

**PRYOR CREEK RECREATION CENTER BOARD
REGULAR MEETING
MONDAY, MAY 2ND, 2022, AT 5:30 P.M.**

AS REQUIRED BY THE OKLAHOMA OPEN MEETING ACT, NOTICE IS HEREBY GIVEN THAT THE RECREATION CENTER BOARD MET IN REGULAR SESSION IN CITY COUNCIL CHAMBER, 12 NORTH ROWE STREET, PRYOR, OKLAHOMA, AT THE ABOVE DATE AND TIME.

Board members: Houston Brittain, Jeremy Cantrell, Cathy Gray, Rebecca Kemp, Steve Riff, Marty Marsh

1. Call to order.

The meeting was called to order by Houston. Board members present Houston Brittain, Jeremy Cantrell, Rebecca Kemp, Steve Riff.

2. Approve minutes of the April 11th, 2022 special meeting.

Motion made by Kemp, second by Riff to approve the minutes of the April 11th, 2022 special meeting. (*Scrivener's error: date on agenda incorrect*). Motion carried.

3. Petitions from the Audience. (Limited to 5 minutes, with advance reservation)

There were no petitions.

4. Discuss, possibly recommend Council action regarding appointment of Terry Lamar to Recreation Board, Seat #1, term ending 8/31/24.

Motion was made by Cantrell, second by Riff to recommend Council action regarding appointment of Terry Lamar to Recreation Board, Seat #1, term ending 8/31/24. Mr. Lamar spoke and answered questions of the board. Motion carried.

5. Discuss, possibly recommend Council action regarding the contract between 5 TOOL Training and the Pryor Creek Recreation Center.

Motion was made by Cantrell, second by Kemp to recommend Council action regarding the contract between 5 TOOL Training and the Pryor Creek Recreation Center. Long gave an explanation and stated that they would be using the North end of the gym on certain days and will pay the Rec. Center 20% of their receipts. Motion carried.

6. Discuss, possibly recommend Council action regarding accepting bid from Brady Industries in the amount of \$3,521.62 for a commercial floor scrubber for PCRC from Capital Outlay Equipment Account #84-845-5410. Other bids received: Global Industries in the amount of \$4,566.02; and FloorScrubbers.com in the amount of \$5,679.38.

Motion was made by Riff, second by Cantrell to recommend Council action regarding accepting bid from Brady Industries in the amount of \$3,521.62 for a commercial floor scrubber for PCRC from Capital Outlay Equipment Account #84-845-5410. Other bids received: Global Industries in the amount of \$4,566.02; and FloorScrubbers.com in the amount of \$5,679.38. Motion carried.

7. Director's Report.

a. Facility repair and Maintenance

There are air-handling issues. Gary Buffington replaced ballasts all over building today. The roof is in good shape with no leaks.

b. Finance Report

Membership is down a bit. Retention is still around 80%.

c. Aquatics Report

They have been conducting swim tests and awarding merit badges to GRDA and scout troops from various towns. The summer schedule is not ready yet due to lifeguard shortage. They are working on different classes for summer.

d. Personnel Report

They lost Christina Perkins to another company.

e. Misc.

The new summer gear is in and on Facebook.

f. Q&A.

8. Unforeseeable Business.

No unforeseeable business.

9. Adjourn.

Motion made by Kemp, second by Brittain to adjourn. Motion carried.

TFK Engineering, Inc.

ELECTRICAL · MECHANICAL · ENGINEERING CONSULTANTS
C of A #5206

P.O. Box 2204
Broken Arrow, OK 74013
918.527.3520

May 4, 2022

Steve Powell
Infrastructure Solutions Group
3840 S. 103rd E Ave., Suite 227
Tulsa, OK 74146

Ref: Proposal for investigation of humidity and condensation issues at The Pryor Recreational Center.

Scope of project

1. TFK will evaluate the existing facility with the intention of providing recommendations to address or improve the conditions of high humidity and condensation in the facility.
2. TFK will be provided in PDF format architectural and mechanical drawings of the building. TFK will be provided information for any changes or differences between the design documents and the current facility.
3. TFK will perform a site visit of the building and will be provided access throughout the facility. TFK will discuss with client to determine extend of issues and clarify operational parameters.
4. If decided by TFK, TFK will use data loggers in the spaces to gather specified information on temperature and humidity. Owner will assist TFK in location of loggers.
5. Based on the above process, TFK will analyze the facility and develop and provide a report outlining the conditions discovered and recommendations for possible improvements to address the issue. Recommendations will be provided as descriptions of work. Design documents are not provided.
6. TFK does not guarantee that resolution is possible.
7. Documents will be provided in PDF format.

Terms and Conditions

1. Additional work beyond this scope and construction administration support can be provided if requested at a rate of \$150 per man-hour.
2. Invoices will be sent monthly.
3. Payments are due within 45 days of invoice.
4. Fees are total fixed cost including travel costs to site.

Fee

\$9,000

Sincerely,



Thomas F. Keeter, PE

Please Sign and Return as Authorization to Proceed

Approved: _____

Date: _____

CITY OF PRYOR CREEK
2021-2022 PAY PLAN

RANGE			STEP 1 Hire Date	STEP 2 1 Year	STEP 3 4 Year	STEP 4 7 Year
A	CUSTODIAN/MAINTENANCE(rec) LABORER LIBRARIAN	RECEPTIONIST/FRONT DESK STAFF SUPPORT	\$28,217	\$30,516	\$32,836	\$36,484
B	ANIMAL CONTROL OFFICER CLERK	LIBRARIAN 1	\$29,935	\$32,374	\$34,345	\$37,419
C	ANIMAL CONTROL SUPERVISOR B OPERATOR	LIBRARIAN 2	\$31,759	\$34,345	\$36,437	\$40,078
D	A OPERATOR ACCOUNTS PAYABLE CLERK AQUATICS COORDINATOR COURT CLERK FITNESS COORDINATOR	PAYROLL CLERK LIBRARIAN 3 REC OFFICE MANAGER WEIGHTROOM COORD/SUPER	\$33,510	\$36,157	\$37,699	\$42,444
E	ASST. CITY CLERK ASST. SUPERINTENDENT CEM	HEAVY EQUIPMENT MECHANIC RECREATION ASST. DIRECTOR	\$39,980	\$41,096	\$45,603	\$50,670
F	DEPARTMENT HEAD		\$45,321	\$49,522	\$52,000	\$56,279
G	RECREATION CENTER DIRECTOR		\$53,057	\$58,361	\$60,111	\$63,118
H	ASST POLICE/FIRE (NON-BARGAINING)		\$51,008	\$52,538	\$54,066	\$68,940
I	FIRE CHIEF		\$60,510	\$62,328	\$67,982	\$75,472
J	POLICE PATROLMAN		\$37,843	\$43,561	\$46,027	\$51,130
K	POLICE CORPORAL		\$38,894	\$44,776	\$47,316	\$52,529
L	POLICE SERGEANT		\$39,980	\$46,027	\$48,448	\$55,075
M	POLICE CAPTAIN					\$55,666
N	FIREFIGHTER		\$36,416	\$41,918	\$44,290	\$49,201
O	FIRE LIEUTENANT		\$37,426	\$43,086	\$45,530	\$50,547
P	FIRE CAPTAIN		\$38,472	\$44,290	\$46,622	\$53,903
Q	BUILDING INSPECTOR, CODE ENFORCEMENT OFFICER		\$62,633	\$63,969	\$67,865	\$68,318
R	DISPATCHER		\$33,510	\$36,158	\$37,699	\$42,444
S	GOLF ASSISTANT SUPERINTENDENT		\$35,928	\$36,935	\$40,997	\$45,506
T	GOLF EQUIPMENT MANAGER		\$33,207	\$34,137	\$37,893	\$42,061
U	DISPATCH SUPERVISOR		\$34,515	\$37,243	\$38,830	\$43,717

Non-Classified Employees

Part-time Library Assistant	\$9.72
Part-time Special Projects Clerk	\$16.81
Part-time General Facilities Maintenance	\$18.91

Temporary positions whose primary duties are located in a climate-controlled environment and/or are primarily sedentary. \$9.00 per hour

Temporary positions whose primary duties are located outside and/or require physical labor \$10.00 per hour

		Temporary Rate Charges	
Lifeguards	\$10.00 per hour		
Swim Instructors	\$11.00 per hour	Payrolling	Staffing
Group Fitness Instructors	\$15.00 per hour	1.34%	1.39%



QUOTE

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

DATE: JUNE 2, 2022

QUOTE FIRM FOR 30 DAYS

TO REC CENTER

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

Quotation prepared by: _____

To accept this quotation, sign here and return: _____

Thank you for your business!



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TO REC CENTER

SALESPERSON		PAYMENT TERMS		DUE DATE	
NICKIE REMER		RTU #5		Due on receipt	
QTY	DESCRIPTION			UNIT PRICE	LINE TOTAL
	CHECKED OUT AC UNIT FOUND TXV CLOSED				
	NOT OPENING				
	ESTIMATE TO REPLACE TXV				
	TXV				\$245.04
15	FREON			\$65.00	\$975.00
	SOLDER & SUPPLIES				\$25.00
	FREIGHT				\$25.00
	LABOR TO INSTALL				\$360.00
				SALES TAX	
				TOTAL	\$1,640.04

Quotation prepared by: _____

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Thank you for your business!