

**MINUTES
BUDGET AND PERSONNEL
REGULAR MEETING
TUESDAY, MAY 11TH, 2021
5:30 P.M.**

THE BUDGET AND PERSONNEL COMMITTEE MET IN REGULAR SESSION IN THE COUNCIL CHAMBER AT 12 NORTH ROWE STREET, PRYOR, OKLAHOMA AT THE ABOVE DATE AND TIME.

Committee Members: Briana Brakefield, Choya Shropshire, Yolanda Thompson, Randy Chitwood (alt.)

1. CALL MEETING TO ORDER.

The meeting was called to order at 5:30 p.m. by Briana Brakefield. Members present: Briana Brakefield, Choya Shropshire and Yolanda Thompson. Members absent: none.

Others present: Mayor Larry Lees, Police Chief Dennis Nichols, Assistant Police Chief James Willyard, Animal Control Officer Becki Sams-Benham, Fire Chief BK Young, Firefighter Randy Gibbs, Park Superintendent Frank Powell, Kemie Shropshire and Terry Aylward.

2. DISCUSS, POSSIBLY APPROVE THE MINUTES OF THE APRIL 13TH, 2021 REGULAR MEETING.

Motion was made by Shropshire, second by Thompson to approve the minutes of the April 13th, 2021 regular meeting. All voted yes.

3. PETITIONS FROM THE AUDIENCE.

There were no petitions.

4. MAYOR'S REPORT.

a. Tax Reports.

Mayor reported that the annualized total for Sales Tax comes to \$9,634,535.05, annualized total for Use Tax comes to \$908,813.61, which together totals \$10,543,348.66. Tobacco numbers were not in, in time to report. Eva Smith stated she saw the tobacco report and it was over \$9,000.00 this month.

b. Review of Financial Status.

Mayor provided the April 30th Budget Reports. He spoke regarding Covid reimbursements and reserves. He also provided an overview of net revenues over expenses, which show a <\$8,381.70> balance. He reminded the Committee that we do not budget revenues, but expenses. He assured them that this negative balance does not concern him because as of this report 83% of the year has expired and only 64.5% of the budget has gone to expenses. Brakefield commented that last month that negative balance was approximately \$16,000.00.

Mayor stated that he intends to recommend to Council that the Covid funds be removed from the General Fund and a separate fund be created to track them. He also stated that we will be received funds from the American Recovery Act, which will need to be handled in the same manner.

5. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING ACCEPTING BID FOR HOT WATER PRESSURE WASHER FROM NORTHERN TOOL AND EQUIPMENT IN THE AMOUNT OF \$3,799.99 AS LOWEST AND BEST BID FOR THE PRYOR CREEK PARK DEPARTMENT FROM COVID REIMBURSEMENT ACCOUNT #02-201-5401. OTHER BIDS

RECEIVED: BEST BUY AUTOMOTIVE EQUIPMENT: \$3,860.00; PRESSURE WASHERS DIRECT: \$3,899.99; C&A SALES: \$5,069.50.

Motion was made by Thompson, second by Shropshire to recommend Council action regarding accepting bid for hot water pressure washer from Northern Tool and Equipment in the amount of \$3,799.99 as lowest and best bid for the Pryor Creek Park Department from Covid Reimbursement Account #02-201-5401. Other bids received: Best Buy Automotive Equipment: \$3,860.00; Pressure Washers Direct: \$3,899.99; C&A Sales: \$5,069.50. All voted yes.

6. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING ACCEPTING BID FOR ICE MACHINE FROM AIR HEAT SYSTEMS LLC IN THE AMOUNT OF \$3,700.00 AS LOWEST AND BEST BID FOR THE PRYOR CREEK FIRE DEPARTMENT FROM FIRE REPAIR AND MAINTENANCE ACCOUNT #02-217-5091. OTHER BIDS RECEIVED: MASTERS HEATING COOLING & APPLIANCES: \$4,200.00; MELTON'S A/C & APPLIANCE: \$4,027.98.

Motion was made by Shropshire, second by Thompson to recommend Council action regarding accepting bid for ice machine from Air Heat Systems LLC in the amount of \$3,700.00 as lowest and best bid for the Pryor Creek Fire Department from Fire Repair and Maintenance Account #02-217-5091. Other bids received: Masters Heating Cooling & Appliances: \$4,200.00; Melton's A/C & Appliance: \$4,027.98. All voted yes.

7. DISCUSSION REGARDING THE DISPOSITION OF CARES ACT FUNDS.

No action. Mayor covered this in his report.

8. UNFORESEEABLE BUSINESS. (Any matter not reasonably foreseen prior to posting agenda.)

There was no unforeseeable business.

9. ADJOURN.

Motion was made by Thompson, second by Shropshire to adjourn at 5:45 p.m. All voted yes.