

**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.