

**NOTICE & AGENDA  
BUDGET COMMITTEE  
CITY OF PRYOR CREEK, OKLAHOMA  
TUESDAY, MAY 12, 2026 AT 5:30 PM**

AS REQUIRED BY THE OKLAHOMA OPEN MEETING ACT NOTICE IS HEREBY GIVEN THAT THE BUDGET & PERSONNEL COMMITTEE WILL MEET IN REGULAR SESSION IN COUNCIL CHAMBER, 12 NORTH ROWE STREET, PRYOR, OKLAHOMA AT THE ABOVE DATE AND TIME. FOR SPECIAL ACCOMMODATIONS TO ATTEND, PLEASE CONTACT (918) 825-0888.

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

1. Call meeting to order.
  - a. Petitions from the audience.
  - b. Discussion and possible action to approve the minutes of the April 14, 2026 meeting.
2. Mayor's Report.
  - a. Tax Reports.
  - b. Review of Financial Status.
  - c. General Fund Budget Review.
3. Action Items:
  - a. Discuss, possibly recommend Council action to approve a Hotel / Motel Grant final expense report for Pryor Comic Con, held March 6-7, 2026.
  - b. Discuss, possibly recommend Council action regarding the hire of additional personnel for the Parks & Cemetery Department.
  - c. Discuss, possibly recommend Council action regarding a transfer in an amount not to exceed \$65,000.00 from Unallocated Funds Account #02-201-5041 to the following accounts to cover unforeseen deficiencies in the 2025-2026 fiscal year budget.
 

Account Name	Account Number	Amount to be transferred
Cobra Admin Fees	02-201-5023	\$800.00
General Dues and Subscriptions	02-201-5032	\$15,000.00
General Insurance - Fleet	02-201-5043	\$11,500.00
Flexible Spending Admin Fees	02-201-5055	\$2,000.00
General Outside Services - Auditor	02-201-5072	\$22,000.00
General Outside Services - Other	02-201-5075	\$8,000.00
Legal Publication	02-201-5312	\$2,000.00
OUBCC Fees	02-203-5027	\$1,500.00
Court Employment Tax	02-231-5024	\$300.00
Court Workers Comp Insurance	02-231-5025	\$100.00
  - d. Presentation from Jennifer Brittain with Brown & Brown regarding an insurance update with possible discussion to follow.
  - e. Discuss, possibly recommend Council action regarding renewals for the City of Pryor Creek group health, dental, life, short-term disability and long-term disability coverage plans for fiscal year 2026-2027 as presented by Brown & Brown.
4. Unforeseeable Business.
5. Adjourn.

Posted May 11, 2026 by City Clerk Hannah Morris \_\_\_\_\_

**MINUTES  
BUDGET & PERSONNEL COMMITTEE MEETING  
CITY OF PRYOR CREEK, OKLAHOMA  
TUESDAY, APRIL 14, 2026 AT 5:30 PM**

The Budget & Personnel Committee of the City of Pryor Creek, Oklahoma met in regular session on the above date and time in the Council Chamber upstairs at City Hall, 12 North Rowe Street in Pryor Creek, Oklahoma. Notice of these meetings was posted on the East bulletin board located outside to the South of the entrance doors and the City website at [www.pryorcreek.org](http://www.pryorcreek.org).

**1. CALL MEETING TO ORDER.**

Choya Shropshire called the meeting to order at 5:30 p.m. Members present: Lori Bradshaw, Charles Tramel and Choya Shropshire. Members absent: none.

Others present: Mayor Zac Doyle and Kimmie Shropshire.

**1a. PETITIONS FROM THE AUDIENCE.**

There were no petitions from the audience.

**1b. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE MINUTES OF THE MARCH 10, 2026 MEETING.**

Motion was made by Bradshaw, second by Tramel to approve the minutes of the March 10, 2026 meeting.

Voting yes: Bradshaw, Tramel and Shropshire. Voting no: none.

**2. MAYOR'S REPORT.**

**2a. TAX REPORTS.**

Mayor Doyle stated the city's tax revenue continues to surpass last year's average, with moderate increases over last month.

**2b. REVIEW OF FINANCIAL STATUS.**

Mayor Doyle reported that financial reports are now available through March. He stated that the City Clerk has been working to correct inconsistencies in the accounting software to present accurate reports.

**2c. GENERAL FUND BUDGET REVIEW.**

Mayor Doyle reported that the city is on track to finish the fiscal year with a budget surplus.

**3. ACTION ITEMS:**

**3a. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO ALLOW CITY TREASURER TO INVEST \$150,000.00 FROM FIRE DEPARTMENT CAPITAL OUTLAY ACCOUNT #44-445-5422 INTO A CD FOR FUTURE PURCHASE OF FIRE EQUIPMENT.**

Motion was made by Tramel, seconded by Bradshaw to recommend Council action to allow City Treasurer to invest \$150,000.00 from Fire Department Capital Outlay Account #44-445-5422 into a CD for future purchase of fire equipment. Voting yes: Tramel, Shropshire and Bradshaw. Voting no: none.

**3b. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING A TRANSFER IN AN AMOUNT NOT TO EXCEED \$65,000.00 FROM UNALLOCATED FUNDS ACCOUNT #02-201-5041 TO THE FOLLOWING ACCOUNTS TO COVER UNFORESEEN DEFICIENCIES IN THE 2025-2026 FISCAL YEAR BUDGET.**

ACCOUNT NAME	ACCOUNT NUMBER	AMOUNT TO BE TRANSFERRED
COBRA ADMIN FEES	02-201-5023	\$800.00
GENERAL DUES AND SUBSCRIPTIONS	02-201-5032	\$15,000.00
GENERAL INSURANCE - FLEET	02-201-5043	\$11,500.00
FLEXIBLE SPENDING ADMIN FEES	02-201-5055	\$2,000.00
GENERAL OUTSIDE SERVICES - AUDITOR	02-201-5072	\$22,000.00
GENERAL OUTSIDE SERVICES - OTHER	02-201-5075	\$8,000.00
LEGAL PUBLICATION	02-201-5312	\$2,000.00
OUBCC FEES	02-203-5027	\$1,500.00
COURT EMPLOYMENT TAX	02-231-5024	\$300.00
COURT WORKERS COMP INSURANCE	02-231-5025	\$100.00

Motion was made by Bradshaw, second by Tramel to recommend Council action regarding a transfer in an amount not to exceed \$65,000.00 from Unallocated Funds Account #02-201-5041 to the above accounts to cover unforeseen deficiencies in the 2025-2026 fiscal year budget.

Motion was amended by Bradshaw, second by Tramel to recommend Council action regarding a transfer in an amount not to exceed \$75,000.00 from Unallocated Funds Account #02-201-5041 to the above accounts to cover unforeseen deficiencies in the 2025-2026 fiscal year budget.

Motion was amended by Bradshaw, second by Tramel to table the item until the next meeting. Voting yes: Shropshire, Bradshaw and Tramel. Voting no: none.

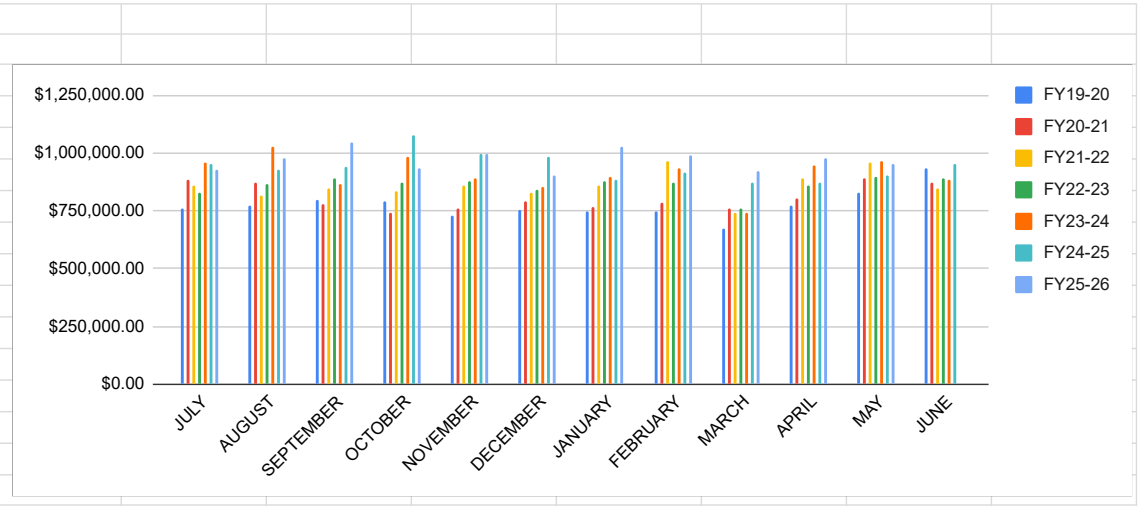
**4. UNFORESEEABLE BUSINESS.**

There was no unforeseeable business.

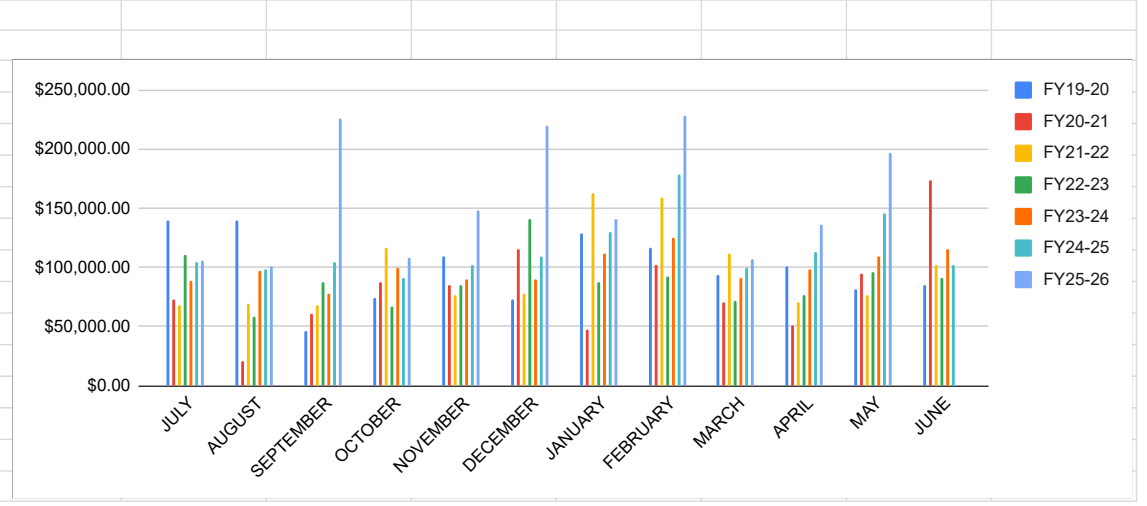
**5. ADJOURN.**

Motion was made by Tramel, second by Bradshaw to adjourn. Voting yes: Bradshaw, Tramel and Shropshire. Voting no: none.

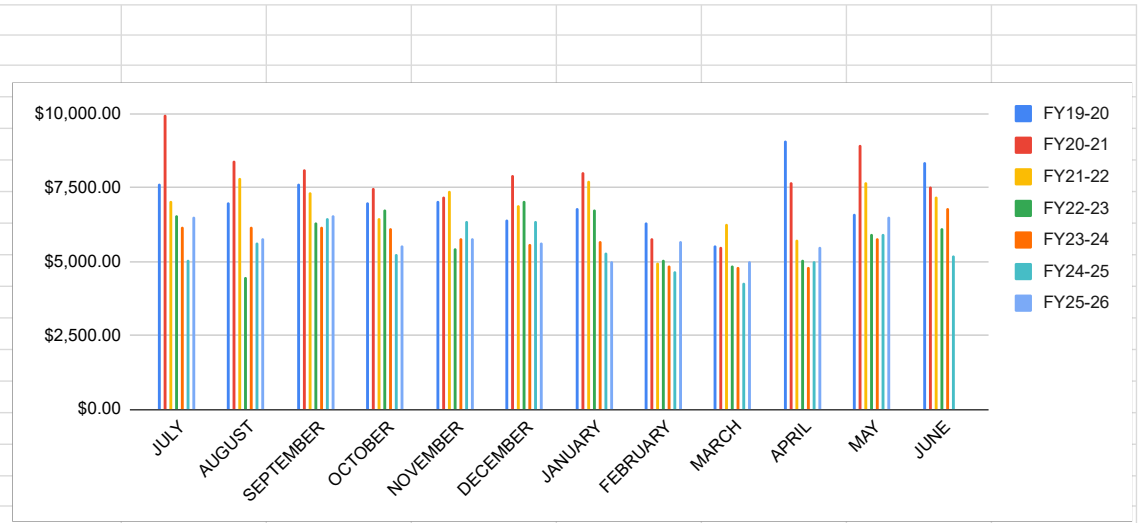
Sales Tax for Pryor Creek								
	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
JULY	\$762,210.98	\$883,069.62	\$858,434.01	\$829,117.54	\$957,034.17	\$949,192.94	\$925,614.90	
AUGUST	\$772,969.72	\$874,325.09	\$815,988.59	\$864,954.15	\$1,027,800.08	\$929,358.09	\$978,489.94	
SEPTEMBER	\$797,162.40	\$778,537.41	\$846,481.64	\$892,231.76	\$862,289.51	\$939,667.06	\$1,045,259.80	
OCTOBER	\$791,341.32	\$743,529.37	\$836,959.44	\$871,433.02	\$985,589.29	\$1,075,196.51	\$932,995.61	
NOVEMBER	\$729,869.64	\$761,329.87	\$857,087.62	\$880,402.24	\$891,924.90	\$993,221.30	\$996,229.24	
DECEMBER	\$752,605.85	\$793,356.56	\$828,875.55	\$838,559.55	\$855,746.83	\$982,484.59	\$900,755.70	
JANUARY	\$750,055.85	\$763,166.19	\$858,330.73	\$878,922.23	\$898,848.18	\$881,349.96	\$1,025,429.68	
FEBRUARY	\$747,343.85	\$784,577.85	\$965,223.87	\$870,243.28	\$935,029.44	\$913,329.01	\$992,342.29	
MARCH	\$673,114.50	\$758,530.01	\$739,268.97	\$761,804.55	\$744,160.22	\$871,781.44	\$922,107.53	
APRIL	\$769,552.84	\$805,283.96	\$888,320.02	\$860,505.22	\$945,550.77	\$874,316.22	\$979,305.17	
MAY	\$830,287.14	\$888,357.25	\$961,420.02	\$893,277.72	\$963,643.31	\$901,451.65	\$953,940.49	
JUNE	\$931,868.08	\$871,739.01	\$844,161.50	\$889,018.00	\$884,427.54	\$951,656.09		
<b>TOTAL</b>	<b>\$9,308,382.17</b>	<b>\$9,705,802.19</b>	<b>\$10,300,551.96</b>	<b>\$10,330,469.26</b>	<b>\$10,952,044.24</b>	<b>\$11,263,004.86</b>	<b>\$10,652,470.35</b>	<b>\$0.00</b>
AVG	\$775,698.51	\$808,816.85	\$858,379.33	\$860,872.44	\$912,670.35	\$938,583.74	\$968,406.40	#DIV/0!



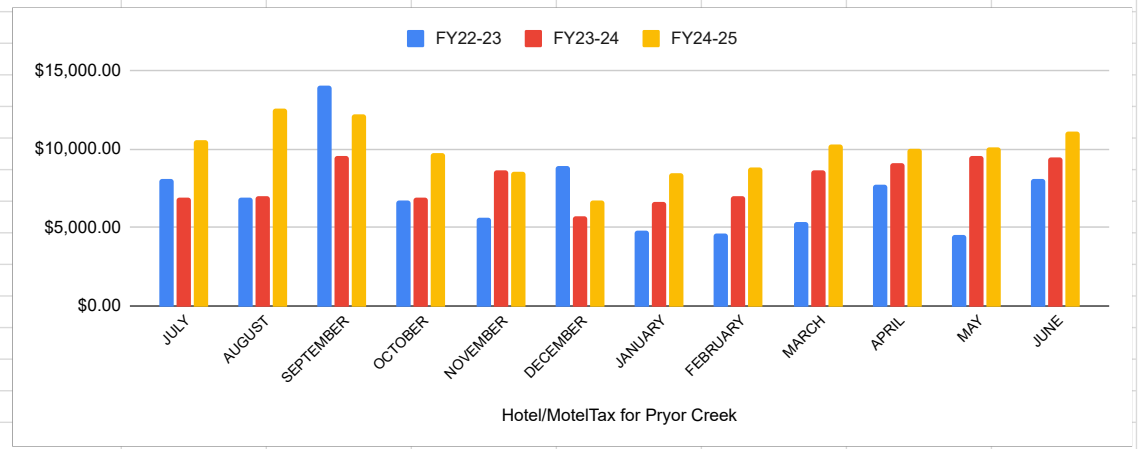
Use Tax for Pryor Creek								
	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
JULY	\$139,814.46	\$72,780.21	\$68,145.11	\$110,868.18	\$88,248.72	\$104,056.47	\$105,351.29	
AUGUST	\$139,921.75	\$20,686.72	\$69,921.89	\$58,688.91	\$97,615.96	\$99,105.20	\$101,256.00	
SEPTEMBER	\$46,037.38	\$61,303.56	\$68,791.50	\$87,511.99	\$77,660.56	\$104,887.98	\$225,902.72	
OCTOBER	\$73,880.30	\$87,415.09	\$116,979.12	\$67,324.75	\$99,858.54	\$91,097.48	\$108,764.79	
NOVEMBER	\$109,959.30	\$85,479.26	\$76,090.86	\$84,759.18	\$89,908.91	\$102,070.05	\$148,900.74	
DECEMBER	\$73,391.80	\$115,292.71	\$78,048.71	\$140,512.94	\$89,807.23	\$109,306.40	\$220,345.50	
JANUARY	\$128,366.65	\$47,239.19	\$163,297.12	\$87,984.16	\$111,299.89	\$129,605.68	\$140,693.61	
FEBRUARY	\$116,848.79	\$101,872.56	\$159,740.83	\$92,908.68	\$124,920.89	\$179,206.07	\$228,346.50	
MARCH	\$93,213.07	\$70,027.53	\$112,038.64	\$71,504.18	\$91,761.97	\$99,810.54	\$106,589.08	
APRIL	\$101,408.96	\$51,642.76	\$70,017.53	\$77,257.33	\$98,947.56	\$113,460.61	\$136,211.96	
MAY	\$81,120.35	\$95,247.85	\$76,112.48	\$95,980.06	\$109,552.34	\$145,313.72	\$197,326.81	
JUNE	\$85,146.64	\$173,325.88	\$101,915.75	\$91,161.69	\$115,172.89	\$102,551.66		
<b>TOTAL</b>	<b>\$1,189,109.45</b>	<b>\$982,313.32</b>	<b>\$1,161,099.54</b>	<b>\$1,066,462.05</b>	<b>\$1,194,755.46</b>	<b>\$1,380,471.86</b>	<b>\$1,719,689.00</b>	<b>\$0.00</b>
AVG	\$99,092.45	\$81,859.44	\$96,758.30	\$88,871.84	\$99,562.96	\$115,039.32	\$156,335.36	#DIV/0!



Tobacco Tax for Pryor Creek								
	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
JULY	\$7,651.74	\$9,952.29	\$7,053.48	\$6,551.62	\$6,188.47	\$5,074.02	\$6,517.54	
AUGUST	\$7,002.62	\$8,432.39	\$7,836.26	\$4,491.53	\$6,153.49	\$5,650.52	\$5,778.16	
SEPTEMBER	\$7,626.68	\$8,131.46	\$7,353.37	\$6,321.36	\$6,196.13	\$6,456.48	\$6,559.96	
OCTOBER	\$6,979.41	\$7,502.43	\$6,453.01	\$6,779.97	\$6,132.81	\$5,272.39	\$5,532.16	
NOVEMBER	\$7,031.16	\$7,192.36	\$7,400.29	\$5,466.42	\$5,775.52	\$6,394.03	\$5,799.80	
DECEMBER	\$6,403.07	\$7,910.53	\$6,894.86	\$7,068.45	\$5,613.85	\$6,388.62	\$5,656.09	
JANUARY	\$6,797.30	\$8,038.11	\$7,739.58	\$6,737.06	\$5,707.55	\$5,293.03	\$5,016.92	
FEBRUARY	\$6,340.63	\$5,785.89	\$4,945.37	\$5,047.67	\$4,855.90	\$4,664.67	\$5,677.38	
MARCH	\$5,556.34	\$5,507.90	\$6,260.76	\$4,853.31	\$4,813.01	\$4,299.71	\$5,022.77	
APRIL	\$9,111.80	\$7,684.27	\$5,753.23	\$5,083.05	\$4,800.52	\$5,013.22	\$5,512.89	
MAY	\$6,594.97	\$8,952.43	\$7,694.95	\$5,951.36	\$5,810.95	\$5,937.23	\$6,521.21	
JUNE	\$8,343.59	\$7,525.81	\$7,196.86	\$6,133.68	\$6,790.13	\$5,187.44		
<b>TOTAL</b>	<b>\$85,439.31</b>	<b>\$92,615.87</b>	<b>\$82,582.02</b>	<b>\$70,485.48</b>	<b>\$68,838.33</b>	<b>\$65,631.36</b>	<b>\$63,594.88</b>	<b>\$0.00</b>
AVG	\$7,119.94	\$7,717.99	\$6,881.84	\$5,873.79	\$5,736.53	\$5,469.28	\$5,781.35	#DIV/0!
<b>Combined Total</b>	<b>\$10,582,930.93</b>	<b>\$10,780,731.38</b>	<b>\$11,544,233.52</b>	<b>\$11,467,416.79</b>	<b>\$12,215,638.03</b>	<b>\$12,709,108.08</b>	<b>\$12,435,754.23</b>	<b>\$0.00</b>



Hotel/Motel Tax for Pryor Creek**								
	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
JULY				\$8,077.30	\$6,925.18	\$10,567.69	\$12,039.86	
AUGUST				\$6,905.86	\$6,981.74	\$12,557.09	\$12,731.94	
SEPTEMBER				\$14,035.81	\$9,513.73	\$12,162.91	\$12,433.96	
OCTOBER				\$6,741.03	\$6,913.31	\$9,755.84	\$11,331.95	
NOVEMBER				\$5,665.53	\$8,610.19	\$8,535.19	\$10,302.38	
DECEMBER				\$8,951.18	\$5,727.33	\$6,683.72	\$10,804.17	
JANUARY				\$4,792.39	\$6,605.17	\$8,493.44	\$10,814.55	
FEBRUARY				\$4,664.93	\$6,977.64	\$8,857.73	\$11,037.02	
MARCH				\$5,346.73	\$8,616.24	\$10,265.29	\$8,294.79	
APRIL				\$7,760.63	\$9,113.11	\$10,054.86		
MAY				\$4,552.36	\$9,591.36	\$10,077.65		
JUNE				\$8,060.78	\$9,492.18	\$11,079.42		
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$85,554.53</b>	<b>\$95,067.18</b>	<b>\$119,090.83</b>	<b>\$99,790.62</b>	<b>\$0.00</b>
AVG	#DIV/0!	#DIV/0!	#DIV/0!	\$7,129.54	\$7,922.27	\$9,924.24	\$11,087.85	#DIV/0!



\*\*Note that the H/M tax allocations are NOT included in the tax distributions to the City

Hotel/motel tax allocations in Pryor Creek, Oklahoma include:

**Pryor Area Chamber of Commerce:** 30% of the tax is allocated to the Pryor Area Chamber of Commerce

**Pryor Public Schools:** 10% of the tax is allocated to Pryor Public Schools

**Pryor Mainstreet:** 10% of the tax is allocated to Pryor Mainstreet

**Local organizations:** 50% of the tax is allocated as grants and awards to local organizations

**The Hotel/Motel Tax Allocation Board must approve all fund allocations.**



< Home

## Year-To-Date Tobacco/Cig Tax

- Choose a year, and click 'Search'.
- Results include all COPOs. To display a single COPO, enter the COPO.
- The past 5 years of data is available for searching, For data older than 5 years view [Archived Data](#).

Fiscal Year  ▼

Entity  ▼

[Export](#)

Cop	Description	Distribution Date	Amount
<b>4909</b>			
	Pryor	11-Jul-2025	6,517.54
	Pryor	12-Aug-2025	5,778.16
	Pryor	10-Sep-2025	6,559.96
	Pryor	13-Oct-2025	5,532.16
	Pryor	13-Nov-2025	5,799.80
	Pryor	10-Dec-2025	5,656.09

<b>Co</b>	<b>Description</b>	<b>Distribution Date</b>	<b>Amount</b>
	Pryor	13-Jan-2026	5,016.92
	Pryor	11-Feb-2026	5,677.38
	Pryor	11-Mar-2026	5,022.77
	Pryor	13-Apr-2026	5,512.89
	Pryor	12-May-2026	6,531.21
			63,604.88

**Data is updated each business day**



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### City Use Tax Deposit Letter

- Choose a year and month, and click 'Search'.
- Results include all cities. To display a single city, enter the city COPO.
- The past 5 years of data is available for searching. For data older than 5 years, view [Archived Data](#)

**For Treasurers:**

**Funds have been electronically transferred to your bank account, effective the date shown, for your city's tax collections received by the Oklahoma Tax Commission during the previous month.**

**This payment represents taxes collected during the previous month and may include interest, penalty, and delinquent remittances due from an earlier month.**

**If there are any questions concerning this payment, please call or write Dave Francis, (405) 522-6600, Account Maintenance Division, Oklahoma Tax Commission.**

Year	<input type="text" value="2026"/>	▼
Month	<input type="text" value="05. May"/>	▼
Entity	<input type="text" value="4909 - Pryor"/>	▼

[Export](#)

Effective Date	Tax, Penalty & Interest	Refunded	Suspended	Retention	Interest	Total
08-May-2026	197,989.36	0.00	0.00	989.95	327.40	197,326.81
	197,989.36	0.00	0.00	989.95	327.40	197,326.81

**Data is updated each business day**



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### City Sales Tax Deposit Letter

- Choose a year and month, and click 'Search'.
- Results include all counties. To display a single county, enter the county.
- The past 5 years of data is available for searching, For data older than 5 years view [Archived Data](#).

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Year	<input type="text" value="2026"/>	▼
Month	<input type="text" value="05. May"/>	▼
Entity	<input type="text" value="4909 - Pryor"/>	▼

[Export](#)

Effective Date	Tax, Penalty & Interest	Refunded	Suspended	Retention	Interest	Total
08-May-2026	957,281.22	0.00	0.00	4,786.41	1,445.68	953,940.49
	957,281.22	0.00	0.00	4,786.41	1,445.68	953,940.49

**Data is updated each business day**



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## RECEIPT:

Paid to Sam J. Jones, "Flash Gordon" actor, for his appearance March 27, at the 2026 Pryor Creek Comic Convention inside the Mayes County Event Center on the fairgrounds in Pryor.

*\$2,000 appearance fee.*

*\$600 Southwest Airlines round trip-flight (March 6-7) and travel expenses.*

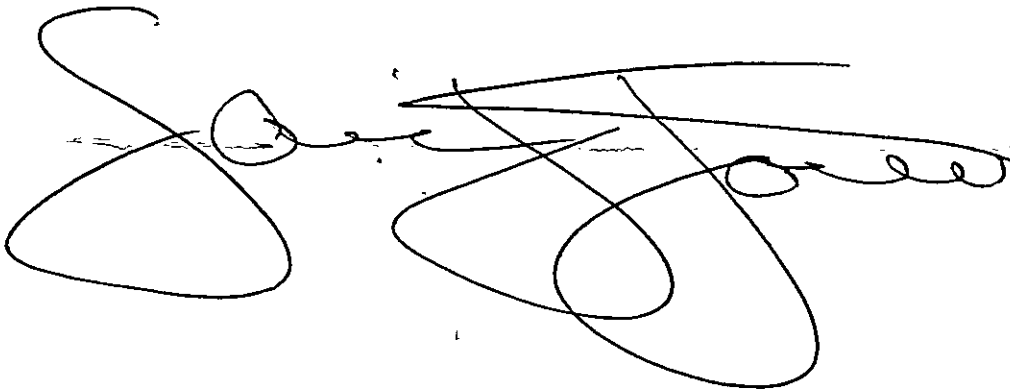
**Total payment to Sam J. Jones: \$2,600.**

Please reimburse to:

Jimmie Tramel

8150 Silverado Road

Claremore OK, 74019

A large, stylized handwritten signature in black ink, appearing to read "Sam J. Jones". The signature is written in a cursive style with large loops and a long horizontal stroke at the end.

## Budget & Personnel Committee Item Report

### City of Pryor Creek, Oklahoma

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**Meeting Date:**

May 12, 2026

**Prepared By:**

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**Summary:**

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**Background:**

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**Recommendation:**

Park Board 4/27/2026:

Motion was made by Buffington, second by Alexander to recommend Council action to allow the Parks & Cemetery Department to backfill the open position at the cemetery and hire two additional staff members for the parks.

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**Fiscal Impact:**

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**Attachments:**

## Budget & Personnel Committee Item Report

### City of Pryor Creek, Oklahoma

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**Meeting Date:**

May 12, 2026

**Prepared By:**

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**Summary:**

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**Background:**

Budget 4/14/2026:

Motion was made by Bradshaw, second by Tramel to recommend Council action regarding a transfer in an amount not to exceed \$65,000.00 from Unallocated Funds Account #02-201-5041 to the above accounts to cover unforeseen deficiencies in the 2025-2026 fiscal year budget.

Motion was amended by Bradshaw, second by Tramel to recommend Council action regarding a transfer in an amount not to exceed \$75,000.00 from Unallocated Funds Account #02-201-5041 to the above accounts to cover unforeseen deficiencies in the 2025-2026 fiscal year budget.

Motion was amended by Bradshaw, second by Tramel to table the item until the next meeting.

Voting yes: Shropshire, Bradshaw and Tramel. Voting no: none.

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**Recommendation:**

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**Fiscal Impact:**

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**Attachments:**