

**MINUTES
PRYOR ECONOMIC DEVELOPMENT TRUST AUTHORITY
SPECIAL MEETING
MONDAY, DECEMBER 14TH, 2020
12:00 P.M.**

THE PRYOR ECONOMIC DEVELOPMENT TRUST AUTHORITY MET IN SPECIAL SESSION IN CITY COUNCIL CHAMBER, 12 NORTH ROWE STREET, PRYOR, OKLAHOMA AT THE ABOVE DATE AND TIME.

TRUSTEES: **FRED SORDAHL, ARIANNA DERR, DARRELL MOORE, DON BERGER, SCOTT MILLER, GENE DILLARD, LARRY WILLIAMS
EX-OFFICIO TRUSTEES: JARED CRISP - MUNICIPAL UTILITY BOARD GENERAL MANAGER, LARRY LEES - MAYOR

1. CALL MEETING TO ORDER, PRAYER, PLEDGE OF ALLEGIANCE - MR. SORDAHL.

The meeting was called to order by Darrell Moore at 12:03 p.m. Prayer and Pledge of Allegiance were led by Mr. Moore.

2. ROLL CALL - MRS. COATS.

Roll call was conducted by Mrs. Coats. Trustees present included: Arianna Derr, Darrell Moore, Scott Miller, Gene Dillard, Jared Crisp and Larry Lees. Trustees absent: Fred Sordahl, Don Berger and Larry Williams.

Others present: Kim Ritchie, Pryor Main Street Director Jennie VanBuskirk, Tom Gray and Terry Aylward.

3. APPROVE MINUTES FROM THE NOVEMBER 9TH, 2020 MEETING.

Motion was made by Derr, second by Miller to approve minutes from the November 9th, 2020 meeting. All voted yes.

4. PRYOR MAIN STREET PRESENTATION BY JENNIE VANBUSKIRK.

No action. Main Street Director Jennie VanBuskirk gave a presentation regarding the downtown corridor. Ms. VanBuskirk provided a handout to each Trust member, which showed plans for upcoming changes stemming from the IQC visit that occurred earlier this year. The Plan Design Group (PDG) can create a plan that will highlight downtown and give it its own brand or theme. Mayor Lees explained that there is money available for this from our bond whenever the Trust is ready to move forward with this.

5. ECONOMIC DEVELOPMENT UPDATES.

Mayor Lees reported on the following items:

1. The new Police and Fire Emergency Services Center and Library expansion will be considered at Council tomorrow night to get bids out and balls rolling.
2. We were not successful in receiving the grant for the green space.

Jared Crisp reported on the following items:

1. Production of the new Domino's Pizza is on hold until next quarter.
2. The District is coming along. Red Crown Credit Union is already operating in their new location there.

Kim Ritchie reported on the following item:

1. The property on 4th Street that was bought by Peters has closed. The original 9 properties sold by the EDTA to Butler and Larremore will close in the next few weeks. It is time to get an EDTA bank account set up for these funds.

6. ADJOURN.

Motion was made by Dillard, second by Miller to adjourn at 12:36 p.m. All voted yes.



February 1, 2021

Mrs. Jennie VanBuskirk: Executive Director
Pryor Main Street
8 South Vann
Pryor, Oklahoma 74361

RE: Downtown Streetscape and Wayfinding Master Plan Revised Proposal

Dear Mrs. VanBuskirk:

I appreciate the opportunity to submit this proposal for your consideration for planning and urban design services for the Pryor Downtown Master Plan and Wayfinding. We can provide these services in the high quality that Pryor Main Street and the City of Pryor would expect. I propose the following scope of services and fee schedule for your consideration.

SCOPE OF SERVICES

1. **Research/Analysis/Conceptual Streetscape and Signage Master Plan**

Working from base information for the work area provided by Pryor Main Street or the City of Pryor, prepare plans as outlined in the following items:

- A) We will make an initial site visit to walk and photograph the property within the district to get familiar with the features, views, and relationship to the surrounding property.
- B) Kick off meeting with Pryor Main Street and/or the city staff, and interest groups as deemed appropriate.
- C) Study and make streetscape and wayfinding recommendations for the following (see attached exhibit provided by Pryor Main Street):
 - 1. Develop schematic streetscape plans for N. and S. Adair and Graham Avenue streets identified by Pryor Main Street. Streetscape plans may include trees, on-street parking, paving design, lighting, site furnishings, and wayfinding.
 - 2. Determine locations for new wayfinding signs, both directional and location markers for the downtown district.
 - 3. Study street patterns to understand the impact to the overall plan.
 - 4. Study on street parking with possibility of improving and/or adding additional spaces.
 - 5. Study theming and logo branding for wayfinding signs.
 - 6. Conceptual design of wayfinding signage and gateway signage (both directional and monument/location marker signs).

2. **Final Streetscape and Signage Master Plan**

Following Main Street Pryor and the City of Pryor's review and input of the Conceptual Streetscape and Signage Master Plan, we will prepare the final Streetscape and Signage Master Plan, incorporating any revisions requested by you. The following outlines the necessary activities within this phase:

- A) Revisit the project site as necessary with the plan in hand to review layout and features.

- B) Meet with the Main Street staff, city staff, council or interested groups the city deems appropriate.
- C) Refine items from the conceptual phase, incorporating Pryor Main Street and the City's comments and input.
- D) Identify master plan phases with a budget estimate break down for each phase.
- D) The final deliverables will include:
 - 1. A color rendered plan
 - 2. Three (3) to four (4) colored sketches illustrating proposed streetscape sections.
 - 3. Concept sketches for wayfinding, gateway/location makers, and an overall map depicting locating of signs.
 - 4. Master plan phasing diagram with a budget estimate identified for each phase of work.

3. **Basic Compensation**

To execute the above described scope of services as indicated in items 1 and 2 above the work will be performed for a lump sum fee of **\$39,500.00**.

Billings for services are sent out monthly for work in progress or at the completion of the project or a specified phase of work. Terms of payment are "Net 30 Days" from the date the city receives the invoice.

4. **Reimbursable Expenses**

Reimbursable expenses are in addition to the basic compensation Fee as set forth in section 1 and 2 of this proposal. Reimbursable expenses include actual expenditures made by Planning Design Group required by the project as follows:

- A) Blueprints, computer plots, copies and other reproductions (excluding copies for office use), all expendable supplies, photography requested by the owner.
- B) Travel expenses, including mileage and tolls, will be billed at direct cost.

5. **Insurance Limits**

Planning Design Group meets all state and City of Pryor insurance requirements with current limits are as follows:

- 1) Comprehensive Business Liability: \$1,000,000. Limit.
- 2) Worker's Compensation: \$100,000/500,000/100,000 limit.
- 3) Professional Liability: \$1,000,000 limit.

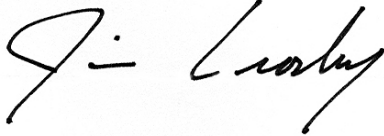
6. **Additional Services**

Any services requested which are not included under the basic scope of service in this proposal will be billed based on hourly rates or can be quoted as a lump sum upon request. All additional fees will be approved in advance by the owner. Phase I and subsequent cost estimating, detail signage design, and construction documentation will take place under a separate contract once the Master Planning phase has been completed.

We look forward to the opportunity of working with you and making this something that Pryor Main Street and the City of Pryor can be proud of.

Sincerely,

PLANNING DESIGN GROUP

A handwritten signature in black ink, appearing to read "Jim Crosby". The signature is fluid and cursive, with a large initial "J" and a long, sweeping underline.

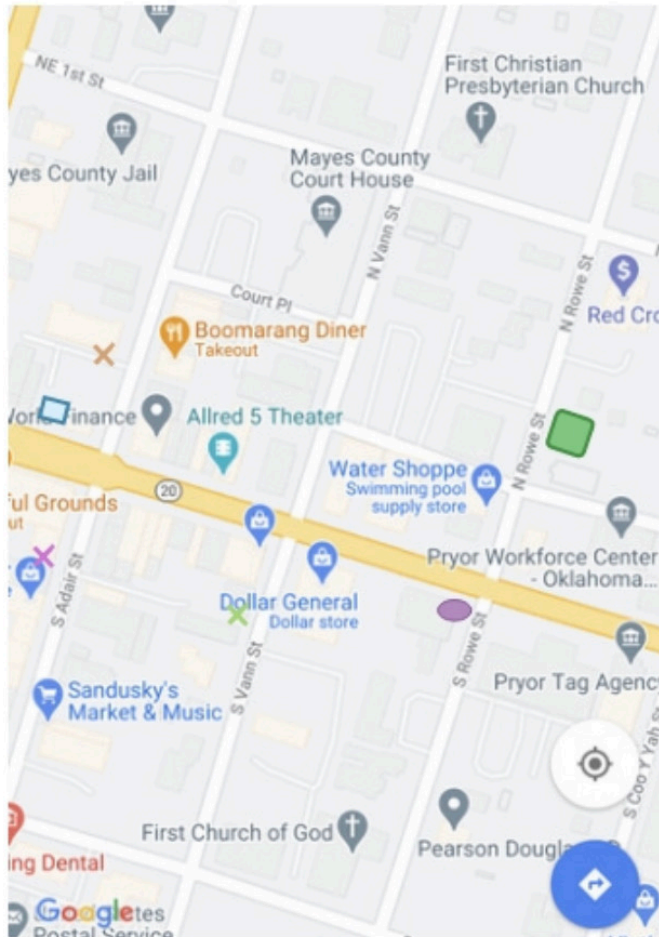
Jim Crosby
Principal

The above is an acceptable procedure and Planning Design Group is hereby authorized to proceed as outlined herein.

Owners Approval

By _____ Date _____
Signature and Title

Exhibit A: Location Map provided by Pryor Main Street



-  Pryor Arts & Humanities Mural on South wall of Graham Community Building
-  "Be the Y" Mural on south wall of 4 South Adair St
-  Shop local mural on south wall of 8 South Vann
-  location for potential Green Space across from City Hall
-  location for potential pocket parklet west of Yorktown Bank in city-owned public parking
-  location of future First Priority Bank Parklet

CLOSING STATEMENT

PRYOR ECONOMIC DEVELOPMENT TRUST AUTHORITY

TO

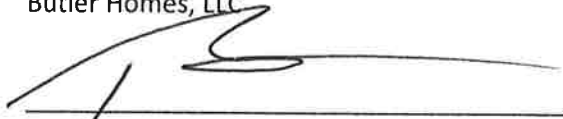
BUTLER HOMES, LLC

Re: Sale/Purchase of: Lot Numbered Three (3) and the North 25 feet of Lot Numbered Four (4) in Block Numbered Two (2) (313 N. Vann) AND Lot Numbered Eight (8) in Block Numbered Eleven (11) (110 N. Rowe) AND Lot Numbered Two (2) in Block Numbered Fifty-seven (57) (201 S. Edith) AND The South 80 feet of Lot Numbered Eleven (11) in Block Numbered Fifty-seven (57) (S. Edith) AND The South 80 feet of Lot Numbered Eleven (11) in Block Numbered Fifty-seven (57) Landrum Addition (231 S. Edith) AND Lot Numbered Nine (9) of Block Numbered Five (5) South Pryor Addition (714 S. Adair) AND Lot Numbered Twenty-three (23) of Block Numbered Twenty (20) Whitaker Addition (203 N. Indianola)

	<u>Buyer</u>	<u>Seller</u>
Purchase Price:	(\$24,000)	\$24,000
Doc Stamp Tax:	None	None
Ad Valorem:	None	None
Recording Deed:		(\$20)
Other Charges:	None	None

Approved:

Butler Homes, LLC



Travis Butler, Mgr.

Pryor Economic Development Authority



Fred Sordahl, Chairman of Board



Return File-Stamped Deed To:
[P.O. Box 882, Pryor, OK 74362]

QUITCLAIM DEED

THIS INDENTURE, made this 30 day of December, 2020, between the **PRYOR ECONOMIC DEVELOPMENT TRUST AUTHORITY, UDT January 13, 2020**, a public trust created and existing under OKLA. STAT. Tit. 60 §§ 176-180.3 and OKLA. STAT. Tit. 11 § 40-101 et seq, Mayes County, State of Oklahoma, (hereinafter "Grantor"), and **Butler Homes, LLC**, an Oklahoma Limited Liability Company, (hereinafter "Grantee").

WITNESSETH, That said Grantor, in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, does hereby quitclaim, grant, bargain, sell and convey unto the said Grantee, **Butler Homes, LLC**; and to said Grantee's successors and assigns forever, all Grantor's right, title, interest and estate, both at law and in equity of, in and to, the following described parcel of real estate, situated in the County of Mayes, State of Oklahoma. to-wit:

Lot Numbered Three (3) and the North 25 feet of Lot Numbered Four (4) in Block Numbered Two (2) of Pryor Original Town. (Street Address: 313 N. Vann Street, Pryor, OK)

AND

Lot Numbered Eight (8) in Block Numbered Eleven (11) of Pryor Original Town, (Street Address: 110 N. Rowe Street, Pryor, OK.)

AND

Lot Numbered Two (2) in Block Numbered Fifty-seven (57) of Pryor Original Town, (Street Address: 201 S. Edith Street, Pryor, OK)

AND

The South 80 feet of Lot Numbered Eleven (11) in Block Numbered Fifty-seven (57) of Pryor Original Town (Located on S. Edith Street, Pryor, OK)

AND

The South 80 feet of Lot Numbered Eleven (11) in Block Numbered Fifty-seven (57) of the Landrum Addition to the incorporated city of Pryor Creek, Mayes County, state of Oklahoma according to the official recorded plat thereof. (street Address: 231 S. Edith Street, Pryor, OK)

AND

Lot Numbered Nine (9) of Block Numbered Five (5) of the South Pryor Addition, to the incorporated city of Pryor Creek, Mayes County, state of Oklahoma according to the official recorded plat thereof. (Street Address: 714 S. Adair Street, Pryor, OK)

AND

Lot Numbered Twenty-three (23) of Block Numbered Twenty (20) of the Whitaker Addition to the incorporated city of Pryor Creek, Mayes County, state of Oklahoma according to the official recorded plat thereof. (Street Address: 203 N. Indianola Street, Pryor, OK)

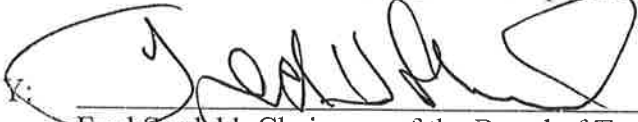
Together with all and singular the hereditaments and appurtenances thereunto belonging. TO HAVE AND TO HOLD the above granted premises unto the said Grantee and its assigns forever.

\$10.00 City of Pryor Creek

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IN WITNESS WHEREOF, the said Grantor, **PRYOR ECONOMIC DEVELOPMENT TRUST AUTHORITY, UDT January 13, 2020, a public trust** has hereunto set its hand the day and year first above written.

PRYOR ECONOMIC DEVELOPMENT TRUST AUTHORITY, UDT January 13, 2020, a public trust

BY: 
Fred Sordahl, Chairman of the Board of Trustees
For said Trust

Conveyance approved by majority vote of the board of trustees for said trust at regular meeting on October 19, 2020.

ATTEST:


Darla Coats
Secretary of said Board of Trustees

STATE OF OKLAHOMA)
COUNTY OF MAYES) SS

BEFORE ME, the undersigned, a Notary Public, in and for said County and State, on this 30 day of December 2020, personally appeared **Fred Sordahl**, Chairman of the Board of Trustees of the **PRYOR ECONOMIC DEVELOPMENT TRUST AUTHORITY, UDT January 13, 2020, a public trust**, to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its Chairman and executed the within and foregoing instrument, and acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of the said Trust, for the uses and purposes therein set forth.

IN WITNESS WHEREOF, I hereunto set my official signature and affixed my notarial seal the day and year last above written.




Notary Public

My Commission Expires

***No Documentary Stamp Tax pursuant to OKLA. STAT. Tit. 68 §3202(11) deed by government instrumentality entity.

BOOK 1428 PAGE 507

CLOSING STATEMENT

PRYOR ECONOMIC DEVELOPMENT TRUST AUTHORITY


TO

CLAYTON LARREMORE AND LYNSEY LARREMORE

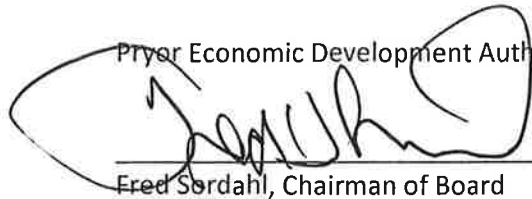
Re: Sale/Purchase of: Lot Numbered One (1) of Block Numbered Thirty-nine (39) of the W.T. Whitaker Addition (S. Orphan) AND Lots J and K in Block Numbered Thirty-nine (39) of the W.T. Whitaker Addition (205 S. Indianola)

	<u>Buyer</u>	<u>Seller</u>
Purchase Price:	(\$6,000)	\$6,000
Doc Stamp Tax:	None	None
Ad Valorem:	None	None
Recording Deed:		(\$20)
Other Charges:	None	None

Approved:



Clayton Larremore



Fred Sordahl, Chairman of Board

Return File-Stamped Deed To:
601 N. Mill Street, Pryor, OK 74361

QUITCLAIM DEED

THIS INDENTURE, made this 30 day of December, 2020, between the **PRYOR ECONOMIC DEVELOPMENT TRUST AUTHORITY, UDT January 13, 2020, a public trust** created and existing under OKLA. STAT. Tit. 60 §§ 176-180.3 and OKLA. STAT. Tit. 11 § 40-101 et seq, Mayes County, State of Oklahoma, (hereinafter "Grantor"), and **Clayton Larremore and Lynsey Larremore, Husband and Wife**, of Mayes County, State of Oklahoma, (hereinafter "Grantee").

WITNESSETH, That said Grantor, in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, does hereby quitclaim, grant, bargain, sell and convey unto the said Grantees, **Clayton Larremore and Lynsey Larremore, Husband and Wife**, as joint tenants with right of survivorship, and to said Grantees, successors and assigns forever, all Grantor's right, title, interest and estate, both at law and in equity of, in and to, the following described parcel of real estate, situated in the County of Mayes, State of Oklahoma, to-wit:

Lot Numbered One (1) of Block Numbered Thirty-nine (39) of the W.T. Whitaker Addition to the incorporated city of Pryor Creek, Mayes County, state of Oklahoma according to the official recorded plat thereof. (Located on S. Orphan Street, Pryor, OK)

AND

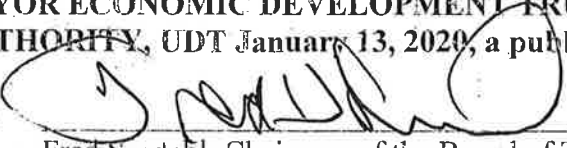
Lots J and K in Block Numbered Thirty-nine (39) of the W.T. Whitaker Addition to the incorporated city of Pryor Creek, Mayes County, state of Oklahoma according to the official recorded plat thereof. (Street Address: 205 S. Indianola Street, Pryor, OK)

Together with all and singular the hereditaments and appurtenances thereunto belonging. TO HAVE AND TO HOLD the above granted premises unto the said Grantee and its assigns forever.

IN WITNESS WHEREOF, the said Grantor, **PRYOR ECONOMIC DEVELOPMENT TRUST AUTHORITY, UDT January 13, 2020, a public trust** has hereunto set its hand the day and year first above written.

PRYOR ECONOMIC DEVELOPMENT TRUST AUTHORITY, UDT January 13, 2020, a public trust

BY:


Fred Sordahl, Chairman of the Board of Trustees
For said Trust.

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\$ 10.00 City of Pryor Creek

Conveyance approved by majority vote of the board of trustees for said trust at regular meeting on October 19, 2020.

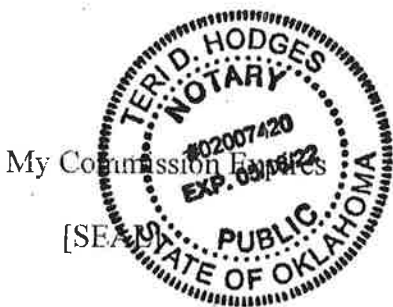
ATTEST:

Darla Coats
Darla Coats
Secretary of said Board of Trustees

STATE OF OKLAHOMA)
) ss.
COUNTY OF MAYES)

BEFORE ME, the undersigned, a Notary Public, in and for said County and State, on this 30 day of December 2020, personally appeared **Fred Sordahl**, Chairman of the Board of Trustees of **the PRYOR ECONOMIC DEVELOPMENT TRUST AUTHORITY, UDT January 13, 2020, a public trust**, to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its Chairman and executed the within and foregoing instrument, and acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of the said Trust, for the uses and purposes therein set forth.

IN WITNESS WHEREOF, I hereunto set my official signature and affixed my notarial seal the day and year last above written.



Terid Hodges
Notary Public

BOOK 1430 PAGE 27

***No Documentary Stamp Tax pursuant to OKLA. STAT. Tit. 68 §3202(11) deed by government instrumentality entity.



I-1996-708194 11/18/2020 9 00 am
Book 1424 Page(s) 0959-0960
Fee \$ 20 00 Doc \$ 0 00
Brittany True-Howard - Mayes County
State of Oklahoma

Tax Address
Return File-Stamped Deed To:
[200 N. Mill St. Pryor, OK 74361]

QUITCLAIM DEED

THIS INDENTURE, made this 10th day of November, 2020, between the **PRYOR ECONOMIC DEVELOPMENT TRUST AUTHORITY, UDT January 13, 2020, a public trust** created and existing under OKLA. STAT. Tit. 60 §§ 176-180.3 and OKLA. STAT. Tit. 11 § 40-101 et seq, Mayes County, State of Oklahoma, (hereinafter "Grantor"), and Eddie Peters and Sheryl Peters, Husband and Wife, of Mayes County, State of Oklahoma, (hereinafter "Grantee").

WITNESSETH, That said Grantor, in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, does hereby quitclaim, grant, bargain, sell and convey unto the said Grantees, Eddie Peters and Sheryl Peters, Husband and Wife, as joint tenants with right of survivorship, and to said Grantees, successors and assigns forever, all Grantor's right, title, interest and estate, both at law and in equity of, in and to, the following described parcel of real estate, situated in the County of Mayes, State of Oklahoma, to-wit:

Lot Numbered Twenty-Two (22) in Block Numbered One (1) of the PRYOR HEIGHTS ADDITION, to the incorporated city of Pryor Creek, Mayes County, state of Oklahoma according to the official recorded plat thereof.

Together with all and singular the hereditaments and appurtenances thereunto belonging. TO HAVE AND TO HOLD the above granted premises unto the said Grantee and its assigns forever.

IN WITNESS WHEREOF, the said Grantor, between the **PRYOR ECONOMIC DEVELOPMENT TRUST AUTHORITY, UDT January 13, 2020, a public trust** created and existing under OKLA. STAT. Tit. 60 §§ 176-180.3 and OKLA. STAT. Tit. 11 § 40-101 et seq, Mayes County, State of Oklahoma, has hereunto set its hand the day and year first above written.

PRYOR ECONOMIC DEVELOPMENT TRUST AUTHORITY, UDT January 13, 2020, a public trust

BY: [Signature]
Fred Sordahl, Chairman of the Board of Trustees
For said Trust

Conveyance approved by majority vote of the board of trustees for said trust at regular meeting on November 9, 2020.

ATTEST:

[Signature]
Darla Coats
Secretary of said Board of Trustees

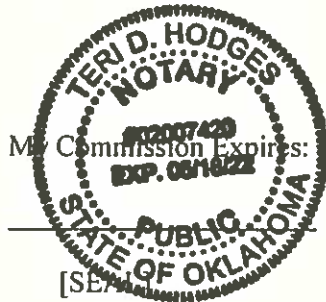
10⁰⁰ City of Pryor / Ritchie Law

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STATE OF OKLAHOMA)
) ss.
COUNTY OF MAYES)

BEFORE ME, the undersigned, a Notary Public, in and for said County and State, on this 10th day of November 2020, personally appeared **Fred Sordahl**, Chairman of the Board of Trustees of the **PRYOR ECONOMIC DEVELOPMENT TRUST AUTHORITY, UDT January 13, 2020, a public trust**, to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its Chairman and executed the within and foregoing instrument, and acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of the said Trust, for the uses and purposes therein set forth.

IN WITNESS WHEREOF, I hereunto set my official signature and affixed my notarial seal the day and year last above written.



Teri D. Hodges

Notary Public

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