

**MINUTES
BUDGET AND PERSONNEL
REGULAR MEETING
TUESDAY, MAY 12TH, 2020
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: Zac Doyle, Choya Shropshire, Briana Brakefield, Randy Chitwood (alt.)

1. CALL MEETING TO ORDER.

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

Others present: Mayor Larry Lees, Police Chief Dennis Nichols, Assistant Police Chief James Willyard, Police Officer Dustin VanHorn, Recreation Center Director Rachel Sordahl and Terry Aylward.

2. DISCUSS, POSSIBLY APPROVE THE MINUTES OF THE APRIL 14TH, 2020 REGULAR MEETING.

Motion was made by Brakefield, second by Shropshire to approve the minutes of the April 14th, 2020 regular meeting. All voted yes.

3. MAYOR'S REPORT.

a. Tax Reports.

Mayor reported that Sales Tax is the highest it has ever been. Use Tax was down for the month. The projection for all year-end taxes is approximately \$10,426,442.00.

b. Review of Financial Status.

Budget planning for 2020-2021 is in process. Mayor has a target of mid-June to have the new budget completed.

4. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING APPROVING CITY ENGINEER TO DEVELOP SPECIFICATIONS AND SEEK BIDS FOR POOL ZERO ENTRY PROJECT AT THE PRYOR CREEK RECREATION CENTER.

Motion was made by Shropshire, second by Brakefield to recommend Council action regarding approving City Engineer to develop specifications and seek bids for pool zero entry project at the Pryor Creek Recreation Center. All voted yes.

5. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING ACCEPTING BIDS FOR ROOF REPAIR AT THE PRYOR CREEK RECREATION CENTER AND AWARDING THE WORK TO DAWSON ROOFING, INC. AS LOW BID OF \$9,995.00 FROM REPAIR AND MAINTENANCE ACCOUNT #84-845-5091. OTHER BIDS RECEIVED: LEMUS ROOFING INC. - \$11,200.00 AND ARCO ROOFING AND CONSTRUCTION, LLC - \$14,000.00.

Motion was made by Brakefield, second by Shropshire to recommend Council action regarding accepting bids for roof repair at the Pryor Creek Recreation Center and awarding the work to Dawson Roofing, Inc. as low bid of \$9,995.00 from Repair and Maintenance Account #84-845-5091. Other bids received: Lemus Roofing Inc. - \$11,200.00 and ARCO Roofing and Construction, LLC - \$14,000.00. All voted yes.

6. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO APPROVE PURCHASING A CLOROX TOTAL 360 SYSTEM FROM MASSCO AT A COST OF \$3,995.00 AT THE PRYOR

CREEK RECREATION CENTER FROM CAPITAL OUTLAY EQUIPMENT ACCOUNT #84-845-5410. OTHER QUOTES RECEIVED: DOBMEIER JANITORIAL SUPPLY - \$6,300.00 AND INDUSTRIAL SOAP COMPANY - \$5,990.00.

Motion was made by Shropshire, second by Brakefield to recommend Council action to approve purchasing a Clorox Total 360 System from Massco at a cost of \$3,995.00 at the Pryor Creek Recreation Center from Capital Outlay Equipment Account #84-845-5410. Other quotes received: Dobmeier Janitorial Supply - \$6,300.00 and Industrial Soap Company - \$5,990.00. All voted yes.

7. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO APPROVE PRYOR CREEK RECREATION CENTER JOB TITLES/ DESCRIPTIONS AND PAY PLANS.

Motion was made by Shropshire, second by Brakefield to recommend Council action to approve Pryor Creek Recreation Center job titles/ descriptions and pay plans. Sordahl stated that all the department heads need to go through their job descriptions and pay plans and make appropriate changes. All voted yes.

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

There was no unforeseeable business.

9. PETITIONS FROM THE AUDIENCE.

There were no petitions from the audience.

10. ADJOURN.

Motion was made by Brakefield, second by Shropshire to adjourn at 5:42 p.m. All voted yes.