIS OF THE CITY'S MAJOR FUNDS

Statements 3 and 4 generally represent a “cash flow” of the funds, as loan proceeds and payments are recorded as income and expenditures respectively and capital outlay as expenditures. Also, no depreciation is reflected as an expense. The main difference to a true “cash flow” is that the operating receivables and payables are reflected on such statements.

The General Fund is the main governmental fund, as it pays for almost all the operating expenses of the City. The fund balance decreased by \$244,705 from \$4,277,523 to \$4,032,818. This, combined with a \$138,558 increase at 6/30/2021, means that the General Fund balance has only decreased \$106,147. This is evidenced by an increase in expenditures of \$112,878.

There is also a slight decrease in revenues, as shown below.

	Revenues <u>6/30/22</u>	General Fund Revenues <u>6/30/21</u>	Increase (Decrease)
Sales tax	\$ 4,837,594	\$ 4,510,486	\$ 327,108
Use tax	1,192,590	1,026,603	165,987
Other taxes	212,990	225,013	(12,023)
Police fines	128,740	165,252	(36,512)
Licenses and permits	124,307	116,964	7,343
Franchise taxes	14,401	38,426	(24,025)
Fees and service	84,400	66,379	18,021
Interest	12,144	7,530	4,614
Miscellaneous	22,816	27,940	(5,124)
Grants and contributions	44,356	208,104	(163,748)
Transfer from MUB	775,200	775,200	--
Other transfers	40,825	506,163	(465,338)
Reimbursement	<u>229,239</u>	<u>240,019</u>	<u>(10,780)</u>
Totals	<u>\$ 7,719,602</u>	<u>\$ 7,914,079</u>	<u>\$ (194,477)</u>

Total overall revenue was stagnant. There were fluctuations of individual categories. Sales tax increased significantly. Police fines decreased, as well as other taxes. MUB transferred less as per charter required calculations. COVID-19 has probably affected revenues, but no determination has been made as to exactly how.

Municipal Utility Department See Part II of this discussion.

GENERAL FUND BUDGETARY

The following Table 3 presents a summary analysis of the General Fund budget and actuals for the current fiscal year.

**TABLE 3
CITY OF PRYOR CREEK
SUMMARY ANALYSIS OF GENERAL FUND BUDGET
FISCAL YEAR ENDING JUNE 30, 2022**

<u>Category</u>	<u>Budgeted Amounts</u>		<u>Actual (Budget Basis)</u>	<u>Variance Positive (Negative)</u>
	<u>Adopted</u>	<u>Final</u>		
Revenue				
Sales tax	\$ 4,094,441	\$ 4,094,441	\$ 4,828,384	\$ 733,943
All other taxes	1,022,289	1,022,289	1,258,083	235,794
All other revenues	<u>739,441</u>	<u>739,441</u>	<u>779,946</u>	<u>40,505</u>
Total revenues	<u>5,856,171</u>	<u>5,856,171</u>	<u>6,866,413</u>	<u>1,010,242</u>
Expenditures				
General government (1)	2,765,126	2,765,126	1,171,666	1,593,460
Public safety (2)	5,909,897	5,909,897	5,596,829	313,068
Cultural and recreation services (3)	<u>1,259,381</u>	<u>1,259,381</u>	<u>1,087,685</u>	<u>171,696</u>
Total expenditures	<u>9,934,404</u>	<u>9,934,404</u>	<u>7,856,180</u>	<u>2,078,224</u>
Total excess (deficiency) of revenues over expenditures	(4,078,233)	(4,078,233)	(989,767)	3,088,466
Other financing sources (uses)				
Transfers (Net)	777,200	777,200	711,534	(65,666)
Beginning fund balance	<u>3,301,033</u>	<u>3,301,033</u>	<u>3,344,375</u>	<u>43,342</u>
Excess (deficiency) of revenues and other sources over expenditures and other uses	<u>\$ --</u>	<u>\$ --</u>	<u>\$ 3,066,142</u>	<u>\$ 3,066,142</u>

- (1) Includes General Government, City Clerk, City Treasurer, City Attorney and Planning and Zoning, and Building Inspector, Maintenance Garage and Flood Plain Board
- (2) Includes Municipal Court, Police, Fire, Dog Pound and Civil Emergency Management
- (3) Includes Parks, Pool, Library and Cemetery

The basis of accounting for budgetary purposes for the General Fund is the modified accrual, i. e., revenues are recognized when received and expenses are recognized when encumbered.

The budget method authorized by Oklahoma Statute adopted by the City for its general fund places a limit on the amount that can be budgeted. The amount to be budgeted for the next fiscal year is the unreserved fund balance at the beginning of the fiscal year plus 90% of its revenues for the year just ended. An exception to this is that 100% of the funds budgeted by the Municipal Utility Department to be transferred to the City's General Fund in accordance with the City Charter is budgeted.

The budgetary fund balance is reconciled to the balance sheet fund balance in the Required Supplementary Information.

Generally, the City attempts to prepare a budget that will result in a small positive increase in the fund balance. Generally, this is accomplished by only budgeting 90% of the prior year revenues and budgeting amounts, primarily in General Government, that will not be expended.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

The City's governmental investment in capital assets as of June 30, 2022 amounted to \$50,813,996 (net of accumulated depreciation and exclusive of related debt). This investment, detailed in Note 3.D. to the financial statements, in a broad range of capital assets includes land, structures and improvements, equipment, and construction in progress.

I invite you to review Note 3.D Capital Assets to the Financial Statements, which is included herein and details the capital asset activity. Also, see Part II for further discussion concerning the Municipal Utility Department.

Long-term Debt

Long-term debt has already been discussed in this report.

Additional information on long-term debt is included in Note 3.G to the financial statements.

ECONOMIC FACTORS AND NEW YEAR'S BUDGET

Revenues appear to be flat, but inflation is causing expenditures to increase. The City will need to watch their expenditures carefully.

Currently, all funds are healthy.

CONTACTING THE CITY'S FINANCE DEPARTMENT

This management's discussion and analysis is designed to provide citizens, taxpayers, customers and investors and creditors with a general overview of the City's finances and to demonstrate the City's accountability for the money it receives. If you have questions or need additional financial information, please contact the City of Pryor Creek at (918) 825-0888.

PART II

WHO WE ARE

The Municipal Utility Department, City of Pryor Creek Oklahoma was created by the Pryor Creek City Charter in 1951. The current five-person board is listed below.

Chairman:	Mr. Garry J. Harris
Vice-Chairman:	Ms. Lorri Mitchell
Secretary:	Dr. Ken Rains
Member:	Mr. Mark Roberts
Member:	Dr. Arthur Sixkiller

The Utility Board has the care, custody, and management of the existing electric system, water system, gas distribution system, street lighting system, and sewage disposal system and may enlarge and extend them under the guidelines of the City Charter. The Board has under its control, the complete operation of these utilities and such other as the people of the City of Pryor Creek may acquire. All of these utilities shall be collectively known as the Municipal Utility Department.

The Utility Board shall employ all persons necessary in the operation of the utilities and fix their salaries, condition of servitude, and terms of office, and shall adopt such rules and regulations, as it may deem necessary for the proper conduct of business.

USING THE ANNUAL REPORT

This annual report consists of a series of financial statements. The Statement of Net Position (page 12) and Statement of Revenues, Expenses and Changes in Net Position (page 13) document the income and expenses (on a full accrual basis) of the Utility Board for the current fiscal year, and how they affect the Net Position of the Board. Net Position are ALL assets of the Board less ALL liabilities.

The Statement of Cash Flows (page 14) documents the sources and uses of cash, and shows whether cash increased or decreased during the current fiscal year. Notes to the financial statements (page 16) provide additional detail that further explain information found in the various statements.

FINANCIAL SUMMARY

The following presents the management overview and analysis of the Municipal Utility Board's financial condition and performance for the fiscal years ended June 30, 2021 and June 30, 2022, and proposed projects for fiscal year ending June 30, 2022.

For the years ended, Net Position changed as follows:

	June 30, <u>2022</u>	June 30, <u>2021</u>
Beginning net position	\$40,748,758	\$39,371,600
Increase in net position	<u>578,849</u>	<u>1,377,158</u>
Ending net position	<u>\$41,327,607</u>	<u>\$40,748,758</u>

Included in net position are amounts reserved for specific long-term purposes. The following reserve accounts have been funded by excess revenues over several fiscal years.

	June 30, <u>2022</u>	June 30, <u>2021</u>
Reserve for extension, capital improvements	\$ 1,533,463	\$ 1,533,463
Reserve for emergency and natural disasters	<u>1,393,800</u>	<u>1,200,000</u>
	\$ 2,927,263	\$ 2,733,463
Reserve for capital improvements from sales Tax. This reserve is funded by \$0.005 sales tax and interest revenue. This account is used to fund the Wastewater Treatment Plant Depreciation Account; excess funds will be used for utility tensions.	<u>7,083,538</u>	<u>7,043,141</u>
Total	<u>\$10,010,801</u>	<u>\$ 9,776,604</u>

The primary source of revenues generated by the board are sales of utilities to its customers. Revenues are as follows:

	June 30, <u>2022</u>	June 30, <u>2021</u>
Operating revenues	\$16,354,407	\$13,942,652
Sales tax revenue	1,290,025	1,202,796
Interest income	73,461	84,621
Gain on asset disposal	17,938	10,282
Grant income	<u>409,523</u>	<u>39,997</u>
Total revenues	<u>\$18,145,354</u>	<u>\$15,280,348</u>

Utilities are purchased and then resold to Municipal Utility Board Customers. The annual cost of purchased utilities is \$7,250,889 and \$10,636,546 for the fiscal years ending June 30, 2021 and June 30, 2022 respectively.

Expenses are as follows:

	June 30, <u>2022</u>	June 30, <u>2021</u>
Operating expenses	\$16,791,305	\$13,127,990
Loss on asset disposal	<u> --</u>	<u> --</u>
Total expenses	<u>\$16,791,305</u>	<u>\$13,127,990</u>

Percentages by expense category are as follows:

	June 30, <u>2022</u>	June 30, <u>2021</u>
Purchased utilities	63%	55%
Payroll and related expenses	24%	30%
Operation, maintenance and other	<u>13%</u>	<u>15%</u>
	<u>100%</u>	<u>100%</u>

The resulting net income before contributions and transfer is \$2,152,358 and \$1,354,049 for the fiscal years ending June 30, 2021 and 2022 respectively. The Board transfers to the City of Pryor Creek General fund an agreed upon amount of \$775,200. The amounts for 2021 and 2022 were both this amount, as is the projected amount to be transferred for the fiscal year ending June 30, 2022.

DEPARTMENT ACCOMPLISHMENTS

ADMINISTRATIVE DEPARTMENT

Fiscal Year Ending June 30, 2022

1. Approved to enter into an agreement with CMS Willowbrook for the installation of the KIOSK at the drive-thru window at City Hall at a cost of \$31,130
2. Approved Resolution 2021-01 requesting the City Council to approve the purchase of property described as Lot 9 in Block 1 of Southern Acres Addition, with the acquisition cost of said property at approximately \$4,000, to be divided equally between MUB and the City of Pryor Creek
3. Implemented ADCOMP Services for late message text alerts with payment options, which is compatible to Tyler Technologies Incode Software
4. Implemented ADCOMP Services for accepting and posting cash, check and card payments to utility accounts and the “Share the Comfort” general ledger account

Proposed Projects for Fiscal Year Ending June 30, 2023

1. Implement ADCOMP Services for miscellaneous fees and utility deposits
2. Implement DICE (Digital Interaction for Citizen Engagement) which allows the consumer to be able to fill out an application form for new utility accounts and submit required documents such as driver's licenses, lease agreements, warranty deeds, etc.
3. Contract electronic scanning of Municipal Utility Board documents beginning 1951
4. Explore/cost analysis of Laserfiche Cloud SaaS (Software as a service) solution
5. Explore/cost analysis for an HP large format plotter printer/scanner for GIS mapping (GIS/Network Administrator)
6. Explore/cost analysis replacement of GPS handheld locator (GIS/Network Administrator)
7. Integrate GIS mapping system with SCADA Systems, utility billing software and Foreman's vehicles
8. Explore/cost analysis to add an e-statement option for customer deliver, which is compatible with Tyler Technologies Incode Software
9. Add a Human Resource Administrator
10. Add a Finance Administrator
11. Add a Business Office Administrator

GAS DEPARTMENT

Fiscal Year Ending June 30, 2022

1. New construction and replacement projects in the Gas Department funded out of operating funds in the amount of \$76,424
2. Upgraded regulator station at Southeast 17th Street and South Elliott Street in agreement with Koons gas measurement
3. Built 3,300 feet of new four-inch gas main on West 470 to Stonegate and 1,015 feet of new two-inch gas into Stonegate
4. Upgraded regulator station at Southeast 9th Street and Thurman Street in agreement with Koons gas measurement

5. Changed steel riser to anodeless risers and addition of excess flow valves in the unit block of North Bailey and North Ora Streets
6. Installed new two-inch poly gas main on North 434 Road to serve two new customers
7. Extended new two-inch poly gas main on Southwest 2nd Street and South Edith Street to serve two new duplexes
8. Contracted Small Arrow Engineering, LLC, to complete a natural gas systems improvements and analysis engineer study

Proposed Projects for Fiscal Year Ending June 30, 2023

1. Replace six-inch high-pressure steel (sixty pound) gas line with six-inch high-pressure poly (sixty pound) gas line on Adair Street from Southeast 5th Street to Southeast 9th Street
2. Replace two-inch low-pressure steel gas line with two-inch low-pressure poly gas line on Adair Street from Southeast 5th Street to Southeast 9th Street.
3. Replace two-inch low pressure steel gas line with two-inch low pressure poly gas line on the East side of Surrey Drive
4. Change steel risers to anodeless on North Fairland and East Manor Additions
5. Extend new four-inch gas main and two-inch gas main to serve “The Meadows at Stonegate”
6. Build new four-inch and six-inch gas main from Mayes County Fairground (4238 Northeast 1st Street) to Xcaliber International LTD (One Tobacco Road), then North to Hidden Acres
7. Build new four-inch gas main from Northeast 5th Street and North Gaither Road to four new customers near the corner of Keels Road and Northeast 1st Street
8. Extend a four-inch gas main from (Parsons Corner) North 433 Road and Graffiti Road to 1521 Clayton Road

WATER DEPARTMENT

Fiscal Year Ending June 30, 2022

1. New construction and replacement projects in the Water Department funded out of operating funds in the amount of \$159,958

2. Contracted Infrastructure Solutions Group LLC to complete a water systems improvements and hydraulic analysis engineer study
3. Extended six-inch water line on South Edith Street and Southeast 2nd Street to serve two new duplexes

Proposed Projects for Fiscal Year Ending June 30, 2023

1. Replace eight-inch water line on North Whitaker from Northwest 1st Street to Northwest 5th Street
2. Replace eight-inch water line on Northwest 3rd Street from Taylor Street to Mayes Street
3. Replace four-inch water line with six-inch water line in "The Meadows"
4. Replace six-inch water line on South Pine Street
5. Install new eight-inch main 4,000 feet North of Northeast 5th Street and North Elliott Street to Larremore property
6. Upgrade the cone valve in the "Y" at South Elliott Street and West 510 road
7. Replace 1,000 feet of transite pipe with six-inch PVC on Southeast Graham Court to South Ora Street
8. Set an eight-inch master meter for the apartments at "The District"
9. Set water meter to serve the Cherokee Head Start
10. Extend an eight-inch water main from (Parsons Corner) North 433 Road and Graffiti Road to 1521 Clayton Road

WASTEWATER COLLECTION SYSTEM

Fiscal Year Ending June 30, 2022

1. New construction and replacement projects in the Wastewater Collection Department funded out of operating funds in the amount of \$15,387
2. Extended new sewer interceptor on North 69 Highway on Giles property to Old Airport Road
3. Replaced six-inch sewer main 314 and 316 South Elliott Street
4. Extended six-inch main to new duplexes at Northeast 4th Street and Vann Street

5. Extended new eight-inch sewer main on Southwest 2nd Street and South Edith Street to serve two new duplexes

Proposed Projects for Fiscal Year Ending June 30, 2023

1. Upgrade lift station at B & H Corner
2. Upgrade lift station on Ni-Pak Road
3. Upgrade lift station at Elks Lodge
4. Implement SCADA System to all lift stations
5. Install natural gas generator at Southridge Lift Station
6. Extend new sewer main to serve “The Meadows at Stonegate”
7. Contract with Infrastructure Solutions Group LLC to complete an infiltration and inflow sanitary sewer study on the sanitary sewer distribution system

WASTEWATER TREATMENT PLANT

Fiscal Year Ending June 30, 2022

1. The Wastewater Treatment Plant major repairs and replacement of equipment are funded from the \$0.005 Sales Tax Reserve Capital Improvement Account.
2. Upgraded South Lift Station grating
3. Upgraded controls/SCADA system at the wastewater treatment plant and Southeast 9th Street lift station
4. Installed MOD BUS to upgrade the eighteen-inch (18") McCrometer flow meter
5. Conducted and presented recommendations from an engineer study of wastewater treatment facility and Master Plan

Proposed Projects for Fiscal Year Ending June 30, 2023

1. Renovation of Southeast 9th Street Lift Station and lagoons
2. Automate the chlorine basin for disinfectant

ELECTRIC DEPARTMENT

Fiscal Year Ending June 30, 2022

1. New construction and replacement projects in the Electric Department funded out of operating funds in the amount of \$217,943
2. Reconstructed a new underground single-phase primary under Northeast 3rd Street behind Damon Drive and Heron Circle
3. Reconstructed 2/0 to 4/0 primary on Northeast 5th Street and Elliott Street
4. Reconstructed #2 to 1/0 primary and set three new junction boxes on Wilkerson Drive and South Elliott Street to service The Meadows at Centennial Park Apartments
5. Set junction boxes for Phase 2 construction building at The District; from apartments to Cherokee Nation Head Start
6. Built new service for residential duplexes on South Edith Street
7. Installed fiberoptic connection of substations in agreement with Fiber Interactive Technologies and assisted GRDA with fusion and testing of new system fiber drop

8. Relayed the underground three-phase primary on Wilkerson Drive from Veyda Street to Elliott Street

Proposed projects for Fiscal Year Ending 30 June 2023

1. Framing poles for new fiberoptic line with Grand River Dam Authority form Southeast 9th Street to The District
2. Build new service to The District phase/apartment complex
3. Build new service to Roosevelt Crossing addition
4. Build new three-phase overhead primary from Clayton Road to Old Airport Road
5. Phase 2 at The District; Build new primary from apartments to Cherokee Nation Head Start
6. Reconduct 3/0 from 700 North Elliott Street to City of Pryor Creek PALS Animal Shelter
7. Reconduct 3/9 feeder extension on Clayton Road from Northeast 5th Street to North Gaither Road
8. Build new service into The Meadows at Stonegate

CITY OF PRYOR CREEK, OKLAHOMA
STATEMENT OF NET POSITION
JUNE 30, 2022

	Governmental Activities	Business-type Activities	Total
ASSETS			
Current Assets:			
Cash	\$ 9,586,358	\$ 2,586,100	\$12,172,458
Taxes receivable	1,431,682	105,879	1,537,561
Accounts receivable (net)	--	2,352,035	2,352,035
Accounts receivable from intra-government	6,183	--	6,183
Other receivables	<u>67,912</u>	<u>13,265</u>	<u>81,177</u>
Total current assets	<u>11,092,135</u>	<u>5,057,279</u>	<u>16,149,414</u>
Noncurrent assets:			
Restricted assets:			
Cash, including time deposits	1,404,758	11,740,588	13,145,346
Taxes receivable	190,583	211,759	402,342
Net pension assets	2,148,346	--	2,148,346
Capital assets (net)	50,813,996	33,585,320	84,399,316
Inventory	<u>--</u>	<u>1,444,296</u>	<u>1,444,296</u>
Total noncurrent assets	<u>54,557,683</u>	<u>46,981,963</u>	<u>101,539,646</u>
Total assets	<u>65,649,818</u>	<u>52,039,242</u>	<u>117,689,060</u>
Deferred outflows of resources related to pensions	<u>1,790,537</u>	<u>--</u>	<u>1,790,537</u>
LIABILITIES			
Current liabilities			
Accounts payable	437,931	1,372,522	1,810,453
Accrued expenses	365,016	80,188	445,204
Notes payable, current portion	715,202	202,046	917,248
Payable to intra-government	--	6,183	6,183
Accrued compensated absences	<u>173,716</u>	<u>194,957</u>	<u>368,673</u>
Total current liabilities	<u>1,691,865</u>	<u>1,855,896</u>	<u>3,547,761</u>
Payable from restricted assets			
Accrued expenses	<u>102,881</u>	<u>--</u>	<u>102,881</u>
Total	<u>1,794,746</u>	<u>1,855,896</u>	<u>3,650,642</u>
Noncurrent liabilities:			
Customer deposits payable	--	1,045,141	1,045,141
Notes and bonds payable, long-term portion	8,754,026	1,223,186	9,977,212
Net pension liability	<u>1,834,868</u>	<u>--</u>	<u>1,834,868</u>
Total noncurrent liabilities	<u>10,588,894</u>	<u>2,268,327</u>	<u>12,857,221</u>
Total liabilities	<u>12,383,640</u>	<u>4,124,223</u>	<u>16,507,863</u>
Deferred inflows of resources			
Deferred amounts related to pensions	<u>3,889,572</u>	<u>--</u>	<u>3,889,572</u>
NET POSITION			
Invested in capital assets, net of related debt	41,344,768	33,507,831	74,852,599
Restricted for:			
Capital projects and emergencies	4,043,866	10,010,801	14,054,667
Debt service	1,265,725	--	1,265,725
Other	2,425,494	896,835	3,322,329
Unrestricted	<u>2,087,290</u>	<u>3,499,552</u>	<u>5,586,842</u>
Total net position	<u>\$51,167,143</u>	<u>\$47,915,019</u>	<u>\$99,082,162</u>

CITY OF PRYOR CREEK, OKLAHOMA
STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2022

Statement 2

	<u>Expenses</u>	<u>Program Revenues</u>			<u>Net (Expense) Revenue</u>
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>	
Governmental activities					
General government					
Community Development	\$ 126,337	\$ --	\$ --	\$ --	\$(126,337)
Planning and Zoning	57,677	--	--	--	(57,677)
Mayor and Council	208,032	--	--	--	(208,032)
City Clerk	295,822	--	--	--	(295,822)
City Treasurer	24,096	--	--	--	(24,096)
General Government	<u>1,148,184</u>	<u>154,493</u>	<u>878,764</u>	<u>--</u>	<u>(114,927)</u>
Total general government	<u>1,860,148</u>	<u>154,493</u>	<u>878,764</u>	<u>--</u>	<u>(826,891)</u>
Public safety and judiciary					
City Attorney	71,292	--	--	--	(71,292)
Police	3,267,020	134,005	60,695	--	(3,072,320)
Fire	1,853,313	10,340	13,563	--	(1,829,410)
Civil Emergency Management	28,687	--	--	--	(28,687)
Animal control	239,569	--	--	--	(239,569)
Municipal Court	<u>144,568</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>(144,568)</u>
Total public safety and judiciary	<u>5,604,449</u>	<u>144,345</u>	<u>74,258</u>	<u>--</u>	<u>(5,385,846)</u>
Transportation					
Street	<u>1,974,809</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>(1,974,809)</u>
Cultural, parks and recreation					
Library	489,611	761	13,456	--	(475,394)
Cemetery	248,965	73,800	--	--	(175,165)
Recreation	483,614	--	65,850	--	(417,764)
Tourism	<u>85,498</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>(85,498)</u>
Total cultural, parks and Recreation	<u>1,307,688</u>	<u>74,561</u>	<u>79,306</u>	<u>--</u>	<u>(1,153,821)</u>
Total governmental activities	<u>10,747,094</u>	<u>373,399</u>	<u>1,032,328</u>	<u>--</u>	<u>(9,341,367)</u>

**CITY OF PRYOR CREEK, OKLAHOMA
STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2022**

	<u>Expenses</u>	<u>Program Revenues</u>		Net (Expense) <u>Revenue</u>
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	
Business-type activities:				
Utilities	16,791,305	16,354,407	409,523	(27,375)
Golf	607,962	607,775	3,084	2,897
Recreation Center	<u>1,202,130</u>	<u>348,477</u>	<u>--</u>	<u>(853,653)</u>
Total business-type activities	<u>18,601,397</u>	<u>17,310,659</u>	<u>412,607</u>	<u>(878,131)</u>
Total	<u>\$ 29,348,491</u>	<u>\$ 17,684,058</u>	<u>\$ 1,444,935</u>	<u>\$ (10,219,498)</u>

CHANGES IN NET POSITION

	<u>Governmental Activities</u>	<u>Business-type Activities</u>	<u>Total</u>
Net (expense) /revenue	<u>\$(9,341,367)</u>	<u>\$(878,131)</u>	<u>\$(10,219,498)</u>
General Revenues			
Taxes:			
Sales tax	8,491,620	1,935,038	10,426,658
Use tax	1,192,590	--	1,192,590
Alcohol beverage tax	134,255	--	134,255
E-911 tax	12,205	--	12,205
Hotel/motel tax	98,882	--	98,882
Gasoline tax	16,700	--	16,700
Motor vehicle tax	69,011	--	69,011
Franchise taxes	53,801	--	53,801
Cigarette tax	78,735	--	78,735
Reimbursements	229,239	--	229,239
Investment income	20,923	83,375	104,298
Miscellaneous	19,317	--	19,317
Disposal of assets	3,500	29,313	32,813
Transfers	773,584	(773,584)	--
Expense - bonds	<u>(234,302)</u>	<u>--</u>	<u>(234,302)</u>
Total general revenues and transfers	<u>10,960,060</u>	<u>1,274,142</u>	<u>12,234,202</u>
Change in net position	1,618,693	396,011	2,014,704
Net position - beginning	<u>49,548,450</u>	<u>47,519,008</u>	<u>97,067,458</u>
Net position - ending	<u>\$ 51,167,143</u>	<u>\$ 47,915,019</u>	<u>\$ 99,082,162</u>

**CITY OF PRYOR CREEK, OKLAHOMA
BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2022**

	<u>General Fund</u>	<u>Street & Drainage Fund</u>	<u>PPWA Sinking Fund</u>	<u>Other Governmental Funds</u>	<u>PPWA Note Proceeds Fund</u>	<u>Total Governmental Funds</u>
ASSETS						
Cash	\$3,532,766	\$2,545,737	\$1,404,758	\$3,507,855	--	\$10,991,116
Taxes receivable	998,749	282,954	190,583	149,979	--	1,622,265
Other receivables	7,912	--	--	60,000	--	67,912
Due from other funds	<u>5,026</u>	<u>--</u>	<u>--</u>	<u>53,355</u>	<u>--</u>	<u>58,381</u>
Total assets	<u>\$4,544,453</u>	<u>\$2,828,691</u>	<u>\$1,595,341</u>	<u>\$3,771,189</u>	<u>--</u>	<u>\$12,739,674</u>
LIABILITIES						
Accounts payable	62,071	136,966	--	12,159	226,735	437,931
Accrued expenses	355,833	7,635	102,881	--	--	466,349
Due to other funds	52,198	--	--	--	--	52,198
Accrued compensated absences	39,985	13,777	--	--	--	53,762
Refundable court bonds	<u>1,548</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>1,548</u>
Total liabilities	<u>511,635</u>	<u>158,378</u>	<u>102,881</u>	<u>12,159</u>	<u>226,735</u>	<u>1,011,788</u>
FUND BALANCES						
Restricted	40,017	2,670,313	1,492,460	1,863,783	(226,735)	5,839,838
Assigned	--	--	--	1,895,247	--	1,895,247
Unassigned	<u>3,992,801</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>3,992,801</u>
Total fund balance	<u>4,032,818</u>	<u>2,670,313</u>	<u>1,492,460</u>	<u>3,759,030</u>	<u>(226,735)</u>	<u>11,727,886</u>
Total liabilities and fund balances	<u>\$4,544,453</u>	<u>\$2,828,691</u>	<u>\$1,595,341</u>	<u>\$3,771,189</u>	<u>--</u>	<u>\$12,739,674</u>

**CITY OF PRYOR CREEK, OKLAHOMA
BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2022**

	Total Governmental <u>Funds</u>
Fund balance of governmental funds	\$ 11,727,886
Amounts reported for governmental activities in the Statement of net position are different because:	
Capital assets used in governmental activities are not financial resources and, therefore are not reported in the funds, net of accumulated depreciation of \$39,998,387	50,813,996
Portion of accrued compensated absences does not require current financial resources. Therefore, \$119,955 of total of \$173,716 of accrued compensated absences is not reported as a liability in government funds balance sheet	(119,955)
Other long-term assets are not available to pay for current period expenditures, and, therefore, are deferred in the funds:	
Pension related deferred outflows	1,790,537
Net pension assets	2,148,346
Certain liabilities are not due and payable in the current period from current financial resources, and, therefore, are not reported in the funds	
Net pension liability	(1,834,868)
Pension related deferred inflows	(3,889,572)
Long-term debt, net of prepaid loan principal	<u>(9,469,227)</u>
Net position of governmental activities	<u>\$ 51,167,143</u>

The issuance of long-term debt (e.g., bonds) provides current financial resources to governmental funds, while the repayment of the principal and long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position.

CITY OF PRYOR CREEK, OKLAHOMA
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2022

	General <u>Fund</u>	Street & Drainage <u>Fund</u>	PPWA Sinking <u>Fund</u>	Other Governmental <u>Funds</u>	PPWA Note Proceeds <u>Fund</u>	Total Governmental <u>Funds</u>
REVENUES						
Sales tax	\$4,837,594	\$1,677,033	\$1,161,023	\$ 815,970	\$ --	\$8,491,620
Other taxes	1,405,580	85,711	--	111,087	--	1,602,378
Fines and forfeits	128,740	--	--	5,265	--	134,005
Licenses and permits	124,307	--	--	--	--	124,307
Franchise taxes	14,401	--	--	39,400	--	53,801
Fees and services	84,400	--	--	30,687	--	115,087
Interest	12,144	4,017	970	2,946	846	20,923
Reimbursements/asset sales	232,739	--	--	--	--	232,739
Miscellaneous	19,317	--	--	--	--	19,317
Grants and contributions	<u>44,356</u>	<u>--</u>	<u>--</u>	<u>578,449</u>	<u>--</u>	<u>622,805</u>
Total revenues	<u>6,903,578</u>	<u>1,766,761</u>	<u>1,161,993</u>	<u>1,583,804</u>	<u>846</u>	<u>11,416,982</u>
EXPENDITURES						
Current						
General government:						
Community Development	126,118	--	--	--	--	126,118
Planning and Zoning	330	--	--	--	--	330
Mayor and Council	207,890	--	--	--	--	207,890
City Clerk	288,543	--	--	--	--	288,543
City Treasurer	24,096	--	--	--	--	24,096
General Government	<u>517,391</u>	<u>--</u>	<u>25,276</u>	<u>112,174</u>	<u>--</u>	<u>654,841</u>
Total General Government	<u>1,164,368</u>	<u>--</u>	<u>25,276</u>	<u>112,174</u>	<u>--</u>	<u>1,301,818</u>
Public safety and judiciary:						
City Attorney	71,292	--	--	--	--	71,292
Police	3,524,721	--	--	89,170	--	3,613,891
Animal control	239,384	--	--	--	--	239,384
Fire	1,612,904	--	--	61,795	--	1,674,699
Civil Emergency Management	22,253	--	--	--	--	22,253
Municipal Court	<u>144,333</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>144,333</u>
Total Public Safety and Judiciary	<u>5,614,887</u>	<u>--</u>	<u>--</u>	<u>150,965</u>	<u>--</u>	<u>5,765,852</u>
Transportation						
Street	<u>--</u>	<u>1,607,811</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>1,607,811</u>

CITY OF PRYOR CREEK, OKLAHOMA
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2022

	General <u>Fund</u>	Street & Drainage <u>Fund</u>	PPWA Sinking <u>Fund</u>	Other Governmental <u>Funds</u>	PPWA Note Proceeds <u>Fund</u>	Total Governmental <u>Funds</u>
Cultural, Parks and Recreation						
Library	461,667	--	--	14,581	--	476,248
Cemetery	236,083	--	--	59,214	--	295,297
Recreation	385,399	--	--	--	--	385,399
Tourism	--	--	--	85,499	--	85,499
	<u>1,083,149</u>	<u>--</u>	<u>--</u>	<u>159,294</u>	<u>--</u>	<u>1,242,443</u>
Total cultural, Park and recreation						
Debt service						
Principal	--	--	570,000	--	--	570,000
Interest and other charges	--	--	209,025	--	--	209,025
Capital outlay	21,737	23,682	--	377,120	8,244,322	8,666,861
	<u>7,884,141</u>	<u>1,631,493</u>	<u>804,301</u>	<u>799,553</u>	<u>8,244,322</u>	<u>19,363,810</u>
Total expenditures						
Excess (deficiency) of revenues over expenditures	(980,563)	135,268	357,692	784,251	(8,243,476)	(7,946,828)
	<u>(980,563)</u>	<u>135,268</u>	<u>357,692</u>	<u>784,251</u>	<u>(8,243,476)</u>	<u>(7,946,828)</u>
Other financing sources (uses)						
Transfers in	816,025	--	--	230,167	--	1,046,192
Transfer out	(80,167)	--	--	(192,440)	--	(272,607)
	<u>735,858</u>	<u>--</u>	<u>--</u>	<u>37,727</u>	<u>--</u>	<u>773,585</u>
Total other financing Sources (uses)						
Net change in fund balances	(244,705)	135,268	357,692	821,978	(8,243,476)	(7,173,243)
Fund balance – beginning	4,277,523	2,535,045	1,134,768	2,937,052	8,016,741	18,901,129
	<u>4,277,523</u>	<u>2,535,045</u>	<u>1,134,768</u>	<u>2,937,052</u>	<u>8,016,741</u>	<u>18,901,129</u>
Fund balances – ending	\$ 4,032,818	\$ 2,670,313	\$ 1,492,460	\$ 3,759,030	\$ (226,735)	\$ 11,727,886
	<u>\$ 4,032,818</u>	<u>\$ 2,670,313</u>	<u>\$ 1,492,460</u>	<u>\$ 3,759,030</u>	<u>\$ (226,735)</u>	<u>\$ 11,727,886</u>

CITY OF PRYOR CREEK, OKLAHOMA
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2022

Reconciliation of the change in fund balances - total government funds to the change in net position of governmental activities

Net change in fund balances - total governmental funds \$(7,173,243)

Amounts reported for governmental activities in the Statement of Activities are different because

Governmental funds report capital outlays as expenditures while governmental activities report depreciation expense to allocate those expenditures over the life of the assets:

Capital asset purchase capitalized	9,623,487
Depreciation expense	<u>(1,763,595)</u>
	<u>\$ 7,859,892</u>

Governmental funds do not report long-term financing as revenues and report payments as expenditures while governmental activities report such payments as debt activities

Payment of long-term debt	703,945
Issuance of note	(266,588)

Some expense reported in the Statement of Activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds:

Accrued compensated absences	(10,907)
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In the Statement of Activities, the cost of pension benefits earned net of employee contributions is reported as an element of pension expense. The Fund Financial Statements report pension contributions as expenditures.

	<u>505,594</u>
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Change in net position of governmental activities \$1,618,693

CITY OF PRYOR CREEK, OKLAHOMA
STATEMENT OF NET POSITION
PROPRIETARY FUNDS
JUNE 30, 2022

	<u>Business-type Activities - Enterprise Funds</u>			
	<u>Recreation Center</u>	<u>Golf Course Fund</u>	<u>Municipal Utility Department</u>	<u>Total</u>
ASSETS				
Current assets				
Cash	\$1,010,215	\$ 160,526	\$1,415,359	\$2,586,100
Taxes receivable	105,879	--	--	105,879
Accounts receivable	--	--	2,352,035	2,352,035
Other receivables	--	--	13,265	13,265
Due from other funds	--	--	2,198	2,198
Total current assets	<u>1,116,094</u>	<u>160,526</u>	<u>3,782,857</u>	<u>5,059,477</u>
Noncurrent assets				
Restricted assets				
Cash and cash equivalents	--	--	11,740,588	11,740,588
Taxes receivable	--	--	211,759	211,759
Inventory	--	--	1,444,296	1,444,296
Capital assets (net)	<u>4,646,363</u>	<u>795,415</u>	<u>28,143,542</u>	<u>33,585,320</u>
Total noncurrent assets	<u>4,646,363</u>	<u>795,415</u>	<u>41,540,185</u>	<u>46,981,963</u>
Total assets	<u>5,762,457</u>	<u>955,941</u>	<u>45,323,042</u>	<u>52,041,440</u>
LIABILITIES				
Current liabilities				
Accounts payable	28,988	8,583	1,334,951	1,372,522
Accrued expenses	5,495	2,646	72,047	80,188
Accrued compensated absences	3,678	4,107	187,172	194,957
Due other funds	--	--	8,381	8,381
Current portion of long-term debt	--	28,588	173,458	202,046
Total current liabilities	<u>38,161</u>	<u>43,924</u>	<u>1,776,009</u>	<u>1,858,094</u>
Non-current liabilities				
Customers' meter deposits (payable from restricted assets)	--	--	1,045,141	1,045,141
Notes payable	--	48,901	1,174,285	1,223,186
Total non-current liabilities	<u>--</u>	<u>48,901</u>	<u>2,219,426</u>	<u>2,268,327</u>
Total liabilities	<u>38,161</u>	<u>92,825</u>	<u>3,995,435</u>	<u>4,126,421</u>
NET POSITION				
Investment in capital assets, net of related debt	4,646,363	717,926	28,143,542	33,507,831
Restricted:				
Sales tax reserved for capital improvements	--	--	7,083,538	7,083,538
Charter required legal obligations	--	--	896,835	896,835
Property, plant and equipment and emergency and disaster	--	--	2,927,263	2,927,263
Unrestricted	<u>1,077,933</u>	<u>145,190</u>	<u>2,276,429</u>	<u>3,499,552</u>
Total net position	<u>\$ 5,724,296</u>	<u>\$ 863,116</u>	<u>\$41,327,607</u>	<u>\$47,915,019</u>

CITY OF PRYOR CREEK, OKLAHOMA
STATEMENT OF REVENUES, EXPENSES AND
CHANGES IN NET POSITION
PROPRIETARY FUNDS
FOR THE YEAR ENDED JUNE 30, 2022

	Business-type Activities - Enterprise Funds			
	Recreation Center	Golf Course Fund	Municipal Utility Department	Total
Operating revenues				
Utility charge	\$ --	\$ --	\$ 16,033,598	\$ 16,033,598
Utility taps	--	--	67,536	67,536
Penalties	--	--	118,254	118,254
Miscellaneous	--	--	135,019	135,019
Fee income	<u>348,477</u>	<u>607,775</u>	<u>--</u>	<u>956,252</u>
Total operating revenues	<u>348,477</u>	<u>607,775</u>	<u>16,354,407</u>	<u>17,310,659</u>
Operating expenses				
Purchased utilities	--	--	10,636,546	10,636,546
Personnel services	442,537	227,510	2,853,746	3,523,793
Personnel benefits	126,462	54,805	1,096,865	1,278,132
Materials and supplies	61,468	--	626,551	688,019
Other expenses	339,621	234,396	899,348	1,473,365
Bad debts expense	--	--	25,822	25,822
Depreciation expense	232,042	89,443	1,122,139	1,443,624
Less: expenses capitalized	<u>--</u>	<u>--</u>	<u>(469,712)</u>	<u>(469,712)</u>
Total operating expense	<u>1,202,130</u>	<u>606,154</u>	<u>16,791,305</u>	<u>18,599,589</u>
Net operating income (loss)	<u>(853,653)</u>	<u>1,621</u>	<u>(436,898)</u>	<u>(1,288,930)</u>
Nonoperating revenue (expense)				
Gain (loss) on asset disposal/ Insurance reimbursement	11,375	--	17,938	29,313
Sales tax revenue	645,013	--	1,290,025	1,935,038
Investment income	9,798	116	73,461	83,375
Grants	--	3,084	409,523	412,607
Interest expense	<u>--</u>	<u>(1,808)</u>	<u>--</u>	<u>(1,808)</u>
Total nonoperating revenue (expenses)	<u>666,186</u>	<u>1,392</u>	<u>1,790,947</u>	<u>2,458,525</u>
Net income (loss) before contributions and transfers	(187,467)	3,013	1,354,049	1,169,595
Operating transfers in (out)	<u>--</u>	<u>1,616</u>	<u>(775,200)</u>	<u>(773,584)</u>
Change in net position	(187,467)	4,629	578,849	396,011
Net position - beginning of year	<u>5,911,763</u>	<u>858,487</u>	<u>40,748,758</u>	<u>47,519,008</u>
Net position - end of year	<u>\$ 5,724,296</u>	<u>\$ 863,116</u>	<u>\$ 41,327,607</u>	<u>\$ 47,915,019</u>

CITY OF PRYOR CREEK, OKLAHOMA
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
FOR THE YEAR ENDED JUNE 30, 2022

	<u>Business-type Activities - Enterprise Funds</u>			
	<u>Recreation Center</u>	<u>Golf Course Fund</u>	<u>Municipal Utility Department</u>	<u>Total</u>
Cash flows from operating activities				
Receipts from customers	\$ 348,477	\$ 607,775	\$ 15,740,418	\$ 16,696,670
Payments to suppliers	(410,323)	(245,947)	(11,972,524)	(12,628,794)
Payments to employees and benefits	(567,459)	(276,570)	(2,853,147)	(3,697,176)
Payments capitalized	--	--	469,712	469,712
Receipts over refunds of customer meter deposits	<u> --</u>	<u> --</u>	<u> 8,316</u>	<u> 8,316</u>
Net cash provided (used) by operating activities	<u>(629,305)</u>	<u> 85,258</u>	<u> 1,392,775</u>	<u> 848,728</u>
Cash flows from noncapital financing activities				
Operating subsidies and transfers from (to) other funds	<u> --</u>	<u> 1,616</u>	<u>(775,200)</u>	<u>(773,584)</u>
Net cash provided (used) by Non-capital financing activities	<u> --</u>	<u> 1,616</u>	<u>(775,200)</u>	<u>(773,584)</u>
Cash flows from capital and related financing activities				
Sales tax receipts	643,785	--	1,287,569	1,931,354
Purchases of capital assets	(389,880)	(1,955)	(1,651,753)	(2,043,588)
Repayment of long-term debt	--	(28,036)	--	(28,036)
Sale of capital assets	11,375	--	35,877	47,252
Grant proceeds	--	3,084	409,523	412,607
Interest expense	<u> --</u>	<u>(1,808)</u>	<u> --</u>	<u>(1,808)</u>
Net cash provided (used) by capital and related financing activities	<u> 265,280</u>	<u>(28,715)</u>	<u> 81,216</u>	<u> 317,781</u>
Cash flows from investing activities				
Interest and dividends	<u> 9,798</u>	<u> 116</u>	<u> 73,461</u>	<u> 83,375</u>
Net cash provided (used) by investing activities	<u> 9,798</u>	<u> 116</u>	<u> 73,461</u>	<u> 83,375</u>
Net increase (decrease) in cash and cash equivalents	(354,227)	58,275	772,252	476,300
Cash balance - beginning of year	<u> 1,364,442</u>	<u> 102,251</u>	<u> 12,383,695</u>	<u> 13,850,388</u>
Cash balance - end of year	<u>\$ 1,010,215</u>	<u>\$ 160,526</u>	<u>\$ 13,155,947</u>	<u>\$ 14,326,688</u>
Cash, including time deposits	1,010,215	160,526	1,415,359	2,586,100
Restricted cash, including time deposits	<u> --</u>	<u> --</u>	<u> 11,740,588</u>	<u> 11,740,588</u>
Total cash and cash equivalents, end of year	<u>\$ 1,010,215</u>	<u>\$ 160,526</u>	<u>\$ 13,155,947</u>	<u>\$ 14,326,688</u>

CITY OF PRYOR CREEK, OKLAHOMA
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS

	<u>Business-type Activities - Enterprise Funds</u>			
	<u>Recreation</u> <u>Center</u>	<u>Golf Course</u> <u>Fund</u>	<u>Municipal Utility</u> <u>Department</u>	<u>Total</u>
Reconciliation of operating income (loss) to net cash provided (used) by operating activities)				
Operating income (loss)	\$(853,653)	\$ 1,621	\$(436,898)	\$(1,288,930)
Adjustments to reconcile operating income to net cash provided (used) by operating activities:				
Cash flows reported in other categories:				
Depreciation expense	232,042	89,443	1,122,139	1,443,624
Bad debt expense	--	--	25,822	25,822
Change in assets and liabilities				
receivables, net	--	--	(639,811)	(639,811)
Inventories	--	--	(125,930)	(125,930)
Accounts and other payables	(9,233)	(8,894)	90,795	72,668
Customer meter deposits payable	--	--	8,316	8,316
Accrued expenses	1,539	3,088	599	5,226
Issuance of long-term debt paying operating costs	--	--	<u>1,347,743</u>	<u>1,347,743</u>
	<u>\$(629,305)</u>	<u>\$ 85,258</u>	<u>\$ 1,392,775</u>	<u>\$ 848,728</u>

Noncash investing, capital and financing activities:

MUB wrote off assets with a cost of \$358,412 and accumulated depreciation of \$340,473 that were replaced or scrapped per department policy. A gain on asset disposal of \$17,938 resulted from sales of \$35,877 for the fiscal year ending June 30, 2022.

CITY OF PRYOR CREEK, OKLAHOMA
NOTES TO BASIC FINANCIAL STATEMENTS
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CITY OF PRYOR CREEK, OKLAHOMA
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2022

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Pryor Creek was created in 1871 and operates under a strong Mayor/Council form of government. The City's major operations include public safety, (Police, fire and civil defense), recreation, parks and library, provision and maintenance of streets and drainage, utility service (electric, gas, water and sewer), and general administrative services. In addition, the City exercises sufficient control over other governmental agencies that are included as part of the City's reporting entity.

The City complies with generally accepted accounting principles (GAAP). GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. In the government-wide financial statements and the fund financial statements for the proprietary funds, Financial Accounting Standards Board (FASB) pronouncements and Accounting Principles Board (APB) opinions issued on or before November 30, 1989, have been applied unless those pronouncements conflict with or contradict GASB pronouncements, in which case, GASB prevails. For enterprise funds, GASB Statement Nos. 20 and 34 provide the City the option of electing to apply FASB pronouncements issued after November 30, 1989. The City has elected not to apply those pronouncements. The accounting and reporting framework and the more significant accounting policies are discussed in subsequent subsections of this Note. The City was required to implement the new financial reporting requirements of GASB Statement Nos. 33 and 34 for the year ended June 30, 2003. Effective for the year ended June 30, 2006, the City is reporting all infrastructure. See Notes 3.D and 3.J.

1.A. FINANCIAL REPORTING ENTITY

The City's financial reporting entity comprises the following:

Primary Government:	City of Pryor Creek
Blended Component Unit:	Pryor Public Works Authority
Blended Other Units	County Wide Fire Department Fund

In determining the financial reporting entity, The City complies with the provisions of GASB Statement No. 14, "The Financial Reporting Entity," and includes all component units of which the City appointed a voting majority of the units' board; the City is either able to impose its will on the unit or a financial benefit or burden relationship exists.

Blended Component Unit

A blended component unit is a separate legal entity that meets the component unit criteria described above and whose governing body is the same or substantially the same as the City Council or the component unit provides services entirely to the City. The component unit's funds are blended into those of the City's by appropriate activity type to compose the primary government presentation.

Discretely Presented Component Units

Discretely presented component units are separate legal entities that meet the component unit criteria described above but do not meet the criteria for blending. Currently, the City has no discretely presented component units.

Blended Component Unit

<i>Component Unit</i>	<i>Brief Description/Inclusion Criteria</i>	<i>Reporting</i>
Pryor Public Works	The Authority is utilized for the purpose of entering into a long-term contract providing the Citizens of Pryor Creek with trash services. Its major source of income is franchise fees from such contract.	Special Revenues

Blended Other Units

A countywide sales tax was passed, effective January 1, 2003, for the purpose of providing revenues to the various fire departments of Mayes County. The sales tax receipts, which began in March, 2003 and are equally divided among the fire departments, is administered by the County which maintains a fund for each fire department, including that of the City of Pryor Creek. Purchases against the funds can only be initiated by each fire department, sometimes requiring its governing board approval.

Other Units by Reference

The Pryor Creek Economic Development Authority is included in this report. However, since the Authority has no assets, liabilities (only non-commitment debt to the City and the Authority), revenues or expenditures, it is included only by reference and explanation in the notes to the financial statements. The original amount of the debt was \$2,356,000.

1.B. BASIS OF PRESENTATION

Government-wide Financial Statements:

The Statement of Net position and Statement of Activities display information about the reporting government as a whole. They include all funds of the reporting entity. The statements distinguish between governmental and business-type activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange revenues. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services.

Fund Financial Statements:

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be separate accounting entities. Each fund is accounted for by providing a separate set of self-balancing accounts that constitute its assets, liabilities, fund equity, revenues, and expenditure/expenses. Funds are organized into two major categories: governmental and proprietary. An emphasis is placed on major funds within the governmental and proprietary categories. A fund is considered major if it is the primary operating fund of the City or meets the following criteria:

- a. Total assets, liabilities, revenues, or expenditures/expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type; and
- b. total assets, liabilities, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

The funds of the financial reporting entity are described below:

Governmental Funds

General Fund

The General Fund is the primary operating fund of the City and always classified as a major fund. It is used to account for all activities except those legally or administratively required to be accounting for in other funds.

Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are either legally or council restricted to expenditures for certain purposes.

Capital Project Funds

The Capital Project Funds are used to account for resources restricted for the acquisition or construction of specific capital projects or items. All capital project funds were created by Council action and derive their revenues as a result of Council action. Accordingly, the City Council can change or eliminate these funds by vote.

Debt Service Fund

The Debt Service Fund accounts for the accumulation of financial resources for the payment of interest and principle on the general long-term debt of the City other than debt service payments made by other funds. This fund receives revenues from a 1/2 cent sales tax until the general obligation bonds are fully paid. Although not anticipated, the City may assess a property tax if such sales tax is insufficient.

Proprietary Fund

Enterprise Fund

Enterprise funds are used to account for business-like activities provided to the general public. These activities are financed primarily by user charges and the measurement of financial activity focuses on net income measurement similar to the private sector. The Municipal Utility Department, Golf Course Fund and the Recreation Center constitute the Enterprise Funds. Beginning in June, 2021 the Swimming Pool was transferred out of the General Fund and became an Enterprise Fund. However, it was transferred back to the General Fund in the fiscal year ending June 30, 2022.

Major and Non-major Funds

The funds are further classified as major or non-major as follows:

Fund	Brief Description
Major:	
General	See above for description
Special Revenue Fund Street & Drainage	Accounts for revenues and expenditures of maintaining, improving and extending streets and drainage
PPWA Sinking Fund	Accounts for sales tax revenues and debt service expenditures for 2011 bonds

Proprietary Fund:	
Municipal Utility Board	Accounts for activities of providing electric, water,
Recreation Center Cash Fund	Charges for membership and services for use of the facilities and personnel in addition to receiving ¼ of 1 cent sales tax. The facility opened in March, 2009.
Golf Course Fund	Accounts for revenues and expenses of municipally run course.
Non-major:	
Special Revenue Funds:	
E-911	Accounts for revenues and expenditures of E-911 service that is legally restricted for public safety use.
Countywide Fire Department	See above for description.
Cemetery Care	Accounts for 25 percent of cemetery revenue restricted by State law for cemetery capital improvements.
Cemetery Care Interest Fund	Interest on cemetery care fund designated for cemetery operations.
Seizures	Police seizures for use of police department.
Library	Accounts for grants and contributions specifically for the library.
Donations and Earmarked Monies	Accounts for donations and grants for specific projects or specific purposes.
Public Works Authority	See above for description.
Hotel and Motel Tax	Accounts for revenues of hotel/motel tax restricted by local ordinance for the promotion of conventions and tourism.

Fee-in-Lieu	Accounts for funds deposited with the City by third parties for drainage projects caused by real estate development.
Police Cash Fund	Revenues consist of \$10 for each police fine to be used exclusively for the Police Department
Debt Service Fund	See above for description.
Capital Project Funds:	
Capital Outlay	Accounts for 1/8 of one cent sales tax dedicated for capital outlay. Cannot be changed without a vote of the people.
Capital Outlay	Although initially set up to fund the purchase of a fire truck Reserve in 2000, it has now essentially become a capital outlay fund for the fire department. Revenues consist of outside fire runs, fire subscriptions and grants for the fire department.
Real Property Acquisition	Created by the Council to accumulate funds for additions and improvements to land and buildings. Although at one time, this fund was allocated 1/10 of 1 cent sales tax, this fund has no designated source of income.
Library Building	Accounts for donations to add on to the existing library.
PPWA Bond Proceeds	Accounts for bonds proceeds to construct a new City Hall and for street improvements

The Municipal Utility Department was created by the Charter for the City of Pryor Creek, Oklahoma in January, 1951. The Department operates under the Utility Board consisting of five members. Vacancies in the membership of the Utility Board are filled by appointment by the remaining members of the Board subject to the approval of the City Council. The Department's operations consist of providing electrical, gas, water and sewage disposal service to the citizens of the City of Pryor Creek. All revenues received are dedicated by Charter as follows:

First, revenues are to be used for the payment of operating expenses, expenses incidental to the running of new services and the installation of new meters without major extension of lines, cost of minor extensions of lines and cost of replacements due to obsolescence.

Secondly, the Board is authorized to set aside, out of its revenues (reduced by encumbrances), a reserve for depreciation, replacement of obsolete or worn-out property, machinery, and equipment and to provide an emergency fund in cases of destruction or injury to utility properties. However, the funding for such reserve cannot exceed 20 percent of the net profits of the Utility Department for the year.

Third, after application of the foregoing, any surplus revenues shall be applied first to the current interest and accruals in the sinking fund of the City of Pryor Creek and thereafter transferred to the general fund of the City of Pryor Creek.

Legal counsel has ruled that if sufficient funding is otherwise available for the sinking fund, then such surplus revenues may go directly to the general fund.

1.C. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

Measurement focus is a term used to describe "which" transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of the measurement focus applied.

Measurement Focus

On the government-wide Statement of Net Position and the Statement of Activities, both governmental and businesslike activities are presented using the economic resources measurement focus as defined in item b. below.

In the fund financial statements, the "current financial resources" measurement focus or the "economic resources" measurement focus is used as appropriate:

- a. All governmental funds utilize a "current financial resources" measurement focus. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.
- b. The proprietary fund utilizes an "economic resources" measurement focus, except for sales tax revenues which are recognized on a "current financial resources" measurement by the Municipal Utility Department. The accounting objectives of this measurement focus are the determination of operating income, changes in net position (or cost recovery), financial position, and cash flows. All assets and liabilities (whether current or noncurrent) associated with their activities are reported. Proprietary fund equity is classified as net position.

Basis of Accounting

The City implemented a new financial reporting model, as required by the provisions of GASB Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*, as of June 30, 2003. Beginning with the year ended June 30, 2006, all infrastructure is reflected on the Statement of Net Position. Prior to then only additions to infrastructure for the years ended June 30, 2003, 2004 and 2005 were reflected on such statements. See Notes 3.D and 3.J pertaining to the capitalization of infrastructure in the current year.

In the government-wide Statement of Net Position and Statement of Activities, both governmental and businesslike activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Specifically, taxes received in July and August after the year end are accrued when such taxes pertain to the period being reported.

In the fund financial statements, governmental funds are also presented on the modified accrual basis of accounting. Under this modified accrual basis of accounting, revenues are recognized when "measurable and available". Licenses and permits, fines and forfeits, and miscellaneous revenues are recorded as revenues when received in cash. Sales and other taxes, franchise taxes, grants and investment earnings are recorded when earned. Grant receivables are recognized when expenditures are incurred that are to be reimbursed. Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except expenditures for debt services, prepaid expenses, and other long-term obligations which are recognized when paid.

Proprietary funds utilize the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used.

Budget Basis of Accounting

Formal budgetary accounting is employed as a management control for the governmental funds of the City. Annual operating budgets are adopted each fiscal year for most funds. The basis of accounting for budgetary purposes for all funds is the modified accrual, i.e., revenues are recognized when received and expenditures are recognized when encumbered. The Enterprises Funds of the golf course and Municipal Utility Department also adopt budgets and revenues are recognized when earned and billed and expenditures are recognized when incurred.

The budget method authorized by Oklahoma Statute adopted by the City for its general fund places a limit on the amount that can be budgeted. The amount to be budgeted for the next fiscal year is the unreserved fund balance at the end of the fiscal year plus 90% of its revenues for the year just ended. However, the Municipal Utility Department, an Enterprise Fund, annually budgets an amount to remit to the City's general fund. The budgeted amount, not 90% of the amount remitted for the year then ended, is utilized in preparing the general fund's budget. All unencumbered budget appropriations, except project budgets, lapse at the end of each fiscal year.

1.D. ASSETS, LIABILITIES, AND EQUITY

Interfund Receivables and Payables

During the course of operations, numerous transactions occur between individual funds that may result in amounts owed between funds. Those related to goods and services type transactions are classified as "due to and from other funds." See Note 3.I. for details of interfund transactions, including receivables and payables at year end.

Receivables

In the government-wide statements, receivables consist of all revenues earned at year-end and not yet received.

The Municipal Utility Department is the only fund that has receivables that are essentially subject to bad debts. An allowance for uncollectible accounts has not been established, as is more fully explained in Note 3.C. Such receivables consist of utility charges to customers. The other proprietary fund, the golf course, has no receivables.

Inventories

The Municipal Utility Department is the only fund that has inventory in the financial statements. Such inventory is generally for repairs and improvements to the system and is classified as a noncurrent asset.

Fixed Assets

The accounting treatment over property, plant, and equipment (fixed assets) depends on whether the assets are used in governmental fund operations or proprietary fund operations and whether they are reported in the government-wide or fund financial statements.

Government-wide statements

In the government-wide financial statements, fixed assets are accounted for as capital assets. All fixed assets are valued at historical cost, or estimated historical cost if actual is unavailable, except for donated fixed assets which are recorded at their estimated fair value at the date of donation.

As of June 30, 2006 and later years, the governmental funds' infrastructure assets have been capitalized. Up to then, infrastructure was capitalized on a prospective basis for the years ending June 30, 2003, 2004 and 2005.

Depreciation of all exhaustible fixed assets is recorded as an allocated expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Position. Depreciation is provided over the assets' estimated useful lives using the straight-

line method of depreciation. The range of estimated useful lives by type of asset is as follows:

	<u>Governmental</u>	<u>Proprietary</u>
Buildings	25 - 50 years	20 - 40 years
Machinery and Equipment	3 - 20 years	5 - 10 years
Utility System	25 - 50 years	7 - 100 years
Infrastructure	13 - 160 years	

Because certain system additions for the Municipal Utility Department are actually replacements of old system assets, an estimate has been made to reduce the value of the system by the amount of the replaced assets. An estimate of 40% of current year utility system additions are removed, along with applicable accumulated depreciation, from appropriate utility system accounts (gas, electric, water, sewer). The oldest assets recorded are the first retired.

Fund Financial Statements

In the fund financial statements, fixed assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition. Fixed assets used in proprietary fund operations are accounted for the same as in the government-wide statements.

Restricted Assets

Restricted assets include cash and investments of the proprietary fund that are legally restricted as to their use. The primary restricted assets are related to charter and third party required reserves and utility meter deposits.

Long-term Debt

The accounting treatment of long-term debt depends on whether the assets are used in governmental fund operations or proprietary fund operations and whether they are reported in the government-wide or fund financial statements.

All long-term debt to be repaid from governmental and business-type resources are reported as liabilities in the government-wide statements. The long-term debt consists primarily of bonds and leases payable, accrued compensated absences, and customer meter deposits.

Long-term debt for governmental funds is not reported as liabilities in the fund financial statements. The debt proceeds are reported as other financing sources and payment of principal and interest reported as expenditures. The accounting for proprietary fund is the same in the fund statements as it is in the government-wide statements.

Compensated Absences

The City's policies regarding vacation and other compensated time off permit employees to accumulate earned but unused time off. The liability for these compensated absences is recorded as long-term debt in the government-wide statements. The current portion of this debt is estimated based on historical trends. In the fund financial statements, governmental funds report only the compensated absence liability payable from expendable available financial resources, while the proprietary funds report the liability as it is incurred.

Equity Classifications

Government-wide Statements

Equity is classified as net position and displayed in three components:

- a. Invested in capital assets, net of related debt - consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net position - Consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.

The Municipal Utility Department requires meter deposits for utility services. Such deposits are retained until services are discontinued. At that time, the deposits are applied first to any outstanding balances owed by the customers and the excess, if any, is refunded. No interest is paid on the deposits.

- c. Assigned net position - All net position that do not meet any of the definitions and are for a specific purpose
- d. Unassigned - All net position that do not meet any of the definitions and can be used for any purposes. Represents the net position of the General Fund.
- e. Unrestricted net position - All other net position of business-type activities that do not meet the definition of "restricted" or "invested in capital assets, net of related debt."

Fund Statements

Governmental fund equity is classified as fund balance. Fund balance is further classified as assigned and unassigned, with unreserved further split between designated and undesignated. Proprietary fund equity is classified the same as in the government-wide statements. See Note 3.G. for additional disclosures.

1.E. REVENUES, EXPENDITURES, AND EXPENSES

Sales Tax

The City levies a 4.000 cent sales tax. The sales tax is collected by the Oklahoma Tax Commission and remitted to the City in the month following receipt by the Tax Commission. The Tax Commission receives the sales tax approximately one month after collection by vendors. The sales tax is allocated to the various funds by ordinance:

	<u>Effective</u> <u>7/1/2018</u>	<u>Effective</u> <u>1/1/2021</u>
General Fund	1.875	1.875
Street and Drainage	.650	.650
Municipal Utility Department	.500	.500
Capital Outlay	.225	.225
Recreation Center Cash Fund	.250	.250
Sinking Fund - Bonded Indebtedness	.500	.450
Main Street Fund	<u>.000</u>	<u>.050</u>
	<u>4.000</u> cents	<u>4.000</u> cents

The sales tax is recorded in the various funds with the exception of the sales tax for the Municipal Utility Department which is recorded in the General Fund and transferred to the Municipal Utility Department. The sales tax in the Municipal Utility Department is restricted as discussed in Note 3.J.

Use Tax

The City levies a 4.000 use tax on personal property purchased outside the city limits but stored, used, or consumed within the city. The use tax is collected by the Oklahoma Tax Commission and remitted to the City in the month following receipt by the Tax Commission, which is one month after the tax is received from the vendors. Effective for use tax earned in December 2009 and received in February, 2010, the use tax was allocated to the General Fund rather than the Capital Outlay Fund due to the downturn in the economy and is still being allocated to the General Fund.

Operating Revenues and Expenses

Operating revenues and expenses for proprietary funds are those that result from providing services and producing and delivering goods and/or services. It also includes all revenue and expenses not related to capital and related financing, noncapital financing, or investing activities.

Expenditures/Expenses

In the government-wide financial statements, expenses are classified by function for both governmental and business-type activities:

In the fund financial statements, expenditures are classified as follows:

Governmental Funds - By Character	Current (further classified by function)
	Debt Service
	Capital Outlay

Proprietary Fund - By Operating and Nonoperating

In the fund financial statements, governmental funds report expenditures of financial resources. Proprietary funds report expenses relating to use of economic resources.

Interfund Transfers

Permanent reallocation of resources between funds of the reporting entity are classified as interfund transfers. For the purposes of the Statement of Activities, all interfund transfers between individual governmental funds have been eliminated.

NOTE 2 STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

By its nature as a local government unit, the City and its component units are subject to various federal, state, and local laws and contractual regulations. An analysis of the City of Pryor Creek's compliance with significant laws and regulations and demonstration of its stewardship over City resources follows.

FUND ACCOUNTING REQUIREMENTS

The City complies with all state and local laws and regulations requiring the use of separate funds. The legally required funds used by the City include the following:

<i>Fund</i>	<i>Required By</i>
Cemetery Care Fund	State Law
Municipal Utility Department	City Charter
Street and Drainage	State Law
Public Works Authority	Trust Indenture

2.B. DEPOSITS AND INVESTMENTS LAWS AND REGULATIONS

In accordance with state law, all uninsured deposits of municipal funds in financial institutions must be secured with acceptable collateral valued at the lower of market or par. Acceptable collateral includes certain U. S. Government or Government Agency securities, certain State of Oklahoma or political subdivision debt obligations, or surety bonds. As required by 12 U.S.C.A. Section 1823 (e), all financial institutions pledging collateral to the City must have a written collateral agreement approved by the board of directors or loan committee.

2.C. REVENUE RESTRICTIONS

The City has various restrictions placed over certain revenue sources from state or local requirements. The primary restricted revenue sources include:

Revenue Source	Legal Restrictions of Use
Sales Tax	See Notes 1.E. and 3.J.
Gasoline Excise & Commercial Vehicle Tax	Street and Alley Purposes
E-911 revenue	E-911 Emergency Services Purposes
Water, Sewer, Electrical, and Gas Revenue	Debt Service & Utility Operations
Cemetery Revenue (15%)	Cemetery Capital Improvements
Hotel/Motel Tax	Convention and Tourism
Golf Revenue	Golf Operations and Maintenance
Recreation Center Revenues	Recreation Center Operations and Maintenance

For the year ended June 30, 2022, the City complied, in all material respects, with these revenue restrictions.

2.D. DEBT RESTRICTIONS AND COVENANTS

General Obligation Debt

Article 10, Sections 26 and 27, for the Oklahoma Constitution limits the amount of outstanding general obligation bonded debt of the municipality for nonutility or non-street purposes to no more than 10 percent of net assessed valuation. For the year ended June 30, 2022, the City complied with this provision.

Other Long-term Debt

Except as noted in the preceding paragraph, as required by the Oklahoma State Constitution, the City (excluding Public Trusts) may not incur any indebtedness that would require payment from resources beyond the current fiscal year revenue without first obtaining voter approval. For the year ended June 30, 2022, the City incurred no such indebtedness.

2.E. FUND EQUITY RESTRICTIONS

Deficit Prohibition

Title 11, Section 17-211, of the Oklahoma Statutes prohibits the creation of a deficit fund balance in any individual fund. The City of Pryor Creek complied with this statute in all material respects for the year ended June 30, 2022.

NOTE 3. DETAIL NOTES ON TRANSACTION CLASSES/ACCOUNTS

The following notes present detail information to support the amounts reported in the basic financial statements for its various assets, liabilities, equity, revenues, and expenditures/expenses.

3.A. CASH AND INVESTMENTS

Deposits

The City's policies regarding deposits of cash are discussed in Note 1.E. The table presented below is designed to disclose the level of custody credit risk assumed by the City based upon how its deposits were insured or secured with collateral at June 30, 2022. The categories of credit risk are defined as follows:

Category 1 - Insured by FDIC or collateralized with securities held by the City (or public trust) or by its agent in its name

Category 2 - Uninsured but collateralized with securities held by the pledging financial institution's trust department or agent in the City's name.

Category 3 - Uninsured and uncollateralized; or collateralized with securities held by the pledging financial institution, or by its trust department or agent but not in the City's name; or collateralized with no written or approved collateral agreement

<u>Type of Deposits</u>	<u>Total Bank Balance</u>	<u>Credit Risk Category</u>			<u>Total Carrying Value</u>
		<u>1</u>	<u>2</u>	<u>3</u>	
Total Deposits	<u>\$25,420,215</u>	<u>\$ 3,095,591</u>	<u>\$22,324,624</u>	<u>\$ --</u>	<u>\$25,317,804</u>
Reconciliation to Government-wide Statement of Net position:					
Unrestricted cash					\$ 12,172,461
Restricted cash, including time deposits					<u>13,145,346</u>
					<u>\$25,317,807</u>

3.B. RESTRICTED ASSETS

Restricted assets consist of cash, certificates of deposit, investments, and taxes receivable reserved as follows:

Municipal Utility Department

Customer meter deposits - reflected as a long-term liability on the balance sheet	\$ 1,045,141
Reserve for property, plant and equipment replacements and emergency and disaster relief - reflected as a reservation of retained earnings on the balance sheet	2,927,283
Sales tax allocated for capital improvements	7,083,538
Reserved for charter required legal obligations	<u>896,385</u>
	<u>\$11,952,347</u>

City of Pryor

Reserve fund for payment of principal and interest on bonds	1,595,341
Construction funds	<u>--</u>
	<u>1,595,341</u>
Grand total	<u>\$13,547,688</u>

Encumbrances are recognized as a reserve on the Municipal Utility Department, a proprietary type fund due to the City Charter's definition and allocation of such fund's computation and distribution of surplus revenues between the General Fund and the reserves of the Municipal Utility Department. See Note 3.J. for additional information.

3.C. ACCOUNTS RECEIVABLE

Accounts receivable of the business-type activities consist of utilities receivable. Accounts receivable of the governmental activities consist of grants receivable.

Accounts receivable of the Municipal Utility Department are reported at their gross value without an allowance for doubtful accounts. All accounts have utility deposits with the Department which can be applied to any unpaid balances. Management feels that such deposits will cover most accounts that might become uncollectible. Accordingly, no allowance for uncollectible accounts has been established. The following is a summary of the bad debts for the current and prior four fiscal years:

June 30, 2022	\$25,822
June 30, 2021	\$21,429
June 30, 2020	\$29,857
June 30, 2019	\$38,187
June 30, 2018	\$29,818

3.D. CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2022, was as follows:

	<i>Balance at July 1, 2021</i>	<i>Additions</i>	<i>Transfers</i>	<i>Disposals</i>	<i>Balance at June 30, 2022</i>
Governmental activities:					
Land	\$ 3,252,613	\$ 2,384	\$ --	\$ --	\$ 3,254,997
Buildings	7,428,124	56,221	--	--	7,484,345
Machinery and equipment	10,386,592	552,367	--	(2,475)	10,936,484
Infrastructure					
Improvements	52,209,686	779,851	--	--	52,989,537
Land, easements, etc.	7,045,000	--	--	--	7,045,000
Work in progress	<u>866,879</u>	<u>8,235,141</u>	<u>--</u>	<u>--</u>	<u>9,102,020</u>
Totals at historical cost	<u>81,188,894</u>	<u>9,625,964</u>	<u>--</u>	<u>(2,475)</u>	<u>90,812,383</u>
Less accumulated depreciation					
Buildings	(3,170,292)	(166,168)	--	--	(3,336,460)
Machinery and equipment	(6,952,084)	(584,732)	--	1,469	(7,535,347)
Infrastructure	<u>(28,112,416)</u>	<u>(1,014,164)</u>	<u>--</u>	<u>--</u>	<u>(29,126,580)</u>
Total accumulated depreciation	<u>(38,234,792)</u>	<u>(1,765,064)</u>	<u>--</u>	<u>1,469</u>	<u>(39,998,387)</u>
Governmental activities capital assets, net	<u>\$ 42,954,102</u>	<u>\$(7,890,900)</u>	<u>\$ --</u>	<u>\$(1,006)</u>	<u>\$ 50,813,996</u>
Business-type activities:					
Land and easements	352,426	2,384	--	--	354,810
Buildings	7,895,291	318,443	--	--	8,213,734
Machinery and equipment	4,812,797	628,552	--	(108,631)	5,332,718
Utility property	42,818,483	967,819	--	(264,267)	43,522,035
Work in progress	<u>27,207</u>	<u>126,390</u>	<u>--</u>	<u>--</u>	<u>153,597</u>
Total at historical cost	<u>55,906,204</u>	<u>2,043,588</u>	<u>--</u>	<u>(372,898)</u>	<u>57,576,894</u>

	<i>Balance at July 1, 2021</i>	<i>Additions</i>	<i>Transfers</i>	<i>Disposals</i>	<i>Balance at June 30, 2022</i>
Less accumulated depreciation:					
Buildings	(3,241,605)	(208,946)	--	--	(3,450,551)
Machinery and equipment	(2,843,917)	(267,703)	--	108,631	(3,002,989)
Utility property	<u>(16,817,387)</u>	<u>(966,975)</u>	<u> --</u>	<u>246,328</u>	<u>(17,538,034)</u>
Total accumulated depreciation	<u>(22,902,909)</u>	<u>(1,443,624)</u>	<u> --</u>	<u>354,959</u>	<u>(23,991,574)</u>
Business-type capital assets, net	<u>\$ 33,003,295</u>	<u>\$ 599,964</u>	<u>\$ --</u>	<u>\$(17,939)</u>	<u>\$ 33,585,320</u>

* Depreciation expense was charged to governmental activities as follows:

General government:	
City Clerk	\$ 6,866
General government	<u>144,466</u>
Total General Government	<u>151,332</u>
Public safety and judiciary:	
Police	255,967
Fire	121,671
Civil emergency management	<u>6,434</u>
Total public safety and judiciary	<u>384,072</u>
Transportation:	
Streets	<u>1,107,723</u>
Total transportation	<u>1,107,723</u>
Cultural, parks and recreation:	
Library	12,763
Cemetery	11,440
Swimming pool and parks	<u>97,734</u>
Total cultural, parks and recreation	<u>121,937</u>
Total depreciation expense	<u>\$1,765,064</u>

3.E. INVENTORY

Inventory consists of utility materials and supplies that will be expensed when used for repairs and/or capitalized when used for improvements. The Department maintains such inventories for ordinary and emergency repairs and improvements and many of the items are in the nature of a back-up to parts of the utility system. Thus, many of the inventory items will not be used in the next fiscal year. Accordingly, inventory has not been classified as a current asset.

Inventory is stated at cost on a first-in, first-out basis.

3.F. ACCOUNTS PAYABLE

Payables in all funds are composed of payables to vendors only. Accrued expenses consist mainly of accrued payroll.

3.G. LONG-TERM DEBT

The reporting entity's long-term debt is segregated between the amounts to be repaid from governmental activities and amounts to be repaid from business-type activities.

Governmental Activities

The following is a summary of the City's (excluding Proprietary Funds) long-term debt transactions for the year ended June 30, 2022:

Debt outstanding, July 1, 2021	\$ 9,914,587
Additions	266,588
Retirements	<u>(711,947)</u>
Debt outstanding, June 30, 2022	<u>\$ 9,469,228</u>

The provisions of such debt at June 30, 2022 are as follows:

	<u>Total Debt</u>	<u>Due Within One Year</u>
Lease/purchase of police cars, payable in monthly installments of \$5,371.14, including 2.25% interest until January 2024	\$ 96,003	\$ 62,940
Lease/purchase of computer equipment payable in monthly installments of \$3,930.39, including 1.98% interest until January, 2024	73,993	46,117
Lease/purchase of police dispatch system improvements payable in monthly installments of \$2,000.62, including 1.98% interest until March, 2029	154,232	21,145
2022 sales tax revenue note in the original amount of \$10,000,000, payable in varying amounts of principal and interest at 2.25% until January 1, 2035. Secured by a .75 cent sales tax	<u>9,145,000</u>	<u>585,000</u>
Total	9,469,228	<u>\$ 715,202</u>
Amount due in one year	<u>715,202</u>	
Long term portion	<u>\$ 8,754,026</u>	

The following is a summary of payments due until maturity:

	<u>Principal</u>
Year ending June 30, 2023	715,202
Year ending June 30, 2024	687,506
Year ending June 30, 2025	641,998
Year ending June 30, 2026	662,438
Year ending June 30, 2027	682,886
Five years ending June 30, 2032	3,649,198
Four years ending June 30, 2036	2,430,000

The following is a summary of the City's Golf Course Fund's long-term debt transactions for the year ended June 30, 2022:

Debt outstanding, July 1, 2021	\$ 105,525
Additions	--
Retirements	<u>(28,036)</u>
	<u>\$ 77,489</u>

The provisions of such debt at June 30, 2022 are as follows:

	<u>Total Debt</u>	<u>Due Within One Year</u>
Lease/purchase of golf carts for the Pryor Creek Golf Course in March, 2021, payable in monthly Installments of \$2,487.01 at 1.95% interest until March, 2025	<u>\$ 77,489</u>	<u>\$ 28,588</u>
Total	\$ 77,489	28,588
Amount due in one year	<u>28,588</u>	
Long-term portion	<u>\$ 48,901</u>	

The following is a summary of payments due until maturity:

Year ending June 30, 2023	28,588
Year ending June 30, 2024	29,150
Year ending June 30, 2025	19,751

The following is a summary of the Municipal Utility Board's long-term debt transactions for the year ending June 30, 2022:

Debt outstanding, July 1, 2021	\$ --
Additions	1,418,677
Retirements	<u>(70,934)</u>
Debt outstanding, June 30, 2022	<u>\$ 1,347,743</u>

The provisions of such debt at June 30, 2022 are as follows:

	<u>Total Debt</u>	<u>Due Within One Year</u>
Financed excess electric billing costs As a result of a natural disaster winter Storm in 2020. Payments will be \$11,518, Including 2% interest until October 2032	<u>\$1,347,743</u>	<u>\$ 173,458</u>
Total	\$1,347,743	<u>\$ 173,458</u>
Amount due in one year	<u>173,458</u>	
Long Term portion	<u>\$1,174,285</u>	

The following is a summary of payments due until maturity:

Year ending June 30, 2023	\$173,458
Year ending June 30, 2024	115,410
Year ending June 30, 2025	117,834
Year ending June 30, 2026	120,246
Year ending June 30, 2027	122,707
Five years ending June 30, 2032	652,210
One year ending June 30, 2033	45,878

Non-Commitment Debt

The notes and bonds payable comprising the Pryor Creek Economic Development Authority's indebtedness are not indebtedness of the State of Oklahoma, nor of the City of Pryor Creek, nor are they personal obligations of the Pryor Creek Economic Development Authority but are obligations of the Authority payable solely from the Trust Estate consisting of the Authority notes and related Financing Agreements and other security outlined in the Mortgage or Bond indentures.

This debt is considered non-commitment debt to the City and Authority since the debt payments are made solely from the notes receivable or financing agreement proceeds from industrial occupants. Payments are made directly by the industrial occupants to trustee banks who pay the bondholders. In the event of default by the industrial occupants, the City or Authority has no obligation, in substance, to make any payments on the debt since the notes receivable, financing agreements and mortgages on the property with the industrial occupant are the only security for the debt.

As a result of the non-commitment determination, the Authority's indebtedness and related receivables from industrial occupants are not recorded in the financial statements.

3.H ACCRUED COMPENSATED ABSENCES

City employees are entitled to certain compensated absences based on their length of employment. This liability is reflected in the balance sheet of the proprietary funds. Additionally, the full amount of the accrual is included in the Street and Drainage Special Revenue Fund, as that fund appears to have sufficient expendable available financial resources to liquidate the obligation.

The accrued compensated absences for the Governmental Funds totals \$173,716. Consistent with prior years, only \$53,762 of this amount has been included as a liability in the General Fund in the Fund financial statements. However, the \$173,716 is reflected as a liability on the government-wide statements.

3.I. DUE TO/FROM OTHER FUNDS - OPERATING AND CAPITAL TRANSFERS

As of June 30, 2022, interfund receivables and payables which resulted from various interfund transactions were as follows:

	<i>Due From Other Funds</i>	<i>Due to Other Funds</i>
General Fund	\$ 5,026	\$ 52,198
Public Works Authority	3,355	--
Municipal Utility Department	2,198	8,381
Economic Development Trust Authority	<u>50,000</u>	<u>--</u>
	<u>\$ 60,579</u>	<u>\$ 60,579</u>

Operating transfers during the year consisted of the following:

	<u>From</u>		<u>To</u>	
	<u>Fund</u>	<u>Amount</u>	<u>Fund</u>	<u>Amount</u>
Distribution of current operating income	Municipal Utility Department	\$775,200	General Fund	\$775,200
Startup Funds for Economic Development Trust Authority	General Fund	50,000	EDTA	50,000
Transfer of funds For capital outlay Purchases	Capital Outlay Fund	150,000	Capital Outlay Reserve	150,000

3.J. EQUITY

Reserve for Charter Required Legal Obligations - It has been interpreted by legal counsel that the Department is to encumber cash for goods and services ordered but not received as of the end of the year for purposes of determining "surplus revenues" that can be added to reserves or remitted to the City of Pryor Creek. Accordingly, a reserve has been provided for such encumbrances.

Reserved for Capital Improvements from Sales Tax - This reserve is funded by a 1/2 cent sales tax and interest revenue. The Department is utilizing such revenues to fund depreciation for the waste water treatment plant as required in grant agreements. The excess can only be used for utility systems improvements and additions. The activity in this reserve account is summarized as follows:

Balance - July 1, 2021	<u>\$ 7,043,141</u>
Additions	
Reserve transfers in from sales tax	1,290,025
Interest income applicable to reserve balance	<u>65,929</u>
	<u>1,355,954</u>
Subtractions	
Equipment and system additions paid for from reserves	<u>1,315,557</u>
	<u>1,315,557</u>
Balance - June 30, 2022	<u>\$ 7,083,538</u>

Reserve for Property, Plant and Equipment and Emergency and Disaster Relief - This reserve is authorized in the Charter of the City of Pryor Creek and is in accordance with State Statutes. It provides a method of funding future replacements and additions to fixed assets and a reserve for disasters.

The activity in this reserve account is summarized as follows:

Balance - July 1, 2021	\$ 2,733,463
Subtractions	
Contribution of general operations to increase unreserved cash to level of liabilities as of June 30, 2022	193,800
Balance June 30, 2022	\$ 2,927,263

NOTE 4. OTHER NOTES

4.A. EMPLOYEE PENSION AND OTHER BENEFIT PLANS

The City participates in four employee pension systems as follows:

Name of Plan /System	Type of Plan
Oklahoma Police Pension and Retirement Fund	Cost Sharing Multiple Employer-Defined Benefit Plan
Oklahoma Firefighters Pension and Retirement Fund	Cost Sharing Multiple Employer - Defined Benefit Plan
Oklahoma Municipal Retirement Fund (OkMRF)	Agent Multiple Employer - Defined Contribution Plan
Oklahoma Municipal Retirement Fund (OkMRF)	Agent Multiple Employer - Defined Contribution Plan

Oklahoma Police Pension and Retirement System

Plan description - The City of Pryor Creek, as the employer, participates in the Oklahoma Police Pension and Retirement Plan, a cost-sharing multiple employer defined benefit pension plan administered by the Oklahoma Police Pension and Retirement System (OPPRS). Title 11 of the Oklahoma State Statutes, through the Oklahoma Legislature, grants the authority to establish and amend the benefit terms to the OPPRS. OPPRS issues a publicly available financial report that can be obtained at the Plan's administrative web site.

Benefits provided - OPPRS provides retirement, disability and death benefits to members of the plan. The normal retirement date under the Plan is the date upon which the participant completes 20 years of credited services, regardless of age. Participants become vested upon completing 10 years of credited service. As a contributing participant of the Plan, no vesting occurs prior to completing 10 years of credited service. Participants' contributions are refundable, without interest, upon termination prior to normal retirement. Participants who have completed 10 years of credited service may elect a vested benefit in lieu of having their accumulated contributions refunded. If the vested benefit is elected, the participant is entitled to a monthly retirement benefit commencing on the date the participant reaches 50 years of age or the date the participant would have had 20 years of credited service had employment continued uninterrupted, whichever is later.

Monthly retirement benefits are calculated at 2.5% of the final average salary (defined as the average paid base salary of the officer over the highest 30 consecutive months of the last 60 months of credited service) multiplied by the years of credited service, with a maximum of 30 years of credited service considered.

Monthly benefits for participants due to permanent disability incurred in the line of duty are 2.5% of the participant's final average salary multiplied by 20 years. This disability benefit is reduced by stated percentages for partial disability based on the percentage of impairment. After 10 years of credited service, participants who retire due to disability incurred from any cause are eligible for a monthly benefit based on 2.5% of their final average salary multiplied by the years of service. This disability benefit is also reduced by stated percentages for partial disability based on the percentage of impairment. Effective, July 1, 1998, once a disability benefit is granted to a participant, that participant is no longer allowed to apply for an increase in the dollar amount of the benefit at a subsequent date.

Survivor's benefits are payable in full to the participant's beneficiary upon the death of a retired participant. The beneficiary of any active participant killed in the line of duty is entitled to a pension benefit.

Contributions - The contribution requirements of the Plan are at an established rate determined by Oklahoma Statute and are not based on actuarial calculations. Employees are required to contribute 8% of their annual pay. Participating cities are required to contribute 13% of the employees' annual pay. Contributions to the pension plan from the City were \$216,873.

Pension Liabilities, Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At June 30, 2022, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual earnings	\$ 30,845	\$ 84,795
Changes of assumptions	32,670	--
Net difference between projected and actual earnings on pension plan investments	525,634	2,092,778
Changes in proportion and differences between City contributions and proportionate share of contributions	--	--
City contributions subsequent to the measurement date	<u>216,873</u>	<u>--</u>
Total	<u>\$ 806,022</u>	<u>\$2,177,573</u>

\$216,873 reported as deferred outflows of resources related to pensions resulting from City contributions subsequent to the measurement date will be recognized as an increase of the net pension asset in the year ended June 30, 2022. Any other amounts reported as deferred outflows of resources and deferred inflows of resources related to pension will be recognized in pension expense as follows:

Year ended June 30	
2022	\$(358,434)
2023	(314,096)
2024	(397,240)
2025	(522,428)
2026	<u>3,774</u>
	<u>\$(1,588,424)</u>

Actuarial Assumptions - The total pension liability was determined by an actuarial valuation as of July 1, 2021, using the following actuarial assumptions applied to all prior periods included in the measurement:

Inflation	2.75%
Salary increases	3.5% to 12% average, including inflation
Investment rate of return	7.5% net of pension plan investment expense
Mortality rates:	<p>Active employees (pre-retirement) RP-2000 Blue Collar Healthy Combined Table with age set back 4 years with fully generational improvement using Scale AA.</p> <p>Active employees (post-retirement) and non-disabled pensioners: RP-2000 Blue Collar Healthy Combined table with fully generational improvement using scale AA.</p> <p>Disabled pensioners: RP-2000 Blue Collar Healthy Combined Table with age set forward 4 years with fully generational improvement using scale AA.</p>

The actuarial assumptions used in the July 1, 2021 valuation were based on the results of an actuarial experience study for the period July 1, 2007 to June 30, 2012.

The long-term expected rate of return on pension plan investments was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of June 30, 2021 are summarized in the following table:

<u>Asset Class:</u>	<u>Long-term Expected Real Rate of Return</u>
Fixed income	3.22%
Domestic equity	4.55%
International equity	8.50%
Real estate	7.97%
Private equity	9.36%

The current allocation policy is that approximately 65% of assets in equity instruments, including public equity, long-short hedge, venture capital and private equity strategies; approximately 20% of assets in fixed income to include investment grade bonds, high yield and non-dollar denominated bonds, convertible bonds and low volatility hedge fund strategies; and 15% of assets in real assets to include real estate, commodities and other strategies.

Discount Rate - The discount rate used to measure the total pension liability was 7.5%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rate and that contributions from employers will be made at contractually required rates determined by State statutes. Projected cash flows also assume the State of Oklahoma will continue contributing 14% of the insurance premium as established by statute. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Net Pension Liability to Changes in the Discount Rate -The following presents the net pension liability of the employers calculated using the discount rate of 7.5%, as well as what the Plan's net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (6.5%) or 1 percentage higher (8.5%) than the current rate.

	1% Decrease <u>(6.5%)</u>	Current Discount Rate <u>(7.5%)</u>	1% Increase <u>(8.5%)</u>
Employer's net pension liability (asset)	\$(805,695)	\$(2,148,346)	\$(3,283,658)

Pension plan fiduciary net position - Detailed information about the pension plan's fiduciary net position is available in the separately issued financial report of the OPPR, which can be located on the Plan Administrative web site.

Oklahoma Firefighter's Pension and Retirement System

Plan description - The City of Pryor Creek, as the employer, participates in the Firefighters Pension and Retirement, a cost-sharing multiple-employer defined benefit pension plan administered by the Oklahoma Firefighters Pension and Retirement System (FPRS). Title 11 of the Oklahoma State Statutes grants the authority to establish and amend the benefit terms to the FPRS. FPRS issues a publicly available financial report that can be obtained at the Plan's administrative web site.

Benefits provided - FPRS provides retirement, disability and death benefits to members of the plan. Benefits for members hired prior to November 1, 2013 are determined as 2.5 percent of the employee's final average compensation times the employee's years of service and have reached the age of 50 or have completed 20 years of service, whichever is later. For volunteer firefighters, the monthly pension benefit for normal retirement is \$150.60 per month. Benefits vest with 10 years or more of service.

Benefits for members hired after November 1, 2013 are determined as 2.5 percent of the employee's final average compensation times the employee's years of service and have reached the age of 50 or have completed 22 years of service, whichever is later. For volunteer firefighters, the monthly pension benefit for normal retirement is \$165.66 per month. Benefits vest with 11 years or more of service.

All firefighters are eligible for immediate disability benefits. For paid firefighters, the disability in-the-line-of duty benefit for firefighters with less than 20 years of service is equal to 50% of final average monthly compensation, based on the most recent 30 months of service. For firefighters with over 20 years of service a disability in-the-line-of-duty is calculated based on 2.5% of final average monthly compensation, based on the most recent 30 months, per year of service, with a maximum of 30 years of service. For disabilities not in-the-line-of-duty, the benefit is limited to only those with less than 20 years of service and is 50% of final average monthly compensation based on the most recent 60-month salary as opposed to 30 months. For volunteer firefighters, the not-in-the-line-of-duty disability is also limited to only those with less than 20 years of service and is \$7.53 per year of service. For volunteer firefighters, the in-the-line-of-duty pension is \$150.60 with less than 20 years of service or \$7.53 per year of service with a maximum of 30 years.

A \$5,000 lump sum death benefit is payable to the qualified spouse or designated recipient upon the participant's death. The \$5,000 death benefit does not apply to members electing the vested benefit.

Contributions - The contributions requirements of the Plan are at an established rate determined by Oklahoma Statute and are not based on actuarial calculations. Employees are required to contribute 9% of their annual pay. Participating cities are required to contribute 14% of the employees' annual pay. Contributions to the pension plan from the City were \$138,613.

Pension Liabilities, Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions - At June 30, 2022, the City reported a net pension liability of \$1,834,868 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2021 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2021. The City's proportion of the net pension asset was based on the City's contributions received by the pension plan relative to the total contributions received by pension plan for all participating employers as of June 30, 2021. Based upon this information, the City's proportion was .278615%.

\$138,613 reported as deferred outflows of resources related to pensions resulting from City contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2022. Any other amounts reported as deferred outflows of resources and deferred inflows of resources related to pension will be recognized in pension expense as follows:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual earnings	\$665,466	\$ 32,223
Changes of assumptions	--	40,698
Net difference between projected and actual earnings on pension plan investments	180,436	1,639,078
City contributions subsequent to the measurement date	<u>138,613</u>	<u>--</u>
Total	<u>\$984,515</u>	<u>\$1,711,999</u>
Year ended June 30		
2021	\$(135,461)	
2022	(171,805)	
2023	(213,263)	
2024	<u>(345,568)</u>	
	<u>\$(866,097)</u>	

Actuarial Assumptions - The total pension liability was determined by an actuarial valuation as of July 1, 2021, using the following actuarial assumptions, applied to all prior periods included in the measurement:

Inflation:	2.75%
Salary increases:	2.75% to 10.5% average, including inflation
Investment rate of return:	7.5% net of pension plan investment expense

Mortality rates were based on the RP2000 combined healthy with blue collar adjustment as appropriate, with adjustments for generational mortality improvement using scale AA for health lives and no mortality improvement for disabled lives.

The actuarial assumptions used in the July 1, 2021 valuation were based on the results of an actuarial experience study for the period July 1, 2007 to June 30, 2012.

The long-term expected rate of return on pension plan investments was determined using a building block method in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of June 30, 2021, are summarized in the following table:

	<u>Long-term Expected Real Rate of Return</u>
Domestic equity	5.73%
International equity	8.50%
Fixed income	3.53%
Real estate	7.97%
Other assets	9.73%

Discount Rate: The discount rate used to measure the total pension liability was 7.5%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rate and that contributions from employers will be made at contractually required rates, determined by State statutes. Projected cash flows also assume the State of Oklahoma will continue contributing 36% of the insurance premium, as established by statute. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Net Pension Liability to Changes in the Discount Rate -The following presents the net pension liability of the employers calculated using the discount rate of 7.5%, as well as what the Plan's net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (6.5%) or 1 percentage point higher (8.5%) than the current rate:

	1% Decrease <u>(6.5%)</u>	Current Discount Rate <u>(7.5%)</u>	1% Increase <u>(8.5%)</u>
Employer's net pension liability (asset)	\$2,867,361	\$1,834,868	\$ 970,460

Pension plan fiduciary net position - Detailed information about the pension plan's fiduciary net position is available in the separately issued financial report of the FPRS, which can be located on the Plan Administrative web site.

III Pryor Creek Public Employee Retirement System (PCPERS)

A. Plan Description

The City of Pryor Creek contributes to the Pryor Creek Public Employee Retirement System (PCPERS), which is a defined contribution pension plan administered by an insurance company. The PCPERS covers all employees of the City of Pryor Creek who are not covered by the Oklahoma Firefighters Pension and Retirement System, the Oklahoma Police Pension and Retirement System, or the employees of the Municipal Utility Department, which has a separate plan.

A defined contribution pension plan provides pension benefits in return for services rendered, provides an individual account for each participant, and specifies how contributions to the individual's account are to be determined instead of specifying the amount of benefits the individual is to receive. Under a defined contribution pension plan, the benefits a participant will receive depend solely on the amount contributed to the participant's account, the returns earned on investments of those contributions, and forfeitures of other participants' benefits that may be allocated to such participant's account. Coverage is extended to eligible employees who have completed 6 months of service and attained the age of 20.5. Contributions made by an employee vest immediately and contributions made by the City vest 10% for each year of service beginning with the first year.

B. Contributions Required and Made

Employees' contributions to the plan are voluntary. An employee can, however, make elective contributions to the plan so that his or her contributions can be 10% of gross earnings. The City's required contribution to the plan is 9% of the employee's gross earnings during the current year.

During the fiscal year ending June 30, 2022, the City's required and actual contributions amounted to \$196,398, with a current year covered payroll of \$2,311,875.

C. Related Party Investments

The PCPERS held no securities of the City or other related parties during the year or as of the close of the fiscal year.

IV. Municipal Utility Department of Pryor, Oklahoma Money Purchase Plan

A. Plan Description

The Municipal Utility Board contributes to the Municipal Utility Department of Pryor, Oklahoma Money Purchase Plan, (MUDPOMPP) which is a defined contribution pension plan administered by an insurance company. The MUDPOMPP covers all employees of the Department.

A defined contribution pension plan provides pension benefits in return for services rendered, provides an individual account for each participant, and specifies how contributions to the individual's account are to be determined instead of specifying the amount of benefits the individual is to receive. Under a defined contribution pension plan, the benefits a participant will receive depend solely on the amount contributed to the participant's account, the returns earned on investments of those contributions, and forfeitures of other participants' benefits that may be allocated to such participant's account. Coverage is extended to eligible employees who have completed one year of service and attained the age of 21. Contributions are not made by an employee and contributions made by the Department are vested 20% in the plan after two years of service. After six years, employees are fully vested.

Contributions Required and Made

Employee contributions to the plan are not allowed. The Department's required contribution to the plan was 12% for the year.

During the fiscal year ending June 30, 2022, the Department's required and actual contributions amounted to \$291,715, with a current year covered payroll of \$2,430,956.

B. Related Party Investments

The MUDPOMPP held no securities of the City or other related parties during the year or as of the close of the fiscal year.

4.B. Adoption of ASC 842 and Lease Obligations

During the current year, the City adopted Accounting Standards Update (ASU) No. 2016-02. Leases (Topic 842), which replaces the existing guidance in ASC 840, Leases. ASC 842 requires lessees to recognize a right-of-use (ROU) asset and lease liability on the balance sheet for most leases, including operating leases.

The City elected to apply ASC 842 using the modified retrospective approach, which allows for the application of the standard at the beginning of the earliest period presented in the financial statements. In accordance with ASC 842-10-65-1 (f), the City elected to apply the package of practical expedients, which permits the City to not reassess (1) whether any expired or existing contracts are or contain leases, (2) the lease classification for any expired or existing leases, and (3) initial direct costs for any existing leases.

As a result of applying the modified retrospective approach and the package of practical expedients, the impact of the new standard on the financial statements is immaterial. Therefore, no adjustments to the financial statements have been recorded for the adoption of ASC 842. The City will continue to assess its lease arrangements and the potential impact of ASC 842 on its financial statements and will apply the new standard to future lease transactions, as appropriate.

4.C. Risk Management

The City is exposed to various risks of loss related to torts, theft of, damage to, or destruction of assets; errors and omissions; injuries to employees; and natural disasters. The City manages these various risks through the purchase of commercial insurance with varying deductibles. These deductibles are well below materiality levels for the City. Additionally, the Municipal Utility Department has reserves for replacement of assets as described in Note 3.J. During the last three years no claim has been settled for amounts in excess of insurance coverage.

4.D. Subsequent Events

In March 2022, the World Health Organization made the assessment that the outbreak of a novel coronavirus (COVID-19) can be characterized as a pandemic. As a result, uncertainties have arisen that may have a significant negative impact on future contributions, revenue, and investment income of the Organization. The occurrence and extent of such an impact will depend on future developments, including:

(i) the duration and spread of the virus, (ii) government quarantine measures, (iii) voluntary and precautionary restrictions on travel or meetings, (iv) the effects on the financial markets, and (v) the effects on the economy overall, all of which are uncertain.

The total financial impact of COVID-19 on the Organization cannot be determined at this time.

There were no other subsequent events to disclose as of April 26, 2023.

4.E. Commitments and Contingencies

As of April 26, 2023, the City had the following pending litigation claims:

Mayes County District Court suit CJ-2020-181 (Sordahl vs. City of Pryor) filed October 26, 2020. Legal counsel opinion is that there is a strong likelihood of an adverse judgment that would be small. In the event of an adverse judgment of the estimate of potential liability would be less than \$50,000. The case is still ongoing, and the outcome is not determined.

Tort Claim Notice by Tom Hall and Debbie Taylor submitted to the City on August 12, 2022. No suit has been filed by the claimant. The Statute of limitations runs on filing of suit August 12, 2023. The likelihood of an adverse ruling against the City in the event a suit is filed is low.

REQUIRED SUPPLEMENTARY INFORMATION

Required supplementary information includes financial information and disclosures that are required by the GASB, but are not considered a part of the basic financial statements. Such information includes:

Defined Benefit Cost Sharing Plans:

Police:

Schedule of the City's Proportionate Share of the Net Pension Liability
(Asset)
Schedule of City Contributions

Fire:

Schedule of the City's Proportionate Share of the Net Pension Liability
(Asset)
Schedule of City Contributions

Budgetary Comparison Schedules - General Fund

**CITY OF PRYOR CREEK, OKLAHOMA
REQUIRED SUPPLEMENTARY INFORMATION
ON PENSION PLAN FUNDING PROGRESS
FOR THE YEAR ENDED 6/30/2022**

**Schedule of the City of Pryor's Proportionate Share
of the Net Pension Liability (Asset)
Oklahoma Police Pension and Retirement System
Last 10 Fiscal Years***

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
City's proportion of the net pension liability (asset)	0.3660%	0.3667%	0.3663%	0.3314%	0.3155%	0.3708%	0.4170%	0.4478%
City's proportionate share of the net pension liability (asset)	\$ (123,243)	\$ 14,994	\$ 551,848	\$ 25,492	\$ (150,292)	\$ (23,670)	\$ 478,873	\$(2,148,346)
City's covered employee payroll	\$ 1,063,308	\$ 1,084,017	\$ 1,054,994	\$ 986,806	\$ 1,205,704	\$ 1,465,497	\$ 1,585,955	\$ 1,761,233
City's proportionate share of the net pension liability (asset) as a percentage of its covered employee payroll	-11.590%	1.380%	52.310%	2.584%	-12.470%	1.620%	30.190%	-121.980%
Plan fiduciary net position as a percentage of the total pension liability (asset)	101.530%	99.820%	93.500%	99.680%	101.890%	100.240%	95.800%	117.070%

* The amounts present for each fiscal year were determined as of 6/30 of the previous year.

Notes to the Schedule:

*Only the current year and seven previous years are presented because 10-year data is not yet available.

**CITY OF PRYOR CREEK, OKLAHOMA
REQUIRED SUPPLEMENTARY INFORMATION
ON PENSION PLAN FUNDING PROGRESS
FOR THE YEAR ENDED 6/30/2022**

**Schedule of the City of Pryor's Contributions
Oklahoma Police Pension and Retirement System
Last 10 Fiscal Years***

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Statutorily required contributions	\$ 135,130	\$ 138,587	\$ 128,478	\$125,111	\$ 156,741	\$ 181,736	\$ 201,466	\$ 216,873
Contributions in relation to the statutorily required contribution	<u>\$ 135,130</u>	<u>\$ 138,587</u>	<u>\$ 128,478</u>	<u>\$125,111</u>	<u>\$ 156,741</u>	<u>\$ 181,736</u>	<u>\$ 201,466</u>	<u>\$ 216,873</u>
Contribuion deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
City's covered employee payroll	<u><u>\$1,063,308</u></u>	<u><u>\$1,084,017</u></u>	<u><u>\$1,054,994</u></u>	<u><u>\$986,806</u></u>	<u><u>\$1,205,704</u></u>	<u><u>\$1,397,969</u></u>	<u><u>\$1,565,956</u></u>	<u><u>\$1,761,233</u></u>
Contributions as a percentage of covered employee payroll	13%	13%	13%	13%	13%	13%	13%	12%

Notes to the Schedule:

* Only the current year and seven previous years are presented because 10-year data is not yet available.

**CITY OF PRYOR CREEK, OKLAHOMA
REQUIRED SUPPLEMENTARY INFORMATION
ON PENSION PLAN FUNDING PROGRESS
FOR THE YEAR ENDED 6/30/2022**

**Schedule of the City of Pryor's Proportionate Share
of the Net Pension Liability (Asset)
Oklahoma Firefighters Pension and Retirement System
Last 10 Fiscal Years***

	2015	2016	2017	2018	2019	2020	2021	2022
City's proportion of the net pension liability (asset)	0.216400%	0.215800%	0.216400%	0.196970%	0.184386%	0.211085%	0.240908%	0.278615%
City's proportionate share of the net pension liability (asset)	\$2,225,501	\$2,290,679	\$2,601,588	\$2,477,344	\$2,079,533	\$2,230,461	\$2,967,779	\$1,834,868
City's covered employee payroll	\$ 593,815	\$ 597,498	\$ 576,380	\$ 561,212	\$ 645,477	\$ 771,028	\$ 904,068	\$1,013,219
City's proportionate share of the net pension liability (asset) as a percentage of its covered employee payroll	374.780%	383.400%	451.370%	441.428%	321.550%	289.280%	328.270%	181.090%
Plan fiduciary net position as a percentage of the total pension liability (asset)	68.12%	68.27%	64.87%	66.61%	70.73%	72.85%	69.98%	84.24%

* The amounts present for each fiscal year were determined as of 6/30 of the previous year.

Notes to the Schedule:

*Only the current year and seven previous years are presented because 10-year data is not yet available.

**CITY OF PRYOR CREEK, OKLAHOMA
REQUIRED SUPPLEMENTARY INFORMATION
ON PENSION PLAN FUNDING PROGRESS
FOR THE YEAR ENDED 6/30/2022**

**Schedule of the City of Pryor's Contributions
Oklahoma Firefighters Pension and Retirement System
Last 10 Fiscal Years***

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Statutorily required contributions	\$ 81,592	\$ 82,511	\$ 77,421	\$ 75,816	\$ 90,367	\$ 107,302	\$ 125,754	\$ 138,613
Contributions in relation to the statutorily required contribution	<u>\$ 81,592</u>	<u>\$ 82,511</u>	<u>\$ 77,421</u>	<u>\$ 75,816</u>	<u>\$ 90,367</u>	<u>\$ 107,302</u>	<u>\$ 125,754</u>	<u>\$ 138,613</u>
Contribuiton deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
City's covered employee payroll	<u>\$ 593,815</u>	<u>\$ 597,498</u>	<u>\$ 576,380</u>	<u>\$ 561,212</u>	<u>\$ 645,477</u>	<u>\$ 771,028</u>	<u>\$ 904,068</u>	<u>\$ 1,013,219</u>
Contributions as a percentage of covered employee payroll	13.74%	13.20%	13.43%	13.51%	14.00%	13.92%	13.91%	13.68%
Contributions per volunteer fireman	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60

Notes to the Schedule:

* Only the current year and seven previous years are presented because 10-year data is not yet available.

REQUIRED SUPPLEMENTARY INFORMATION

Required supplementary information includes financial information and disclosures that are required by the GASB, but are not considered a part of the basic financial statements. Such information includes:

Budgetary Comparison Schedules - General Fund

**CITY OF PRYOR CREEK, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
YEAR ENDED JUNE 30, 2022**

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>		
Beginning budgetary fund balance	<u>\$ 3,301,033</u>	<u>\$ 3,301,033</u>	<u>\$ 3,344,375</u>	<u>\$ 43,342</u>
Resources (inflows)				
Taxes				
Cable TV franchise	43,740	43,740	--	(43,740)
Telephone franchise	4,429	4,429	4,498	69
Sales tax	4,094,441	4,094,441	4,828,384	733,943
Utility gross receipts tax	6,961	6,961	9,903	2,942
Cigarette tax	83,356	83,356	82,582	(774)
Use tax	<u>883,803</u>	<u>883,803</u>	<u>1,161,100</u>	<u>277,297</u>
Total taxes	<u>5,116,730</u>	<u>5,116,730</u>	<u>6,086,467</u>	<u>969,737</u>
Intergovernmental				
Alcoholic beverage tax	120,854	120,854	133,945	13,091
Grants and donations	<u>238,802</u>	<u>238,802</u>	<u>16,749</u>	<u>(222,053)</u>
Total intergovernmental	<u>359,656</u>	<u>359,656</u>	<u>150,694</u>	<u>(208,962)</u>
Charges for services				
Burial plots, etc.	34,101	34,101	55,543	21,442
Library	<u>786</u>	<u>786</u>	<u>570</u>	<u>(216)</u>
Total charges for services	<u>34,887</u>	<u>34,887</u>	<u>56,113</u>	<u>21,226</u>
Fines and forfeitures				
Police fines	<u>134,517</u>	<u>134,517</u>	<u>117,078</u>	<u>(17,439)</u>
Licenses and permits				
Various licenses	<u>107,086</u>	<u>107,086</u>	<u>123,994</u>	<u>16,908</u>
Investment income	<u>6,777</u>	<u>6,777</u>	<u>12,144</u>	<u>5,367</u>
Miscellaneous				
Reimbursements	36,017	36,017	256,847	220,830
Rentals	24,853	24,853	28,287	3,434
Sale of assets	--	--	3,500	3,500
Miscellaneous	<u>35,648</u>	<u>35,648</u>	<u>31,289</u>	<u>(4,359)</u>
Total miscellaneous	<u>96,518</u>	<u>96,518</u>	<u>319,923</u>	<u>223,405</u>

**CITY OF PRYOR CREEK, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
YEAR ENDED JUNE 30, 2022**

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>		
Other financing sources				
Operating net transfers	<u>777,200</u>	<u>777,200</u>	<u>711,534</u>	<u>(65,666)</u>
Amounts available for appropriation	<u>9,934,404</u>	<u>9,934,404</u>	<u>10,922,322</u>	<u>987,918</u>
General Government				
General government	1,982,706	1,982,706	524,930	1,457,776
City Clerk	328,247	328,247	288,406	39,841
City Treasurer	25,339	25,339	24,096	1,243
Planning and Zoning	8,000	8,000	330	7,670
Building Inspector	190,774	190,774	126,062	64,712
Mayor and Council	<u>230,060</u>	<u>230,060</u>	<u>207,842</u>	<u>22,218</u>
Total General Government	<u>2,765,126</u>	<u>2,765,126</u>	<u>1,171,666</u>	<u>1,593,460</u>
Public Safety				
City Attorney	74,339	74,339	71,292	3,047
Municipal Court	154,393	154,393	144,254	10,139
Police	3,627,807	3,627,807	3,499,247	128,560
Animal Control	272,899	272,899	239,322	33,577
Civil Defense	29,122	29,122	22,253	6,869
Fire	<u>1,751,337</u>	<u>1,751,337</u>	<u>1,620,461</u>	<u>130,876</u>
Total Public Safety	<u>5,909,897</u>	<u>5,909,897</u>	<u>5,596,829</u>	<u>313,068</u>
Cultural Park and Recreation				
Park	487,691	487,691	390,259	97,432
Library	519,534	519,534	461,467	58,067
Cemetery	<u>252,156</u>	<u>252,156</u>	<u>235,959</u>	<u>16,197</u>
Total Cultural Park and Recreation	<u>1,259,381</u>	<u>1,259,381</u>	<u>1,087,685</u>	<u>171,696</u>
Total Charges to Operations	<u>9,934,404</u>	<u>9,934,404</u>	<u>7,856,180</u>	<u>2,078,224</u>
Ending Budgetary Fund Balances	<u>\$ --</u>	<u>\$ --</u>	3,066,142	<u>\$3,066,142</u>
Adjustments to reconcile to balance sheet				
Various receivables			1,006,661	
Accrued compensated absences			<u>(39,985)</u>	
Fund Balance			<u>\$ 4,032,818</u>	

OTHER SUPPLEMENTARY INFORMATION

Other supplementary information includes financial statements and schedules not required by the GASB, nor a part of the basic financial statements, but are presented for purposes of additional analysis.

Such statements and schedules include:

Combining Statements - Nonmajor governmental funds

**CITY OF PRYOR CREEK, OKLAHOMA
COMBINING BALANCE SHEET
NON-MAJOR GOVERNMENTAL FUNDS
June 30, 2022**

	SPECIAL REVENUE FUNDS											
	E-911 Cash Fund	County-Wide Fire Dept. Funds	Flexible Spending	Cemetery Care Interest Fund	Cemetery Care Fund	Covid Relief Fund	Seizures Fund	Library Cash Fund	Donations & Earmarked Monies Fund	Public Works Authority	Hotel & Motel Tax Fund	Fee In-Lieu Fund
ASSETS												
Cash	\$ 19,970	\$ 360,582	\$ 7,039	\$ 14,756	\$ 50,291	\$929,448	\$ 176	\$ 72,742	\$ 275,230	\$ 61,928	\$124,249	\$35,321
Taxes receivable	1,809	18,548	-	-	-	-	-	-	-	-	13,154	-
Other Receivables												
Due from other funds	-	-	-	-	-	-	-	-	-	3,355	-	-
Total assets	<u>21,779</u>	<u>379,130</u>	<u>7,039</u>	<u>14,756</u>	<u>50,291</u>	<u>929,448</u>	<u>176</u>	<u>72,742</u>	<u>275,230</u>	<u>65,283</u>	<u>137,403</u>	<u>35,321</u>
LIABILITIES												
Accounts payable	70	-	-	-	-	-	-	-	1,034	2,400	-	-
Accrued expenses	-	-	-	-	-	-	-	-	-	-	-	-
Due to other funds	-	-	-	-	-	-	-	-	-	-	-	-
Total liabilities	<u>70</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>-</u>	<u>-</u>	<u>--</u>	<u>-</u>	<u>1,034</u>	<u>2,400</u>	<u>--</u>	<u>-</u>
FUND BALANCES												
Restricted	21,709	379,130	7,039	14,756	50,291	35,994	-	72,742	274,196	62,883	-	-
Assigned	-	-	-	-	-	893,454	176	-	-	-	137,403	35,321
Unassigned	-	-	-	-	-	-	-	-	-	-	-	-
Total fund balances	<u>21,709</u>	<u>379,130</u>	<u>7,039</u>	<u>14,756</u>	<u>50,291</u>	<u>929,448</u>	<u>176</u>	<u>72,742</u>	<u>274,196</u>	<u>62,883</u>	<u>137,403</u>	<u>35,321</u>
Total liabilities and fund balances	<u>\$ 21,779</u>	<u>\$ 379,130</u>	<u>\$ 7,039</u>	<u>\$ 14,756</u>	<u>\$ 50,291</u>	<u>\$929,448</u>	<u>\$ 176</u>	<u>\$ 72,742</u>	<u>\$ 275,230</u>	<u>\$ 65,283</u>	<u>\$137,403</u>	<u>\$35,321</u>

CAPITAL PROJECTS									
Main Street Fund	Economic Trust Development Authority	Police Cash Fund	Special Revenue Funds Total	Capital Outlay Fund	Capital Outlay Reserve Fund	Real Property Acquisition Fund	Library Building Fund	Capital Projects Funds Total	Total Non-major Governmental Funds
\$ 271,637	\$ 34,060	\$ 23,510	\$ 2,280,941	\$ 456,726	\$ 560,549	\$ 192,049	\$ 17,593	\$ 1,226,917	\$ 3,507,858
21,176	-	-	54,686	95,292	-	-	-	95,292	149,978
-	-	-	-	-	-	60,000	-	60,000	60,000
-	50,000	-	53,355	-	-	-	-	-	53,355
<u>292,813</u>	<u>84,060</u>	<u>23,510</u>	<u>2,388,982</u>	<u>552,017</u>	<u>560,549</u>	<u>252,049</u>	<u>17,593</u>	<u>1,382,209</u>	<u>3,771,190</u>
-	-	-	3,504	1,440	-	7,215	-	8,655	12,159
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	3,504	1,440	-	7,215	-	8,655	12,159
292,813	84,060	-	1,295,614	550,577	-	-	17,593	568,170	1,863,784
-	-	23,510	1,089,864	-	560,549	244,834	-	805,383	1,895,247
-	-	-	-	-	-	-	-	-	-
<u>292,813</u>	<u>84,060</u>	<u>23,510</u>	<u>2,385,477</u>	<u>550,577</u>	<u>560,549</u>	<u>244,834</u>	<u>17,593</u>	<u>1,373,554</u>	<u>3,759,031</u>
<u>\$ 292,813</u>	<u>\$ 84,060</u>	<u>\$ 23,510</u>	<u>\$ 2,388,982</u>	<u>\$ 552,017</u>	<u>\$ 560,549</u>	<u>\$ 252,049</u>	<u>\$ 17,593</u>	<u>\$ 1,382,209</u>	<u>\$ 3,771,190</u>

CITY OF PRYOR CREEK, OKLAHOMA
COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
NON-MAJOR GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2022

	SPECIAL REVENUE FUNDS											
	E-911 Cash Fund	County- Wide Fire Dept. Funds	Flexible Spending Fund	Cemetery Care Interest Fund	Cemetery Care Fund	Covid Relief Fund	Seizures Fund	Library Cash Fund	Donations/ Earmarked Monies Fund	Public Works Authority	Hotel & Motel Tax Fund	Fee-In Lieu Fund
REVENUES												
Sales tax	\$ -	\$ 106,456	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other taxes	12,205	-	-	-	-	-	-	-	-	-	98,882	-
Grants/contributions	-	-	-	-	-	819,046	-	13,341	97,616	-	-	42,969
Asset Sales/Ins Reimb	-	-	-	-	-	-	-	-	-	-	-	-
Interest	4	-	-	129	-	889	0	97	251	57	34	23
Franchise taxes	-	-	-	-	-	-	-	-	-	39,400	-	-
Fees and service	-	-	-	-	18,258	-	-	191	-	-	-	-
Police Fines	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-	-	-	-
Total revenues	12,209	106,456	-	129	18,258	819,935	0	13,629	97,867	39,457	98,916	42,992
EXPENDITURES												
Current												
Library	-	-	-	-	-	-	-	14,581	-	-	-	-
Park	-	-	-	-	-	-	-	-	-	-	-	-
Police	8,738	-	-	-	-	-	-	-	68,764	-	-	-
Tourism	-	-	-	-	-	-	-	-	-	-	85,498	-
General Gov't	-	-	14,461	-	-	437,170	-	-	-	38,285	-	52
Fire	-	52,398	-	-	-	-	-	-	9,398	-	-	-
Cemetery	-	-	-	-	59,214	-	-	-	-	-	-	-
Capital outlay	-	-	-	-	-	33,383	-	-	-	-	-	-
Note payments	-	-	-	-	-	-	-	-	-	-	-	-
Interest expense	-	-	-	-	-	-	-	-	-	-	-	-
Total expenditures	8,738	52,398	14,461	-	59,214	470,553	-	14,581	78,162	38,285	85,498	52
Excess (deficiency) of revenues over expenditures	3,471	54,058	(14,461)	129	(40,957)	349,382	0	(952)	19,705	1,172	13,417	42,940
OTHER FINANCING SOURCES/USES												
Transfers in	8,667	-	21,500	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	(2,701)	-	-	-
Total other financing sources and uses	8,667	-	21,500	-	-	-	-	-	(2,701)	-	-	-
Net change in Fund balance	12,138	54,058	7,039	129	(40,957)	349,382	0	(952)	17,004	1,172	13,417	42,940
Fund balance, Beginning	9,571	325,071	-	14,627	91,248	580,066	176	73,695	257,192	61,711	123,986	(7,620)
Fund balance, Ending	\$ 21,709	\$ 379,129	\$ 7,039	\$ 14,756	\$ 50,292	\$ 929,448	\$ 176	\$ 72,743	\$ 274,196	\$ 62,883	\$ 137,403	\$ 35,320

CAPITAL PROJECTS									
Main Street Fund	Economic Trust Development Authority	Police Cash Fund	Special Revenue Funds Total	Capital Outlay Fund	Capital Outlay Reserve Fund	Real Property Acquisition Fund	Library Building Fund	Capital Projects Funds Total	Total Non-major Governmental Funds
\$ 129,003	\$ -	\$ -	\$ 235,459	\$ 580,511		\$ -	\$ -	\$ 580,511	\$ 815,970
-	-	-	111,087	-	-	-	-	-	111,087
-	-	-	972,972	15,000	-	-	-	15,000	987,972
-	-	-	-	-	-	-	-	-	-
219	10	32	1,745	386	520	277	19	1,202	2,947
-	-	-	39,400	-	-	-	-	-	39,400
-	-	-	18,448	-	10,340	1,900	-	12,240	30,688
-	-	5,265	5,265	-	-	-	-	-	5,265
-	-	-	-	-	-	-	-	-	-
<u>129,221</u>	<u>10</u>	<u>5,297</u>	<u>1,384,376</u>	<u>595,897</u>	<u>10,860</u>	<u>2,177</u>	<u>19</u>	<u>608,952</u>	<u>1,993,328</u>
-	-	-	14,581	-	-	-	-	-	14,581
-	-	-	-	-	-	-	-	-	-
-	-	11,668	89,170	-	-	-	-	-	89,170
-	-	-	85,498	-	-	-	-	-	85,498
-	-	-	489,967	33,659	-	33,486	-	67,145	557,112
-	-	-	61,796	-	-	-	-	-	61,796
-	-	-	59,214	-	-	-	-	-	59,214
37,525	-	-	70,908	301,795	-	2,660	-	304,455	375,363
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
<u>37,525</u>	<u>-</u>	<u>11,668</u>	<u>871,135</u>	<u>335,454</u>	<u>-</u>	<u>36,146</u>	<u>-</u>	<u>371,600</u>	<u>1,242,735</u>
-	-	-	-	-	-	-	-	-	-
<u>91,696</u>	<u>10</u>	<u>(6,371)</u>	<u>513,241</u>	<u>260,443</u>	<u>10,860</u>	<u>(33,969)</u>	<u>19</u>	<u>237,352</u>	<u>750,593</u>
-	50,000	-	80,167	-	150,000	-	-	150,000	230,167
-	-	-	(2,701)	(151,616)	-	(4,465)	-	(156,081)	(158,781)
-	50,000	-	77,467	(151,616)	150,000	(4,465)	-	(6,081)	71,386
-	-	-	-	-	-	-	-	-	-
91,696	50,010	(6,371)	590,708	108,828	160,860	(38,434)	19	231,272	821,979
-	-	-	-	-	-	-	-	-	-
<u>201,117</u>	<u>34,050</u>	<u>29,881</u>	<u>1,794,771</u>	<u>441,748</u>	<u>399,690</u>	<u>283,268</u>	<u>17,575</u>	<u>1,142,281</u>	<u>2,937,052</u>
-	-	-	-	-	-	-	-	-	-
<u>\$ 292,813</u>	<u>\$ 84,060</u>	<u>\$ 23,510</u>	<u>\$ 2,385,479</u>	<u>\$ 550,576</u>	<u>\$ 560,550</u>	<u>\$ 244,834</u>	<u>\$ 17,594</u>	<u>\$ 1,373,553</u>	<u>\$ 3,759,031</u>



Report on Internal Control Over Financial Reporting and on Compliance Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards

Board of Trustees
City of Pryor Creek, Oklahoma

We have audited the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of City of Pryor Creek, Oklahoma, as of and for the year ended June 30, 2022, which collectively comprise the City of Pryor Creek, Oklahoma's basic financial statements and have issued our report thereon dated April 26, 2023. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the City of Pryor Creek, Oklahoma internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing my opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of City of Pryor Creek, Oklahoma's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the City of Pryor Creek, Oklahoma's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies in the internal control that is less severe than a material weakness, yet important enough to merit attention by those charged by governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies or material weaknesses. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

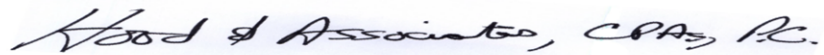
As part of obtaining reasonable assurance about whether the City of Pryor Creek, Oklahoma financial statements are free of material misstatement, we performed tests of the compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

HOOD & ASSOCIATES CPAs, P.C.

5350 E 46th, Suite 130, Tulsa, OK 74135 918-747-7000 Fax 918-743-7525 www.hoodcpas.com
1821 SE Washington Blvd., Bartlesville, OK 74006 918-336-7600 Fax 918-333-7600
323 W 1st St., Claremore, OK 74017 918-341-1930 Fax 918-342-3183
2310 N Hwy 66, Suite A, Catoosa, OK 74015 918-739-4662 Fax 918-739-4664

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Hood & Associates, CPAs, PC." The signature is written in a cursive style and is placed on a light blue rectangular background.

Hood & Associates CPAs, PC

April 26, 2023

**CITY OF PRYOR CREEK, OKLAHOMA
SCHEDULE OF FINDINGS AND RESULTS – PRIOR YEAR
FOR THE YEAR ENDED JUNE 30, 2021**

There were no significant audit findings noted during the audit performed for the fiscal year ended June 30, 2021.

**CITY OF PRYOR CREEK, OKLAHOMA
SCHEDULE OF FINDINGS AND RESULTS – CURRENT YEAR
FOR THE YEAR ENDED JUNE 30, 2022**

There were no significant audit findings noted during the audit performed for the fiscal year ended June 30, 2022.

RESERVATION DOGS

Dear Neighbor,

Minim Productions, Inc. is filming the television series **RESERVATION DOGS** in the City of Pryor this May. This is a notification letter to let you know that filming will be taking place near your property.

Filming is scheduled for:

One Day on Tuesday May 16, 2023 from 2:00p to 8:30p

Filming Happening At:

Pete's Drive-In - 706 E E C St, Pryor, OK 74361

Filming will take place during the day for a single day occurrence. We will be filming at Pete's Drive-In and the roads around Pete's will be closed with access for emergency vehicles. Traffic will be diverted around the Drive-In during filming hours so that residents can get to their homes.

(See overhead map on the next page for reference) We are working with the Pryor City Hall and local authorities for all of our activities in the area. Pryor Police will be present on site to oversee the safety of filming and to aid with the closure of the streets during the filming period.

Residents will be diverted around the location while filming occurs and we will place signs to help direct the public. Please contact us directly if you have any specific concerns about access.

We are working closely with The City of Pryor, Okmulgee, Tulsa, and the Oklahoma Film Commission (405.522.9640). They feel that the film industry here is a valuable addition to the City and State, providing high level job opportunities with a low environmental impact. We greatly appreciate your discretion, help and consideration with this endeavor.

Please contact the Locations Department with any questions, concerns, or comments moving forward and we will do our best to address them. Thank you in advance for your time and consideration.

Dylan Brodie
Associate Producer
dylanbrodie@gmail.com
918.576.1606 call/text



RESERVATION DOGS

Retro Sonic -
5/16/2023

Pete's Drive In
706 E E C St
Pryor, OK 74361

X = Police Lockup





*Adam C. Anderson, Chairman
Scott Miller, Vice Chairman
Fred Sordahl, Trustee
Arianna Derr, Trustee
Larry Williams, Trustee
Don Berger, Trustee
Darrell Moore, Trustee*

May 12, 2023

Dear Pryor Creek City Councilors,

At the May 8, 2023, meeting of the Economic Development Trust Authority the Trustees discussed a proposal from Mayor Doyle regarding a fireworks show for the City of Pryor Creek. After discussion of the economic impact that a community fireworks show would have on Pryor Creek, the EDTA Trustee's voted to expend up to \$25,000 of EDTA funds for the fireworks show. We currently have \$5,000 in pledged donations and are actively seeking more funds to offset the cost to the EDTA.

With funding through the EDTA, this show will be put on without having a negative impact on the City of Pryor Creek Budget. I encourage you to approve the contract being presented by Mayor Doyle at the City Council meeting.

Sincerely,

Adam C. Anderson, Chairman
Economic Development Trust Authority

*12 North Rowe Street
Post Office Box 1167
Pryor Oklahoma 74362*

RESOLUTION NO. ____
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
PRYOR CREEK, OKLAHOMA, AUTHORIZING EXECUTION OF
THE AGREEMENT ESTABLISHING
THE OKLAHOMA MUNICIPAL NATURAL GAS COALITION

WHEREAS, the Interlocal Cooperation Act of the Oklahoma Statutes enables municipal governments to cooperate with each other to make the most efficient use of their powers and resources on a basis of mutual advantage; and

WHEREAS, the Oklahoma Municipal Natural Gas Coalition has been created and approved by the Attorney General of the State of Oklahoma, as set forth in the attached interlocal agreement.

WHEREAS, the City of Pryor Creek finds that it will benefit by joining with the original founding cities, and those cities who may also join the coalition, to jointly participate in natural gas operations, including joint assistance, training and operations, all to be outlined in a separate agreement with the coalition; and

NOW THEREFORE BE IT RESOLVED by the governing body of the City of Pryor Creek, by and through the Municipal Utility Board, to join with other municipalities in the Oklahoma Municipal Natural Gas Coalition; and

BE IT FURTHER RESOLVED THAT, the City of Pryor Creek by and through the Municipal Utility Board hereby agrees to become a party to the *Interlocal Agreement Between the City of Mannford and the City of Jones* Establishing the Oklahoma Municipal Natural Gas Coalition, for the purposes and in consideration of the mutual covenants contained therein by adoption and execution of this resolution.

Adopted by the governing body of the City of Pryor Creek, Oklahoma, this ____ day of ____, 2023.

Mayor

ATTEST:

City Clerk

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, MAY 2ND, 2023 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 emailed to The Paper newspaper and emailed to the Council members.

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

Mayor Doyle called the meeting to order at 6:00 p.m. The Prayer and Pledge of Allegiance were led by Dennis Nance. Roll Call was conducted by City Clerk Courtney Davis. Council members present included Terry Lamar, Choya Shropshire, Dennis Nance, Travis Mileur, Charles Tramel, Chris Gonthier and Bruce Smith. Members absent: Randy Chitwood.

Department Heads and other City Officials present: City Attorney Kim Ritchie, Police Chief Jeremy Cantrell, Fire Chief BK Young, Park Superintendent Frank Powell, Street Superintendent Buddy Glenn, Golf Superintendent Dennis Bowman, Emergency Management Director Johnny Janzen, Library Director Cari Rerat and Recreation Center Director Mike Moore.

Others present: Police Sergeant Dustin Van Horn, Becki Sams-Benham, Justin and Kim Couch, Paula Cantrell, Steve Powell, Autumn Graybill, Nena Roberts, Marshel Morrison, Jared Crisp, Garry Harris, Terry Aylward, Kimmie Shropshire, Paige Lamar, Lori Ballew, Jeanette Anderson and Adam Anderson.

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

Janzen reported that there have been several calls about the Rogers County Saferoom project. He stated that Mayes County has to determine 5-year projects (they are not doing storm shelters at this time). There are personal loans available for \$4,000.00 at 2% interest for interested parties.

c. Fire

Young reported that there is a water leak at Station 2 somewhere under the concrete. They had children touring the Fire Department today. There will be a meeting regarding Mid America Industrial Park. Shropshire thanked Moore and Lenon for touring with the children.

d. Golf

Bowman congratulated all the newly elected officials. He reported that Pryor High School girls qualified for State and Pryor High School boys play next week. He provided a sheet with unofficial amounts raised at four events, totaling \$40,000.00. He stated that the goal for the year is \$100,000.00. There will be a Main Street Cinco de Mayo tournament on May 5th.

e. Library

Rerat reported that they had a fantastic author visit by Ginny Myers Sain, who raved on socials about Pryor. STEM program on Thursday will be building solar cars. Those interested need to register for this event. They are holding an adult pet portrait class, and people can go to the Facebook page for more information. She stated that OSU has been contacted for rural libraries to give hotspots to citizens, which is currently in the works.

f. Parks / Cemetery

Powell reported that the Splash Pad will be opening on May 12th, barring any issues. The hours will be 10 a.m. – 8 p.m. seven days a week until school starts back in August.

g. Police

Cantrell reported that he is changing up the format of the statistics sheet. Armontrout did a victim impact panel and mock wreck at the high school. Jenkins gave an OKC Bombing tribute at the Junior High. There was an undercover mock jailbreak organized with the County, and operations were successful in stopping it.

There is a lot of cleaning still to be done at the old Police Department. Moe has been at the new Police Department working on the punch list. He stated that currently the roof has no leaks, and the roof has a 50-year warranty. The jail doors are about three weeks out from delivery. The animal shelter is working on a better area for cats.

h. Recreation Center

Moore reported that the HVAC issue has been the main focus. He has three open positions right now. April revenue was up \$3,500.00, and March was up \$8,000.00 over last year. They took in 105 new members and have an 81% retention. There are a lot of activities in aquatics. There will be CPR training next week for staff. The Cherokee Nation membership is in the works. Rec Center Radio and a coffee bar are in the works, as well.

i. Street

Glenn reported that they cannot do any striping until school is out and weather is good. They have been dipping ditches. They looked at some issues on SE 2nd today, and they dipped and installed pipe. They put sand bags in front of the lady's garage and explained other options for her. They have cut the shoulders at Highway 20 and Gaither Road. There have been complaints of people parking in the yards on South Hogan to pick up children. The Street Department is putting up signs for no parking between the signs. The sidewalk on Larkspur is done. They are mowing and weeding and will begin trimming and mowing alleys tomorrow. They are running the sweeper and filling potholes as they are able.

4. MAYOR'S REPORT:

a. Mayes County Trails Alliance update regarding the Safe Streets and Roads For All (SS4A) Grant.

No report. Doyle stated that the Trails Alliance has great things lined up for the summer. More information will be coming.

b. Discussion and possible action regarding Land Use Agreement with Pryor Youth Football Association.

Motion was made by Gonthier, second by Shropshire to approve Land Use Agreement with Pryor Youth Football Association. Jared Crisp spoke, stating that water and electricity on the property are not a problem; however, sewer is not an option. This line was stricken from the current agreement. Voting yes: Lamar, Shropshire, Nance, Mileur, Tramel, Gonthier, Smith. Voting no: none.

c. Recognize and present proclamation for Kids to Parks Day on May 20th, 2023.

No action. Mayor Doyle read the proclamation for Kids to Parks Day on May 20th, 2023.

d. Discussion and possible action regarding Payment Application #3 to Envision Civil Contractors, LLC for 2022 Whitaker Park Tennis Facility Parking Improvement Project PRY 21-07 in the amount of \$15,990.64 from Parks Capital Outlay Account #44-445-5415.

Motion was made by Shropshire, second by Gonthier to approve Payment Application #3 to Envision Civil Contractors, LLC for 2022 Whitaker Park Tennis Facility Parking Improvement Project PRY 21-07 in the amount of \$15,990.64 from Parks Capital Outlay Account #44-445-5415. It was noted that there is not enough money in the account to pay this pay application. Shropshire and Gonthier then amended their motion and second to table until the next Council meeting to determine from what fund to pay this application. Voting yes: Shropshire, Nance, Mileur, Tramel, Gonthier, Smith, Lamar. Voting no: none.

e. Discussion and possible action granting a work order to our city engineer for acquisition of an easement and developing drainage improvement plans for the tributary, Salt Branch Main Stem to North Elliott Street that crosses Dr. Nunley's property.

Motion was made by Lamar, second by Smith to approve granting a work order to our city engineer for acquisition of an easement and developing drainage improvement plans for the tributary, Salt Branch Main Stem to North Elliott Street that crosses Dr. Nunley's property. Voting yes: Nance, Mileur, Tramel, Gonthier, Smith, Lamar, Shropshire. Voting no: none.

f. Discussion and possible action regarding a decrease in the residential natural gas rates inside the Corporate City Limits of Pryor Creek from \$11.246 per MCF to \$10.724 per MCF effective May 2023 MUB billing.

Motion was made by Gonthier, second by Lamar to approve a decrease in the residential natural gas rates inside the Corporate City Limits of Pryor Creek from \$11.246 per MCF to \$10.724 per MCF effective May 2023 MUB billing. Voting yes: Mileur, Tramel, Gonthier, Smith, Lamar, Shropshire, Nance. Voting no: none.

g. Discussion and possible action regarding accepting the resignation from Travis Mileur for seat #7 of the Pryor Creek Planning and Zoning Commission retroactive to April 18th, 2023.

Motion was made by Nance, second by Smith to approve accepting the resignation from Travis Mileur for seat #7 of the Pryor Creek Planning and Zoning Commission retroactive to April 18th, 2023. Voting yes: Tramel, Gonthier, Smith, Lamar, Shropshire, Nance. Abstaining, counting as a no vote: Mileur. Voting no: none.

5. CITY ATTORNEY’S REPORT:

a. Second and final reading, discussion and possible action regarding an Ordinance amending Title 10, Chapter 6, Table of Use Regulations regarding Outdoor Secular or Non-Secular Assembly and Entertainment uses of property classified under Commercial uses.

Motion was made by Shropshire, second by Nance to approve and waive the second reading of Ordinance #2023 - 3 amending Title 10, Chapter 6, Table of Use Regulations regarding outdoor Secular or Non-Secular Assembly and Entertainment uses of property classified under commercial uses. Voting yes: Gonthier, Smith, Lamar, Shropshire, Nance, Mileur, Tramel. Voting no: none.

b. Discussion and possible action regarding accepting the Seller's counteroffer for purchase of the Burk property at 6 N Bailey, Pryor, OK 74361 for the sum of \$17,000.00.

Motion was made by Gonthier, second by Lamar to approve accepting the Seller's counteroffer for purchase of the Burk property at 6 N Bailey, Pryor, OK 74361 for the sum of \$17,000.00. Voting yes: Smith, Lamar, Shropshire, Nance, Mileur, Tramel, Gonthier. Voting no: none.

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 April 18th, 2023 Council meeting.
- b. Approve payroll purchase orders through May 12th, 2023.
- c. Approve claims for purchase orders through May 2nd, 2023.

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	2220222782 – 911297B	65,689.99
STREET & DRAINAGE	911314B - 2220222730	10,694.78
GOLF COURSE	2220222767 - 2220222777	15,581.24
REAL PROPERTY ACQUIS.	911298B	1,225.00
RECREATION CENTER	2220222671 - 2220222732	30,883.17
E-911 CASH FUND	2220222710	667.54
DONATIONS AND EARMARKED	2220222748	833.95
EDTA	2220222765	5,000.00
TOTAL		130,575.67

NO BLANKETS

- d. Acknowledge receipt of deficient purchase orders.
There were no deficient purchase orders.
- e. Discussion and possible action regarding accepting a bid, as in the best interests of the city, from Carlton Utilities LLC in the amount of \$26,500.00, to be paid from Capital Outlay Account #44-445-5448, for metal siding replacement and repairs at the City of Pryor Creek Animal Shelter. Other bids requested and none received.
- f. Discussion and possible action authorizing City Engineer to prepare final bid packets for Pryor 2023 Street Rehabilitation Project in the current fiscal year, Items 1-13 and 15-17, as identified on the attachment.
- g. Discussion and possible action regarding an expenditure in the amount of \$34,237.45 for the purchase of 5-year maintenance and a backup phone for the new Motorola CallWorks 911 system that was received through the Oklahoma 911 Management Authority Grant, from Covid Reimbursement Account #05-501-5401. This was originally approved March 16th, 2021 then the Covid Reimbursement Account was moved from 02-201-5401 on June 30th, 2021 to the newly created 05 Fund.
- h. Discussion and possible action regarding an expenditure for the purchase of pickleball supplies from “Tennis Court Supply,” as in the best interest of the City in the amount of \$1,882.03 from Parks Capital Outlay Account #44-445-5415.
- i. Discussion and possible action regarding declaring surplus the following items from the Pryor Creek Police Department and listing on the Purple Wave Auction site for sale:
 - 2009 Dodge Charger – VIN: 2BKA43T39H586562
 - 2010 Ford Crown Victoria – VIN: 2FABP7BV1AX123496
 - 2014 Ford Explorer – VIN: 1FM5K8AR3EGB27332
 - Ingersol Rand Air Compressor – Serial #: 0304040244 / Inventory #03277
 - Cargo Craft Trailer – Serial #: 4D6EB28227C014002

- j. Acknowledge receipt of donations in the amount of \$10,604.00 into Donations Account #96-000-4546, (from Hawkins Family Limited in the amount of \$3,552.00, Fred Taylor Enterprises, Inc. International Division in the amount of \$3,552.00, and JJ FF, Inc. in the amount of \$3,500.00).
- k. Discussion and possible action regarding purchase of three (3) Commando Power Bikes from Recon Power Bikes in the amount of \$10,656.00. Other quotes received: Voltaire Cycles Verona for a Bikonit Warthog MD 750, \$20,812.17, Samson Electric Bicycles, \$13,499.97. \$10,604.00 to be paid out of Police Electric Bikes Donation Account #96-965-5546 and \$52.00 Police Supplies Account #02-215-5032.
- l. Discussion and possible action regarding an expenditure in the amount of \$8,520.00 to Intertribal Software Consultants, Inc. for annual Laserfiche subscription from General Software Account #02-201-5260.

Motion was made by Gonthier, second by Nance to approve items a - l, less items a, e, g, h, j and k. Voting yes: Lamar, Shropshire, Nance, Mileur, Tramel, Gonthier, Smith. Voting no: none.

a. Approve minutes of the April 18th, 2023 Council meeting.

Motion was made by Gonthier, second by Shropshire to approve minutes of the April 18th, 2023 Council meeting. Voting yes: Shropshire, Mileur, Gonthier, Smith, Lamar. Abstaining, counting as a no vote: Nance and Tramel. Voting no: none.

e. Discussion and possible action regarding accepting a bid, as in the best interests of the city, from Carlton Utilities LLC in the amount of \$26,500.00, to be paid from Capital Outlay Account #44-445-5448, for metal siding replacement and repairs at the City of Pryor Creek Animal Shelter. Other bids requested and none received.

Motion was made by Gonthier, second by Shropshire to approve accepting a bid, as in the best interests of the city, from Carlton Utilities LLC in the amount of \$26,500.00, to be paid from Capital Outlay Account #44-445-5448, for metal siding replacement and repairs at the City of Pryor Creek Animal Shelter. Other bids requested and none received.

Cantrell spoke, stating he feels this will just be a band-aid, so he would like to look into this further.

Gonthier and Shropshire then amended their motion and second to take no action. Voting yes: Nance, Mileur, Tramel, Gonthier, Smith, Lamar, Shropshire. Voting no: none.

g. Discussion and possible action regarding an expenditure in the amount of \$34,237.45 for the purchase of 5-year maintenance and a backup phone for the new Motorola CallWorks 911 system that was received through the Oklahoma 911 Management Authority Grant, from Covid Reimbursement Account #05-501-5401. This was originally approved March 16th, 2021 then the Covid Reimbursement Account was moved from 02-201-5401 on June 30th, 2021 to the newly created 05 Fund.

Motion was made by Shropshire, second by Gonthier to approve an expenditure in the amount of \$34,237.45 for the purchase of 5-year maintenance and a backup phone for the new Motorola CallWorks 911 system that was received through the Oklahoma 911 Management Authority Grant, from Covid Reimbursement Account #05-501-5401. This was originally approved March 16th, 2021 then the Covid Reimbursement Account was moved from 02-201-5401 on June 30th, 2021 to the newly created 05 Fund.

After discussion, Shropshire and Gonthier amended their motion and second to table this item until the next Council meeting. Voting yes: Mileur, Tramel, Gonthier, Smith, Lamar, Shropshire, Nance. Voting no: none.

h. Discussion and possible action regarding an expenditure for the purchase of pickleball supplies from "Tennis Court Supply," as in the best interest of the City in the amount of \$1,882.03 from Parks Capital Outlay Account #44-445-5415.

Motion was made by Smith, second by Nance to approve an expenditure for the purchase of pickleball supplies from "Tennis Court Supply," as in the best interest of the City in the amount of \$1,882.03 from Parks Capital Outlay Account #44-445-5415.

After discussion, Frank Powell recommended the account be amended to Park Small Capital Outlay Account #02-219-5413. Smith and Nance then amended their motion and second to approve an expenditure for the purchase of pickleball supplies from "Tennis Court Supply," as in the best interest of the City in the amount of \$1,882.03 from Park Small Capital Outlay Account #02-219-5413. Voting yes: Tramel, Gonthier, Smith, Lamar, Shropshire, Nance, Mileur. Voting no: none.

j. Acknowledge receipt of donations in the amount of \$10,604.00 into Donations Account #96-000-4546, (from Hawkins Family Limited in the amount of \$3,552.00, Fred Taylor Enterprises, Inc. International Division in the amount of \$3,552.00, and JJ FF, Inc. in the amount of \$3,500.00).

Motion was made by Gonthier, second by Smith to approve and acknowledge receipt of donations in the amount of \$10,604.00 into Donations Account #96-000-4546, (from Hawkins Family Limited in the amount of \$3,552.00, Fred Taylor Enterprises, Inc. International Division in the amount of \$3,552.00, and JJ FF, Inc. in the amount of \$3,500.00). Voting yes: Gonthier, Smith, Lamar, Shropshire, Nance, Mileur, Tramel. Voting no: none.

k. Discussion and possible action regarding purchase of three (3) Commando Power Bikes from Recon Power Bikes in the amount of \$10,656.00. Other quotes received: Voltaire Cycles Verona for a Bikonit Warthog MD 750, \$20,812.17, Samson Electric Bicycles, \$13,499.97. \$10,604.00 to be paid out of Police Electric Bikes Donation Account #96-965-5546 and \$52.00 Police Supplies Account #02-215-5032.

Motion was made by Smith, second by Gonthier to approve purchase of three (3) Commando Power Bikes from Recon Power Bikes in the amount of \$10,656.00. Other quotes received: Voltaire Cycles Verona for a Bikonit Warthog MD 750, \$20,812.17, Samson Electric Bicycles, \$13,499.97. \$10,604.00 to be paid out of Police Electric Bikes Donation Account #96-965-5546 and \$52.00 Police Supplies Account #02-215-5032. Voting yes: Smith, Lamar, Shropshire, Nance, Mileur, Tramel, Gonthier. Voting no: none.

Mayor moved to the Addendum.

**ADDENDUM
CITY COUNCIL MEETING
TUESDAY, MAY 2ND, 2023 AT 6:00 P.M.**

1. Discussion and possible action regarding the promotion of Justin Couch from Police Sergeant - Range L, Step 4 (annual wage – \$57,278.00) to Assistant Police Chief - Range H, Step 4 (annual wage - \$78,868.00) effective May 1st, 2023. This vacancy was created by the retirement of James Willyard.

Motion was made by Shropshire, second by Gonthier to approve the promotion of Justin Couch from Police Sergeant - Range L, Step 4 (annual wage – \$57,278.00) to Assistant Police Chief - Range H, Step 4 (annual wage - \$78,868.00) effective May 1st, 2023. This vacancy was created by the retirement of James Willyard. Voting yes: Lamar, Shropshire, Nance, Mileur, Tramel, Gonthier, Smith. Voting no: none.

2. Discussion and possible action authorizing the Police Department to seek a COPS Grant awarded by the U.S. Department of Justice, to hire a police officer. The grant provides \$125,000.00 over a 3-year duration for a police officer position. The grant writer estimates her fee not to exceed \$2,125.00 based on estimated time to write the grant and she has a contract in place with the city.

Motion was made by Gonthier, second by Nance to approve authorizing the Police Department to seek a COPS Grant awarded by the U.S. Department of Justice, to hire a police officer. The grant provides \$125,000.00 over a 3-year duration for a police officer position. The grant writer estimates her fee not to exceed \$2,125.00 based on estimated time to write the grant and she has a contract in place with the city. Voting yes: Shropshire, Nance, Mileur, Tramel, Gonthier, Smith, Lamar. Voting no: none.

3. Discussion and possible action to use Cody Marquis to equip some, if not all the of the six 2022 Ford Explorer PI's. When Council initially approved the purchase of the vehicles, Visual Force was named as the equipment installer. Marquis' estimate is not to exceed \$2,400.00 per unit. It is in the best interest of the city to get these units equipped and in use in a timely fashion.

Motion was made by Gonthier, second by Nance to approve using Cody Marquis to equip some, if not all the of the six 2022 Ford Explorer PI's. When Council initially approved the purchase of the vehicles, Visual Force was named as the equipment installer. Marquis' estimate is not to exceed \$2,400.00 per unit. It is in the best interest of the city to get these units equipped and in use in a timely fashion. Voting yes: Nance, Mileur, Tramel, Gonthier, Smith, Lamar, Shropshire. Voting no: none.

4. Discussion and possible action regarding change of some of the equipment for the six 2022 Ford Explorer PI's, which when approved to purchase by Council, had an equipment list approved as well. The new equipment list is in the best interest of the city and will allow the lights and sirens to be mounted behind the front grill, rather than on the push bar, to get units into use. The push bars for the front of the units have been on backorder, and a time frame could not be given for their estimated arrival. Some of the rear lights will also be changed in order to make our units more visible from the rear. The new equipment list is \$199.85 cheaper than the original quote for equipment.

Motion was made by Shropshire, second by Gonthier to approve change of some of the equipment for the six 2022 Ford Explorer PI's, which when approved to purchase by Council, had an equipment list approved as well. The new equipment list is in the best interest of the city and will allow the lights and sirens to be mounted behind the front grill, rather than on the push bar, to get units into use. The push bars for the front of the units have been on backorder, and a time frame could not be given for their estimated arrival. Some of the rear lights will also be changed in order to make our units more visible from the rear. The new equipment list

is \$199.85 cheaper than the original quote for equipment. Voting yes: Mileur, Tramel, Gonthier, Smith, Lamar, Shropshire, Nance. Voting no: none.

5. Discussion and possible action regarding accepting a donation of two (2) chairs for Mayor’s office from Fred Taylor Furniture, at a value of \$599.00 each. These chairs replace the old wooden chairs. Motion was made by Gonthier, second by Nance to approve accepting a donation of two (2) chairs for Mayor’s office from Fred Taylor Furniture, at a value of \$599.00 each. These chairs replace the old wooden chairs. Voting yes: Tramel, Gonthier, Smith, Lamar, Shropshire, Nance, Mileur. Voting no: none.

Mayor moved back to the regular Agenda.

7. COMMITTEE REPORTS:

a. Budget and Personnel (Shropshire)

Shropshire reported that the Budget and Personnel Committee will meet on May 9th, 2023.

b. Ordinance and Insurance (Shropshire)

Shropshire had nothing to report.

c. Street

Lamar stated that Street Committee will meet at the end of May. Steve Powell will make a presentation then.

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

1. There has been one Ad Hoc Audit submission, which will be brought to the next Council meeting at the close of the submission term.
2. Lamar requested a new report of the current budget from Kolker & Kolker for the next meeting.

9. ADJOURN.

Motion was made by Nance, second by Gonthier to adjourn. Voting yes: Gonthier, Smith, Lamar, Shropshire, Nance, Mileur, Tramel. Voting no: none.

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Meeting was called to order at 7:52 p.m.

2. APPROVE MINUTES OF APRIL 18th, 2023 MEETING.

Motion was made by Shropshire, second by Gonthier to approve the minutes of the April 18th, 2023 meeting. Voting yes: Smith, Lamar, Shropshire, Mileur, Gonthier. Abstaining, counting as a no vote: Nance and Tramel. 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 Nance, second by Shropshire to adjourn. Voting yes: Lamar, Shropshire, Nance, Mileur, Tramel, Gonthier, Smith. Voting no: none.

MINUTES APPROVED BY MAYOR / P.P.W.A. CHAIRMAN ZAC DOYLE

MINUTES WRITTEN BY CITY CLERK / P.P.W.A SECRETARY COURTNEY DAVIS



Mayes County

Data provided by YOLANDA THOMPSON County Assessor

Property Information - Date 05/12/2023

The Mayes County Assessor's Office has made every effort to insure the accuracy of the data contained on this website; however this material may be slightly dated which could have an impact on its accuracy.

The information must be accepted and used by the recipient with the understanding that the data was developed and collected only for the purpose of establishing fair market value for ad valorem taxation. Although changes may be made periodically to the tax laws, administrative rules and similar directives, these changes may not always be incorporated in the material on this website.

The Mayes County Assessor's Office assumes no liability for any damages incurred, whether directly or indirectly, incidental, punitive or consequential, as a result of any errors, omissions or discrepancies in any information published on this website or by any use of this website.

Assessment Data			Primary Image				
Account	490005959		No Image On File				
Parcel ID	0000-09-21N-20E-2-007-00						
Cadastral ID	0000-21N-20E-09-2-007-00						
Property Type	REAL - Real Property						
Property Class	E						
Tax Area	1 - Pryor Rural						
Lot Size	6.00 - Acres						
Owners Name	PRYOR, CITY OF PO BOX 1167 PRYOR OK 74362-0000						
Parcel Location							
Situs							
Subdivision							
Lot/Block	/						
Sec/Twn/Rng	9 - 21N - 20E - 2						
Neighborhood	21200 - RURAL 21-20						
Legal Description			Image Date				
9-21-20 305/165 W 396'OF NWSNW							
Valuation	Current Year	2022	Tax Detail (Millages)		%	Mills	Dollar
Land Value	48,000	48,000	C001	Mayes County			
Improvements	0	0		General Fund	12.4	10.33	.00
Mobile Home	0	0		Health Fund	1.9	1.55	.00
Fair Market Value	48,000	48,000		Common Fund	4.9	4.13	.00
Taxable Value - Capped	0	0	SI01	Pryor School			
Assesment Ratio	11.2%	11.2%		General Fund	42.8	35.79	.00
Gross Assessed	0	0		Building Fund	6.1	5.11	.00
Exemptions	0	0		Sinking Fund	18.4	15.34	.00
Net Assessed	0	0	V001	Vo Tech - 1			
Tax Rate	83.5800	83.5800		General Fund	12.4	10.33	.00
Estimated Taxes	0.00	0.00		Building Fund	1.2	1.00	.00



Mayes County

Data provided by YOLANDA THOMPSON County Assessor

Property Information - Date 05/12/2023

Billed History

Tax Year	Billed Owner	Tax Area	Total Value	Exemptions	Taxable Value	Billed Tax
2022	PRYOR, CITY OF	1	48,000	0	0	0.00
2021	PRYOR, CITY OF	1	48,000	0	0	0.00
2020	PRYOR, CITY OF	1	33,000	0	0	0.00
2019	PRYOR, CITY OF	1	26,040	0	0	0.00
2018	PRYOR, CITY OF	1	26,040	0	0	0.00
2017	PRYOR, CITY OF	1	26,040	0	0	0.00
2016	PRYOR, CITY OF	1	26,040	0	0	0.00
2015	PRYOR, CITY OF	1	26,040	0	0	0.00
2014	PRYOR, CITY OF	1	25,200		0	1.00
2013	PRYOR, CITY OF	1	25,200		0	1.00
2012	PRYOR, CITY OF	1	23,940		0	1.00
2011	PRYOR, CITY OF	1	23,940		0	1.00
2010	PRYOR, CITY OF	1	23,940		0	1.00
2009	PRYOR, CITY OF	1	23,940		0	1.00

Residential Improvements

Card	Improvement Type	Condition	Quality	Year	Exterior Wall	HVAC	Bed/Bath	Base Area	Total Area
1			-				/ .0		



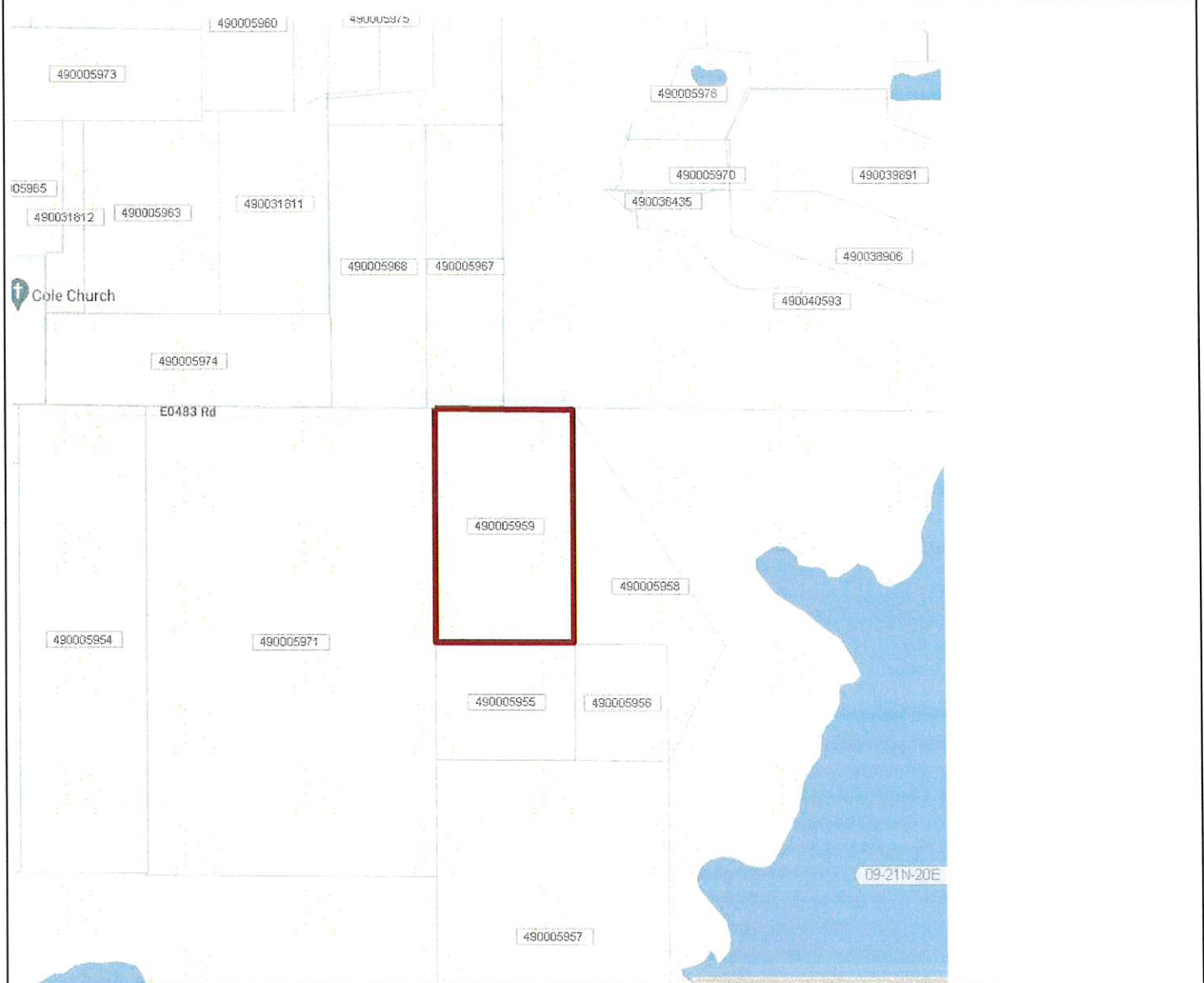
Mayes

Account Data And Map Image

Date provided by YOLANDA THOMPSON County Assessor

Date **05/12/2023**
Time **15:14:20**

Map Image



Assessment Data	Primary Image																				
Account 490005959 Parcel ID 0000-09-21N-20E-2-007-00 Cadastral ID 0000-21N-20E-09-2-007-00 Property Type REAL - Real Property Property Class E Tax Area 1 - Pryor Rural Situs Subdivision Lot/Block / Sec/Twn/Rng 9 / 21 / 20 / 2 Neighborhood 21200 - RURAL 21-20 PRYOR, CITY OF PO BOX 1167 PRYOR OK 74362-0000																					
Legal Description	Assessed Valuation																				
9-21-20 305/165 W 396'OF NWSENW	<table border="0"> <tr> <td>Land Value</td> <td>0</td> <td>Assessed Value</td> <td>0</td> </tr> <tr> <td>Improvements</td> <td>0</td> <td>Assessment Level</td> <td>11.2%</td> </tr> <tr> <td>Mobile Home</td> <td>0</td> <td>Penalty Amount</td> <td>0</td> </tr> <tr> <td>Total Value</td> <td>0</td> <td>Exemption</td> <td>0</td> </tr> <tr> <td></td> <td></td> <td>Total Taxable</td> <td>0</td> </tr> </table>	Land Value	0	Assessed Value	0	Improvements	0	Assessment Level	11.2%	Mobile Home	0	Penalty Amount	0	Total Value	0	Exemption	0			Total Taxable	0
Land Value	0	Assessed Value	0																		
Improvements	0	Assessment Level	11.2%																		
Mobile Home	0	Penalty Amount	0																		
Total Value	0	Exemption	0																		
		Total Taxable	0																		

KAREN COOK

WORK EXPERIENCE

Lincoln Elementary School Principal

2014-2022

*Supervised and worked with 85 staff members; performing evaluations, conducting meetings and staff development opportunities, creating a welcoming environment where staff were given opportunities to give input and use their specific talents and skills to create a space for learning.

*Connected with, ensured the safety of, and created a place for learning for approximately 500 students.

*During this time we became A National Healthy School, School of Character, Leader in Me Lighthouse School.

*Collaborated with the Superintendent during bond issue, construction, and completion of the first phase of bond issue.

Lincoln Elementary Assistant School Principal

2011-2014

*During these three years I was given opportunities to attend leadership seminars, supervise staff, write a variety of grants, assist teachers with discipline issues, and connect with students.

Roosevelt Elementary School Teacher

1992-2011

*During this time I worked with colleagues to create lesson plans, attend workshops and seminars to grow as an educator. I connected with parents and the community. I received numerous Pryor Academic Education Association grants as a teacher at Roosevelt Elementary School.

EDUCATION

Northeastern State University

2009-2011

Masters/ Elementary School Principal

Northeastern State University

1989-1992

Early Childhood and Elementary Education

Language Arts

Mentally Handicapped

SKILLS

Grant Writer

Interpersonal Skills

Teamwork Skills

Empathetic Listener

Strong Organizational Skills

Strong Work Ethic



*Adam C. Anderson, Chairman
Scott Miller, Vice Chairman
Fred Sordahl, Trustee
Arianna Derr, Trustee
Larry Williams, Trustee
Don Berger, Trustee
Darrell Moore, Trustee*

May 12, 2023

Dear Pryor Creek City Councilors,

At the May 8, 2023, meeting of the Economic Development Trust Authority the Trustees discussed the alleyways in the Downtown Corridor. At the meeting the Trustees heard presentations from Street Superintendent Buddy Glenn and Councilman Terry Lamar concerning the Pryor 2023 Street Rehabilitation Plan. The Trustees discussed the heavy usage of the Downtown Alleyways and that an expenditure for rehabilitation of those alleyways was consistent with the Proposition from the March 5, 2019 Bond that created Fund 68. This proposition allows for the expenditure of the funds in the Main Street Corridor by paying the costs incidental to assist in the establishment of business and/or commercial facilities. Having safe and well-maintained alleyways in the downtown corridor is vital to having successful businesses locate there

The Trustees voted to recommend that the City Council utilize up to \$150,000 from Fund 68 for the rehabilitation of the alleyways listed in the Pryor 2023 Street Rehabilitation Plan. The trustees noted that Fund 68 could only be used for the alleyways which are in the Downtown Corridor.

CONTEXT

The EDTA was “tasked” with recommending economic improvement projects in the Downtown Corridor by a vote of the City Council at the January 21, 2020 city council meeting.

Recommending this project and the use of Fund 68 for alleyways in the Downtown Corridor is consistent with the task that was assigned to the EDTA.

Sincerely,

Adam C. Anderson, Chairman
Economic Development Trust Authority

*12 North Rowe Street
Post Office Box 1167
Pryor Oklahoma 74362*

e. Library

Rerat handed out a report for 2019. She stated that they saw 4,512 people come through the Library doors in December. The Murder Mystery fundraiser for Friends of the Library on January 28th, 2020 at Fat Toad Brewery sold out in nine days.

f. Parks / Cemetery

No report.

g. Police

No report.

h. Recreation Center

Sordahl handed out a comparison of numbers over the years.

i. Street

No report.

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

There were no petitions.

4. MAYOR’S REPORT:

**c. Discussion and possible action regarding approval to proceed with the prescribed process as defined by the Federal Railroad Administration toward establishing Pryor Creek as a Railroad Quiet Zone.
(Item tabled at the 12/03/19 meeting.)**

Motion was made by Doyle, second by Ketcher to extend table of this item until the first meeting in February. Voting yes: Chitwood, Brakefield, Sherman, Doyle, Ketcher, Shropshire, Smith. Voting no: none.

d. Discussion item only: Discussion for purposes of gathering information from Council on positions and opinions regarding compensation of Council members for required attendance of meetings outside of Council and committee meetings such as when serving as abatement hearing officer.

Motion was made by Doyle, second by Shropshire to discuss for purposes of gathering information from Council on positions and opinions regarding compensation of Council members for required attendance of meetings outside of Council and committee meetings such as when serving as abatement hearing officer. Voting yes: Brakefield, Sherman, Doyle, Ketcher, Shropshire, Smith, Chitwood. Voting no: none.

No action. Doyle suggested \$50.00. This item will go before Ordinance and Insurance Committee before it comes back to Council.

e. Discussion and possible action regarding tasking the Pryor Economic Development Trust Authority to bring to Council recommendations regarding prioritizing non-exclusive bond projects.

Motion was made by Brakefield, second by Doyle to approve tasking the Pryor Economic Development Trust Authority to bring to Council recommendations regarding prioritizing non-exclusive bond projects. Brakefield and Doyle amended the motion and second to approve “educating” the Pryor Economic Development Trust Authority regarding non-exclusive bond projects. Voting yes: Sherman, Doyle, Ketcher, Shropshire, Smith, Chitwood, Brakefield. Voting no: none.

f. Discussion and possible action regarding tasking Pryor Economic Development Trust Authority in recommending Pryor Creek Downtown Corridor economic improvement projects.

Motion was made by Chitwood, second by Doyle to approve tasking Pryor Economic Development Trust Authority in recommending Pryor Creek Downtown Corridor economic improvement projects. Voting yes: Doyle, Ketcher, Shropshire, Smith, Chitwood, Brakefield, Sherman. Voting no: none.

g. Discussion and possible action regarding naming the members of the Budget and Personnel Committee – Zac Doyle, Choya Shropshire, Briana Brakefield, Alternate Randy Chitwood, and City Attorney Kim Ritchie as the Fire and Police Negotiations Committee for the 2020 – 2021 fiscal year.

Motion was made by Chitwood, second by Smith to approve naming the members of the Budget and Personnel Committee – Zac Doyle, Choya Shropshire, Briana Brakefield, Alternate Randy Chitwood, and City Attorney Kim Ritchie as the Fire and Police Negotiations Committee for the 2020 – 2021 fiscal year.

Chitwood and Smith amended their motion and second to allow Brakefield to yield her position to Jon Ketcher. Motion and second were also amended to add Brakefield as an additional alternate. Voting yes: Shropshire, Smith, Chitwood, Brakefield, Doyle. Abstaining, counting as a no vote: Ketcher and Sherman. Voting no: none.

CITY OF PRYOR CREEK
 COMBINED CASH INVESTMENT
 APRIL 30, 2023

COMBINED CASH ACCOUNTS

01-000-1011	RCB - GENERAL CHECKING	7,927,589.66
01-000-1020	PETTY CASH CHECKING	4,600.57
01-000-1030	PENALTY ASSESSMENTS ACCOUNT	(1,628.94)
01-000-1040	COURT BOND ACCOUNT	9,659.28
		7,940,220.57
01-000-1010	CASH ALLOCATED TO OTHER FUNDS	(8,135,397.62)
		(195,177.05)

CASH ALLOCATION RECONCILIATION

2	ALLOCATION TO GENERAL FUND	2,127,056.38
5	ALLOCATION TO COVID REIMBURSEMENT (2020)	371,300.49
13	ALLOCATION TO FEE IN LIEU	36,710.53
14	ALLOCATION TO STREET & DRAINAGE IMPROV. SALE	2,823,530.59
15	ALLOCATION TO CEMETERY CARE INTEREST	15,355.83
19	ALLOCATION TO CEMETERY CARE FUND	62,441.07
41	ALLOCATION TO GOLF COURSE CASH FUND	168,543.98
44	ALLOCATION TO CAPITAL OUTLAY(CAPITAL IMPROVE	439,674.23
45	ALLOCATION TO CAPITAL OUTLAY RESERVE FUND	665,318.88
46	ALLOCATION TO REAL PROPERTY ACQUISITION RES.	173,289.72
47	ALLOCATION TO POLICE TRAINING FEES	28,379.90
68	ALLOCATION TO MAIN STREET BOND ACCOUNT-2019	325,821.49
80	ALLOCATION TO LIBRARY BUILDING FUND	551.62
84	ALLOCATION TO RECREATION CENTER - CASH FUND	243,972.22
87	ALLOCATION TO P.P.W.A. SINKING FUND	272,880.11
88	ALLOCATION TO PRYOR PUBLIC WORKS AUTHORITY	68,978.27
92	ALLOCATION TO LIBRARY SPECIAL CASH ACCOUNT	28,423.54
95	ALLOCATION TO SEIZURES-(POLICE DEPARTMENT)	177.49
96	ALLOCATION TO DONATIONS AND EARMARKED MONIES	282,991.28
		8,135,397.62
	ALLOCATION FROM COMBINED CASH FUND - 01-000-1010	(8,135,397.62)
		.00

CITY OF PRYOR CREEK
BALANCE SHEET
APRIL 30, 2023

ECONOMIC DEVELOPMENT TRUST AUT

ASSETS

98-000-1050	ECONOMIC DEVELOPMENT TRUST AUT	144,793.41	
	TOTAL ASSETS		144,793.41

LIABILITIES AND EQUITY

FUND EQUITY

98-000-3010	FUND BALANCE-PUBLIC WORKS AUTH	84,059.80	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	60,733.61	
	BALANCE - CURRENT DATE	60,733.61	
	TOTAL FUND EQUITY		144,793.41
	TOTAL LIABILITIES AND EQUITY		144,793.41

**Fund 68 & EDTA Funds Summary & Budget
4/30/2023**

EDTA Total Assets \$ 144,793.41

	Beginning Amount	Paid YTD	Current Balance	Budgeted	Unbudgeted Funds
EDTA Fund 68	\$ 55,000.00	\$ 40,000.00	\$ 15,000.00	\$ 15,000.00	\$ -
EDTA Operating			\$ 129,793.41	\$ 35,000.00	\$ 94,793.41

Fund 68 - Proposition No 1, March 5, 2019

	Paid YTD	Remaining	Budgeted Funds	Unbudgeted Funds
				\$ 325,821.49

PRYOR 2023 STREET REHABILITATION

ITEM #	STREET SEGMENT	DIRECTION	UNITS	QUANTITY			BID UNIT PRICE	TOTAL PRICE THIS BID ITEM
1	N "A" ALLEY	MILL	SY	592			\$5.00	\$2,960.00
	N "A" ALLEY	FULL DEPTH PATCH	SY	70			\$85.00	\$5,950.00
	N "A" ALLEY	CROSS STREET DRAIN	SF	550			\$30.00	\$16,500.00
2	N "B" ALLEY	MILL	SY	592			\$5.00	\$2,960.00
	N "B" ALLEY	FULL DEPTH PATCH	SY	70			\$85.00	\$5,950.00
	N "B" ALLEY	CROSS STREET DRAIN	SF	345			\$30.00	\$10,350.00
	N "B" ALLEY	ASPHALT RAMP BUILDUP	SY	21			\$12.00	\$252.00
3	N "C" ALLEY	MILL	SY	630			\$5.00	\$3,150.00
	N "C" ALLEY	FULL DEPTH PATCH	SY	70			\$85.00	\$5,950.00
	N "C" ALLEY	CROSS STREET DRAIN	SF	345			\$30.00	\$10,350.00
4	S "D" ALLEY	MILL	SY	583			\$5.00	\$2,915.00
	S "D" ALLEY	FULL DEPTH PATCH	SY	70			\$85.00	\$5,950.00
	S "D" ALLEY	CROSS STREET DRAIN	SF	345			\$30.00	\$10,350.00
5	S "E" ALLEY	MILL	SY	630			\$5.00	\$3,150.00
	S "E" ALLEY	FULL DEPTH PATCH	SY	70			\$85.00	\$5,950.00
	S "E" ALLEY	CROSS STREET DRAIN	SF	345			\$30.00	\$10,350.00
6	S "F" ALLEY	MILL	SY	631			\$5.00	\$3,155.00
	S "F" ALLEY	FULL DEPTH PATCH	SY	70			\$85.00	\$5,950.00
	S "F" ALLEY	CROSS STREET DRAIN	SF	345			\$30.00	\$10,350.00
7	S "G" ALLEY	MILL	SY	556			\$5.00	\$2,780.00
	S "G" ALLEY	FULL DEPTH PATCH	SY	70			\$85.00	\$5,950.00
	S "G" ALLEY	CROSS STREET DRAIN	SF	345			\$30.00	\$10,350.00

ITEM #	STREET SEGMENT	DIRECTION	UNITS	QUANTITY				
8	S "H" ALLEY	MILL & OVERLAY	SY	585			\$18.00	\$10,530.00
	S "H" ALLEY	CROSS STREET DRAIN	SF	345			\$30.00	\$10,350.00
9	S "K" ALLEY	MILL & OVERLAY	SY	850			\$18.00	\$15,300.00
	S "K" ALLEY	CROSS STREET DRAIN	SF	345			\$30.00	\$10,350.00
10	S "L" ALLEY	MILL & OVERLAY	SY	566			\$18.00	\$10,188.00
	S "L" ALLEY	CROSS STREET DRAIN	SF	345			\$30.00	\$10,350.00
11	S "P" ALLEY	MILL & OVERLAY	SY	808			\$18.00	\$14,544.00
	S "P" ALLEY	CROSS STREET DRAIN	SF	345			\$30.00	\$10,350.00
12	S "M" ALLEY	MILL & OVERLAY	SY	808			\$18.00	\$14,544.00
	S "M" ALLEY	CROSS STREET DRAIN	SF	345			\$30.00	\$10,350.00
13	S "N" ALLEY	MILL & OVERLAY	SY	823			\$18.00	\$14,814.00
	S "N" ALLEY	CROSS STREET DRAIN	SF	345			\$30.00	\$10,350.00
14	GREEN COUNTRY MOBILE HOME PARK	EDGE MILLING	SF	62,201			\$3.00	\$186,603.00
	GREEN COUNTRY MOBILE HOME PARK	ASPHALT OVERLAY	TONS	1587			\$83.00	\$131,721.00
	GREEN COUNTRY MOBILE HOME PARK	CROSS DRAINS	SF	2127			\$30.00	\$63,810.00
	GREEN COUNTRY MOBILE HOME PARK	REMOVE & REPLACE CURB	LF	100			\$22.00	\$2,200.00
15	N. GAITHER RD.	MILL & OVERLAY	SY	5640			\$18.00	\$101,520.00
16	NE 3RD St.: Okla to Fairland St.	EDGE MILLING	SF	920			\$3.00	\$2,760.00
	NE 3RD St.: Okla to Fairland St.	ASPHALT OVERLAY	TONS	215			\$83.00	\$17,845.00
	NE 3RD St.: Okla to Fairland St.	CROSS DRAINS	SF	500			\$30.00	\$15,000.00
17	SW 29TH ST	MILL & OVERLAY	SY	4160			\$18.00	\$74,880.00
	SW 29TH ST	FULL DEPTH PATCH	SY	70			\$85.00	\$5,950.00
							TOTAL BID PRICE \$	\$885,881.00

Visual Force, Inc.
 2720 North Highway 167
 Catoosa, OK 74015



Quote

Date	Quote #
4/17/2023	4204

Phone 918-739-4555
 Fax 918-739-4557

Name / Address
Pryor Police Department Capt. Tramel 214 South Mill Pryor, OK 74361

PRICES GOOD FOR 30 DAYS FROM DATE OF QUOTE

Rep
MAS

Item	Description	Qty	Cost	Total
Installation	Installation 2022 Chevy Traverse	18	80.00	1,440.00
EQUIP-VARIOUS	Federal Signal Interior Light Bar R/W-B/W with full scene	1	1,375.00	1,375.00
SO-EL3PD08A00J	SoundOff UltraLt 8 Mod Exter R/B (Rear window)	1	474.32	474.32
SO-EMPS2SMS4J	SoundOff MPwr 4" 12LED Screw Mt R/B(Grill)	4	120.05	480.20
SO-EMPS2QMS5RBW	SoundOff MPwr 4" 18LED Quick Mt RBW(fog area)	2	133.28	266.56
SO-ENFDGS3JJ	SoundOff NForce Dual D/G Blk 12LED R/B(Side cargo)	2	256.27	512.54
SO-ETSA462HPP	SoundOff 400 Series HH Siren 200W	1	487.55	487.55
SO-ETSS100J5	SoundOff Speaker 100J5	2	220.99	441.98
SO-ETSKLF200	SoundOff AfterShock Speaker Sys 200w With Univ Mounts	1	621.32	621.32
Coax w/Mini Connector	Larid Coax w/ Mini Connector	1	22.00	22.00
TE-47999	Larid Ant 806-866 Black Phantom	1	37.00	37.00
	Includes motorola Radio install			
	Sound Off Signal prices quoted per NASPO/SW141			
Thank you for your business.		Total		\$6,158.47



ReadyUnit

Cody Marquis
Business Number 918-244-9800
444560 East 350 Road Vinita, OK 74301
9182449800
marquiscody@yahoo.com

ESTIMATE
EST0014

DATE
04/26/2023

TOTAL
USD \$1,800.00

TO

Pryor Creek Police Department

Chief J. Cantrell
☐ 9183730993
cantrellj@pryorcreek.org

DESCRIPTION	RATE	QTY	AMOUNT
Installation of Emergency Equipment for 2022 Chevrolet Traverse Per equipment list/quote provided by Visual Force (Quote #4204)	\$1,800.00	1	\$1,800.00
TOTAL			USD \$1,800.00

DATE SIGNED
04/26/2023



ReadyUnit

Cody Marquis
Business Number 918-244-9800
444560 East 350 Road Vinita, OK
74301
9182449800
marquiscody@yahoo.com

ESTIMATE
EST0013

DATE
04/26/2023

TOTAL
USD \$2,000.00

TO
Pryor Creek Police Department

Chief J. Cantrell
☎ 9183730993
cantrellj@pryorcreek.org

DESCRIPTION	RATE	QTY	AMOUNT
Installation of Emergency Equipment for 2021 Chevrolet Tahoe SSV Per equipment list/quote provided by Visual Force (Quote #4203)	\$2,000.00	1	\$2,000.00
TOTAL			USD \$2,000.00

DATE SIGNED
04/26/2023



ReadyUnit

Cody Marquis
Business Number 918-244-9800
444560 East 350 Road Vinita, OK 74301
9182449800
marquiscody@yahoo.com

ESTIMATE
EST0012

DATE
04/26/2023

TOTAL
USD \$1,800.00

TO

Pryor Creek Police Department

Chief J. Cantrell
☎ 9183730993
cantrellj@pryorcreek.org

DESCRIPTION	RATE	QTY	AMOUNT
Installation of Emergency Equipment for 2018 Ford Explorer Per equipment list/quote provided by Visual Force (Quote #4205)	\$1,800.00	1	\$1,800.00
TOTAL			USD \$1,800.00

DATE SIGNED
04/26/2023

Visual Force, Inc.
 2720 North Highway 167
 Catoosa, OK 74015



Quote

Phone 918-739-4555
 Fax 918-739-4557

Date	Quote #
4/17/2023	4203

Name / Address
Pryor Police Department Capt. Tramel 214 South Mill Pryor, OK 74361

PRICES GOOD FOR 30 DAYS FROM DATE OF QUOTE

Rep
MAS

Item	Description	Qty	Cost	Total
SO-ENNLB00-54"(TPD)	SoundOff NXT LtBar 54" (TPD)	1	1,879.00	1,879.00
SO-PMP1BK003	SoundOff D Pillar 6 wedgeKit 21-22 Tahoe MPwr	1	54.88	54.88
SO-EMPSCG1QMS4RBW	SoundOff MPwr 3" 3Wire QkMt 12LED RBW	6	118.58	711.48
SO-EMPSCG2QMS5RBW	SoundOff MPwr 4" 3Wire QkMt 18LED RBW	2	133.28	266.56
SO-ESLRL6105D	SoundOff SL Run Lt R/W (No Brckt)	1	305.76	305.76
SO-ESLRL6105E	SoundOff SL Run Lt B/W (No Brckt)	1	305.76	305.76
SO-PSLVBK03	SoundOff SL Run Lt Brkt 21-22 Tahoe (1 side only)	2	23.03	46.06
EQUIP-VARIOUS	SoundOff PMP2BK003 6 Mod Grill Bracket	1	79.00	79.00
SO-EMPSCG2STS4D	SoundOff MPwr 4" 3Wire StudMt 12LED R/W	3	120.05	360.15
SO-EMPSCG2STS4E	SoundOff MPwr 4" 3Wire StudMt 12LED B/W	3	120.05	360.15
SO-EMPSCG2QMS5RBW	SoundOff MPwr 4" 3Wire QkMt 18LED RBW	2	133.28	266.56
SO-PMP2WDG05B	SoundOff 5 Degree Mt on 4" Mpwr QuickMt	2	6.37	12.74
SO-EMPSCG1SLS4RBW	SoundOff MPwr 3" 3Wire StudMt 12LED RBW	2	118.58	237.16
SO-PMP2WSSSB	SoundOff Wndw Shroud Kit 4" MPower	2	12.25	24.50
SO-ENGSA5200RSP	SoundOff BluPrt 500 Series Remote Siren Button Cntrl for (2) 100w Speakers	1	929.04	929.04
SO-ETSS100J5	SoundOff Speaker 100J5	2	220.99	441.98
SO-ETSSVBK07	SoundOff Spkr Brckt Tahoe 2021	1	31.85	31.85
SO-ENGLMK001	SoundOff BluPrt Lk MicroMod & Harness 21 Tahoe	1	346.92	346.92
JO-425-6569	Jotto Cnsl 21 Tahoe w/locking lid	1	871.00	871.00
JO-425-6651	Jotto FacePlt 12v outlet	1	59.00	59.00
JO-425-3704	Jotto Dual ABS Cup Holder	1	63.00	63.00
JO-425-6260	Jotto Arm Rest-Upper Structure 7.75x8x8	1	78.00	78.00
WE-WEI-FST-2	Weiser Free Standing Base 21/22 Tahoe	1	280.00	280.00

Thank you for your business.	Total
------------------------------	--------------

Visual Force, Inc.
 2720 North Highway 167
 Catoosa, OK 74015



Quote

Date	Quote #
4/17/2023	4203

Phone 918-739-4555
 Fax 918-739-4557

Name / Address
Pryor Police Department Capt. Tramel 214 South Mill Pryor, OK 74361

PRICES GOOD FOR 30 DAYS FROM DATE OF QUOTE

Rep
MAS

Item	Description	Qty	Cost	Total
WE-WEI-005	Weiser Dual GunMt 1 clasp style 1 univ style lock	1	481.00	481.00
Thank you for your business.			Total	\$8,491.55

Visual Force, Inc.
 2720 North Highway 167
 Catoosa, OK 74015



Quote

Date	Quote #
4/17/2023	4205

Phone 918-739-4555
 Fax 918-739-4557

Name / Address
Pryor Police Department Capt. Tramel 214 South Mill Pryor, OK 74361

PRICES GOOD FOR 30 DAYS FROM DATE OF QUOTE

Rep
MAS

Item	Description	Qty	Cost	Total
Installation	Installation 2018 Ford Explorer (Non-Police)	16	90.00	1,440.00
SO-ENFWB(8Mod-12LED)	Nforce 8mod 12LED Split Frt DualColor	1	1,350.00	1,350.00
SO-EMPTC00T5H	SoundOff MPwrTraf Cntrl 4Hd Rear 12LED R/A B/A(Rear)	1	903.00	903.00
SO-EMPS2QMS5RBW	SoundOff MPwr 4" 18LED Quick Mt RBW (grill)	2	175.00	350.00
SO-EMPS2STS5RBW	SoundOff MPwr 4" 18LED Stud Mt R/B/W(Rear side door)	2	175.00	350.00
SO-PMP2BKDGAJ	SoundOff MPwr 4" D/G Adj Brkt Kit	2	16.00	32.00
SO-PMP2BKUMB4	SoundOff Under Morr Bkt 20+ Utility(under mirror)	2	41.00	82.00
SO-EMPS2STS5RBW	SoundOff MPwr 4" 18LED Stud Mt R/B/W(under mirror)	2	175.00	350.00
SO-EMPS2QMS5RBW	SoundOff MPwr 4" 18LED Quick Mt RBW(tag area)	2	175.00	350.00
SO-ETSA462HPP	SoundOff 400 Series HH Siren 200W	1	637.00	637.00
SO-ETSS100J5	SoundOff Speaker 100J5	2	312.00	624.00
SO-ETSKLF200	SoundOff AfterShock Speaker Sys 200watt w/univ mounts	1	812.00	812.00
Coax w/Mini Connector TE-47999	Larid Coax w/ Mini Connector	1	25.00	25.00
	Larid Ant 806-866 Black Phantom	1	42.00	42.00
	the free standing weapon mount has been discontinued for the older style Ford PI			
Thank you for your business.		Total		\$7,347.00



CITY OF PRYOR CREEK
Police Records Clerk

Employment Status: Full Time

FLSA Status: Non-Exempt

Reports to: Police Chief

Pay Range: U

Job Summary:

This position's primary responsibility is to be the administrative assistant to the Police Chief, Assistant Police Chief, and Captain.

Essential Duties and Responsibilities:

1. Responsible for police records entry and filing.
2. Responsible for managing open records requests.
3. Will be the Spillman contact person.
4. Responsible for Spillman report filing.
5. Manage and submit reports on the National Incident-Based Reporting System.
6. Create electronic versions of files and import into records retention software.
7. Manage inventory of office supplies.
8. All other duties as assigned.

Minimum Qualifications:

1. Must be eighteen years of age or older.
2. Must have a high school diploma or equivalent.
3. Must be able to lift up to 25lbs above head and chest high on an occasional basis.
4. Must be able to bend, twist, stoop and lift on an as needed basis.
5. Knowledge of and remain current in emerging office practices, procedures and equipment.
6. Perform a variety of specialized clerical, office support work involving the use of independent judgment and personal initiative.
7. Ability to maintain an effective working relationship with those contacted in the course of work.
8. Ability to type, enter and retrieve information from a computer system.
9. Ability to receive, relay and transfer information accurately.
10. Ability to research, analyze, interpret and prepare a variety of documents and reports.
11. Ability to solve problems and deal with a variety of known variables in situations where only limited standardization exists.
12. Ability to interpret a variety of instructions furnished in written, oral, or diagram formats.



**CITY OF PRYOR CREEK
Police Records Clerk**

Reasonable accommodations may be given to enable qualified individuals with disabilities to perform the essential functions of this position.

Check the appropriate box and fill in the appropriate accommodations, if required:

- I have read and understand this job description and acknowledge that I am able to complete the essential functions of my position without accommodations.
- I have read and understand this job description and I would require the following reasonable accommodations to fulfill the essential functions of this position:

Employee Signature

Date

Department Head Signature

Date

PAYMENT APPLICATION

TO: Infrastructure Solutions Group, LLC 3840 S. 103rd E. Ave Suite 227 Tulsa, OK 74145 Attn: Dalton Powell, ISG Engr.	PROJECT 2210 NAME AND LOCATION: 2022 Whitaker Park Tennis Facility Parking Imp	APPLICATION # 3 PERIOD THRU: 04/21/2023 PROJECT #s: PRY 21-07 DATE OF CONTRACT: 11/21/2022	Distribution to: <input type="checkbox"/> OWNER <input type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> <input type="checkbox"/>
FROM: Envision Civil Contractors, LLC 20125 Mockingbird Lane E Claremore, OK 74019	ARCHITECT:		
FOR: City of Pryor Creek			

CONTRACTOR'S SUMMARY OF WORK

Application is made for payment as shown below.
 Continuation Page is attached.

1. CONTRACT AMOUNT	<u>\$96,290.36</u>
2. SUM OF ALL CHANGE ORDERS	<u>\$16,832.25</u>
3. CURRENT CONTRACT AMOUNT (Line 1 +/- 2)	<u>\$113,122.61</u>
4. TOTAL COMPLETED AND STORED (Column G on Continuation Page)	<u>\$113,122.61</u>
5. RETAINAGE:	
a. 5.00% of Completed Work (Columns D + E on Continuation Page)	<u>\$5,656.13</u>
b. 0.00% of Material Stored (Column F on Continuation Page)	<u>\$0.00</u>
Total Retainage (Line 5a + 5b or Column I on Continuation Page)	<u>\$5,656.13</u>
6. TOTAL COMPLETED AND STORED LESS RETAINAGE (Line 4 minus Line 5 Total)	<u>\$107,466.48</u>
7. LESS PREVIOUS PAYMENT APPLICATIONS	<u>\$91,475.84</u>
8. PAYMENT DUE	<u>\$15,990.64</u>
9. BALANCE TO COMPLETION (Line 3 minus Line 6)	<u>\$5,656.13</u>

SUMMARY OF CHANGE ORDERS	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	\$16,832.25	\$0.00
Total approved this month	\$0.00	\$0.00
TOTALS	\$16,832.25	\$0.00
NET CHANGES	\$16,832.25	

Contractor's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) the Work has been performed as required in the Contract Documents, (2) all sums previously paid to Contractor under the Contract have been used to pay Contractor's costs for labor, materials and other obligations under the Contract for Work previously paid for, and (3) Contractor is legally entitled to this payment.

CONTRACTOR: Envision Civil Contractors, LLC

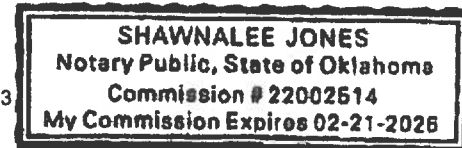
By: *Edith Jones* Date: 4/21/2023

State of: Oklahoma

County of: Rogers

Subscribed and sworn to before

me this 21st day of April 2023



Notary Public: ShawnaLee Jones

My Commission Expires: 02/21/2026

Shawna Jones

CERTIFICATION

The signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) has inspected the Work represented by this Application, (2) such Work has been completed to the extent indicated in this Application, and the quality of workmanship and materials conforms with the Contract Documents, (3) this Application for Payment accurately states the amount of Work completed and payment due therefor, and (4) knows of no reason why payment should not be made.

CERTIFIED AMOUNT \$15,990.64

(If the certified amount is different from the payment due, you should attach an explanation. Initial all the figures that are changed to match the certified amount.)

Signature:

By: *Dalton Powell* Date: 4/24/23

Neither this Application nor payment applied for herein is assignable or negotiable. Payment shall be made only to Contractor, and is without prejudice to any rights of Owner or Contractor under the Contract Documents or otherwise.

CONTINUATION PAGE

PROJECT: 2210 APPLICATION #: 3
 2022 Whitaker Park Tennis Facility Parking DATE OF APPLICATION: 04/21/2023
 Improvements PERIOD THRU: 04/21/2023
 PROJECT #s: PRY 21-07

Payment Application containing Contractor's signature is attached.

ITEM #	WORK DESCRIPTION	C SCHEDULED AMOUNT		D COMPLETED WORK		F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED (D + E + F)	% COMP (G / C)	H BALANCE TO COMPLETION (C-G)	I RETAINAGE (If Variable)
		QTY	\$ AMT	AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD					
ADD 1	Install New Parking Lot with S-4 \$29.29 PER Sq. Yd.	238	\$6,970.70	\$6,970.70	\$0.00	\$0.00	\$6,970.70	100%	\$0.00	
1	Install New Parking Lot with s-3 & \$45.64 PER Sq.Yd.	809	\$36,919.00	\$36,919.00	\$0.00	\$0.00	\$36,919.00	100%	\$0.00	
2	6" Aggregate Base, In Place \$70.66 PER Cu. Yd.	135	\$9,538.50	\$9,538.50	\$0.00	\$0.00	\$9,538.50	100%	\$0.00	
3	Install New 6" Mountable Curb, In \$32.60 PER LF	389	\$12,682.18	\$12,682.18	\$0.00	\$0.00	\$12,682.18	100%	\$0.00	
4	Saw Cut Existing Concrete \$10.82 PER LF	392	\$4,242.34	\$4,242.34	\$0.00	\$0.00	\$4,242.34	100%	\$0.00	
5	Removal of Existing Concrete & \$51.71 PER Sq. Yd.	70	\$3,619.54	\$3,619.54	\$0.00	\$0.00	\$3,619.54	100%	\$0.00	
6	Raise Ex. Manhole to Match Prop. \$2,483.14 PER Each	1	\$2,483.14	\$2,483.14	\$0.00	\$0.00	\$2,483.14	100%	\$0.00	
7	Solid Slab Sodding \$4.34 PER Sq. Ft.	295	\$1,279.54	\$1,279.54	\$0.00	\$0.00	\$1,279.54	100%	\$0.00	
8	Site Grading, Clean Up \$3,781.54 PER LS	1	\$3,781.54	\$3,781.54	\$0.00	\$0.00	\$3,781.54	100%	\$0.00	
9	Erosion Control \$1,705.54 PER LS	1	\$1,705.54	\$1,705.54	\$0.00	\$0.00	\$1,705.54	100%	\$0.00	
10	Mobilization \$13,068.34 PER LS	1	\$13,068.34	\$13,068.34	\$0.00	\$0.00	\$13,068.34	100%	\$0.00	
11	Change Order # 1 \$16,832.25 PER	1	\$16,832.25	\$0.00	\$16,832.25	\$0.00	\$16,832.25	100%	\$0.00	
SUB-TOTALS			\$96,290.36	\$96,290.36	\$0.00	\$0.00	\$96,290.36	99%	\$0.00	

CONTINUATION PAGE

CONTINUATION PAGE

PROJECT: 2210 APPLICATION #: 3
 2022 Whitaker Park Tennis Facility Parking DATE OF APPLICATION: 04/21/2023
 Improvements PERIOD THRU: 04/21/2023
 PROJECT #s: PRY 21-07

Payment Application containing Contractor's signature is attached.

A	B	C		D	E	F	G		H	I
ITEM #	WORK DESCRIPTION	SCHEDULED AMOUNT		COMPLETED WORK		STORED MATERIALS (NOT IN D OR E)	TOTAL COMPLETED AND STORED (D + E + F)	% COMP (G / C)	BALANCE TO COMPLETION (C-G)	RETAINAGE (If Variable)
		QTY	\$ AMT	AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD					

	TOTALS	\$113,122.61	\$96,290.36	\$16,832.25	\$0.00	\$113,122.61	99%	\$0.00	
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CONTINUATION PAGE

CITY OF PRYOR, OKLAHOMA

SEPTEMBER 18, 2020, REVISED NOVEMBER 16, 2020

MAINTENANCE AND ADDONS FOR CALLSTATION SOLUTION REMOTE DESIGN OFF OF MAYES FIRM PRICE PROPOSAL

CALLWORKS

The design, technical, pricing, and other information ("Information") furnished with this submission is proprietary and/or trade secret information of Motorola Solutions, Inc. ("Motorola Solutions") and is submitted with the restriction that it is to be used for evaluation purposes only. To the fullest extent allowed by applicable law, the Information is not to be disclosed publicly or in any manner to anyone other than those required to evaluate the Information without the express written permission of Motorola Solutions.

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SECTION 7

PRICIN

7.1 PRICING SUMMARY

The following pricing consists of the software support, extended warranty, and spares to support City of Pryor's remote call handling system funded by Mayes County.

System Maintenance 5-Year Term Package (On-Site Maintenance and Applicable Taxes, Not Included)		
	LIST PRICE	OFFER PRICE
5-Years Software Support	\$28,628.25	\$28,628.25
4-Year Extended Warranty (First year hardware warranty included)	\$3,310.60	\$3,310.60
Total:	\$31,938.85	\$31,938.85
Add On Equipment		
Recommended System Spares	\$2,554.00	\$2,298.60
Grand Total:	\$34,492.85	\$34,237.45





Coats, Darla <coatsd@pryorcreek.org>

encumbered expense from 05 fund

4 messages

Lees, Larry <leesl@pryorcreek.org>

Thu, Apr 20, 2023 at 10:21 AM

To: Kevin Tramel <tramelk@pryorcreek.org>

Cc: Dennis Nichols <nicholsd@pryorcreek.org>, Darla Coats <coatsd@pryorcreek.org>, Cheryl Lewis <lewisc@pryorcreek.org>

Capt Tramel,

On 16Mar21, City Council approved the encumbered expense of \$34,237.45 from 02-201-5401 for the maintenance agreement. Council created a separate fund for ARPA and CARES Act funds, fund 05. The encumbered expense is now to be expended from 05-501-5401.

This email is just to have a written record of our verbal conversation.

Many thanks for your service!

Larry Lees
Mayor
[Pryor Creek, Oklahoma](#)
[12 N Rowe, Ste B](#)
PO Box 1167
Pryor, OK 74362-1167
LeesL@PryorCreek.org
918.825.0888 o
918.633.9288 c

Tramel, Kevin <tramelk@pryorcreek.org>

Thu, Apr 20, 2023 at 10:34 AM

To: "Lees, Larry" <leesl@pryorcreek.org>

Cc: Dennis Nichols <nicholsd@pryorcreek.org>, Darla Coats <coatsd@pryorcreek.org>, Cheryl Lewis <lewisc@pryorcreek.org>

Mayor,


Thank you for the documentation.

I have included in the attachment a scanned copy of the purchase order (2120213117) that I will be sending to Motorola Solutions, Inc.

Thanks,

Kevin Tramel
Captain
Pryor Creek Police Department
504 E Graham Ave
Pryor, OK 74361
Work: 918-825-1212
Cell: 918-810-5924
Fax: 918-825-2223

[Quoted text hidden]

 **PO 2120213117.pdf**
104K

Coats, Darla <coatsd@pryorcreek.org>

Thu, Apr 20, 2023 at 10:46 AM

To: "Lees, Larry" <leesl@pryorcreek.org>

Cc: Kevin Tramel <tramelk@pryorcreek.org>, Dennis Nichols <nicholsd@pryorcreek.org>, Cheryl Lewis <lewisc@pryorcreek.org>

With the change in account, this will have to go back to Council on May 2nd for re-approval.

Darla Coats

City of Pryor Creek
Office of the Mayor
12 N. Rowe St, Suite B
PO Box 1167
Pryor Creek, OK 74362

P: 918-825-4077

F: 918-825-6577

On Thu, Apr 20, 2023 at 10:21 AM Lees, Larry <leesl@pryorcreek.org> wrote:

[Quoted text hidden]

Lees, Larry <leesl@pryorcreek.org>

Thu, Apr 20, 2023 at 1:05 PM

To: "Coats, Darla" <coatsd@pryorcreek.org>

Cc: Kevin Tramel <tramelk@pryorcreek.org>, Dennis Nichols <nicholsd@pryorcreek.org>, Cheryl Lewis <lewisc@pryorcreek.org>

Darla,

It will merely be a formality, but you are correct. Please copy the motion and minutes from the 16Mar23 council meeting as a packet item as well as a detailed report of the 20-201-5401 account, 16Mar21 forward, plus a detail report of the 05-501-5401 account, 16Mar21 forward. Also, print the 05 pages from the combined cash investment report ending 31Mar23. These items will give evidence that the money has not been spent yet and is still encumbered.

Thanks,

Larry Lees

Mayor

Pryor Creek, Oklahoma

12 N Rowe, Ste B

PO Box 1167

Pryor, OK 74362-1167

LeesL@PryorCreek.org

918.825.0888 o

918.633.9288 c

[Quoted text hidden]

- d. Acknowledge receipt of deficient purchase orders.
There were no deficient purchase orders.
- e. Approve December 2020 Appropriation Requests.

DECEMBER 2020		
FEE IN LIEU	\$	(0.65)
STREET & DRAINAGE	\$	135,925.28
CEMETERY CARE INTEREST	\$	13.12
CEMETERY CARE FUND	\$	681.25
GOLF COURSE CASH FUND	\$	37,005.13
CAPITAL OUTLAY FUND	\$	44,662.08
CAPITAL OUTLAY RESERVE	\$	344.14
REAL PROPERTY ACQUISITION	\$	154.99
HOTEL/MOTEL TAX	\$	12,637.18
2019 BOND PROJECT	\$	-
LIBRARY BUILDING FUND	\$	1.49
GOB 2020	\$	-
RECREATION CASH FUND	\$	66,328.51
PPWA BOND PROCEEDS (86)	\$	-
PPWA SINKING FUNDS	\$	89,292.98
PPWA BOND PROCEEDS (88)	\$	3,174.27
E-911	\$	1,007.11
LIBRARY SPECIAL	\$	68.94
SEIZURES	\$	0.01
DONATIONS	\$	30,673.86
COMMUNITY DEVELOPMENT BLOCK GRANT	\$	-
FUND 47	\$	730.43
MAIN STREET BOND ACCOUNT-2019	\$	9,923.16
TOTAL	\$	432,623.28

- f. Discussion and possible action regarding approval from bids received to purchase a new 16mm LED Sign in the amount of \$37,451.25 from Premier Signs & Design, as in the best interest of the city, to be paid from Recreation Capital Outlay-Equipment Account #84-845-5410. Other bids received: Image Builders, \$31,681.00; Amax Sign Company, \$43,250.00.
- g. Discussion and possible action regarding disposal of city records as listed on attachment according to City of Pryor Creek Retention Policy.
- h. Discussion and possible action regarding closing Graham Avenue from Adair to Vann on April 1st, 2021 from 4:30 pm – 8:30 pm for a Pryor Main Street Spring Carnival Kickoff block party. *(Amended to include South Adair from Graham Avenue to SE 1st Street.)*
- i. Discussion and possible action regarding an expenditure of \$30,000.00 in the form of a matching grant for a National Fitness Campaign “Fitness Court,” which would be constructed on the Recreation Center grounds on the West side and toward the South perimeter, from Recreation Capital Outlay Account #84-845-5410.
- j. Discussion and possible action regarding hiring Angelique Cunningham to fill vacant dispatcher position at the Pryor Creek Police Department at Range D, Step 1 (annual wage - \$32,534.00) effective March 22nd, 2021. This position was left vacant by the resignation of Hannah Thompson.
- k. Discussion and possible action regarding accepting the resignation of Stephanie Perry from dispatch position at the Pryor Creek Police Department, effective March 19th, 2021.
- l. Discussion and possible action regarding an expenditure in the amount of \$34,237.45 for the purchase of 5-year maintenance and a backup phone for the new Motorola CallWorks 911 system that was received through the Oklahoma 911 Management Authority Grant, from Covid Reimbursement Account #02-201-5401.
- m. Discussion and possible action regarding an expenditure in the amount of \$3,166.72 to GT Distributors for the purchase of (32) Streamlight Protac Rifle Lights @ \$98.96 each, from Police Equipment Capital Outlay #44-445-5424. Other quotes received: \$4,159.68, Midway USA; \$5,375.68, Galls.
- n. Discussion and possible action regarding an expenditure in the amount of \$11,947.52 to GT Distributors for the purchase of (32) Vortex Strike Eagle 1-6x24 AR-BDC3 Rifle Optics @ \$243.68 each and (32) Pro 30mm Cantilever Mounts @ \$129.68 each, for the Police Department from Covid Reimbursement Account #02-201-5401. This price includes a lifetime warranty. Other quotes received: \$11,999.36, Vortex Optics; \$14,336.00, Amazon.
- o. Discussion and possible action regarding authorizing Mayor to sign the 2021 Emergency Operations Plan for Mayes County Emergency Management.

p. Discussion and possible action regarding hiring Brody Willyard as B Operator, Range C, Step 1 (annual wage - \$30,834.00) at the Pryor Creek Street Department effective March 29th, 2021. Motion was made by Ketcher, second by Smith to approve items a – p, less items a, f, i, j and k, with amendment on h. Voting yes: Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood. Voting no: none.

a. Approve minutes of the March 2nd, 2021 Council meeting.

Motion was made by Brakefield, second by Chitwood to approve minutes of the March 2nd, 2021 Council meeting. Voting yes: Tramel, Thompson, Ketcher, Shropshire, Nance, Chitwood, Brakefield. Abstaining, counting as a no vote: Smith. Voting no: none.

Steve Smith took a moment to thank Johnny Janzen and Mike Dunham for all the hard work that went into the 2021 Emergency Operations Plan for Mayes County Emergency Management. Mayor agreed, and he made it known that Mr. Janzen is very well known and highly respected in the area for the work he does.

f. Discussion and possible action regarding approval from bids received to purchase a new 16mm LED Sign in the amount of \$37,451.25 from Premier Signs & Design, as in the best interest of the city, to be paid from Recreation Capital Outlay-Equipment Account #84-845-5410. Other bids received: Image Builders, \$31,681.00; Amax Sign Company, \$43,250.00.

Motion was made by Thompson, second by Ketcher to approve purchase of a new 16mm LED Sign in the amount of \$37,451.25 from Premier Signs & Design, as in the best interest of the city due to the quality of their product, to be paid from Recreation Capital Outlay-Equipment Account #84-845-5410. Other bids received: Image Builders, \$31,681.00; Amax Sign Company, \$43,250.00. Voting yes: Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel. Voting no: none.

i. Discussion and possible action regarding an expenditure of \$30,000.00 in the form of a matching grant for a National Fitness Campaign “Fitness Court,” which would be constructed on the Recreation Center grounds on the West side and toward the South perimeter, from Recreation Capital Outlay Account #84-845-5410.

Motion was made by Chitwood, second by Smith to approve an expenditure of \$30,000.00 in the form of a matching grant for a National Fitness Campaign “Fitness Court,” which would be constructed on the Recreation Center grounds on the West side and toward the South perimeter, from Recreation Capital Outlay Account #84-845-5410.

Long provided a short video to explain what this entails. She stated that after more discussion, it was agreed that this would serve the community better if it were placed on the East side of the Recreation Center property.

Chitwood and Smith then amended their motion and second to strike, “on the West side and toward Southern perimeter.” Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Thompson. Voting no: none.

j. Discussion and possible action regarding hiring Angelique Cunningham to fill vacant dispatcher position at the Pryor Creek Police Department at Range D, Step 1 (annual wage - \$32,534.00) effective March 22nd, 2021. This position was left vacant by the resignation of Hannah Thompson.

Motion was made by Ketcher, second by Smith to approve hiring Angelique Cunningham to fill vacant dispatcher position at the Pryor Creek Police Department at Range D, Step 1 (annual wage - \$32,534.00) effective March 22nd, 2021. This position was left vacant by the resignation of Hannah Thompson. Voting yes: Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher. Voting no: none.

k. Discussion and possible action regarding accepting the resignation of Stephanie Perry from dispatch position at the Pryor Creek Police Department, effective March 19th, 2021.

Motion was made by Chitwood, second by Smith to accept the resignation of Stephanie Perry from dispatch position at the Pryor Creek Police Department, effective March 19th, 2021. Chitwood thanked Perry for her service to the City. Voting yes: Nance, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire. Voting no: none.

10. COMMITTEE REPORTS:

a. Budget and Personnel (Brakefield)

Brakefield had nothing to report other than that the Committee will meet on April 13th, 2021, at 5:30 p.m.

b. Ordinance and Insurance (Shropshire)

Shropshire had nothing to report at this time.



Statement

May 9, 2023

City of Pryor
PO Box 1167
Pryor, OK 74362

Charges for miscellaneous repairs needed after the annual inspection of the traffic signals during the month of April 2023.

Repairs were made at the following intersections:

US-69 and Graham Avenue (SH-20)
US-69 and SE 1st Street
Vann Street and Graham Avenue (SH-20)
Rowe Street and Graham Avenue (SH-20)
US-69 and 49th Street/Steve Berry Blvd
Elliott Street and Graham Avenue (SH-20)

SignalTek Invoice

\$5725.52

**TOTAL AGREED UPON COST BETWEEN THE CITY
OF PRYOR AND MUNICIPAL UTILITY BOARD:**

\$2862.76

Please remit payment to: Municipal Utility Board
 P.O. Box 249
 Pryor, OK 74362
 918-825-2100

Office Hours: 8:00AM to 5:00PM



SIGNALTEK

P.O. Box 14788
Oklahoma City, OK 73113-0788
P: (918) 583-4335
F: (405) 524-2386

Invoice 2864-0523

Bill to: PRYOR MUNICIPAL UTILITY BOARD 12 N ROWE ST, A PRYOR, OK 74361	Job: 223864 PRYOR, CITY OF
---	-------------------------------

Invoice #: 2864-0523 Payment Terms: NET 30 Customer Code: PRYOR	Date: 04/30/23	Customer P.O. #: Salesperson:
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April 2023 Service Calls

Quantity	Description	U/M	Unit Price	Extension
1.000	Total for Parts Used	LS	5,187.52	5,187.52
4.000	Hourly Rate - Contract	HR	130.00	520.00
18.000	Technician's Mileage	MI	1.00	18.00
<u>See Attached Field Activity Maintenance Report</u>			Subtotal:	5,725.52
To pay invoices by phone, please call (405) 524-1341 ext. 103.			Total:	5,725.52

FIELD MAINTENANCE ACTIVITY REPORT



Report Period: April 1, 2023 - April 30, 2023

PRYOR, CITY OF

WORK ORDER #	LOCATION	DATE	
204161	US-69 & 1ST ST	Friday	04/21/2023

Reported Problem: 1. INSTALLING REPAIRED CONFLICT MONITOR
Arrival Condition: 1. INSTALLING REPAIRED CONFLICT MONITOR
Action Taken: 1. INSTALLING REPAIRED CONFLICT MONITOR
Action Taken: 2. TEST, CONFLICT MONITOR
Deferred Action: 1. NONE
Departing Condition: 1. ALL WORKING TO SPECIFICATIONS

Note: Action Taken: TESTED REPAIRED CONFLICT MONITOR

<u>EQUIPMENT INSTALLED</u>					
Equipment Description	Serial Number	Source	Qty	Repair Price	Total Price
CONFLICT MONITOR	NSM-12E -150704040	CO	1	247.12	247.12
Note: COST OF REPAIR					

<u>EQUIPMENT REMOVED</u>		
Equipment Description	Serial Number	Source
CONFLICT MONITOR (STI LOANER)	SSM-12LE -E2507635	STI
Memo: REMOVED LOANER		

<u>LABOR</u>				<u>MILEAGE</u>			
	Hours Worked	Rate/Hour	Amount		Miles	Rate/Mile	Mileage Fee
Regular:	2.50	130.00	325.00	Total Miles:	98.00		
Overtime:	0.00	195.00	0.00	Mileage Discount:	-80.00		
		Total:	325.00	Billable Miles:	18.00	1.00	18.00

<u>WORK ORDER TOTAL</u>								
<u>LABOR</u>			<u>MILEAGE</u>			<u>EQUIPMENT INSTALLED</u>		
	HOURS	AMOUNT		Total	Fee		Qty Installed	Price
Regular:	2.50	325.00	Total Miles:	98.00		Equipment Installed:	1.00	
Overtime:	0.00	0.00	Billable Miles:	18.00		Total Price:		247.12
Total:	2.50	325.00	Total Mileage Fee:	18.00				
TOTAL (LABOR, MILEAGE, EQUIPMENT): \$590.12								

FIELD MAINTENANCE ACTIVITY REPORT



Report Period: April 1, 2023 - April 30, 2023

PRYOR, CITY OF

WORK ORDER #	LOCATION	DATE	
204171	ROWE ST & GRAHAM AVE (SH-20)	Thursday	04/27/2023

Reported Problem: 1. COMMENT
Arrival Condition: 1. COMMENT
Action Taken: 1. INSTALL (1ST TIME), CONFLICT MONITOR
Deferred Action: 1. NONE
Departing Condition: 1. ALL WORKING TO SPECIFICATIONS

Note: Reported Problem: INSTALLING NEW 3 CH MONITOR
 Note: Arrival Condition: INSTALLING NEW 3 CH MONITOR
 Note: Action Taken: NEW

<u>EQUIPMENT INSTALLED</u>					
Equipment Description	Serial Number	Source	Qty	Repair Price	Total Price
CONFLICT MONITOR	NSM-3 -120305799	CO	1	952.90	952.90
Note: NEW					

<u>LABOR</u>			<u>MILEAGE</u>		
	Hours Worked	Rate/Hour		Miles	Rate/Mile
Regular:	0.00	130.00			
Overtime:	0.00	195.00			
		Total:			
		0.00			
			Total Miles:	0.00	
			Mileage Discount:	0.00	
			Billable Miles:	0.00	1.00
					0.00

<u>WORK ORDER TOTAL</u>					
<u>LABOR</u>		<u>MILEAGE</u>		<u>EQUIPMENT INSTALLED</u>	
	HOURS	AMOUNT		Qty Installed	
Regular:	0.00	0.00	Total Miles:	0.00	Equipment Installed:
Overtime:	0.00	0.00	Billable Miles:	0.00	1.00
Total:	0.00	0.00	Total Mileage Fee:	0.00	Total Price:
					952.90
TOTAL (LABOR, MILEAGE, EQUIPMENT): \$952.90					

FIELD MAINTENANCE ACTIVITY REPORT



Report Period: April 1, 2023 - April 30, 2023

PRYOR, CITY OF

WORK ORDER #	LOCATION	DATE	
204173	ELLIOTT ST & GRAHAM AVE (SH-20)	Thursday	04/27/2023

Reported Problem: 1. COMMENT
Arrival Condition: 1. COMMENT
Action Taken: 1. INSTALL (1ST TIME), CONFLICT MONITOR
Deferred Action: 1. NONE
Departing Condition: 1. ALL WORKING TO SPECIFICATIONS

Note: Reported Problem: INSTALLING NEW 12CH MONITOR
 Note: Arrival Condition: INSTALLING NEW 12CH MONITOR
 Note: Action Taken: NEW

EQUIPMENT INSTALLED					
Equipment Description	Serial Number	Source	Qty	Repair Price	Total Price
CONFLICT MONITOR	SSM-12LE -E2507635	CO	1	1,392.30	1,392.30
Note: NEW					

LABOR				MILEAGE			
	Hours Worked	Rate/Hour	Amount		Miles	Rate/Mile	Mileage Fee
Regular:	0.00	130.00	0.00	Total Miles:	0.00		
Overtime:	0.00	195.00	0.00	Mileage Discount:	0.00		
		Total:	0.00	Billable Miles:	0.00	1.00	0.00

WORK ORDER TOTAL								
LABOR			MILEAGE			EQUIPMENT INSTALLED		
	HOURS	AMOUNT		Total Miles:	0.00	Equipment Installed:	Qty Installed	
Regular:	0.00	0.00	Total Miles:	0.00		Equipment Installed:	1.00	
Overtime:	0.00	0.00	Billable Miles:	0.00		Total Price:		1,392.30
Total:	0.00	0.00	Total Mileage Fee:	0.00				
TOTAL (LABOR, MILEAGE, EQUIPMENT): \$1,392.30								



CANON FINANCIAL SERVICES, INC. ("CFS")
 Remittance address: 14904 Collections Center Drive
 Chicago, Illinois 60693 (800) 220-0200

MUNICIPAL FINANCE AGREEMENT

CFS-1045 (05/17)

CFS' AGREEMENT NUMBER

CUSTOMER (FULL LEGAL NAME) City of Pryor Creek, Oklahoma		DBA	PHONE ("Customer") (918) 825-0007		
BILLING ADDRESS 505 East Graham Ave		CITY Pryor	COUNTY Mayer	STATE OK	ZIP 74361
EQUIPMENT ADDRESS 505 East Graham Ave		CITY Pryor	COUNTY Mayer	STATE OK	ZIP 74361
EQUIPMENT INFORMATION			NUMBER AND AMOUNT OF PAYMENTS		
Quantity	Serial Number	Make/Model/Description	Number of Payments	Total Payment *	
1		DX-C326i	63	216.00	
TERM: 63 months		PAYMENT FREQUENCY: <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Other:		* Plus Applicable Taxes	

THIS AGREEMENT IS NON-CANCELABLE BY CUSTOMER EXCEPT AS DESCRIBED IN THE FISCAL FUNDING PROVISION HEREIN. CUSTOMER REPRESENTS THAT ALL ACTION REQUIRED TO AUTHORIZE EXECUTION OF THIS AGREEMENT ON BEHALF OF CUSTOMER BY THE FOLLOWING SIGNATORIES HAS BEEN TAKEN. THE UNDERSIGNED HAS READ, UNDERSTANDS AND HEREBY AGREES TO ALL OF THE TERMS AND CONDITIONS SET FORTH IN THIS AGREEMENT.

ACCEPTED	AUTHORIZED CUSTOMER SIGNATURE
CANON FINANCIAL SERVICES, INC.	
By: _____	By: X _____ Title: _____
Title: _____	Printed Name: _____ Email Address: _____
Date: _____	By: X _____ Title: _____
	Printed Name: _____ Email Address: _____

To: Canon Financial Services, Inc. ("CFS")

ACCEPTANCE CERTIFICATE

Customer certifies that (a) the Equipment referred to in this Agreement has been received, (b) installation has been completed, (c) the Equipment has been examined by Customer and is in good operating order and condition and is, in all respects, satisfactory to Customer, and (d) the Equipment is irrevocably accepted by Customer for all purposes under this Agreement. Accordingly, Customer hereby authorizes billing under this Agreement.

Signature: _____ Printed Name: _____ Title (if any): _____ Date: _____

TERMS AND CONDITIONS

- 1. AGREEMENT:** CFS leases to Customer, a City of Pryor Creek, Oklahoma [state name or political subdivision or agency] of Oklahoma [State name] with its chief executive office at 505 East Graham Ave, Pryor, OK 74361, and Customer leases from CFS, with its place of business at 158 Gaither Drive, Suite 200, Mount Laurel, New Jersey 08054, all the equipment described above, together with all replacement parts and substitutions for and additions to such equipment ("Equipment"), upon the terms and conditions set forth in this Municipal Finance Agreement ("Agreement").
- 2. TERM OF AGREEMENT:** This Agreement shall be effective on the date the Equipment is delivered to Customer ("Commencement Date"), provided Customer executes CFS' form of acceptance ("Acceptance Certificate") or otherwise accepts the Equipment as specified herein. The term of this Agreement begins on the date accepted by CFS or any later date that CFS designates ("Agreement Date"), and shall consist of the payment periods specified above. After acceptance of the Equipment, Customer shall have no right to revoke such acceptance or cancel this Agreement during the term hereof, except as set forth herein. The term of this Agreement shall end, unless sooner terminated by CFS after an event of default or under the Fiscal Funding provision, when all amounts required to be paid by Customer under this Agreement have been paid as provided. Except as provided herein, Customer has no right to return the Equipment to CFS.
- 3. PAYMENTS:** Customer agrees to pay to CFS, as invoiced, during the term of this Agreement, (a) the payments specified under "Number and Amount of Payments" above, and (b) such other amounts permitted hereunder as invoiced by CFS and (c) on Schedule 1 attached hereto (collectively, "Payments"). Such Payments are comprised of the principal and interest thereon. The amount of each Payment is based on the supplier's best estimate of the cost of the Equipment. Customer authorizes CFS to adjust the Payment by up to fifteen percent (15%) if the actual total cost of the Equipment, including any sales or use tax, is more or less than originally estimated. Customer's obligation to pay all amounts due under this Agreement and all other obligations hereunder shall be absolute and unconditional and is not subject to any abatelements, set-off, defense or counterclaim for any reason whatsoever.
- 4. APPLICATION OF PAYMENTS:** All Payments received by CFS from Customer under this Agreement will be applied to amounts due and payable hereunder chronologically, based on the date of the charge as shown on the invoice for each such amount and among amounts having the same date in such order as CFS, in its discretion, may determine.
- 5. NO CFS WARRANTIES:** CUSTOMER ACKNOWLEDGES THAT CFS IS NOT A MANUFACTURER DEALER OR SUPPLIER OF THE EQUIPMENT. CUSTOMER AGREES THAT THE EQUIPMENT IS LEASED "AS IS" AND IS OF A SIZE, DESIGN AND CAPACITY SELECTED BY CUSTOMER. CUSTOMER ACKNOWLEDGES THAT CFS HAS MADE NO REPRESENTATION OR WARRANTY WITH RESPECT TO THE SUITABILITY OR DURABILITY OF THE EQUIPMENT, THE ABSENCE OF ANY CLAIM OF INFRINGEMENT OR THE LIKE, OR ANY OTHER REPRESENTATION OR WARRANTY, EXPRESS OR IMPLIED, WITH RESPECT TO THE EQUIPMENT INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. Any warranty with respect to the Equipment made by the manufacturer, dealer, or supplier is separate from, and is not a part of, this Agreement and shall be for the benefit of CFS, Customer and CFS' successors or assignees, if any. So long as Customer is not in breach or default of this Agreement, CFS assigns to Customer any warranties (including those agreed to between Customer and the manufacturer, dealer or supplier) which CFS may have with respect to any item of Equipment; provided that the scope and limitations of any such warranty shall be solely as set out in any agreement between Customer and such manufacturer, dealer, or supplier or as otherwise specified in warranty materials from such manufacturer, dealer, or supplier and shall not include any implied warranties arising solely from CFS' acquisition of the Equipment. CUSTOMER ACKNOWLEDGES THAT NEITHER THE SUPPLIER NOR ANY DEALER IS AUTHORIZED TO WAIVE OR ALTER ANY TERM OF THIS AGREEMENT OR ANY SCHEDULE, OR TO MAKE ANY REPRESENTATION OR WARRANTY WITH RESPECT TO THIS AGREEMENT OR THE EQUIPMENT ON BEHALF OF CFS.
- 6. FISCAL FUNDING:** Customer warrants that it has funds available to pay Payments payable pursuant to this Agreement until the end of its current appropriation period and warrants that it presently intends to make Payments in each appropriation period from now until the end of this Agreement. The officer of Customer responsible for preparation of Customer's annual budget shall request from its legislative body or funding authority funds to be paid to CFS under this Agreement. If notwithstanding the making in good faith of such request in accordance with appropriate procedures and with the exercise of reasonable care and diligence, such legislative body or funding authority does not appropriate funds to be paid to CFS for the Equipment, Customer may, upon prior written notice to CFS, effective upon the exhaustion of the funding authorized for the then current appropriation period, return the Equipment to CFS, at Customer's expense and in accordance with this Agreement, and thereupon, Customer shall be released of its obligation to make Payments to CFS due thereafter and title to the Equipment shall be vested in CFS, provided: (1) the Equipment is returned to CFS as provided for in the Agreement; (2) the above described notice states the failure of the legislative body or funding authority to appropriate the necessary funds as the reason for cancellation; (3) such notice is accompanied by payment of all amounts then due to CFS under this Agreement; and (4) Customer executes a bill of sale and other documents requested by CFS to evidence the return of title in the Equipment to CFS. In the event Customer returns the Equipment pursuant to the terms of this Agreement, CFS shall retain all sums paid by Customer. Customer's Payment obligations under this Agreement in any fiscal year shall constitute a current expense of Customer for such fiscal year, and shall not constitute indebtedness or a multiple fiscal year obligation of Customer under Customer's state constitution, state law or home rule charter. Nothing in this Agreement shall constitute a pledge by Customer of any taxes or other monies, other than as appropriated for a specific fiscal year for this Agreement and the Equipment.
- 7. ACCEPTANCE; DELIVERY:** Customer's execution of the Acceptance Certificate, or other confirmation of Customer's acceptance of the Equipment, shall conclusively establish that the Equipment has been delivered to and accepted by Customer for all purposes of this Agreement and Customer may not for any reason revoke that acceptance; however, if Customer has not, within ten (10) days after delivery of such Equipment, delivered to CFS written notice of non-acceptance, specifying the reasons therefor and specifically referencing this Agreement, Customer shall be deemed to have irrevocably accepted such Equipment. CFS is the lessor and Customer is the lessee of the Equipment under this Agreement. As between CFS and Customer only, this Agreement shall supersede any Customer purchase order in its entirety, notwithstanding anything to the contrary contained in any such purchase order. Customer agrees to waive any right of specific performance of this Agreement and shall hold CFS harmless from damages if for any reason the Equipment is not delivered as ordered, if the Equipment is unsatisfactory or if CFS does not execute this Agreement. Customer agrees that any delay in delivery of the Equipment shall not affect the validity of this Agreement.
- 8. LOCATION; LIENS; NAMES; OFFICES:** Customer shall not move the Equipment from the location specified herein except with the prior written consent of CFS. Customer shall keep the Equipment free and clear of all claims and liens other than those in favor of CFS. Customer's legal name (as set forth in its constituent documents filed with the appropriate governmental office or agency) is as set forth herein. The chief executive office address of Customer is as set forth herein. Customer shall provide CFS with written notice at least thirty (30) days prior to any change of its legal name or chief executive office address, and shall execute and deliver to CFS such documents as required or appropriate.
- 9. WARRANTY OF BUSINESS PURPOSE; USE; PERSONAL PROPERTY; FINANCING STATEMENTS:** Customer represents and warrants that the Equipment will not be used for personal, family, or household purposes. Customer shall comply with all laws and regulations relating to the use and maintenance of the Equipment. Customer shall put the Equipment only to the use contemplated by the manufacturer. The Equipment shall remain personal property regardless of whether it becomes affixed to real property or permanently rests upon any real property or any improvement to real property. Customer authorizes CFS (and any third party filing service designated by CFS) to execute and file (a) financing statements evidencing the interest of CFS in the Equipment (including forms containing a broader description of the Equipment than the description set forth herein), (b) continuation statements in respect thereof, and (c) amendments thereto, and Customer irrevocably waives any right to notice thereof.
- 10. INDEMNITY:** Customer shall reimburse CFS for and defend CFS against any claim for losses or injury caused by the Equipment. This Section shall survive termination of this Agreement.

11. MAINTENANCE; ALTERATIONS: Customer shall keep and maintain the Equipment in good working order and shall, at Customer's expense, supply and install all replacement parts and accessories when required to maintain the Equipment in good working condition. Customer shall not, without the prior written consent of CFS, make any changes or substitutions to the Equipment. Any and all replacement parts, accessories, authorized changes to and/or substitutions for the Equipment shall become part of the Equipment and subject to the terms of this Agreement.

12. TAXES; OTHER FEES AND CHARGES: CUSTOMER SHALL PAY AND DISCHARGE WHEN DUE ALL LICENSE AND REGISTRATION FEES, ASSESSMENTS, SALES, USE, PROPERTY AND OTHER TAXES, AND OTHER EXPENSES AND CHARGES, together with any applicable penalties, interest and administrative fees now or at any time imposed upon any Equipment, the Payments, or Customer's performance or non-performance of its obligations hereunder, whether payable by or assessed to CFS or Customer. In connection with the payment of any fees, assessments, taxes, expenses or charges by Customer as required by this Agreement, upon CFS' request, Customer shall provide CFS with evidence of such payment, such evidence to be satisfactory to CFS in its sole discretion. If Customer fails to pay any such fees, assessments, taxes, expenses or charges as required hereunder, CFS shall have the right but not the obligation to pay those fees, assessments, taxes, expenses and charges, and Customer shall promptly reimburse CFS, upon demand, for all such payments made plus administrative fees and costs, if any. Customer acknowledges that, where required by law, CFS will file any notices and pay personal property taxes levied on the Equipment. Customer shall reimburse CFS for the expense of such personal property taxes as invoiced by CFS and pay CFS a processing fee not to exceed \$50 per year per item of Equipment that is subject to such tax. Customer agrees that CFS has not, and will not, render tax advice to Customer, and that payment of such taxes is an administrative act. ON THE DATE OF THE FIRST SCHEDULED PAYMENT AND THE DATE OF THE FIRST SCHEDULED PAYMENT AFTER THE ADDITION OF ANY EQUIPMENT, CUSTOMER SHALL PAY TO CFS A DOCUMENTATION FEE, IN THE AMOUNT OF \$85, TO REIMBURSE CFS FOR ITS ADMINISTRATIVE AND RECORDING COSTS.

13. INSURANCE: Customer, at its sole cost and expense, shall, during the term hereof including all renewals and extensions, obtain, maintain and pay for (a) insurance against the loss, theft, or damage to the Equipment for the full replacement value thereof, and (b) comprehensive public liability and property damage insurance. All such insurance shall provide for a deductible not exceeding \$5,000 and be in form and amount, and with companies satisfactory to CFS. Each insurer providing such insurance shall name CFS as additional insured and loss payee and provide CFS thirty (30) days' written notice before the policy in question shall be materially altered or canceled. Customer shall pay the premiums for such insurance, shall be responsible for all deductible portions thereof, and shall deliver certificates or other evidence of insurance to CFS. The proceeds of such insurance, at the option of CFS, shall be applied to (a) replace or repair the Equipment, or (b) pay CFS the "Remaining Lease Balance," which shall be the sum of: (i) all amounts then owed by Customer to CFS under this Agreement; *plus* (ii) the present value of all remaining Payments for the full term of this Agreement; *plus* (iii) any applicable taxes, expenses, charges and fees. For purposes of determining present value under this Agreement, Payments shall be discounted at three percent (3%) per year. Customer hereby appoints CFS as Customer's attorney-in-fact solely to make claim for, receive payment of, and execute and endorse all documents, checks, or drafts for any loss or damage to Equipment under any such insurance policy. If within ten (10) days' after CFS' request, Customer fails to deliver satisfactory evidence of such insurance to CFS, then CFS shall have the right, but not the obligation, to obtain insurance covering CFS' interests in the Equipment, and add the costs of acquiring and maintaining such insurance, and an administrative fee, to the amounts due from Customer under this Agreement. CFS and any of its affiliates may make a profit on the foregoing.

14. LOSS; DAMAGE: Customer assumes and shall bear the entire risk of loss, theft of, or damage to the Equipment from any cause whatsoever, effective upon delivery to Customer. No such loss, theft or damage shall relieve Customer of any obligation under this Agreement. In the event of damage to any Equipment, Customer shall immediately repair such damage at Customer's expense. If any Equipment is lost, stolen, or damaged beyond repair, Customer, at the option of CFS, will (a) replace the same with like equipment in a condition acceptable to CFS (such replacement equipment will become "Equipment" and be subject to the terms of this Agreement including without limitation the security interest granted to CFS under this Agreement) or (b) pay CFS the Remaining Lease Balance.

15. DEFAULT: Any of the following events or conditions shall constitute an Event of Default under this Agreement: (a) Customer defaults in the payment when due of any indebtedness of Customer to CFS, whether or not arising under this Agreement, without notice or demand by CFS; (b) Customer or any guarantor of Customer's obligations hereunder ("Guarantor") ceases doing business as a going concern; (c) Customer or any Guarantor becomes insolvent or makes an assignment for the benefit of creditors; (d) a petition or proceeding is filed by or against Customer or any Guarantor under any bankruptcy or insolvency law; (e) a receiver, trustee, conservator, or liquidator is appointed for Customer, any Guarantor, or any of their property; (f) any statement, representation or warranty made by Customer or any Guarantor to CFS is incorrect in any material respect; or (g) Customer or any Guarantor who is a natural person dies.

16. REMEDIES: Upon the happening of any one or more Events of Default, CFS shall have the right to exercise any one or all of the following remedies (which shall be cumulative), simultaneously, or serially, and in any order: (a) to require Customer to immediately pay all Payments hereunder (whether or not then due) and other amounts due under this Agreement; (b) to terminate any and all agreements with Customer; (c) with or without notice, demand or legal process, to enter upon the premises wherever the Equipment may be found, to retake possession of any or all of the Equipment and (i) retain such Equipment and all Payments and other sums paid hereunder, or (ii) sell the Equipment and recover from Customer the amount by which the Remaining Lease Balance exceeds the net amount received by CFS from such sale; or (d) to pursue any other remedy permitted at law or in equity. CFS (i) may dispose of the Equipment in its then present condition or following such preparation and processing as CFS deems commercially reasonable; (ii) shall have no duty to prepare or process the Equipment prior to sale; (iii) may disclaim warranties of title, possession, quiet enjoyment and the like; and (iv) may comply with any applicable state or federal law requirements in connection with a disposition of the Equipment and none of the foregoing actions shall be deemed to adversely affect the commercial reasonableness of the disposition of the Equipment. If the Equipment is not available for sale, Customer shall be liable for the Remaining Lease Balance and any other amounts due under this Agreement. If the proceeds of the sale of the Equipment are not sufficient to pay the balance of any Payments owed by Customer during its then-current appropriation period, CFS may take any other remedy available at law or in equity to require Customer to pay such Payments and perform any of its other obligations under this Agreement. No waiver of any of Customer's obligations, conditions or covenants shall be effective unless contained in a writing signed by CFS. Failure to exercise any remedy that CFS may have shall not constitute a waiver of any obligation with respect to which Customer is in default.

17. LATE CHARGES; EXPENSES OF ENFORCEMENT: If Customer fails to pay any sum to be paid by Customer to CFS under this Agreement on or before the due date, Customer shall pay CFS, upon demand, an amount equal to the greater of ten percent (10%) of each such delayed Payment or twenty-five dollars (\$25) for each billing period or portion of a billing period such Payment is delayed, in each case to the extent permitted by applicable law. The amounts specified above shall be paid as liquidated damages and as compensation for CFS' internal operating expenses incurred in connection with such late payment. In addition, Customer shall reimburse CFS for all of its out-of-pocket costs and expenses incurred in exercising any of its rights or remedies hereunder or in enforcing any of the terms of this Agreement, including, without limitation, reasonable fees and expenses of attorneys and collection agencies, whether or not suit is brought. If CFS should bring court action, Customer and CFS agree that attorney's fees equal to twenty-five percent (25%) of the total amount sought by CFS shall be deemed reasonable for purposes of this Agreement.

18. ASSIGNMENT: CUSTOMER SHALL NOT ASSIGN OR PLEDGE THIS AGREEMENT IN WHOLE OR IN PART, NOR SHALL CUSTOMER SUBLET OR LEND ANY EQUIPMENT WITHOUT PRIOR WRITTEN CONSENT OF CFS. CFS may pledge or transfer this Agreement. Customer agrees that if CFS transfers this Agreement, CFS shall act as Customer's agent for purposes of keeping a written record of such transfer in accordance with Section 149(a) of the Internal Revenue Code of 1986, as amended, and upon Customer request CFS shall deliver the new assignee's name to Customer. Customer agrees that if CFS transfers this Agreement, the assignee will have the

same rights and benefits that CFS has now and will not have to perform any of CFS' obligations, which CFS will continue to perform. Customer agrees that the rights of the assignee will not be subject to any claims, defenses, or set-offs that Customer may have against CFS. If Customer is given notice of any such transfer, Customer agrees, if so directed therein, to pay directly to the assignee all or any part of the amounts payable hereunder.

19. RETURN: If Customer terminates the lease of any Equipment as described in the Fiscal Funding provision hereof, Customer shall return such Equipment at its sole cost and expense in good operating condition, ordinary wear and tear resulting from proper use excepted, to a location specified by CFS. CFS may charge Customer a return fee equal to the greater of one Payment or \$250 for the processing of returned Equipment. If for any reason Customer shall fail to return the Equipment to CFS as provided herein, Customer shall pay to CFS upon demand one billing period's Payment for each billing period or portion thereof that such return is delayed. Customer shall reimburse CFS for any costs incurred by CFS to place the Equipment in good operating condition.

20. OWNERSHIP OF EQUIPMENT: Title to the Equipment shall pass to the Customer "AS-IS WHERE-IS" without any warranties of any kind, upon commencement of the Agreement. As security for the due payment and performance of all of its obligations hereunder, Customer hereby grants to CFS, its successors and assigns, a first priority security interest in the Equipment, which security interest shall only be released upon proper notice and payment by Customer of all amounts due hereunder.

21. DATA: Customer acknowledges that the hard drive(s) on the Equipment, including attached devices, may retain images, content or other data that Customer may store for purposes of normal operation of the Equipment ("Data"). Customer acknowledges that CFS is not storing Data on behalf of Customer and that exposure or access to the Data by CFS, if any, is purely incidental to the services performed by CFS. Neither CFS nor any of its affiliates has an obligation to erase or overwrite Data upon Customer's return of the Equipment to CFS. Customer is solely responsible for: (A) its compliance with applicable law and legal requirements pertaining to data privacy, storage, security, retention and protection; and (B) all decisions related to erasing or overwriting Data. Without limiting the foregoing, if applicable, Customer should, (i) enable the Hard Disk Drive (HDD) data erase functionality that is a standard feature on certain Equipment and/or (ii) prior to return or other disposition of the Equipment, utilize the HDD (or comparable) formatting function (which may be referred to as "Initialized All Data/Settings" function) if found on the Equipment to perform a one pass overwrite of Data or, if Customer has higher security requirements, Customer may purchase from its Canon dealer at current rates an appropriate option for the Equipment, which may include (a) an HDD Data Encryption Kit option which disguises information before it is written to the hard drive using encryption algorithms, (b) an HDD Data Erase Kit that can perform up to a 3-pass overwrite of Data (for Equipment not containing data erase functionality as a standard feature), or (c) a replacement hard drive (in which case Customer should properly destroy the replaced hard drive). Customer shall indemnify CFS, its subsidiaries, directors, officers, employees and agents from and against any and all costs, expenses, liabilities, claims, damages, losses, judgments or fees (including reasonable attorneys' fees) arising or related to the storage, transmission or destruction of the Data. This section survives termination or expiration of this Agreement. The terms of this section shall solely govern as to Data, notwithstanding that any provisions of this Agreement or any separate confidentiality or data security or other agreement now or hereafter entered into between Customer and CFS applies, or could be construed to apply to Data.

22. MAXIMUM INTEREST: No Payment is intended to exceed the maximum amount of interest permitted to be charged or collected by applicable laws, and any such excess Payment will be applied to payments due under this Agreement, in inverse order of maturity, and thereafter shall be refunded.

23. UCC - ARTICLE 2A: CUSTOMER ACKNOWLEDGES AND AGREES THAT THIS AGREEMENT IS INTENDED AS A "FINANCE LEASE" AS THAT TERM IS DEFINED IN ARTICLE 2A OF THE UNIFORM COMMERCIAL CODE ("UCC 2A") AND THAT CFS IS ENTITLED TO ALL BENEFITS, PRIVILEGES AND PROTECTIONS OF A LESSOR UNDER A FINANCE LEASE. CUSTOMER WAIVES ITS RIGHTS AS A LESSEE UNDER UCC 2A SECTIONS 508-522.

24. WAIVER OF OFFSET: This Agreement is a net lease. If the Equipment is not properly installed, does not operate as represented or warranted, or is unsatisfactory for any reason, Customer shall make such claim solely against the supplier, dealer, or manufacturer. Customer waives any and all existing and future claims and offsets against any Payments or other charges due under this Agreement, and unconditionally agrees to pay such Payments and other charges, regardless of any offset or claim which may be asserted by Customer or on its behalf.

25. AUTHORITY AND AUTHORIZATION: Customer represents and agrees that (a) Customer is a state or a political subdivision or agency of a state; (b) that entering into and performance of the Agreement is authorized under Customer's state laws and Constitution and does not violate or contradict any judgment, law, order, or regulation, or cause any default under any agreement to which Customer is party; and (c) Customer has complied with any bidding requirements and, where necessary, has properly presented this Agreement for approval and adoption as a valid obligation on Customer's part. Upon request, Customer agrees to provide CFS with an opinion of counsel as to clauses (a) through (c) above, an incumbency certificate, and other documents that CFS may request, with all such documents being in a form satisfactory to CFS.

26. GOVERNMENT USE: Customer agrees that (a) Customer will comply with all information reporting requirements of the Internal Revenue Code of 1986, as amended, including but not limited to the execution and delivery to CFS of information reporting statements requested by CFS, (b) Customer will not do, cause to be done, or fail to do any act if such act will cause the interest portion of the Payments to be or to become subject to Federal income taxation, and (c) the use of the Equipment is essential for Customer's proper, efficient and economic operation, Customer will be the only entity to use the Equipment during the term of this Agreement and Customer will use the Equipment only for Customer's governmental purposes. Upon request, Customer agrees to provide CFS with an essential use letter in a form satisfactory to CFS as to clause (c) above.

27. GOVERNING LAW; VENUE; WAIVER OF JURY TRIAL: THIS AGREEMENT HAS BEEN EXECUTED BY CFS IN, AND SHALL FOR ALL PURPOSES BE DEEMED A CONTRACT ENTERED INTO IN, THE STATE OF NEW JERSEY. THE RIGHTS OF THE PARTIES UNDER THIS AGREEMENT SHALL BE GOVERNED BY THE LAWS OF THE STATE OF NEW JERSEY WITHOUT REFERENCE TO CONFLICT OF LAW PRINCIPLES. ANY ACTION BETWEEN CUSTOMER AND CFS SHALL BE BROUGHT IN ANY STATE OR FEDERAL COURT LOCATED IN THE COUNTY OF CAMDEN OR BURLINGTON, NEW JERSEY, OR AT CFS' SOLE OPTION, IN THE STATE WHERE CUSTOMER OR THE EQUIPMENT IS LOCATED. CUSTOMER, BY ITS EXECUTION AND DELIVERY HEREOF, IRREVOCABLY WAIVES OBJECTIONS TO THE JURISDICTION OF SUCH COURTS AND OBJECTIONS TO VENUE AND CONVENIENCE OF FORUM. CUSTOMER, BY ITS EXECUTION AND DELIVERY HEREOF, AND CFS BY ITS ACCEPTANCE HEREOF, HEREBY IRREVOCABLY WAIVE ANY RIGHT TO A JURY TRIAL IN ANY SUCH PROCEEDINGS.

28. MISCELLANEOUS: All notices required or permitted under this Agreement shall be sufficient if delivered personally, sent via facsimile or other electronic transmission, or mailed to such party at the address set forth in this Agreement, or at such other address as such party may designate in writing from time to time. Any notice from CFS to Customer shall be effective three (3) days after it has been deposited in the mail, duly addressed. All notices to CFS from Customer shall be effective after it has been received via U.S. mail, express delivery, facsimile or other electronic transmission. If there should be more than one party executing this Agreement as Customer, all obligations to be performed by Customer shall be the joint and several liability of all such parties. Customer's representations, warranties, and covenants under this Agreement shall survive the delivery and return of the Equipment. Any provision of this Agreement that may be determined by competent authority to be prohibited or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions of this Agreement. No such prohibition or unenforceability in any jurisdiction shall invalidate or render unenforceable such provision in any other jurisdiction. Customer agrees that CFS may insert missing information or correct other information on this Agreement including the Equipment's description, serial number, and location and corrections to Customer's legal name; otherwise, this Agreement contains the entire arrangement between Customer and CFS and no modifications of this Agreement shall be effective unless in writing and signed by the parties. Customer agrees that CFS may accept a facsimile or other electronic transmission of this Agreement or any Acceptance Certificate as an original, and that facsimile or electronically transmitted copies of Customer's signature will be treated as an original for all purposes.



CANON FINANCIAL SERVICES, INC. ("CFS")
 Remittance Address: 14904 Collections Center Dr.
 Chicago, Illinois 60693 800-220-0200

Municipal Fiscal Funding Addendum

CFS' Application Number:
CFS' Agreement Number:
Agreement Date:

GOVERNMENTAL ENTITY

Complete Legal Name

City of Pryor Creek, Oklahoma ("Customer")

THIS MUNICIPAL FISCAL FUNDING ADDENDUM ("ADDENDUM") WILL BE OF NO FORCE OR EFFECT IF THE CUSTOMER IS NOT A STATE OR A POLITICAL SUBDIVISION OF A STATE WITHIN THE MEANING OF SECTION 103(C) OF THE INTERNAL REVENUE CODE OF 1986, AS AMENDED.

Customer warrants that it has funds available to pay Payments payable pursuant to the agreement (whether designated a lease, rental, master lease, or otherwise, together with any schedules, the "Agreement") until the end of its current appropriation period and warrants that it presently intends to make Payments in each appropriation period from now until the end of this Agreement. The officer of Customer responsible for preparation of Customer's annual budget shall request from its legislative body or funding authority funds to be paid to CFS under this Agreement. If notwithstanding the making in good faith of such request in accordance with appropriate procedures and with the exercise of reasonable care and diligence, such legislative body or funding authority does not appropriate funds to be paid to CFS for the Equipment, Customer may, upon prior written notice to CFS, effective upon the exhaustion of the funding authorized for the then current appropriation period, return the Equipment to CFS, at Customer's expense and in accordance with this Agreement, and thereupon, Customer shall be released of its obligation to make Payments to CFS due thereafter, provided: (1) the Equipment is returned to CFS as provided for in the Agreement; (2) the above described notice states the failure of the legislative body or funding authority to appropriate the necessary funds as the reason for cancellation; and (3) such notice is accompanied by payment of all amounts then due to CFS under the Agreement. In the event Customer returns the Equipment pursuant to the terms of this Agreement, CFS shall retain all sums paid by Customer. Customer's Payment obligations under this Agreement in any fiscal year shall constitute a current expense of Customer for such fiscal year, and shall not constitute indebtedness or a multiple fiscal year obligation of Customer under Customer's state constitution, state law or home rule charter. Nothing in this Agreement shall constitute a pledge by Customer of any taxes or other monies, other than as appropriated for a specific fiscal year for this Agreement and the Equipment.

The undersigned represents and warrants to CFS that all action required to authorize the execution and delivery of this Addendum on behalf of the above referenced Customer by the following signatory has been duly taken and remains in full force and effect. Customer agrees that CFS may accept a facsimile or other electronic transmission of this Addendum as an original, and that facsimile or electronically transmitted copies of Customer's signature will be treated as an original for all purposes.

ACCEPTED	
Canon Financial Services, Inc.	Customer
By _____	By _____
Title _____	Printed Name _____
Date _____	Title _____



CANON FINANCIAL SERVICES, INC. ("CFS")
 Remittance address:
 14904 Collections Center Drive
 Chicago, Illinois 60693
 (800) 220-0200 www.cfs.canon.com

**Agreement Addendum
 PERSONAL PROPERTY TAX**

CFS-1123 (08/12)

Agreement Number:

Customer: City of Pryor Creek, Oklahoma

This Personal Property Tax Addendum ("Addendum") is made a part of the above mentioned Agreement (whether designated a lease, rental, Master Lease together with any Schedules thereto, or otherwise, the "Agreement"), by and between the above mentioned Customer ("Customer") and Canon Financial Services, Inc. ("CFS") pursuant to which Customer is or shall become the renter or lessee of certain Equipment (as defined in the Agreement). Capitalized terms used herein but not defined will have the same meanings assigned to them in the Agreement.

1. Notwithstanding anything to the contrary contained in the Agreement regarding taxes, fees, and other charges, in consideration of CFS waiving Customer's obligation to reimburse CFS for state and local personal property taxes on the Equipment, Customer agrees to pay CFS the increased monthly payment set forth in the Agreement. Customer remains responsible for all other taxes, fines or penalties relating to the Agreement or the Equipment.

2. This Addendum supplements and amends the Agreement only to the extent and in the manner set forth herein, and in all other respects the Agreement remains in full force and effect.

Customer agrees that CFS may accept a facsimile or other electronically transmitted copies of this Addendum as an original, and that facsimile or other electronically transmitted copies of Customer's signature will be treated as an original for all purposes.

AGREED	AUTHORIZED CUSTOMER SIGNATURE
Canon Financial Services, Inc.	Customer: <u>City of Pryor Creek, Oklahoma</u>
By: _____	By: _____
Printed Name: _____	Printed Name: _____
Title: _____	Title: _____
Date: _____	



Contract Acknowledgement in lieu of Purchase Order

I, _____, as an authorized agent of City of Pryor Creek, Oklahoma am making
(Purchasing Agent Name) *(Agency Name)*
the attached ***purchase / lease / rental*** as specified in agreement _____ under the
(circle procurement type) *(Purchase Agreement Number)*
terms and conditions of State/Association Contract Number NASPO Contract PA SW1034 Oklahoma
(State/Association Contract Number)

Signature

Title

Date

MAINTENANCE - SERVICE AGREEMENT

DATE:	SERVICE COMMENCEMENT DATE:
-------	----------------------------

PLEASE NOTE: THE TERMS AND CONDITIONS ON PAGE TWO ARE PART OF THIS AGREEMENT

The customer acknowledges that they have read this agreement, understand it, and agrees to be bound by its terms and conditions. Further, the Customer agrees that it is the complete and exclusive statement of the Agreement between the parties which supersedes all proposals or prior Agreements, oral or written, and all other communications between the parties relating to the subject matter of this Agreement.

Customer hereby orders Lakeland Office Systems, Inc. and Lakeland Office Systems, Inc. agrees to provide such service on the equipment listed on the face of this Agreement.

CUSTOMER NAME: City of Pryor Creek, Oklahoma – Pryor Public Library		CUST#: MI0780	EQUIP#:
ADDRESS: 505 East Graham Ave	CITY, STATE: Pryor, OK	ZIP: 74361	
PHONE: 918-825-0007	FAX:	EMAIL: reratc@pryorlibrary.org	
MODEL/SERIAL #: Canon DX-C3826i // Serial #			

ACCESSORIES INCLUDED:

		BEGINNING METER READINGS		
TERM OF AGREEMENT (MONTHS):	12	B/W:		
MAINTENANCE CHARGE OF:	N/A	Color:		
<input checked="" type="checkbox"/> Per Month <input type="checkbox"/> Per Quarter <input type="checkbox"/> Per Year				
INCLUDES: Cost Per Copy B&W copies (pages)		OVERAGE BILLED AT:	0.009	For B&W copies (pages)
<input checked="" type="checkbox"/> Per Month <input type="checkbox"/> Per Quarter <input type="checkbox"/> Per Year		<input checked="" type="checkbox"/> Per Month <input type="checkbox"/> Per Quarter <input type="checkbox"/> Per Year		
INCLUDES: Cost Per Copy Color copies (pages)		BILLED AT:	0.06	For COLOR copies (pages)
<input checked="" type="checkbox"/> Per Month <input type="checkbox"/> Per Quarter <input type="checkbox"/> Per Year		<input checked="" type="checkbox"/> Per Month <input type="checkbox"/> Per Quarter <input type="checkbox"/> Per Year		

AGREEMENT COVERAGES - COPIERS

<input checked="" type="checkbox"/>	<u>FULL COVERAGE (INCLUDES TONER)</u>	Includes all parts, labor, trip charges, drum, toner, developer and stated base copies/prints. Excludes paper, staples, and additional charges for copies/prints in excess of stated base copies/prints allowed.
<input type="checkbox"/>	<u>SERVICE COVERAGE (EXCLUDES TONER)</u>	Includes all parts, labor, trip charges, drum, and stated base copies/prints. Excludes all toner, developer, starter cleaning webs, paper, staples, and additional charges for copies/prints in excess of stated base copies/prints allowed.

X

CUSTOMER SIGNATURE/TITLE	DATE	LOS APPROVED FOR SERVICE
--------------------------	------	--------------------------

RETURN TO: Lakeland Office Systems, Inc. • P.O. Box 1029 • Miami, OK 74355-1029

ACCEPTANCE

Acceptance of this agreement by Lakeland Office Systems, Inc., herein after referred to as LOS, is contingent upon the absence of any mathematical error and upon consistency with LOS's then current prices. Unless the Customer is advised to the contrary within 15 days from the signing of this Agreement, this Agreement is accepted by LOS as written, and is in full force and effect on the date signed by LOS. It is understood that the equipment covered by this Agreement is in good condition at time of acceptance of Agreement. This Agreement shall not be deemed in force and operable until accepted and approved by a LOS Corporate officer. By providing mailing address, email address, telephone number and fax number I consent to receive communications sent by or on behalf of LOS by way of the U.S. mail, email, telephone, or fax. I understand that in accordance with this privacy statement, LOS will not share any of the below information with any outside organizations. I understand that I may revoke this consent by contacting LOS in writing and allowing them 30 days to change my status.

TERM

This Agreement will remain in force from service commencement date until expiration of agreed term listed on front of document, and will automatically renew without thirty day prior written notice. The Customer cannot terminate this Agreement or withdraw any machine from this Agreement without written consent from LOS and may forfeit all or some of contract price. LOS reserves the right to increase contract charges on an annual basis.

SERVICE AVAILABILITY

LOS will provide service availability during LOS's normal business hours while the machine is located at the address on the face of this Agreement. This service to keep the machine(s) in good working order includes maintenance based upon the specific needs of the individual machine as determined by LOS, and unscheduled, on call remedial maintenance. Maintenance will include lubrication, adjustments and replacement of maintenance parts deemed necessary by LOS. Maintenance parts will be furnished on an exchange basis, and the replaced parts become the property of LOS. Service provided under this Agreement does not assure uninterrupted operation of the machine(s).

CHARGES

The customer agrees to pay the Maintenance Charge as shown on the face of this Agreement in accordance with the current practice then in effect, from the Service Commencement Date up to, but not including the first day of the Renewal Month.

If the Customer requests service to be performed at a time outside LOS's normal business hours, there will be no additional charge for maintenance parts; however, the service, if available, will be furnished at LOS's applicable hourly rates and term then in effect.

Changes in machine specifications may result in an adjustment of the Service Charge. Such adjustment will become effective upon the installation of the specification change.

Customer agrees to:

- Provide LOS with meter readings as needed and to accept estimated meter readings based on service history for billing purposes.
- Pay additional .0025 cents per scan.
- Expenses incurred for supplies consumed in the course of service performed, damaged or misused by the customer or LOS technical personnel are non-recoverable and replenishment of such supplies is the sole responsibility of the customer.

TAXES

In addition to the charges due under this Agreement, the Customer agrees to pay amount equal to and taxes resulting from this Agreement, or any activities hereunder, exclusive of taxes based upon net income.

INVOICING

The Service Charge and Zone Charge, if any, will be invoiced in advance. Payment shall be due within 10 days after the date of the invoice. All other charges due hereunder are payable as specified in the invoice. The Service Charge and Zone Charge, if any, for a partial month's service will be prorated on the basis of a 30 day month.

EXCLUSIONS

Service provided by LOS under this Agreement does not include:

- repair of damage or increase in service time caused by failure to continually provide a suitable installation environment with all facilities prescribed by LOS including, but not limited to, the failure of adequate electrical power, air conditioning or humidity control.
- repair of damage or increase in service time caused by the use of the machines for other than ordinary use for which designed.
- repair of damage or increase in service time caused by the use of supplies that do not meet OEM specifications.
- repair of damage or increase of service time caused by; accident, disaster, which shall include, but not be limited to, fire, flood, water, wind and

lightning; transportation; neglect or misuse; alterations, which shall include, but not be limited to, any deviation from said machines original physical, mechanical or electrical machine design; attachments, which are defined as the mechanical, electrical or electronic interconnection to said machine or no LOS equipment and devices, not supplied by LOS.

- furnishing supplies (as designated by LOS) or accessories, painting or refinishing the machine(s) or furnishing material therefore inspecting altered machine(s), making specification changes or performing services connected with relocation of machine(s), or adding or removing accessories, attachments or other devices.
- electrical work external to the machines or maintenance of accessories, alterations, attachments or other devices not furnished by LOS, and such service which is impractical for LOS to render because of alterations in, or attachments to the machines.
- circuit board failures, print boards, fax boards, & scanner boards, unless an LOS approved surge protection device is installed in line with the listed equipment.
- replacement or repair of any external network devices; to include, but not to be limited to; software, OS software, drivers, updates, cabling or hardware outside of the equipment under contract that was NOT a part of the original installation of the covered device. Service if available will be furnished at LOS's applicable Networking Services hourly rates and terms then in effect.
- network changes or modifications made on clients' network system, by the client, that alter or inhibit the operation of the serviced equipment. Service to restore full functionality to the serviced equipments network applications, if available, will be furnished at LOS's applicable Networking Services hourly rates and terms then in effect.

ACCESS TO MACHINES

LOS shall have full and free access to the machine(s) to provide service thereon.

If person other than LOS representatives shall perform maintenance or repair of a machine, and as a result further repair by LOS is required, such further repairs will be made at LOS's applicable time and material rates and terms then in effect. If such additional repair is required, LOS may withdraw the machine from this Agreement upon 30 days prior written notice to the Customer following any repetition of the need for additional repair of such machine caused by non LOS service activity.

DISCLAIMER AND LIMITATION OF LIABILITY

In no event will LOS be liable for lost profits, or other consequential damages, even if LOS has been advised of the possibility of such damages or for any claim against the customer by any other party.

GENERAL

Subject to the terms of the following paragraph, LOS may modify the terms and conditions of this Agreement effective on the Renewal Month by providing the Customer with one month's prior written notice.

Any such modification will apply unless the Customer exercises the option to terminate this Agreement or withdraw the machine(s) affected by such modifications. Otherwise, this Agreement can only be modified by a written agreement duly signed by persons authorized to sign agreements on behalf of the Customer and LOS and variance from the terms and conditions of this Agreement in any customer order or other written modification will be of no effect.

LOS's services provided outside the scope of this Agreement will be furnished at LOS'S -applicable time and material rates and terms, then in effect.

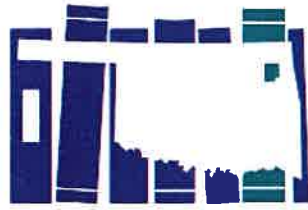
LOS is not responsible for failure to render service due to causes beyond its control.

Either party may withdraw any machine or all machines from this agreement for failure of the other to comply with any of its terms and conditions, including withdrawal of any individual machine by LOS when the customer is in default for payment of service not covered under this Agreement, when such service was provided by LOS for that machine.

No action, regardless of form, arising out of this Agreement may be brought by either party more than two years after the cause of action has arisen, or, in the case of nonpayment, more than two years from the date of the last payment.

This Agreement will be governed by the laws of the states in which we operate.

Service is our business!!! This contract is a commitment to your business from our business. Have questions? Call us at (800) 798-8606 or e-mail us at dispatch@lakelandoffice.com



THOMAS J. HARRISON

PRYOR PUBLIC LIBRARY



THIS IS YOUR LIBRARY



Cost Comparison

Attn: Cari

05/04/2023

Current Equipment & Plan		Expense
Canon IR C3525i - Office		Lease
Canon IR Adv C355iF - Library		\$295.00
<u>Service Supply Contract</u>		
Cost Per Copy Contract		
B&W Pages Billed @ .01165/Color Pages Billed @ .07771		
<u>Office</u>		
Monthly B&W Average: 1715 x .01165 =		\$19.98
Monthly Color Average: 292 x .07771 =		\$22.69
<u>Library</u>		
Monthly B&W Average: 540 x .01165 =		\$6.29
Monthly Color Average: 116 x .07771 =		\$9.01
Total Expenditures		\$352.97/Month
Proposed Upgrades		
NEW Canon IR DX C3826i Full Color (26PPM) - Office 	New Canon IR DX C357iF Full Color (56PPM) - Library 	
Canon		
<i>Configurations Same for Both Units</i>		
60 Month Municipal Lease: \$216.00		
Premier Service Supply Program		Expense
Cost per Copy		
B&W Pages Billed @ .009		
Color Pages Billed @ .06		
Monthly B&W Average: 2,255 x .009 =		\$20.30
Monthly Color Average: 406 x .06 =		\$24.36
Total Expenditures		\$260.66/Month

Net Savings of \$92.31 per Month PLUS Having New State of the Art Technology!!!

Mike Booe
mbooe@lakelandoffice.com
417-629-2080

 **Lakeland**
OFFICE SYSTEMS INC.
Springfield • Joplin • Miami
Your Documents Are Our Business

LIBRARY

UNIVERSITY OF CALIFORNIA
LIBRARY

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Public

imageRUNNER
ADVANCE DX
C357iF
C257iF

imageRUNNER ADVANCE DX C357iF Series

Color
Compact
Multifunction

- Print up to 36 ppm (BW/color)
- Scan up to 200 ipm (300 dpi) (BW/color, duplex)
- Print up to 8-1/2" x 14"
- 2,300-sheet maximum paper capacity



Canon's comprehensive portfolio of imageRUNNER ADVANCE DX multifunction printers and integrated solutions can help **simplify** the end user experience and management of technology, better **control** sensitive information and print-related costs, and help ensure that technology investments proactively **evolve** with changing needs.



WORKFLOW EFFICIENCY

- 10.1" intuitive touch screen with smartphone-like usability.
- A unique, customized experience tailored to individual preferences using My ADVANCE.
- Supports mobile solutions and integration with many popular cloud services like Google Drive!
- Scan and convert documents to searchable digital files in a variety of file formats.
- Integration with Canon and various third-party software with embedded application platform.
- Hot Folders allow users to drag and drop a file into a hot folder and automatically print with pre-defined settings such as number of copies and finishing requirements.



SECURITY

- Advanced standard security feature set to help safeguard sensitive information and assist in regulatory compliance.
- Integrates with existing, third-party SIEM*2 systems to help provide real-time, comprehensive insights into potential threats to the network and printers.
- Technology to verify that the device boot process, firmware, and applications initialize without alteration at startup. McAfee Embedded Control³ utilizes a whitelist to protect against malware and tampering of firmware and applications.
- Security policy settings can be controlled with a dedicated password, configured from a central location, and exported to other supported devices.
- Control access to the device and specific features, using a host of flexible authentication methods—PIN code, user name/password, **139** or card access.⁴



QUALITY AND RELIABILITY

- Canon's signature reliability and engine technologies help keep productivity high and minimize the impact on support resources.
- Outstanding imaging technologies and toner allow for consistently striking images, thanks to Canon's V² color profile.
- Designed to achieve maximum uptime with status notifications that help keep supplies replenished plus intuitive maintenance videos for consumables replacement.
- imageRUNNER ADVANCE models have received many awards and recognition from leading industry analysts, often referencing strong reliability.

* Security Information and Event Management



DEVICE AND FLEET MANAGEMENT

- Designed for quick, easy deployment.
- Remote diagnostics and parts life management for proactive maintenance and rapid fixes.
- Easy and intuitive to monitor device status and consumable levels, turn off devices remotely, observe meter readings, manage settings, and implement security policies.
- Common firmware and regular updates with Unified Firmware Platform (UFP) for continuous improvements and consistency across a fleet.



COST MANAGEMENT

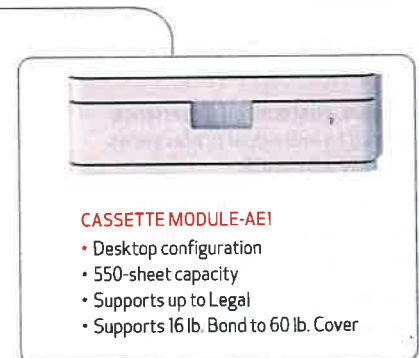
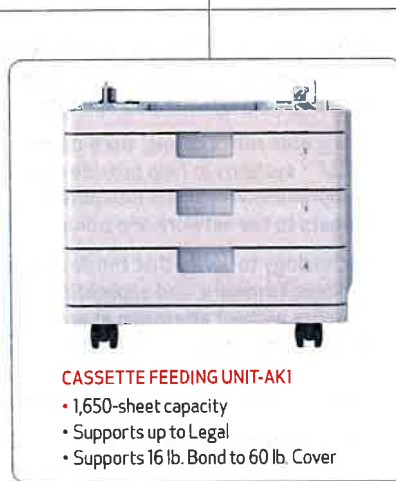
- Track and assess print, copy, scan, and fax usage and allocate costs to departments or projects.
- Apply print policies and restrict usage by user to help reduce unnecessary printing and contribute to cost efficiency.
- Standard cloud-based solution provides a centralized dashboard with up-to-the-minute insights into printer activity.
- Upgrade to uniFLOW server or cloud-based solutions for full accounting and reporting for compatible Canon and third-party devices, pull printing, job routing, and powerful scan workflows.



SUSTAINABILITY

- A combination of fusing technologies and low-melting-point toner minimizes power requirements and helps achieve low energy consumption.
- Encourage environmentally conscious work practices by enabling multiple settings that can help save paper and energy.
- ENERGY STAR® certified and rated EPEAT® Gold⁵

CONFIGURATION OPTIONS



SPECIFICATIONS

Main Unit

Type

Color Laser Multifunctional

Core Functions

Print, Copy, Scan, Send, Store, Fax

Processor

1.75GHz Dual Core Processor

Control Panel

10.1" TFT LCD WSVGA Color Touch-panel

Memory

3.0 GB RAM

Hard Disk Drive

320 GB (available disk space: 200 GB)

Interface Connection

Network: 1000Base-T/100Base-TX/10Base-T,
Wireless LAN (IEEE 802.11 b/g/n),
Bluetooth Low Energy

Optional:

Standard: USB 2.0 x1 (Host), USB 3.0 x1 (Host),
USB 2.0 x1 (Device)

Optional: Serial Interface, Copy Control Interface

Paper Capacity (LTR, 20 lb. Bond)

Standard: 650 Sheets

Maximum: 2,300 Sheets

Paper Sources (LTR, 20 lb. Bond)

Standard: 550-sheet Paper Cassette, 100-sheet
Multi-Purpose Tray

Optional: 550-sheet Paper Cassette (CASSETTE
MODULE-AEI), 550-sheet Paper Cassette
with cabinet (CASSETTE FEEDING UNIT-
AJI), Triple 550-sheet Paper Cassettes
(CASSETTE FEEDING UNIT-AK1)

Paper Output Capacity (LTR, 20 lb. Bond)

Standard: 250 Sheets

Maximum: 500 Sheets (with STAPLE FINISHER-Z1)

Finishing Capabilities

Standard: Collate, Group

With External

Finisher: Collate, Group, Offset, Staple

Supported Media Types

Multi-Purpose Thin, Plain, Heavy, Recycled, Color,
Tray: Transparency, Pre-punched, Bond,
Label, Envelope

Paper Thin, Plain, Heavy, Recycled, Color,
Cassette: Pre-punched, Bond, Envelope

Supported Media Sizes

Standard Size: Legal, Letter, Executive, Statement

Custom Size: 3-7/8" x 5-7/8" to 8-1/2" x 14"

(98.0 x 148.0 mm to 216.0 x 355.6 mm)

Envelopes: COM10 No.10, Monarch, DL, ISO-C5

Envelope 3-7/8" x 5-7/8" to 8-1/2" x 14"

Custom Size: (98.0 x 148.0 mm to 216.0 x 355.6 mm)

Paper Cassette

Standard size: Legal, Letter, Executive, Statement

Custom Size: 3-7/8" x 7-1/2" to 8-1/2" x 14"

(98.0 x 190.5 mm to 216.0 x 355.6 mm)

Envelopes: COM10 No.10, Monarch, DL, ISO-C5

Supported Media Weights

Cassettes: 16 lb. Bond to 60 lb. Cover (60 to 163 g/m²)

Multi-Purpose 16 lb. Bond to 80 lb. Cover (60 to 220 g/m²)

Tray:

Duplexing: 16 lb. Bond to 60 lb. Cover (60 to 163 g/m²)

Print/Copy Speed (BW and Color)

C357iF: Up to 36 ppm (Letter);
Up to 29 ppm (Legal)

C257iF: Up to 26 ppm (Letter);
Up to 21 ppm (Legal)

Warm-up Time

From Power On: Approx. 10 Seconds⁶

From Sleep Mode: Approx. 10 Seconds⁷

Quick Startup Mode: Approx. 4 Seconds⁸

From Sleep Mode: Approx. 4 Seconds⁸

Dimensions (W x D x H)

Standard 20-1/2" x 25-7/8" x 25-1/8"

(Desktop): (519 mm x 658 mm x 638 mm)

Installation Space (W x D)

Basic: 33-1/2" x 35-3/4" (852 mm x 908 mm)

(with Paper Cassette Open + Multi-Purpose
Tray Extended)

Fully Configured: 55-3/8" x 35-3/4" (1407 mm x 908 mm)

(with Staple Finisher-Z1 + Paper Cassette
Open + Multi-Purpose Tray Extended)

(with Staple Finisher-Z1 + Paper Cassette
Open + Multi-Purpose Tray Extended)

(with Staple Finisher-Z1 + Paper Cassette
Open + Multi-Purpose Tray Extended)

Weight⁹

Standard (Desktop): Approx. 108 lb. (49 kg)

Print Specifications

Print Resolution (dpi)

1200 x 600

Standard Page Description Languages

UFR II, PCL[®] 6, Adobe[®] PS[®] 3

Supported File Types

PDF, TIFF, JPEG, EPS, XPS

Printing from Mobile Devices and Cloud-based Services

A range of standard and optional software and MEAP-based solutions (including AirPrint, Mopria, Universal Print by Microsoft[®], Canon PRINT Business, and uniFLOW Online) are available to provide printing from mobile devices or internet-connected devices and cloud-based services depending on your requirements. Please contact your sales representative for further information.

Fonts

PCL: 93 Roman, 10 Bitmap fonts, 2 OCR fonts,
Andalé Mono WT J/K/S/T (Japanese,
Korean, Simplified and Traditional Chinese),¹⁰
Barcode Fonts¹¹

PS: 136 Roman

Operating System¹²

UFR II/PS: Windows[®] 7/8.1/10/Server 2008/
Server 2008 R2/Server 2012/
Server 2012 R2/Server 2016/
Server 2019, Mac OS X (10.10 or later)

PCL: Windows[®] 7/8.1/10/Server 2008/Server
2008 R2/Server 2012/Server 2012 R2/
Server 2016/Server 2019

PPD: Windows[®] 7/8.1/10, Mac OS X (10.9 or later)

Copy Specifications

First-Copy-Out Time (LTR)

C357iF: As fast as 5.1 seconds (BW)/
6.9 seconds (Color)

C257iF: As fast as 6.9 seconds (BW)/
9.4 seconds (Color)

As fast as 6.9 seconds (BW)/
9.4 seconds (Color)

Copy Resolution (dpi)

With Platen: 600 x 600

With DADF: 300 x 600

Multiple Copies

Up to 999

Magnification

25%-400% (1% Increments)

Preset Reduction/Enlargement:

25%, 50%, 64%, 78%, 100% (1:1), 129%, 200%, 400%

Scan Specifications

Type

Single-pass Duplexing Automatic Document Feeder¹³

Document Feeder Paper Capacity

Up to 100 Sheets (20 lb. Bond)

Document Feeder Supported Media Sizes

Legal, Letter, Statement

Custom Size: 1-7/8" x 5" to 8-1/2" x 14" (48.0 mm x
128.0 mm to 216.0 mm x 355.6 mm)

Business Card: 1-7/8" x 3-3/8" to 2-1/8" x 3-5/8" (48.0 mm x
85.0 mm to 55.0 mm x 91.0 mm)

Document Feeder Supported Media Weights

One-Sided 13.3 to 34 lb. Bond (50 to 128 gsm) (BW), 17 to

Scanning: 34 lb. Bond (64 to 128 gsm) (CL)

Two-Sided 13.3 to 34 lb. Bond (50 to 128 gsm) (BW), 17 to

Scanning: 34 lb. Bond (64 to 128 gsm) (CL)

Note:

Business Card: 21.3 lb bond to 80 lb cover (80 to 220 gsm)

Platen Acceptable Originals

Sheet, Book, 3-Dimensional Objects

Pull Scan

Color Network ScanGear2 for both Twain and WIA

Supported OS: Windows[®] 7/8.1/10/Server 2008/
Server 2008 R2/Server 2012/
Server 2012 R2/Server 2016

Scan Resolution (dpi)

Scan for Copy: 600 x 600

Scan for Send: (Push) 600 x 600 (SMB/FTP/WebDAV/IFAX),
(Pull) 600 x 600

Scan for Fax: 600 x 600

Scan to Mobile Devices and Cloud-based Services

A range of solutions is available to provide scanning to compatible mobile devices and certain cloud-based services depending on your requirements.

Scan Speed (LTR)

Send: Automatic Color Select "OFF" (300 x 300 dpi):
Single-Sided Scanning: 100 ipm

Double-Sided Scanning: 200 ipm

Automatic Color Select "ON" (300 x 300 dpi):

Single-Sided Scanning: 50 ipm

Double-Sided Scanning: 100 ipm

Copy: Scan Speed priority (300 x 600 dpi):

Single-Sided Scanning: 50 ipm

Double-Sided Scanning: 100 ipm

Image Quality priority (600 x 600 dpi):

Single-Sided Scanning: 30 ipm

Double-Sided Scanning: 50 ipm

Send Specifications

Destination

Email/Internet Fax (SMTP), SMB v3.0, FTP, WebDAV, Mail
Box, Super G3 Fax, IP Fax (Optional)

Address Book

LDAP (2,000)/Local (1,600)/Speed Dial (200)

Send Resolution (dpi)

Push: Up to 600 x 600

Pull: Up to 600 x 600

Communication Protocol

File: FTP (TCP/IP), SMB v3.0, WebDAV

Email: SMTP, POP3

File Format

TIFF, JPEG, PDF (Compact, Searchable, Apply policy,
Optimize for Web, PDF A/1-b, Trace & Smooth, Encrypted,
Device Signature, User Signature), XPS (Compact,
Searchable, Device Signature, User Signature), Office
Open XML (PowerPoint, Word)

Fax Specifications

Maximum Number of Connection Lines

2

Modem Speed

Super G3: 33.6 Kbps
G3: 14.4 Kbps

Compression Method

MH, MR, MMR, JBIG

Resolution (dpi)

400x400 (Ultra Fine), 200x400 (Super Fine), 200x200 (Fine), 200x100 (Normal)

Sending and Recording Size

Statement to Legal

Fax Memory

Up to 30,000 Pages (2,000 jobs)

Speed Dials

Max. 200

Group Dials/Destinations

Max. 199 Dials

Sequential Broadcast

Max. 256 Addresses

Memory Backup

Yes

Store Specifications

Mail Box (Number Supported)

100 User In-boxes, 1 Memory RX Inbox, 50 Confidential Fax In-boxes, Maximum 10,000 Pages (2,000 jobs) Stored

Advanced Box

Communication SMB or WebDAV

Protocol: Windows (Windows 8.1/10)
Client PC:

Concurrent Connections (Max.)

SMB: 64
WebDAV: 3 (Active Sessions)

Advanced Box Available Disc Space

Approx. 16 GB

Security Specifications

Authentication

Standard: Universal Login Manager, uniFLOW Online Express,¹⁴ User Authentication, Department ID Authentication, Access Management System, Device and Function Level Log-in uniFLOW

Optional:

Data

Standard: Trusted Platform Module (TPM), Hard Disk Password Lock, Hard Disk Drive Erase, Mail Box Password Protection, Hard Disk Drive Encryption (FIPS140-2 Validated), Verify System at Startup,³ McAfee Embedded Control⁹

Optional: IEEE 2600.2 Common Criteria Certification, Data Loss Prevention (Requires uniFLOW)

Network

Standard: Encrypted Secure Print, IP/Mac Address Filtering, IPsec, TLS Encrypted Communication (v1.0/1.1/1.2/1.3), SNMP V3 0, IEEE 802.1X, IPv6, SMTP Authentication, POP Authentication before SMTP, S/MIME, SIEM Integration

Document

Standard: Secure Watermarks, Secure Print, Adobe LiveCycle[®] Rights Management ES2.5 Integration, Encrypted PDF, Encrypted Secure Print, Device Signature User Signatures

Optional:

Environmental Specifications

Operating Environment

Temperature: 50 to 86 °F
Humidity: 20 to 80% RH (Relative Humidity)

Power Requirements

110-127V AC 60 Hz, 6.9 A

Plug (Main Unit)

NEMA 5-15P

Power Consumption

Maximum: Approx. 1,500 W
Standby: Approx. 38.9 W¹⁵
Sleep Mode: Approx. 0.8 W or Less¹⁶
Typical Electricity Consumption (TEC) Rating¹⁷
C357iF: 0.36 kWh
C257iF: 0.25 kWh

Standards

ENERGY STAR[®] Certified
Rated EPEAT[®] Gold³

Consumables

Toner

NPG-58 Toner

Toner Yield (Estimated @ 5% Coverage)

Black: 23,000 Pages
Color (C, M, Y): 18,000 Pages

- ¹ Subscription to a third-party cloud service required. Subject to third-party cloud service providers' Terms and Conditions.
- ² Third-party SIEM system required. Subject to third-party SIEM system's Terms and Conditions. Canon cannot ensure compatibility with all third-party SIEM systems.
- ³ This feature is off by default and must be turned on by the user. Warm-up times are affected once turned on.
- ⁴ Requires additional option.
- ⁵ For current EPEAT rating (Gold/Silver/Bronze), please visit www.epeat.net.
- ⁶ Time from device power-on until copy ready (not print reservation).
- ⁷ Time from exiting Sleep Mode to when printing is operational.
- ⁸ Time from device power ON to when the copy icon appears and is enabled to operate on the touch panel display.
- ⁹ Includes consumables.
- ¹⁰ Requires the optional PCL International Font Set-A1.
- ¹¹ Requires the optional Barcode Printer Kit-D1.
- ¹² Other operating systems and environments, including AS/400, UNIX, Linux, and Citrix may be supported. Some of these solutions are chargeable. SAP Device Types are available via the SAP Market Place. For more information, contact your authorized sales representative.
- ¹³ Multi-Sheet Feed Detector Supported.
- ¹⁴ No charge for this solution; however, activation is required.
- ¹⁵ Reference value (measured one unit).
- ¹⁶ 0.8 W Sleep Mode not available in all circumstances due to certain settings.
- ¹⁷ Based on ENERGY STAR Product Specification for Imaging Equipment Version 3.0.

USA.CANON.COM/SIMPLYADVANCED

Canon



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PROTECTED

CANON
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office



imageRUNNER
ADVANCE DX
C3835i/C3830i
C3826i

imageRUNNER ADVANCE DX C3800 Series

Color
Low-to Mid-volume
Multifunction

- Print up to 35 ppm (BW/color)
- Scan up to 270 ipm (300 dpi) (BW/color, duplex)
- Print up to 12" x 18"
- 2,300-sheet maximum paper capacity



Canon's comprehensive portfolio of imageRUNNER ADVANCE DX multifunction printers and integrated solutions can help **simplify** the end user experience and management of technology, better **control** sensitive information and print-related costs, and help ensure that technology investments proactively **evolve** with changing needs.



WORKFLOW EFFICIENCY

- 10.1" intuitive touchscreen with smartphone-like usability.
- A unique, customized experience tailored to individual preferences using My ADVANCE.
- Supports mobile solutions and integration with many popular cloud services like Google Drive!
- Scan and convert documents to searchable digital files in a variety of file formats.
- Integration with Canon and various third-party software with embedded application platform.
- Hot Folders allow users to drag and drop a file into a hot folder, and automatically print with predefined settings such as number of copies and finishing requirements.



SECURITY

- Advanced standard security feature set to help safeguard sensitive information and assist in regulatory compliance.
- Integrates with existing, third-party SIEM*2 systems to help provide real-time, comprehensive insights into potential threats to the network and printers.
- Technology to verify that the device boot process, firmware, and applications initialize without alteration at startup. McAfee Embedded Control³ utilizes a whitelist to protect against malware and tampering of firmware and applications.
- Security policy settings can be controlled with a dedicated password, configured from a central location, and exported to other supported devices.
- Control access to the device and specific features, using a host of flexible authentication methods—PIN code, user name/password, **43**d access.⁴



QUALITY AND RELIABILITY

- Canon's signature reliability and engine technologies help keep productivity high and minimize the impact on support resources.
- Outstanding imaging technologies and toner allow for consistently striking images, thanks to Canon's V² color profile.
- Designed to achieve maximum uptime with status notifications that help keep supplies replenished and intuitive maintenance videos for consumables replacement.
- imageRUNNER ADVANCE models have received many awards and recognition from leading industry analysts, often referencing strong reliability.

* Security Information and Event Management



DEVICE AND FLEET MANAGEMENT

- Designed for quick, easy deployment.
- Remote diagnostics and parts life management for proactive maintenance and rapid fixes.
- Easy and intuitive to monitor device status and consumable levels, turn off devices remotely, observe meter readings, manage settings, and implement security policies.
- Common firmware and regular updates with Unified Firmware Platform (UFP) for continuous improvements and consistency across a fleet.



COST MANAGEMENT

- Track and assess print, copy, scan, and fax usage and allocate costs to departments or projects.
- Apply print policies and restrict usage by user to help reduce unnecessary printing and contribute to cost efficiency.
- Standard cloud-based solution provides a centralized dashboard with up-to-the-minute insights into printer activity.
- Upgrade to uniFLOW server or cloud-based solutions for full accounting and reporting for compatible Canon and third-party devices, pull printing, job routing, and powerful scan workflows.

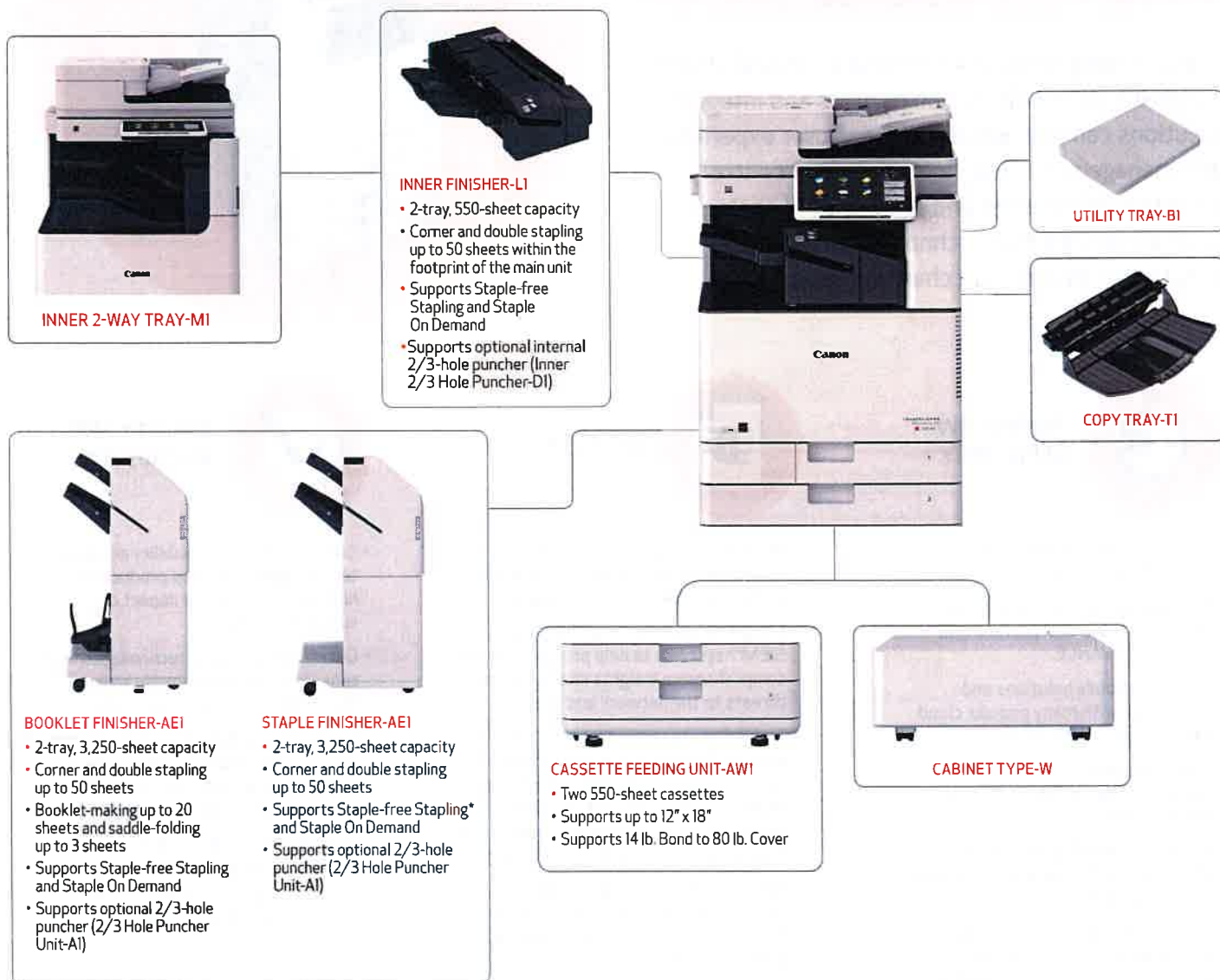


SUSTAINABILITY

- A combination of fusing technologies and low-melting-point toner minimizes power requirements and helps achieve low energy consumption.
- Encourage environmentally conscious work practices by enabling multiple settings that can help save paper and energy.
- ENERGY STAR® certified and rated EPEAT® Gold.⁵

CONFIGURATION OPTIONS

imageRUNNER ADVANCE DX C3800 Series



* Staple-Free stapling, up to 10 pages of 17 lb. Bond.

Main Unit

Type

Color Laser Multifunctional

Core Functions

Standard: Print, Copy, Scan, Send, Store
Optional: Fax

Processor

1.8 GHz Dual Core Processor

Control Panel

10.1" TFT LCD WSVGA Color Touch-panel

Memory

3.5 GB RAM

Solid State Drive

Standard: 256 GB/Maximum: 1 TB

Interface Connection

Network: 1000Base-T/100Base-TX/10Base-T,
Wireless LAN (IEEE 802.11 b/g/n)

Optional: Bluetooth Low Energy

Others:

Standard: USB 2.0 x1 (Host), USB 3.0 x1 (Host),
USB 2.0 x1 (Device)

Optional: Copy Control Interface

Paper Capacity (LTR, 20 lb. Bond)

Standard: 1,200 Sheets

Maximum: 2,300 Sheets

Paper Sources (LTR, 20 lb. Bond)

Standard: Dual 550-sheet Paper Cassettes, 100-sheet
Multipurpose Tray

Optional: Dual 550-sheet Paper Cassettes
(Cassette Feeding Unit-AW1)

Paper Output Capacity (LTR, 20 lb. Bond)

Standard: 250 Sheets

Maximum: 3,450 Sheets

(with Staple Finisher-AE1/Booklet Finisher-AE1 and Copy Tray-T1)

Finishing Capabilities

Standard: Collate, Group

With Finishers: Collate, Group, Offset, Staple, Saddle-Stitch,
Hole Punch, Eco Staple, Staple On Demand

Supported Media Types

Multi-purpose: Thin, Plain, Heavy, Recycled, Coated, Color,
Tracing, Bond, Transparency, Label, Pre-punched, Envelope, Letterhead

Tray: Thin, Plain, Heavy, Recycled, Color, Tracing,
Bond, Transparency, Pre-punched, Envelope, Letterhead

Upper: Thin, Plain, Heavy, Recycled, Color, Tracing,
Cassette: Bond, Transparency, Pre-punched, Envelope, Letterhead

Lower: Thin, Plain, Heavy, Recycled, Color, Bond,
Cassette: Transparency, Pre-punched, Envelope⁶, Letterhead

Supported Media Sizes

Multi-purpose: 12"x18", 11"x17", Legal, Letter, Letter-R,
Tray: Executive, Statement, Statement-R
Custom Size/Free Size: 4" x 5-7/8" to
12" x 18", Envelopes (COM10 No.10, Monarch,
ISO-C5, DL), Envelope Custom Size (3-7/8" x
3-7/8" to 12-5/8" x 18")

Upper: Letter, Executive, Statement-R
Cassette: Custom Size (4-1/8" x 5-7/8" to 11-3/4" x
8-1/2"), Envelopes (ISO-C5)

Lower Cassette: 12" x 18", 11" x 17", Legal, Letter, Letter-R,
Executive, Statement-R, Custom Size (4-1/8"
x 5-7/8" to 12" x 18"), Envelopes⁶ (COM10
No.10, Monarch, DL)

Supported Media Weights

Cassettes: 14 lb. Bond to 140 lb. Index (52 to 256 g/m²)

Multipurpose: 14 lb. Bond to 110 lb. Cover (52 to 300 g/m²)

Tray:
Duplexing: 14 lb. Bond to 80 lb. Cover (52 to 220 g/m²)

Print/Copy Speed (BW and Color)

C3835i: Up to 35 ppm (Letter); Up to 23 ppm
(Letter-R); Up to 17 ppm (Legal/11" x 17")

C3830i: Up to 30 ppm (Letter); Up to 20 ppm
(Letter-R); Up to 15 ppm (Legal/11" x 17")

C3825i: Up to 26 ppm (Letter); Up to 20 ppm
(Letter-R); Up to 15 ppm (Legal/11" x 17")

Warm-up Time

From Power On: Approx. 10 Seconds⁷

From Sleep: Approx. 10 Seconds⁸

Mode:

Quick Startup: Approx. 4 Seconds⁹

Mode:

Dimensions (W x D x H)
22-1/4" x 28-1/2" x 35-3/8" (565 mm x 722 mm x 897 mm)¹⁰

Installation Space (W x D)

Basic: 38-1/2" x 44-1/8" (978 mm x 1119 mm)¹¹

Fully

Configured: 65" x 44-1/8" (1651 mm x 1119 mm)¹²

Weight

Approx. 185.2 lb. (84 kg)¹³

Print Specifications

Print Resolution (dpi)

1200 x 600, 1200 x 1200

Standard Page Description Languages

UFR II, PCL[®] 6, Adobe[®] PS[®] 3

Supported File Types

PDF, TIFF, JPEG, EPS, XPS

Printing from Mobile Devices and Cloud-based Services

A range of standard and optional software and MEAP-based solutions (including AirPrint, Mopria, Universal Print by Microsoft[™], Canon PRINT Business, and uniFLOW Online) are available to provide printing from mobile devices or internet-connected devices and cloud-based services depending on your requirements. Please contact your sales representative for further information.

Fonts

PCL: 93 Roman, 10 Bitmap fonts, 2 OCR fonts,
Andalé Mono WT J/K/S/T (Japanese,
Korean, Simplified and Traditional Chinese)¹⁴

Barcode Fonts¹⁵

136 Roman

PS:

Operating System¹⁶

UFR II/PS: Windows[®] 8.1/10/Server2012/Server 2012
R2/Server 2016/Server 2019, Mac OS X
(10.11 or later)

PCL: Windows[®] 8.1/10/Server 2012/Server 2012
R2/Server 2016/Server 2019

PPD: Windows[®] 8.1/10, Mac OS X (10.11 or later)

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PPD: Windows[®] 8.1/10, Mac OS X (10.11 or later)

Platen Acceptable Originals

Sheet, Book, 3-Dimensional Objects

Platen Maximum Scanning Size

Up to 11-3/4" x 17" (297.0 mm x 431.8 mm)

Pull Scan

Color Network ScanGear2 for both Twain and WIA

Supported OS: Windows[®] 8.1/10/Server 2012/Server 2012
R2/Server 2016

Scan Resolution (dpi)

Scan for Copy: 600 x 600

Scan for Send: Push (600 x 600), SMB/FTP/WebDAV,
Pull (600 x 600)

Scan for Fax: 600 x 600

Scan to Mobile Devices and Cloud-based Services

A range of solutions is available to provide scanning to mobile devices and cloud-based services depending on your requirements.

Scan Speed (LTR) (BW/CL)

Single-sided: 135 ipm (300 dpi)/80 ipm (600 dpi)

Scanning: Double-sided: 270 ipm (300 dpi)/160/90 ipm (600 dpi)

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Store Specifications

Box (Number Supported)

100 User In-boxes, 1 Memory RX In-box, 50 Confidential Fax In-boxes, Maximum 10,000 Pages (2,000 Jobs Stored)

Advanced Box

Communication Protocol: SMB or WebDAV Supported

Client PC: Windows (Windows 8.1/10)
 Concurrent Connections (Max.)
 SMB: 64
 WebDAV: 3 (Active Sessions)

Advanced Box Available Disc Space

Standard: 16 GB (With Option: max. 480 GB)

Security Specifications

Authentication and Access Control

User Authentication (Picture Login, Picture and PIN Login, Card Login, Username and Password Login, Function Level Login, Mobile Login), Department ID Authentication (Department ID and PIN Login, Function Level Login), uniFLOW Online Express[®] (PIN Login, Picture Login, Picture and PIN Login, Card Login, Card and PIN Login, Username and Password Login, Department ID and PIN Login, Function Level Login), Access Management System (Access Control)

Document Security

Print Security (Secure Print, Encrypted Secure Print, Forced Hold Printing, uniFLOW Secure Print[™]), Receive Data Security (Confidential Fax Inbox Forwarding Received Documents Automatically), Scan Security (Encrypted PDF, Device Signature PDF/XPS, User Signature PDF/XPS, Adobe LiveCycle[®] Rights Management ES2.5 Integration), BOX Security (Mail Box Password Protected, Advanced Space Access Control), Send Data Security (Setting for requesting password input per transmission, Restricted E-mail/File send functions, Confirming FAX number, Allow/Restrict Fax Driver Transmissions, Allow/Restrict Sending from History, S/MIME Support), Document Tracking (Secure Watermark)

Network Security

TLS 1.3, IPsec, IEEE802.1X authentication, SNMP V3.0, Firewall Functionality (IP/MAC Address Filtering), Dual Network Support (Wired LAN/Wireless LAN, Wired LAN/Wired LAN), Disabling Unused Functions (Enabling/Disabling Protocols/Applications, Enabling/Disabling Remote UI, Enabling/Disabling USB Interface), Communication Line Separation (G3 FAX, USB Port, Advanced Space, Scan and Send-Virus Concerns for E-mail Reception)

Device Security

Protecting SSD Data [SSD Data Encryption (FIPS140-2 Validated), SSD Lock], Standard SSD Initialize, Trusted Platform Module (TPM), Job Log Conceal Function, Protecting MFP Software Integrity, Checking MFD Software Integrity (Verify System at Startup, Runtime Intrusion Detection)

Device Management and Auditing

Administrator Password, Digital Certificate and Key Management, Audit Log, Cooperating with External Security Audit System (Security Information and Event Management), Image Data Logging, Security Policy Setting

Environmental Specifications

Operating Environment

Temperature: 50 to 86 °F
 Humidity: 20 to 80 % RH (Relative Humidity)

Power Requirements

110V-127V, 60Hz, 8.5A

Power Consumption

Maximum: Approx. 1,500 W
 Standby: Approx. 43.9 W²⁰
 Sleep Mode: Approx. 0.8 W²¹
 Typical Electricity Consumption (TEC) Rating²²
 C3835i: 0.38 kWh
 C3830i: 0.34 kWh
 C3826i: 0.30 kWh

Standards

ENERGY STAR[®] Certified
 Rated EPEAT[®] Gold⁵

Consumables

Toner²³

GPR-53 Toner BK/C/M/Y
 GPR-53L Toner C/M/Y

Toner Yield (Estimated @ 5% Coverage)

GPR-53 Toner
 BK: 36,000 pages
 GPR-53 Toner
 C/M/Y: 19,000 pages
 GPR-53L Toner
 C/M/Y: 8,500 pages

- ¹ Subscription to a third-party cloud service required. Subject to third-party cloud service providers' Terms and Conditions.
- ² Third-party SIEM system required. Subject to third-party SIEM system's Terms and Conditions. Canon cannot ensure compatibility with all third-party SIEM systems.
- ³ This feature is off by default and must be turned on by the user. Warm-up times are affected once turned on.
- ⁴ Requires additional option.
- ⁵ For current EPEAT rating (Gold/Silver/Bronze), please visit www.epeat.net.
- ⁶ Envelope Feeder Attachment A (standard) is required.
- ⁷ Time from device power-on until copy ready (not print reservation).
- ⁸ Time from exiting Sleep mode to when printing is operational.
- ⁹ Time from device power-on to when the copy icon appears and is enabled to operate on the touch panel display.
- ¹⁰ Includes Single Pass DADF.
- ¹¹ With right cover open + Multi-purpose tray extension extended + paper cassette open.
- ¹² Includes Staple Finisher-AE1/Booklet Finisher-AE1 + Copy Tray-T1 extension extended + paper cassette open.
- ¹³ Includes toner.
- ¹⁴ Requires the optional PCL International Font Set-A1.
- ¹⁵ Requires the optional Barcode Printer Kit-D1.
- ¹⁶ Other operating systems and environments, including AS/400, UNIX, Linux, and Citrix, may be supported. Some solutions are chargeable. SAP Device Types are available via the SAP Market Place. For more information, contact your sales representative.
- ¹⁷ Detect Feeder Multi Sheet Feed is supported.
- ¹⁸ No charge for this solution; however, activation is required.
- ¹⁹ Requires uniFLOW Online/uniFLOW.
- ²⁰ Reference value (measured one unit).
- ²¹ 0.8 W Sleep mode not available in all circumstances due to certain settings.
- ²² Based on ENERGY STAR Product Specification for Imaging Equipment Version 3.0.
- ²³ GPR-53L Toner also available for Color (C, M, Y). Yield (estimated @ 5% coverage) is 8,500 images.

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UpCurve Cloud

10801 National Blvd Suite 410
Los Angeles California 90064
U.S.A

Invoice
PRP-246403

Balance Due
\$10,440.00

Bill To
City of Pryor Creek
12 North Rowe Street
Pryor Creek OK 74361

Invoice Date : 05/12/2023
Terms : Net 15
Due Date : 05/27/2023

#	Item & Description	Qty	Rate	Amount
1	Google Workspace Business Starter Annual Google Workspace Business Starter Annual	145	72.00	10,440.00
	This is an annual or multi-year contract and licenses can only be reduced or canceled at the end of the contract term.			
	[Features] – Gmail, Calendar, Editors, Meet, Chat			
	[Storage] – 30GB/user			
	[Meetings] – Up to 100 users			
	[Additional Functionality] – Google Meet: Meet rooms, background blur, whiteboarding, Live captions			
	Annual Fee			
	Billing period 12-May-2023 to 11-May-2024			

Sub Total 10,440.00

Total \$10,440.00

Balance Due \$10,440.00

Notes

Thanks for your business.

Payment Options



Terms & Conditions

All services purchased can be returned / refunded within 7 days, so long as the service attached to the order has not been performed or provided. A 15% restocking / processing fee will be applied to any refunds.

UpCurve Cloud does not own, and is not responsible for any 3rd party applications, including updates, changes to features or functionality.

All third party application User Licenses purchased are final and cannot be refunded.

Additional Google Apps Business and Google Vault Annual Licenses are prorated to the month.