

MINUTES
PRYOR CREEK RECREATION CENTER BOARD
REGULAR MEETING
MONDAY, OCTOBER 3RD, 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, Terry Lamar, Jeremy Cantrell, Walter Olson, Rebecca Kemp, Steve Riff, Marty Marsh

1. Call to order.

The meeting was called to order by Brittain. Board members present: Houston Brittain, Terry Lamar, Walter Olson, Marty Marsh and Steve Riff. Members absent: Jeremy Cantrell and Rebecca Kemp.

2. Administer Oaths of Office to Houston Brittain, Seat #7, term ending 8/31/26 and Walter Olson, Seat #3, term ending 8/31/24.

Mayor Lees administered the Oaths of Office to Brittain and Olson.

3. Approve minutes of the September 12th, 2022 regular meeting.

Motion made by Riff, second by Marsh to approve the minutes of the September 12th, 2022 regular meeting. Motion carried.

4. Petition from the Audience (Limited to 5 minutes, with advance reservation)

There were no petitions.

5. Discuss, possibly recommend Council action to accept bid from JAYCO Heat & Air, in the amount of \$2,500.00, as in the best interest of the City from Recreation Repair and Maintenance Account #84-845-5091, for PCRC Drain Replacement Project, per advisement from TFK Engineering's HVAC study. Other bids received: Melton's A/C & Appliance Service, in the amount of \$1,775.00; Masters Heating Cooling Inc., in the amount of \$5,850.00; Vickrey Heat & Air, in the amount of \$9,099.00.

Motion was made by Riff, second by Marsh to recommend Council action to accept bid from JAYCO Heat & Air, in the amount of \$2,500.00, as in the best interest of the City from Recreation Repair and Maintenance Account #84-845-5091, for PCRC Drain Replacement Project, per advisement from TFK Engineering's HVAC study. Other bids received: Melton's A/C & Appliance Service, in the amount of \$1,775.00; Masters Heating Cooling Inc., in the amount of \$5,850.00; Vickrey Heat & Air, in the amount of \$9,099.00. Motion carried.

6. Discuss, possibly recommend Council action regarding the purchase of a new Dual Head Camera for the Pryor Creek Recreation Center from Digi Security Systems at State contract price (Contract SW1048D), in the amount of \$2,967.78 from PCRC Capital Outlay Equipment Account #84-845-5410.

Motion was made by Lamar, second by Olson to recommend Council action regarding the purchase of a new Dual Head Camera for the Pryor Creek Recreation Center from Digi Security Systems at State contract price (Contract SW1048D), in the amount of \$2,967.78 from PCRC Capital Outlay Equipment Account #84-845-5410. Motion carried.

7. Discuss, possibly recommend Council action regarding establishing a Merchant Surcharge Program effective January 1st, 2023 through PCRC's credit card service provider, Card Connect. This service would add a fixed 3.5% fee at checkout for each credit/debit card transaction to help offset processing costs for PCRC.

Motion was made by Lamar, second by Riff to recommend Council action regarding establishing a Merchant Surcharge Program effective January 1st, 2023 through PCRC's credit card service provider, Card Connect. This service would add a fixed 3.5% fee at checkout for each credit/debit card transaction to help offset processing

costs for PCRC. After discussion, motion and second were amended to be effective December 1st, 2022. Motion carried.

8. Director's Report.

a. Facility repair and Maintenance

Lights for the Fitness Court were discussed. Landscaping is great. Fitness Court will be installed on October 4th or 5th, and the kickoff will be on October 21st.

b. Finance Report

Increase in fees was reviewed.

c. Aquatics Report

There is an upcoming Mermaid event. GRDA is hosting a shoreline-distance swim challenge.

d. Personnel Report

Jessica Reger is doing very well in the Assistant Director position.

e. Misc.

They took in 117 new members in September. They added a Tai Chi class. Inventory is up to date. They received a grant from O.D. Mayor Foundation. Esther Ward – 97-year-old was recognized on her birthday and for her commitment to healthy living.

f. Q&A.

None

10. Unforeseeable Business.

None

11. Adjourn.

Motion made by Riff, second by Lamar to adjourn. Motion carried.

CITY OF PRYOR CREEK, OKLAHOMA
RECREATION CENTER BOARD
SCHEDULE OF REGULAR MEETINGS FOR
2023

AS REQUIRED BY THE OKLAHOMA OPEN MEETING ACT, NOTICE IS HEREBY GIVEN THAT THE PRYOR CREEK **RECREATION CENTER BOARD** WILL MEET IN REGULAR SESSION AT 5:30 P.M. ON THE FIRST 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 5:30 P.M. ON:

January 9, 2023*
February 6, 2023
March 6, 2023
April 3, 2023
May 1, 2023
June 5, 2023

July 10, 2023*
August 7, 2023
September 11, 2023*
October 2, 2023
November 6, 2023
December 4, 2023

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 2022.

Eva Smith, City Clerk

Bostick Electric LLC

OK LIC #33987

PO BOX 141

Pryor, OK 74362

918-373-1542

October 31, 2022

ATTN: Gary Buffington

Job: Rec Center pole lights

Quote: \$6729.00

This quote is for the material, labor and lift rental to retro-fit all 24 lights on the 40ft poles with new LED bulbs by taking out the old ballast and direct wiring the socket for new LED bulbs. We will also retro-fit the 5 short walkway poles with new LED bulbs. We will supply all bulbs.

Thank You for Your Business

Jack Bostick



2 J'S ELECTRIC INC.

STATE LICENSE #: OK46359 AR4850 MD2743 VA2705 NC21455 TN050069

4266 W. HIGHWAY 20
PRYOR CREEK, OK 74361
OFFICE (918) 825-6506
FAX (918) 825-7090
OFFICE@2JSELECTRIC.COM

October 31, 2022

TO: Pryor Rec Center
ATTN: Jessica/Gary
SUBJECT: **Electrical quote for lighting retro fit of existing light poles**

Thanks for the opportunity for 2 J's Electric to provide you an electrical quote. Our goal is to offer competitive pricing that's balanced with quality service. After reviewing existing conditions, conversations, and request for pricing, I estimate the cost to be as shown below:

Base Bid Quote – 15 light poles	\$5,250.00
Alt Pricing - 24 light pole total	\$7,850.00

INCLUDES:

- Furnish and install retrofit existing light pole heads with Led retrofit lamps.
- Rewire existing light pole heads to allow for installation of retrofit lamps.
- Furnish materials needed to complete scope of work.
- Furnish bucket truck for elevated work.
- Base bid replaces only light poles that are currently not working.
- Alt pricing replaces/retrofits all light pole heads.
- Scope of work is for light poles in parking light on South side of Rec Center only.

BASE BID EXCLUSIONS:

- Dumpster for trash removal
- Replacement of shoe box light pole heads.
- Replacement of any glass covers for light pole heads.
- Replacement of existing underground wiring (assumed in working order).
- Replacement of any light fixtures mounted on side of building or in ground well lights.
- Any additional work not listed in above inclusions.
- Bonds of any kind.
- Taxes on materials.
- Painting of any electrical equipment

All work will be completed in a competent manner according to standard business practices. Any deviation or alteration to the scope of work involving extra costs will become an additional charge over and above this estimate. This estimate is based on normal weekday working hours and does not cover any charges incurred due to accelerated construction schedules, construction delays, or change alterations. This estimate is based on existing conditions, site visit, and conversations.

Pricing will be honored for 20 days due to the market fluctuations in material costs.

Should you have any questions or require clarification, please contact me at any time, and I will do my level best to be of assistance. Again, we appreciate you for allowing us to show you what we can do on this project. Please remember us for all your electrical needs.

Respectfully Submitted By,
Josh Cagle | VP of 2 J's Electric Inc. | (918) 825-6506

ELECTRICAL SERVICES INC.

P. O. BOX 734
PRYOR, OK 74362
918-825-4640
918-825-4631 FAX
STATE LICENSE NO. 540

19 October 2022

Pryor Creek Recreation Center
1111 SE 9th Street
Pryor, OK 74361

Attn: Jessica Tiger

Electrical Services, Inc. of Pryor Creek, Oklahoma would like to offer an estimate for the following work at the above facility.

- 1) Option 1: Repair 15ea 400W parking lot pole lights:
 - a. Replace 15ea 400W lamps only: \$1900
 - b. *Note: If a new ballast is needed, it will cost an additional \$225 per fixture.
 - c. This option could cost as much as \$5275 total to repair 15 pole fixtures.

- 2) Option 2: 15 New LED fixtures.
 - a. Replace 15ea parking lot pole lights with new LED fixtures - \$7500

- 3) Option 3: All new LED parking lot fixtures
 - a. Replace all 24 large parking lot pole lights with new LED fixtures - \$12,000

Thank you,

Brian Moody



1111 SE 9th Street
Pryor, Ok 74361
Phone: (918)825-6909
pryorcreek.org

SPONSORSHIP AGREEMENT

May 27, 2022

BETWEEN: Pryor Creek Recreation Center (City of Pryor Creek)
1111 SE 9th Street
Pryor, OK 74361

AND: MidAmerica Industrial Park
4075 Sanders Mitchell Street
Pryor, OK 74361

WHEREAS, Pryor Creek Recreation Center, the “Organizer”, has the exclusive right to organize and complete construction of a National Fitness Campaign Outdoor Fitness Court on the grounds of the Pryor Creek Recreation Center, a department of the City of Pryor Creek.

WHEREAS, MidAmerica Industrial Park, the “Sponsor”, has determined to provide financial support in the amount of \$15,000 to the Organizer in exchange for the Sponsor logo being placed on the wall of the Outdoor Fitness Court.

The Organizer is responsible for ensuring completion of the project, at which time the Sponsor will be responsible for payment of the sponsorship commitment.

Mayor Larry Lees
City of Pryor Creek

Chief Administrative Officer, David Stewart
MidAmerica Industrial Park