

MINUTES
PRYOR CREEK RECREATION CENTER BOARD
REGULAR MEETING
MONDAY, APRIL 3RD, 2023 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, Jamie Nofsinger, Jeremy Cantrell, Walter Olson, Rebecca Kemp, Steve Riff, Marty Marsh

1. Call to order.

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

2. Approve minutes of the March 6th, 2023 regular meeting.

Motion was made by Riff, second by Olson to approve the minutes of the March 6th, 2023 regular meeting. Motion carried.

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

There were no petitions.

4. Discuss, possibly recommend Council action regarding the transfer of Jessica Reger Assistant Director (Range E, Step 2) to Fitness Coordinator (Range D, Step 2) upon the resignation of Kelsie Brooke who will be resigning effective May 12th, 2023.

Motion was made by Cantrell, second by Nofsinger to recommend Council action regarding the transfer of Jessica Reger Assistant Director (Range E, Step 2) to Fitness Coordinator (Range D, Step 2) upon the resignation of Kelsie Brooke who will be resigning effective May 12th, 2023. Motion carried.

5. Discuss, possibly recommend Council action regarding filling the vacant budgeted Receptionist/Front Desk Position-Range A, Step 1 (annual wage-\$31,200.00).

Motion was made by Olson, second by Cantrell to recommend Council action regarding filling the vacant budgeted Receptionist/Front Desk Position-Range A, Step 1 (annual wage-\$31,200.00). Motion carried.

6. Discuss, possibly recommend Council action regarding an expenditure in the amount of \$4,950.00 to JayCo Heat & Air for a new heat exchanger in the lobby HVAC unit from Repair and Maintenance Account #84-845-5091. Other bids received: Melton's A/C & Appliance in the amount of \$5,276.05 and Masters Heating/Cooling in the amount of \$7,940.00.

Motion was made by Cantrell, second by Olson to recommend Council action regarding an expenditure in the amount of \$4,950.00 to JayCo Heat & Air for a new heat exchanger in the lobby HVAC unit from Repair and Maintenance Account #84-845-5091. Other bids received: Melton's A/C & Appliance in the amount of \$5,276.05 and Masters Heating/Cooling in the amount of \$7,940.00. Motion carried.

7. Discuss, possibly recommend Council action regarding accepting bid from Oklahoma Mowing Company in the amount of \$1,015.00 as a monthly charge for weekly/biweekly lawn maintenance and landscape maintenance for Pryor Creek Recreation Center from Recreation Groundskeeping Account #84-845-5047 from bids received. Other bids received: Creative Vision Lawn Care, in the amount of \$1,600.00; a third bid was requested but not received.

Motion was made by Olson, second by Cantrell to recommend Council action regarding accepting bid from Oklahoma Mowing Company in the amount of \$1,015.00 as a unit charge (*Scrivener's Error on agenda*) for weekly/biweekly lawn maintenance and landscape maintenance for Pryor Creek Recreation Center from

Recreation Groundskeeping Account #84-845-5047 from bids received. Other bids received: Creative Vision Lawn Care, in the amount of \$1,600.00; a third bid was requested but not received. Motion carried.

8. Director's Report.

a. Facility Repair and Maintenance

Tiger reported that the pool heater is set at 87.7°. They are addressing the duct work in the youth fitness room. Oklahoma Mowing is pruning the crepe myrtles.

b. Finance Report

Tiger reported that memberships are up. Pool parties are strong, as well as merchandise sales of shirts and drinks, etc. Locker rentals are good.

c. Aquatics Report

Swim lessons are going well. They held 25 swim parties in March, including the boy scouts. There will be a pool Easter Egg Hunt for ages 2-12.

d. Personnel Report

No report.

e. Misc.

In March, they received 168 new members, with an 83% retention. The Cherokee Nation is setting up for a fitness challenge. Mike is getting acquainted with connections and revenue-generating items.

Challenge results: 1st - Rick Rostick, 2nd – Robert Mobbs, 3rd – Tony LoCoCo.

f. Q&A.

None.

9. Unforeseeable Business.

None

10. Adjourn.

Motion made by Olson, second by Cantrell to adjourn. Motion carried.