

**MINUTES
PRYOR ECONOMIC DEVELOPMENT TRUST AUTHORITY
REGULAR MEETING
MONDAY, AUGUST 14TH, 2023
12:00 P.M.**

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

TRUSTEES: **ADAM ANDERSON, ARIANNA DERR, DARRELL MOORE, FRED SORDAHL, DON BERGER, SCOTT MILLER, LARRY WILLIAMS

EX-OFFICIO TRUSTEES: JARED CRISP - MUNICIPAL UTILITY BOARD GENERAL MANAGER, ZAC DOYLE - MAYOR

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

The meeting was called to order by Anderson at 12:00 p.m. Prayer and Pledge of Allegiance were led by Scott Miller. Members present: Don Berger, Larry Williams, Darrell Moore, Scott Miller, Adam Anderson, Fred Sordahl and Arianna Derr. Members absent: none.

Others in attendance: Zac Doyle, Jared Crisp, Terry Aylward, Meredith Olson, Jennie LaFave and Casie Summerlin.

2. APPROVE MINUTES FROM THE JULY 10, 2023 REGULAR MEETING.

Motion was made by Miller, second by Williams to approve minutes from the July 10, 2023 regular meeting. Voting yes: Berger, Williams, Miller, Anderson and Sordahl. Abstaining, counting as a no vote: Moore and Derr. Voting no: none.

3. PETITIONS FROM THE AUDIENCE.

There were no petitions from the audience.

4. REPORT FROM PRYOR AREA CHAMBER OF COMMERCE PRESIDENT, HOUSTON BRITTAIN.

No report.

5. REPORT FROM PRYOR MAIN STREET DIRECTOR, JENNIE LAFAVE.

LaFave reported that Pryor Main Street has several upcoming events including the Huckleberry Festival and the Fall Farm to Table Dinner. She stated that they are beginning to accept applications for Fall facade grants.

6. UPDATE ON PUBLIC POOL TASK FORCE.

Anderson reported that the Public Pool Task Force met for the first time last Thursday. He stated they will be beginning with surveys of the community and surrounding areas to ensure the new pool will properly address the needs of the public.

7. DISCUSSION AND POSSIBLE ACTION ON APPOINTING WALTER STOUT TO THE BUSINESS ADVOCACY GROUP.

Motion was made by Sordahl, second by Derr to appoint Walter Stout to the Business Advocacy Group. Voting yes: Williams, Moore, Miller, Anderson, Sordahl, Derr and Berger. Voting no: none.

8. DISCUSSION AND POSSIBLE ACTION ON APPOINTING TOM CRAVENS TO THE BUSINESS ADVOCACY GROUP.

Motion was made by Williams, second by Miller to appoint Tom Cravens to the Business Advocacy Group. Voting yes: Moore, Miller, Anderson, Sordahl, Derr, Berger and Williams. Voting no: none.

9. ECONOMIC DEVELOPMENT UPDATE - JARED CRISP.

Crisp reported that he expects an influx of new residents with the completion of a new complex.

10. ECONOMIC DEVELOPMENT & CITY UPDATE - MAYOR DOYLE.

Doyle reported that strong sales tax numbers show that there has been a rise in local spending.

11. UNFORESEEN BUSINESS.

There was no unforeseen business.

12. ADJOURNMENT.

Meeting was adjourned at 12:13 p.m. without a motion or vote.



October 11, 2023

Mr. Mike Moore, Director
Pryor Creek Recreation Center
1119 SE 9th Street
Pryor, OK 74361

RE: Pryor Creek Recreation Center Aquatics Facility

Dear Mr. Moore:

We appreciate the opportunity to submit this proposal for your consideration for design services for the Pryor Creek Recreation Center Aquatics Facility Master Plan. We can provide these services of the high quality that the City of Pryor would expect.

SCOPE OF SERVICES

1. **Preliminary Master Plan**

Working from base information provided by the recreation center or the city, we will prepare a preliminary plan for the Pryor Creek Recreation Center Aquatics Facility Master Plan addressing overall priorities generated by the recreation center and their outreach efforts. All items listed below are items that may be included in the master plan but is not intended to be totally inclusive until a final list of potential items and features are received by PDG.

- A) General layout and location for the Aquatics Facility
 - 1. A multipurpose swimming pool including some or all areas such as 25 meter competition swims lanes (number on lanes to be determined), diving area and zero depth entry.
 - 2. Possibility of a lazy river feature to accompany the swimming pool.
 - 3. Pool amenities including some or all items such as waterslide with multiple flumes or a single flume designed for expansion for future flumes, water jets and water toys etc.
 - 4. Illustrate a Pool-house with restrooms, showers, and concession areas with minimum size to meet State of Oklahoma public bathing codes. This will be a building footprint only not a full floorplan, that level of work will come in the construction document phase.
 - 5. Additional items may include smaller and larger group shade structures, picnic areas, lounging areas, perimeter fencing, etc.

- B) Analyze vehicular circulation within the site with ingress and egress to City of Pryor public streets or possible shared facilities with the Pryor Public School system.

- C) Analyze areas for adequate parking to accommodate the full facility. This may include a joint parking facility with the Pryor Public system on their adjacent property.

D) Analyze pedestrian circulation trail system within the site to create a smooth flow between the different functions of the site and to accommodate access for the physically limited.

E) Plan for green space and picnic facilities within the facility.

2. Final Master Plan

Following owner's review and input of preliminary design phase, we will prepare the final master plan design incorporating into the plans any revisions requested by the you and the committee. The following outlines activities within this phase:

A) Refine items in preliminary design phase, incorporating owner's input.

B) Prepare a color rendering of the master plan for presentation

C) Prepare detailed Architects probable cost estimate for budgeting and phasing options.

3. Basic Compensation

To execute the described scope of services as indicated in items 1 and 2 above the work will be performed for a lump sum fee of \$17,750.00 with the following breakdown:

- 1. Preliminary Master Plan Phase.....50% (\$8,875)
- 2. Final Master Plan Phase50% (\$8,875)

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 of the invoice.

5. 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) Prints, computer plots, copies and other reproductions (excluding copies for office use), all expendable supplies, photography requested by the owner.

B) City and State fees required to accomplish the scope of work stated in the contract.

C) Travel expenses for trips to the site.

6. Insurance Limits

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: \$2,000,000 limit.

7. Additional Services

Any services requested which are not included under the basic scope of service in this proposal will be billed at the hourly rates listed below or can be quoted as a lump sum upon request. All additional fees will be approved in advance by the owner.

Hourly Rates:

Principal.....	\$150.00
Senior Designer.....	\$135.00
Project Manager.....	\$125.00
Project Designer.....	\$110.00
Production	\$ 90.00

We look forward to the opportunity of working with you on creating a quality project of which all parties will be proud.

Sincerely,



Jim Crosby, PLA
Principal

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

By _____ Date _____
Signature and Title

CITY OF PRYOR CREEK, OKLAHOMA
ECONOMIC DEVELOPMENT TRUST AUTHORITY
SCHEDULE OF REGULAR MEETINGS FOR
2024

AS REQUIRED BY THE OKLAHOMA OPEN MEETING ACT, NOTICE IS HEREBY GIVEN THAT THE PRYOR CREEK ***ECONOMIC DEVELOPMENT TRUST AUTHORITY*** WILL MEET IN REGULAR SESSION AT 12:00 P.M. ON THE SECOND MONDAY OF EACH MONTH, EXCEPT AS OTHERWISE NOTED BELOW*. MEETINGS WILL BE HELD IN THE COUNCIL CHAMBER UPSTAIRS AT CITY HALL, 12 NORTH ROWE STREET, PRYOR CREEK, OKLAHOMA. ANYONE NEEDING SPECIAL ACCOMMODATIONS TO ATTEND AND PARTICIPATE SHOULD CALL 918-825-0888 AT LEAST 24 HOURS PRIOR TO THE MEETING.

MEETINGS WILL BE HELD AT 12:00 P.M. ON:

January 8, 2024
February 12, 2024
March 11, 2024
April 8, 2024
May 13, 2024
June 10, 2024

July 8, 2024
August 12, 2024
September 9, 2024
October 21, 2024*
November 18, 2024*
December 9, 2024

FILED AND POSTED ON THE BULLETIN BOARD ON THE FIRST FLOOR LOBBY AT CITY HALL, 12 NORTH ROWE STREET, PRYOR CREEK, OKLAHOMA THIS ___ DAY OF DECEMBER 2023.

Courtney Davis, City Clerk