

**MINUTES
BUDGET & PERSONNEL COMMITTEE
REGULAR MEETING
TUESDAY, JULY 8TH, 2025
5:30 P.M.**

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

Committee Members: Choya Shropshire, Lori Bradshaw, Charles Tramel, Kenneth Brashears (Alternate)

1. CALL MEETING TO ORDER.

Shropshire called the meeting to order at 6:14 p.m. Members present: Choya Shropshire, Lori Bradshaw and Charles Tramel. Members absent: none.

Others present: Mayor Zac Doyle, Bruce Smith and Terry Aylward.

2. PETITIONS FROM THE AUDIENCE

There were no petitions from the audience.

3. DISCUSS, POSSIBLY APPROVE MINUTES OF THE MAY 13TH, 2025 MEETING.

Motion was made by Tramel, second by Bradshaw to approve the minutes of the May 13th, 2025 meeting. Voting yes: Bradshaw, Tramel and Shropshire. Voting no: none.

4. MAYOR'S REPORT.

a. Tax Reports.

Mayor Doyle reported that the Sales, Use and Tobacco Tax Deposit Letters for July are not yet available from the Oklahoma Tax Commission.

b. Review of Financial Status.

Mayor Doyle reported that they have compiled a preliminary financial report for May, showing that the city should be about \$124,000.00 in the positive before the end of the fiscal year. He stated that he will continue meeting with the City Clerk and City Accountant to resolve clerical issues and finalize the reports. He also reported that Caselle will be working to clean up entry errors for previous months. Upon completion, they will come to City Hall to train the City Clerk in person to clarify processes moving forward.

c. General Fund Budget Review.

Mayor Doyle reported that he is working with department heads to plan expenditures for the new fiscal year. He also stated that they are looking into entering a fleet management agreement with Enterprise in hopes of reducing expenses related to vehicle acquisition and maintenance.

Shropshire moved to item 7. Items 5 and 6 were discussed during the Mayor's report.

7. UNFORESEEABLE BUSINESS.

Terry Aylward requested clarification regarding the preliminary financial report, expressing concern in the sudden decrease in reported expenditures. Mayor Doyle stated that this decrease is due to the corrections made and duplicate entries deleted. He stated that he will continue to review previous entries with the City Clerk, City Attorney and Caselle staff to ensure that the city will have accurate financial reports moving forward.

8. ADJOURN.

Motion was made by Bradshaw, second by Tramel to adjourn at 6:32 p.m. Voting yes: Tramel, Shropshire and Bradshaw. Voting no: none.