

NOTICE & AGENDA
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, SEPTEMBER 1, 2026 AT 6:00 PM

AS REQUIRED BY THE OKLAHOMA OPEN MEETING ACT, NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF PRYOR CREEK, OKLAHOMA WILL MEET IN REGULAR SESSION AT 6:00 P.M. ON THE ABOVE DATE IN THE COUNCIL CHAMBER UPSTAIRS AT CITY HALL, 12 NORTH ROWE STREET IN PRYOR CREEK, OKLAHOMA. A MEETING OF THE PRYOR PUBLIC WORKS AUTHORITY WILL FOLLOW IMMEDIATELY. ANYONE NEEDING SPECIAL ACCOMMODATIONS TO ATTEND SHOULD CALL (918) 825-0888.

CITY COUNCIL

1. Call to Order, Prayer, Pledge of Allegiance, Roll.
2. Petitions from the Audience. (Limited to 5 minutes, must request in advance.)
3. Department Head Reports if needed:
 - a. Building Inspector
 - b. Emergency Management
 - c. Fire
 - d. Golf
 - e. Library
 - f. Parks / Cemetery
 - g. Police / Animal Shelter
 - h. Recreation Center
 - i. Street
 - j. City Clerk
4. Consent Agenda. (Consent items are to be voted on for approval or denial by one single motion without discussion. Any Council member wishing to discuss an item may request it be removed and placed on the regular agenda. Only those items removed will be read aloud.)
 - a. Approve minutes of the August 18, 2026 Council Meeting.
 - b. Approve claims for purchase orders through September 1, 2026.
 - c. Approve payroll purchase orders through September 11, 2026.
 - d. Accept the Mayor's reappointment of David Shaulis to Park Board Seat #1, term expiring July 31, 2029.
 - e. Accept the Mayor's reappointment of Roy Jackson to Park Board Seat #4, term expiring July 31, 2029.
 - f. Accept the resignation of Sherry Alexander from Park Board Seat #5.
 - g. Approve an expenditure in the amount of \$40,635.50 to OMAG for Policy No. PRO140003311 from General Insurance - Property Account #02-201-5045. This is the second quarterly payment for 2026-27.
 - h. Approve an expenditure in the amount of \$34,851.75 to OMAG for Policy No. GLA140001711 from General Insurance - Fleet Account #02-201-5043. This is the second quarterly payment for 2026-27.
 - i. Acknowledge payment of an expenditure in the amount of \$28,348.24 to Stronghand LLC for PRY-26-01 Cemetery Retaining Wall Improvements Pay Application No. 1 from Street Rehab Projects Account #14-145-5410.
 - j. Approve an expenditure in the amount of \$12,000.00 to Flock Safety for the annual renewal of the Pryor Creek Police Department's four original Flock Safety LPR cameras approved by the City Council in 2023, for the renewal term of August 6, 2026, through August 5, 2027, to be paid from Police Equipment Capital Outlay Account #44-445-5424.
5. Mayor's Report: (Items possibly requiring discussion and action.)
 - a. Discussion and possible action regarding current staffing at the Police Department.
 - b. Discussion and possible action regarding an expenditure in the amount of \$10,000.00 to Infrastructure Solutions Group, LLC for a traffic study at the intersection of South Elliott and 29th Street to be paid from Street Rehabilitation Projects Account #14-145-5410.
 - c. Discussion and possible action to hire Kyler Watts as a B Operator with the Street Department, Range D, Step 1, effective September 2, 2026.

- d. Discussion and possible action to hire Thomas Roman as a B Operator with the Street Department, Range D, Step 1, effective September 8, 2026.
- e. Discussion and possible action to accept a bid in the amount of \$30,600.00 from Lights Unlimited for Whitaker Park Christmas decorations in the 2026 season, with subsequent seasons billed in the amount of \$15,760.00, to be paid from Park Capital Outley Account #02-219-411. As per the RFP, this bid includes the purchase and design of the light systems, daily maintenance and upkeep during the season, and the removal and storage of the decorations following the holiday season. Other bids received: The Light Ranger in the amount of \$32,385.00 for the initial season and \$23,100.00 for subsequent years, Christmas Lights 4U in the amount of \$39,992.00 and \$31,454 for subsequent years and Evergreen Christmas Lights in the amount of \$25,125.00 for subsequent years.
6. City Attorney's Report: (Items possibly needing action on requests or recommendations.)
 - a. Possible Executive Session pursuant to the Oklahoma Open Meetings Act for the purpose of confidential communications with attorney regarding FOP No. 116 FLSA Settlement Demand Letter. (25 O.S. 307(B) (4))
 - b. Consider resuming regular session. No action taken during Executive Session.
 - c. Discussion and possible action based on Executive Session pursuant the Oklahoma Open Meetings Act for the purpose of confidential communications with attorney regarding FOP No. 116 FLSA Settlement Demand Letter.
7. Committee Reports: (Items, such as next meeting date, needing to be reported. No open discussions allowed. Any items requiring discussion are to be added to the Mayor's report prior to posting of agenda.)
 - a. Budget and Personnel.
 - b. Streets and Maintenance.
 - c. Ordinance and Insurance.
8. Unforeseeable Business. (Any matter not reasonably foreseen prior to posting of agenda.)
9. Adjourn.

PRYOR PUBLIC WORKS AUTHORITY

1. Call to Order.
2. Approve the minutes of the August 18, 2026 meeting.
3. Approve claims for purchase orders for the Pryor Public Works Authority through September 1, 2026.
4. Unforeseeable Business. (Any matter not reasonably foreseen prior to posting of agenda.)
5. Adjourn.

FILED AUGUST 28, 2026 AT 5:00 P.M. BY MAYOR ZAC DOYLE. _____

POSTED ON THE BULLETIN BOARD AT CITY HALL, 12 NORTH ROWE STREET, PRYOR CREEK, OKLAHOMA
AUGUST 28, 2026 AT 5:00 P.M. BY CITY CLERK HANNAH MORRIS. _____

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, AUGUST 18, 2026 AT 6:00 PM**

The City Council 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. This meeting was followed immediately by a meeting of the Pryor Public Works Authority. 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. Notice was also emailed to the Council members.

CITY COUNCIL

1. CALL TO ORDER, PRAYER, PLEDGE OF ALLEGIANCE, ROLL.

Mayor Zac Doyle called the meeting to order at 6:00 p.m. The Prayer and Pledge of Allegiance were led by Terry Lamar. Roll Call was conducted by Administrative Assistant Jae Standingwater. Council members present included Terry Lamar, Choya Shropshire, Lori Bradshaw, Kenneth Brashears, Autumn Graybill, Charles Tramel, Steve Brown and Bruce Smith. Members absent: none.

Department Heads and other City Officials present: Chase McBride, Jeremy Cantrell, Justin Couch, Kevin Tramel, BK Young, Frank Powell, Cari Rerat and Mike Moore.

Others present: Houston Brittain, Nena Roberts, David Shaulis, Wes Cyrus, Joshua Lee, Gilbert Graybill, Adam Anderson, Mike Bechard and Angela Smith.

2. PETITIONS FROM THE AUDIENCE. (LIMITED TO 5 MINUTES, MUST REQUEST IN ADVANCE.)

Mayor Doyle acknowledged Councilman Bruce Smith, wishing him a happy birthday.

Wes Cyrus petitioned Council as the city's current financial advisor of record. He stated that he has been working directly with city staff to manage employee retirement plans since 2020. He encouraged the Council to use caution while considering action to change the financial advisor of record later on the agenda, stating that the change is not time-sensitive and the Council should ensure they have correct information before moving forward.

3. CONSENT AGENDA. (CONSENT ITEMS ARE TO BE VOTED ON FOR APPROVAL OR DENIAL BY ONE SINGLE MOTION WITHOUT DISCUSSION. ANY COUNCIL MEMBER WISHING TO DISCUSS AN ITEM MAY REQUEST IT BE REMOVED AND PLACED ON THE REGULAR AGENDA. ONLY THOSE ITEMS REMOVED WILL BE READ ALOUD.)

3a. APPROVE MINUTES OF THE AUGUST 4, 2026 COUNCIL MEETING.

3b. APPROVE CLAIMS FOR PURCHASE ORDERS THROUGH AUGUST 18, 2026

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	2620260298 - 2620260358	\$182,094.83
STREET & DRAINAGE	2620260358 - 2620260374	\$44,837.45
CEMETERY CARE	2620260270 - 2620260320	\$1,212.78
GOLF COURSE	2620260258 - 911675B	\$26,600.71
CAPITAL OUTLAY	2620260347 - 2620260309	\$69,713.72
HOTEL / MOTEL TAX REVENUE	2620260356 - 2620260355	\$58,078.73
RECREATION CENTER	2620260260 - 2620260358	\$14,337.09
P.P.W.A. SINKING FUND	911642B - 2620260308	\$9,603.39
PRYOR PUBLIC WORKS AUTHORITY	2620260367	\$3,000.00
LIBRARY SPECIAL CASH	26202620272	\$100.00
DONATIONS	2620260157 - 2620260252	\$3,519.92
TOTAL		\$413,098.62
<u>NO NEW BLANKETS</u>		

3c. APPROVE PAYROLL PURCHASE ORDERS THROUGH AUGUST 28, 2026.

3d. APPROVE PENALTY ASSESSMENTS FOR PRYOR CREEK MUNICIPAL COURT FOR JULY 2026 IN THE AMOUNT OF \$3,510.88.

3e. ACCEPT THE MAYOR’S REAPPOINTMENT OF KENNY LITTLEFIELD TO BOARD OF ADJUSTMENTS, SEAT #4, TERM EXPIRING AUGUST 31, 2029.

3f. ACCEPT THE MAYOR’S REAPPOINTMENT OF HOUSTON BRITTAIN TO RECREATION CENTER BOARD, SEAT #7, TERM EXPIRING AUGUST 31, 2030.

3g. ACCEPT THE MAYOR’S REAPPOINTMENT OF IVRIE SHEARIN TO LIBRARY BOARD SEAT #3, TERM EXPIRING JUNE 30, 2029.

3h. ACCEPT THE RESIGNATION OF MARTY WENGER FROM LIBRARY BOARD SEAT #5. WENGER HAS SERVED ON THE LIBRARY BOARD FOR TEN YEARS.

3i. APPROVE AN EXPENDITURE IN THE AMOUNT OF \$5,565.00 TO CIVICPLUS FOR AGENDA AND MEETING MANAGEMENT ANNUAL FEES TO BE PAID FROM MANAGERIAL CAPITAL OUTLAY ACCOUNT #44-445-5412.

3l. ACCEPT A BID IN THE AMOUNT OF \$3,000.00 FROM OPW COMMERCIAL SERVICES FOR THE ABATEMENT OF THE PROPERTY AT 200 PARK TO BE PAID FROM REAL PROPERTY ACQUISITION RESERVE - NUISANCE ABATEMENT ACCOUNT #46-465-5450. NO OTHER BIDS WERE RECEIVED. A TOTAL OF THIRTEEN (13) BID PACKETS WERE DISTRIBUTED, AND THE OPPORTUNITY WAS POSTED ON THE CITY'S WEBSITE.

3m. APPROVE MAYOR TO SIGN AN AGREEMENT BETWEEN THE CITY OF PRYOR CREEK AND PRYOR CREEK MUSIC FESTIVALS, INC. (“PCMF”) TO PROVIDE SERVICES FOR ROCKLAHOMA, SEPTEMBER 3-7, 2026, AND BORN & RAISED, SEPTEMBER 16-20, 2025.

3n. APPROVE DECLARING SURPLUS HURST RESCUE TOOLS (1-SPREADER, 1-CUTTER, 1-RAM) FROM THE FIRE DEPARTMENT AND PLACING THEM ON THE PURPLE WAVE AUCTION SITE FOR SALE.

3o. APPROVE AN EXPENDITURE IN THE AMOUNT OF \$2,825.00 TO TRIPLE PLAY TURF, INC. FOR GOLF COURSE CHEMICALS FROM GOLF CHEMICALS ACCOUNT #41-415-5053.

- 3p. APPROVE AN EXPENDITURE IN THE AMOUNT OF \$5,106.73 TO LUM'S SALES & SERVICE, INC. FOR PARTS FOR THE REPAIR OF THE LIFT AT THE PARKS DEPARTMENT TO BE PAID FROM PARKS CAPITAL OUTLAY ACCOUNT #44-445-5415. THIS IS A SOLE-SOURCE SUPPLIER.**
- 3r. DISCUSSION AND POSSIBLE APPROVAL OF QUOTE #9318 FROM METRO EMERGENCY UPFITTERS LLC, IN THE AMOUNT OF \$3,409.44, TO BE PAID FROM THE POLICE CAPITAL OUTLAY ACCOUNT #44-445-5424. THE REQUESTED PURCHASE IS FOR THE COMPUTER MOUNTS AND VEHICLE CONSOLES FOR THE PRYOR POLICE DEPARTMENT SCHOOL RESOURCE OFFICER (SRO) VEHICLES.**
- 3s. APPROVE A LEASE AGREEMENT WITH BANK OF COMMERCE FOR THE PURCHASE OF EQUIPMENT FOR THE REC CENTER, WHICH WAS PURCHASED FROM PUSHPEDALPULL PER COUNCIL APPROVAL AT THE JUNE 2, 2026 COUNCIL MEETING. THE PURCHASE PRICE OF THE EQUIPMENT WAS \$44,931.67. THIS WOULD BE PAID FROM RECREATION CENTER CAPITAL OUTLAY - EQUIPMENT ACCOUNT #84-845-5410.**
- 3t. APPROVE THE HOTEL / MOTEL FINAL EXPENSE REPORT FOR PRYOR PUBLIC SCHOOLS FOR FISCAL YEAR 2025-2026.**
- 3u. APPROVE THE HOTEL / MOTEL LETTER OF INTENT FROM PRYOR PUBLIC SCHOOLS FOR FISCAL YEAR 2026-2027.**
- 3v. APPROVE THE HOTEL / MOTEL FINAL EXPENSE REPORT FOR PRYOR AREA CHAMBER OF COMMERCE FOR FISCAL YEAR 2025-2026.**
- 3w. APPROVE THE HOTEL / MOTEL LETTER OF INTENT FROM PRYOR AREA CHAMBER OF COMMERCE FOR FISCAL YEAR 2026-2027.**
- 3x. APPROVE HOTEL / MOTEL ALLOCATIONS FOR THE 2026-2027 FISCAL YEAR AS FOLLOWS:**
- **PRYOR AREA CHAMBER OF COMMERCE, \$41,684.05**
 - **PRYOR PUBLIC SCHOOLS, \$13,894.68**
- THE FUNDS ALLOCATED TO PRYOR MAIN STREET WILL BE ON THE AGENDA IN DECEMBER FOLLOWING THE SUBMISSION AND APPROVAL OF THE PREVIOUS YEAR'S EXPENSE REPORT AND CURRENT LETTER OF INTENT.**
- 3y. APPROVE A 2025-2026 HOTEL/MOTEL GRANT FINAL EXPENSE REPORT FROM PRYOR AREA ARTS AND HUMANITIES COUNCIL FOR MISSOULA CHILDREN'S THEATRE IN THE AMOUNT OF \$2,500.00.**
- 3z. APPROVE A HOTEL/MOTEL GRANT APPLICATION FROM MAYES COUNTY HOPE COALITION FOR DAM J.A.M. TO BE HELD SEPTEMBER 12, 2026, IN THE AMOUNT OF \$3,500.00.**
- 3aa. APPROVE A HOTEL/MOTEL GRANT APPLICATION FROM PRYOR AREA CHAMBER OF COMMERCE FOR THE BLUEGRASS MUSIC FESTIVAL TO BE HELD OCTOBER 16-18, 2026, IN THE AMOUNT OF \$5,000.00.**
- 3cc. APPROVE A HOTEL/MOTEL GRANT APPLICATION FROM PRYOR YOUTH BASEBALL ORGANIZATION FOR THE PYBO TO BE HELD 4 TIMES PER YEAR AT PRYOR LITTLE LEAGUE FIELDS, IN THE AMOUNT OF \$2,500.00.**

Motion was made by Brown, second by Brashears to approve the consent agenda less items j, k, q and bb. Voting yes: Lamar, Shropshire, Bradshaw, Brashears, Graybill, Tramel, Brown and Smith. Voting no: none. *Motion passed.*

- 3j. ACCEPT A BID IN THE AMOUNT OF \$999.00 FROM OPW COMMERCIAL SERVICES FOR THE ABATEMENT OF THE PROPERTY AT 23 NW 477 TO BE PAID FROM REAL PROPERTY ACQUISITION RESERVE - NUISANCE ABATEMENT ACCOUNT #46-465-5450. ONE OTHER BID WAS RECEIVED FROM TRAMEL FAMILY LAWN IN THE AMOUNT OF \$4,738.00. A TOTAL OF THIRTEEN (13) BID PACKETS WERE DISTRIBUTED, AND THE OPPORTUNITY WAS POSTED ON THE CITY'S WEBSITE.**

Motion was made by Brashears, second by Shropshire to accept a bid in the amount of \$999.00 from OPW Commercial Services for the abatement of the property at 23 NW 477 to be paid from Real Property Acquisition Reserve - Nuisance Abatement Account #46-465-5450. Voting yes: Shropshire, Bradshaw, Brashears, Graybill, Brown, Smith and Lamar. Abstaining, counting as a no vote: Tramel. Voting no: none. *Motion passed.*

- 3k. ACCEPT A BID IN THE AMOUNT OF \$215.00 FROM OPW COMMERCIAL SERVICES FOR THE ABATEMENT OF THE PROPERTY AT 305 N MAYES TO BE PAID FROM REAL PROPERTY ACQUISITION RESERVE - NUISANCE ABATEMENT ACCOUNT #46-465-5450. OTHER BIDS RECEIVED WERE TRAMEL FAMILY LAWN IN THE AMOUNT OF \$4,352.00. A TOTAL OF THIRTEEN (13) BID PACKETS WERE DISTRIBUTED, AND THE OPPORTUNITY WAS POSTED ON THE CITY'S WEBSITE.**

Motion was made by Brashears, second by Shropshire to accept a bid in the amount of \$215.00 from OPW Commercial Services for the abatement of the property at 305 N Mayes to be paid from Real Property Acquisition Reserve - Nuisance Abatement Account #46-465-5450. Voting yes: Bradshaw, Brashears, Graybill, Brown, Smith, Lamar and Shropshire. Abstaining, counting as a no vote: Tramel. Voting no: none. *Motion passed.*

- 3q. APPROVE AN EXPENDITURE IN THE AMOUNT OF \$8,530.37 TO MD HOMES, LLC FOR MATERIALS AND LABOR FOR THE TENNIS COURT BATHROOM BUILDING TO BE PAID FROM PARKS CAPITAL OUTLAY ACCOUNT #44-445-5415. (SCRIVENER'S ERROR: AGENDA READ "TO ELIAS ACEVEDO".)**

Motion was made by Shropshire, second by Brown to approve an expenditure in the amount of \$8,530.37 to MD Homes, LLC for materials and labor for the Tennis Court bathroom building to be paid from Parks Capital Outlay Account #44-445-5415 with the correction of the scrivener's error. Voting yes: Brashears, Graybill, Tramel, Brown, Smith, Lamar, Shropshire and Bradshaw. Voting no: none. *Motion passed.*

- 3bb. APPROVE A HOTEL/MOTEL GRANT APPLICATION FROM SANTA'S CHRISTMAS VILLAGE OF PRYOR OKLAHOMA FOR SANTA'S CHRISTMAS VILLAGE IN THE AMOUNT OF \$3,072.39.**

Motion was made by Brashears, second by Shropshire to approve a Hotel/Motel Grant application from Santa's Christmas Village of Pryor Oklahoma for Santa's Christmas Village in the amount of \$3,072.39. Voting yes: Graybill, Tramel, Brown, Smith, Shropshire, Bradshaw and Brashears. Abstaining, counting as a no vote: Lamar. Voting no: none. *Motion passed.*

4. MAYOR'S REPORT: (ITEMS POSSIBLY REQUIRING DISCUSSION AND ACTION.)

- 4a. PRESENTATION FROM JOSHUA LEE WITH EDWARD JONES REGARDING THE CITY'S MONEY PURCHASE 401A AND 457B RETIREMENT PLANS.**

Joshua Lee presented Council with a written summary of his recommendations for the City's employee retirement plans. He asked that the Council consider naming him the Financial Advisor of Record.

4b. DISCUSSION AND POSSIBLE ACTION REGARDING DESIGNATING THE AGENT OF RECORD (AOR) FOR THE CITY’S EMPLOYEE RETIREMENT PLANS.

Motion was made by Tramel, second by Shropshire to take no action and allow the matter to be further researched. Voting yes: Tramel, Brown, Smith, Lamar, Shropshire, Bradshaw, Brashears and Graybill. Voting no: none. *Motion passed, no action taken.*

4c. DISCUSSION AND POSSIBLE ACTION TO ACCEPT APPLICATIONS FOR TWO FIREFIGHTER POSITIONS AT THE FIRE DEPARTMENT THROUGH SEPTEMBER 2, 2026. THESE POSITIONS WILL BE VACATED SOON DUE TO UPCOMING RETIREMENTS.

Motion was made by Shropshire, second by Brown to approve accepting applications for two firefighter positions at the Fire Department through September 2, 2026. Voting yes: Brown, Smith, Lamar, Shropshire, Bradshaw, Brashears, Graybill and Tramel. Voting no: none. *Motion passed.*

4d. DISCUSSION AND POSSIBLE ACTION TO HIRE JEREMY PRINCE AS A LABORER WITH THE CEMETERY, RANGE A, STEP 1, EFFECTIVE AUGUST 19, 2026.

Motion was made by Brashears, second by Shropshire to approve hiring Jeremy Prince as a laborer with the Cemetery, Range A, Step 1, effective August 19, 2026. Voting yes: Smith, Lamar, Shropshire, Bradshaw, Brashears, Graybill, Tramel and Brown. Voting no: none. *Motion passed.*

4e. DISCUSSION AND POSSIBLE ACTION TO ALLOW THE MAYOR TO SEEK RESUMES AND APPLICANTS FOR THE DIRECTOR OF GOLF POSITION AT THE CITY OF PRYOR CREEK GOLF CLUB THROUGH SEPTEMBER 30, 2026.

Motion was made by Shropshire, second by Brown to allow the Mayor to seek resumes and applicants for the Director of Golf position at the City of Pryor Creek Golf Club through September 30, 2026. Voting yes: Lamar, Shropshire, Bradshaw, Brashears, Graybill, Tramel, Brown and Smith. Voting no: none. *Motion passed.*

4f. DISCUSSION AND POSSIBLE ACTION REGARDING FLOCK CAMERAS AND HOW THE FLOCK PROGRAM IS CURRENTLY BEING PAID FOR.

Motion was made by Brashears, second by Tramel to discuss Flock Cameras and how the FLOCK program is currently being paid for.

Motion was amended by Brashears, second by Tramel to request that accounts payable staff establish a process to allow Council to evaluate purchase order requests more thoroughly ahead of approval, and request that the City Attorney research regulations surrounding blanket purchase orders and make a report to Council of the legal requirements. Voting yes: Shropshire, Bradshaw, Brashears, Graybill, Tramel, Brown, Smith and Lamar. Voting no: none. *Motion passed.*

5. CITY ATTORNEY’S REPORT: (ITEMS POSSIBLY NEEDING ACTION ON REQUESTS OR RECOMMENDATIONS.)

5a. ENTER PUBLIC HEARING

ZONING CHANGE FOR BRET WAGNON WITH A & B PROPERTIES GROUP LLC: THE NORTH 69.27 FEET OF LOTS FOUR (4) AND FIVE (5) IN BLOCK 26-B IN THE WHITAKER ADDITION TO THE TOWN OF PRYOR CREEK, MAYES COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE A.L. GIBBS SURVEY AND PLAT THEREOF, AND A PART OF VACATED GIBBS AVENUE MORE PARTICULARLY DESCRIBED AS FOLLOWS, TO-WIT: BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 5; THENCE NORTH 22.5 FEET; THENCE EAST 100 FEET; THENCE SOUTH 22.5 FEET TO THE NORTHEAST CORNER OF SAID LOT 4; THENCE WEST ALONG THE NORTH BOUNDARIES OF SAID LOTS 4 AND 5 A DISTANCE OF 100.0 FEET TO THE POINT OF BEGINNING; SAID ABOVE DESCRIBED LAND HAVING BEEN SUBDIVIDED, SURVEYED, AND PLATTED FROM AND BEING A PART OF: THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER (NE 1/4 NW1/4NW1/4) OF SECTION 17, TOWNSHIP 21 NORTH, RANGE 19 EAST OF THE INDIAN BASE AND MERIDIAN. ADDRESS: 7 N ORA.

MR. WAGNON HAS REQUESTED REZONING OF THE PROPERTY IN QUESTION FROM CG (COMMERCIAL GENERAL) TO RS (RESIDENTIAL SINGLE).

Motion was made by Brashears, second by Shropshire to enter Public Hearing at 6:51 p.m.

Voting yes: Bradshaw, Brashears, Graybill, Tramel, Brown, Smith, Lamar and Shropshire.

Voting no: none. *Motion passed.*

Mike Bechard spoke, explaining that the property is not zoned for its current use as a residential property, making it difficult for homebuyers to secure financing.

5b. EXIT PUBLIC HEARING

Motion was made by Brashears, second by Brown to exit Public Hearing at 6:54 p.m. Voting yes: Brashears, Graybill, Tramel, Brown, Smith, Lamar, Shropshire and Bradshaw. Voting no: none. *Motion passed.*

5c. DISCUSS, AND POSSIBLY APPROVE THE REQUEST OF THE ZONING CHANGE FOR BRET WAGNON WITH A & B PROPERTIES, LLC (LEGAL AS READ ABOVE) FROM COMMERCIAL GENERAL (CG) TO RS (RESIDENTIAL SINGLE).

Motion was made by Tramel, second by Brown to approve the request of the Zoning Change for Bret Wagon with A & B Properties, LLC (legal as read above) from Commercial General (CG) to RS (Residential Single). Voting yes: Graybill, Tramel, Brown, Smith, Lamar, Shropshire, Bradshaw and Brashears. Voting no: none. *Motion passed.*

5d. POSSIBLE EXECUTIVE SESSION CONCERNING THE EMPLOYMENT, HIRING, APPOINTMENT, PROMOTION, DEMOTION, DISCIPLINING, OR RESIGNATION OF:

MIKE MOORE (25 O.S. 307(B)(1)).

Motion was made by Graybill, second by Brashears to enter Executive Session at 6:55 p.m.

Voting yes: Tramel, Brown, Smith, Lamar, Shropshire, Bradshaw, Brashears and Graybill.

Voting no: none. *Motion passed.*

5e. CONSIDER RESUMING REGULAR SESSION. NO ACTION TAKEN DURING EXECUTIVE SESSION.

Motion was made by Brashears, second by Shropshire to exit Executive Session at 7:22 p.m.

Voting yes: Brown, Smith, Lamar, Shropshire, Bradshaw, Brashears, Graybill and Tramel.

Voting no: none. *Motion passed.*

**5f. POSSIBLE ACTION BASED ON EXECUTIVE SESSION CONCERNING THE EMPLOYMENT, HIRING, APPOINTMENT, PROMOTION, DEMOTION, DISCIPLINING, OR RESIGNATION OF:
MIKE MOORE (25 O.S. 307(B)(1)).**

Motion was made by Brashears, second by Brown to take no action based on Executive Session. Voting yes: Smith, Lamar, Shropshire, Bradshaw, Brashears, Graybill, Tramel and Brown. Voting no: none. *Motion passed, no action taken.*

6. COMMITTEE REPORTS: (ITEMS, SUCH AS NEXT MEETING DATE, NEEDING TO BE REPORTED. NO OPEN DISCUSSIONS ALLOWED. ANY ITEMS REQUIRING DISCUSSION ARE TO BE ADDED TO THE MAYOR'S REPORT PRIOR TO POSTING OF AGENDA.)

6a. BUDGET AND PERSONNEL.

Tramel reported that the next meeting is scheduled for September 8.

6b. STREETS AND MAINTENANCE.

Lamar reported that the next meeting is scheduled for August 25.

6c. ORDINANCE AND INSURANCE.

Brown reported that the next meeting will be scheduled as needed.

7. UNFORESEEABLE BUSINESS. (ANY MATTER NOT REASONABLY FORESEEN PRIOR TO POSTING OF AGENDA.)

Mayor requested that any Council members intending to attend the 75th anniversary celebration of the GRDA, MUB and City of Pryor Creek partnership let him know to allow the event to be posted as a special meeting in compliance with the Open Meetings Act.

8. ADJOURN.

Motion was made by Brown, second by Brashears to adjourn. Voting yes: Lamar, Shropshire, Bradshaw, Brashears, Graybill, Tramel, Brown and Smith. Voting no: none. *Motion passed.*

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Mayor called the meeting to order at 7:24 p.m.

2. APPROVE THE MINUTES OF THE AUGUST 4, 2026 MEETING.

Motion was made by Graybill, second by Brown to approve the minutes of the August 4, 2026 meeting. Voting yes: Shropshire, Bradshaw, Brashears, Graybill, Tramel, Brown, Smith and Lamar. Voting no: none. *Motion passed.*

3. APPROVE CLAIMS FOR PURCHASE ORDERS FOR THE PRYOR PUBLIC WORKS AUTHORITY THROUGH AUGUST 18, 2026.

Motion was made by Brown, second by Brashears to approve claims for purchase orders for the Pryor Public Works Authority through August 18, 2026. Voting yes: Bradshaw, Brashears, Graybill, Tramel, Brown, Smith, Lamar and Shropshire. Voting no: none. *Motion passed.*

4. UNFORESEEABLE BUSINESS. (ANY MATTER NOT REASONABLY FORESEEN PRIOR TO POSTING OF AGENDA.)

There was no unforeseeable business.

5. ADJOURN.

Motion was made by Brown, second by Brashears to adjourn at 7:25 p.m. Voting yes: Brashears, Graybill, Tramel, Brown, Smith, Lamar, Shropshire and Bradshaw. Voting no: none. *Motion passed.*

MINUTES APPROVED BY MAYOR / P.P.W.A. CHAIRMAN ZAC DOYLE

MINUTES WRITTEN BY CITY CLERK HANNAH MORRIS



3650 S. Boulevard • Edmond, OK 73013 • omag.org
405.657.1400 • 800.234.9461 • FAX 405.657.1401

Date of Invoice: 08/17/2026

INVOICE

Mail To: RCI Insurance City of Pryor Creek	Insured: City of Pryor Creek Policy No.: PRO140003311 Policy Type: Property Effective Date: 07/01/2026 Expiration Date: 07/01/2027
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Inst. No.	Date	Transaction Type	Amount
1	05/12/2026	Renewal	\$42,526.50
	06/26/2026	Endorsement - Returned Premium	-\$1,891.00
	07/08/2026	Payment	-\$42,526.50
2	08/17/2026	Installment	\$42,526.50
			Current Amount Due \$40,635.50
Total Policy Balance Before Payment: \$125,688.50			Payment Due By 10/01/2026

**Thank you for your business. If you have questions about your account,
please call 1-800-234-9461 or 405-657-1400.**

If not paid within 45 days of due date, policy will be cancelled.

If you are interested in being able to make this payment via ACH, please contact Renea Harris at (405) 657-1426.

Detach along the perforation above. Keep top portion for your records. Return bottom portion with your remittance.

Policy No.: PRO140003311 Insured: City of Pryor Creek	Amount Due: \$40,635.50 Payment Due By: 10/01/2026
--	---

PLEASE REMIT PAYMENT TO:

OMAG
P.O. Box 3091
Edmond, OK 73083



3650 S. Boulevard • Edmond, OK 73013 • omag.org
405.657.1400 • 800.234.9461 • FAX 405.657.1401

Date of Invoice: 08/17/2026

INVOICE

Mail To: RCI Insurance City of Pryor Creek	Insured: City of Pryor Creek Policy No.: GLA140001711 Policy Type: General Liability/Auto Effective Date: 07/01/2026 Expiration Date: 07/01/2027
--	--

Inst. No.	Date	Transaction Type	Amount
1	05/13/2026	Renewal	\$35,974.75
	05/22/2026	Endorsement - Returned Premium	\$0.00
	06/25/2026	Endorsement - Additional Premium	\$699.00
	07/08/2026	Endorsement - Returned Premium	\$0.00
	07/08/2026	Payment	-\$35,974.75
	07/09/2026	Payment	-\$1,629.00
	07/09/2026	Payment	-\$6.00
	08/13/2026	Endorsement - Returned Premium	-\$187.00
2	08/17/2026	Installment	\$35,974.75
			Current Amount Due \$34,851.75
Total Policy Balance Before Payment: \$106,801.25			Payment Due By 10/01/2026

**Thank you for your business. If you have questions about your account,
please call 1-800-234-9461 or 405-657-1426.**

If not paid within 45 days of due date, policy will be cancelled.

If you are interested in making this payment via ACH, please contact Renea Harris at (405) 657-1426.

Detach along the perforation above. Keep top portion for your records. Return bottom portion with your remittance.

Policy No.: GLA140001711 Insured: City of Pryor Creek	Amount Due: \$34,851.75 Payment Due By: 10/01/2026
--	---

PLEASE REMIT PAYMENT TO:

OMAG
P.O. Box 3091
Edmond, OK 73083



**INFRASTRUCTURE
SOLUTIONS GROUP, LLC**
Consulting Engineers

August 9 2026

City of Pryor Creek
12 N. Rowe Street
Pryor Creek, OK 74362

Re: PRY-26-01 Cemetery Retaining Wall Improvements
City of Pryor Creek
Contractor's Pay Application No. 1

Dear Mr. Doyle:

Enclosed you will find one (1) copy of the Contractor's Pay Request No. 1 for the referenced project.

We recommend payment of the amount of \$28,348.24.

Please place this item on the agenda for approval at your next meeting and upon approval please sign and send one copy to the Contractor with payment and email One (1) copy to dale.burke@isgengineering.com.

If you have any questions please do not hesitate to contact our office at (918) 420-5500.

Sincerely,

Infrastructure Solutions Group, LLC

Dale Burke, P.E.
President

DB/db
Enclosures

Project No. PRY-26-01

T-y 8/19/26
C-y
L- S-T
K-y B-
A-y
C-y

Contractor's Application for Payment

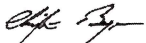
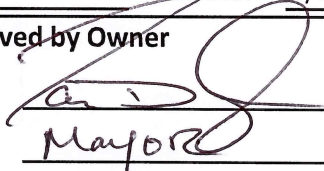
Owner:	City of Pryor Creek		
Engineer:	Infrastructure Solutions Group		
Contractor:	Stronghand LLC		
Project:	Cemetery Retaining Wall Improvements		
Contract:			
Application No.:	1	Application Date:	8/5/2026
Application Period:	From 7/31/2026	to	8/5/2026

1. Original Contract Price	\$	198,935.00
2. Net change by Change Orders		
3. Current Contract Price (Line 1 + Line 2)	\$	198,935.00
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	29,840.25
5. Retainage		
a. 5% X \$ 29,840.25 Work Completed	\$	1,492.01
b. 0% X \$ - Stored Materials	\$	-
c. Total Retainage (Line 5.a + Line 5.b)	\$	1,492.01
6. Amount eligible to date (Line 4 - Line 5.c)	\$	28,348.24
7. Less previous payments (Line 6 from prior application)		
8. Amount due this application	\$	28,348.24
9. Balance to finish, including retainage (Line 3 - Line 4)	\$170,586.76	\$ 169,094.75

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

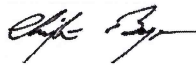
- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: Stronghand, LLC**Signature:** **Date:** 8/5/2026**Recommended by Engineer****By:** **Title:** Project Engineer**Date:** 8/09/26**Approved by Owner****By:** **Title:** Mayor**Date:****Approved by Funding Agency****By:****Title:****Date:****By:****Title:****Date:**

CLAIM OR INVOICE
NON-COLLUSION AFFIDAVIT

STATE OF Oklahoma)
) ss.
COUNTY OF Tulsa)

The supervisory official, of lawful age, being first duly sworn, on oath says that this invoice, claim, or contract is true and correct. Affiant further states that the work, services or materials as shown by this invoice or claim have been completed or supplied in accordance with the plans, specifications, orders, or requests furnished to the affiant. Affiant further states that he has made no payment, given or donated or agreed to pay, give or donate, either directly or indirectly, to any elected official, officer, or employee of the State of Oklahoma, of money or any other thing of value to obtain payment or the award of this contract.

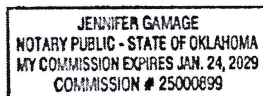


Christopher Byrne
Name

Title: Majority Member

Company Name: Stronghand LLC

Subscribed and sworn to before me this 10th day of August 2026, ~~2025~~.





Notary Public

My Commission Exp

1/24/2029

Contractor's Application for Payment

Owner's Project No.:	
Engineer's Project No.:	
Contractor's Project No.:	

A	B	C	D	E	F	G	H	I
Item No.	Description	Scheduled Value (\$)	Work Completed		Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)
			(D + E) From Previous Application (\$)	This Period (\$)				
Original Contract								
1	Retaining Wall	198,935.00	-	29,840.25		29,840.25	15%	169,094.75
						-		-
						-		-
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Original Contract Totals		\$ 198,935.00	\$ -	\$ 29,840.25	\$ -	\$ 29,840.25	15%	\$ 169,094.75

City Council Item Report

City of Pryor Creek, Oklahoma

Meeting Date:

September 1, 2026

Prepared By:

Jeremy Cantrell, Police Chief

Summary:

Approval of the \$12,000.00 annual Flock Safety renewal for the Pryor Creek Police Department's four original Flock Safety LPR cameras approved by the City Council in 2023, for the renewal term of August 6, 2026, through August 5, 2027, from account 44-445-5424.

Background:

In 2023, the Pryor Creek City Council approved the Pryor Creek Police Department's original four Flock Safety License Plate Reader (LPR) cameras.

The annual renewal for those **original four cameras** is now due. Flock Safety Quote Q-217372 provides for a 12-month renewal term of **August 6, 2026 through August 5, 2027**, at an annual cost of **\$12,000**.

Recommendation:

Approve the **\$12,000 annual renewal for the four original Flock Safety LPR cameras** for the August 6, 2026 through August 5, 2027 term.

Fiscal Impact:

\$12,000 for the annual renewal of the four original Flock Safety LPR cameras for the August 6, 2026 through August 5, 2027 term.

Attachments:

1. Flock Invoice 080626

Flock Safety + OK - Pryor Creek PD

Flock Group Inc.
3284 Northside Parkway NW, Suite 150
Atlanta, GA 30327

MAIN CONTACT:
Engage Success
engage@flocksafety.com

Created Date: 07/28/2026
Expiration Date: 08/21/2026
Quote Number: Q-217372
PO Number:



Quote

This document is for informational purposes only. Pricing is subject to change.

Bill To: 504 E Graham Avenue Pryor, Oklahoma 74361

Ship To: 1111 Se 9th St Pryor, Oklahoma 74361

Billing Company Name: OK - Pryor Creek PD

Billing Contact Name:

Billing Email Address:

Billing Phone:

Subscription Term: 12 Months

Renewal Term: 8/6/2026 - 8/5/2027

Payment Terms: Net 30

Billing Frequency: Annual - First Year at Signing.

Hardware and Software Products

Annual recurring amounts over subscription term

Item	Cost	Quantity	Total
Flock Safety Platform			\$12,000.00
Flock Safety Flock OS			
Flock Safety Platform -	Included	1	Included
Flock Safety LPR Products			
Flock Safety LPR, fka Falcon	Included	4	Included

Professional Services and One Time Purchases

Item	Cost	Quantity	Total
One Time Fees			

Subtotal Year 1: \$12,000.00

Annual Recurring Subtotal: \$12,000.00

Estimated Tax: \$0.00

Contract Total: \$12,000.00

Taxes shown above are provided as an estimate. Actual taxes are the responsibility of the Customer. This is not an invoice – this document is a non-binding proposal for informational purposes only. Pricing is subject to change.

Product and Services Description

Flock Safety Platform Items	Product Description
One-Time Fees	Service Description
Installation on existing infrastructure	One-time Professional Services engagement. Includes site & safety assessment, camera setup & testing, and shipping & handling in accordance with the Flock Safety Advanced Implementation Service Brief.
Professional Services - Standard Implementation Fee	One-time Professional Services engagement. Includes site and safety assessment, camera setup and testing, and shipping and handling in accordance with the Flock Safety Standard Implementation Service Brief.
Professional Services - Advanced Implementation Fee	One-time Professional Services engagement. Includes site & safety assessment, camera setup & testing, and shipping & handling in accordance with the Flock Safety Advanced Implementation Service Brief.

FlockOS Features & Description

FlockOS Features	Description
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City Council Item Report

City of Pryor Creek, Oklahoma

Meeting Date:
September 1, 2026

Prepared By:
Jeremy Cantrell, Police Chief

Summary:

Discussion and possible action regarding the Pryor Creek Police Department Staffing, Retention & Sustainability Plan, including consideration of restoring two previously eliminated sworn Police Officer positions, increasing authorized sworn staffing from 29 to 31 positions. In 2023, the Police Department had 33 filled sworn positions, with an additional 3 positions approved and budgeted but unfilled, for a total of 36 authorized positions.

Background:

In 2023, the Pryor Creek Police Department had **33 filled sworn positions**, with an additional **3 positions approved and budgeted but unfilled**, for a total of **36 authorized positions**. During the City's financial difficulties, those three unfilled positions were dissolved, and filled staffing later declined to the current level of **28 sworn officers**.

The department currently has **one sworn position already approved and budgeted**, which would bring staffing to 29 when filled. Of the current 28 sworn officers, only **16 are assigned to Patrol**, with the remaining personnel assigned to Administration, Investigations, School Resource Officer duties, and Code Enforcement.

During periods of reduced staffing, the department has maintained services by cross-utilizing personnel, including Detectives and Code Enforcement assisting Patrol and Patrol personnel assisting Communications/Dispatch when necessary. While this has allowed services to continue, it is not considered a sustainable long-term staffing model.

The immediate goal is to fill the existing budgeted vacancy and restore **two additional sworn positions**, bringing the department to **31 filled positions**. This would allow the department to maintain **18 officers assigned to Patrol**, provide the staffing foundation for a 12-hour Patrol schedule, and restore the dedicated VAWA detective assignment.

Over the next **1–2 years**, the goal is to work toward restoring **33 filled sworn positions**, the same filled staffing level maintained in 2023, while preparing for anticipated staffing needs, retirements, employee leave and turnover, and potential future SRO needs.

Longer-term planning should evaluate the needs of the **entire Police Department**, including sworn staffing, dispatch, records, administrative support, competitive compensation, recruitment, retention, succession planning, and continued community growth.

Recommendation:

Recommend City Council discuss and provide direction regarding a phased Police Department staffing and sustainability plan.

The immediate recommendation is to:

- Restore **two additional sworn positions**, bringing filled sworn staffing from **29 to 31**.
 - Maintain **18 officers assigned to Patrol**, providing the staffing foundation for a 12-hour Patrol schedule and allowing restoration of the dedicated VAWA detective assignment.
 - Work toward restoring the department to **33 filled sworn positions over the next 1–2 years**, consistent with the department's 2023 filled staffing level.
 - Continue evaluating the needs of the **entire Police Department**, including competitive compensation, recruitment, retention, succession planning, dispatch, records, animal control, future SRO needs and community growth.
-

Fiscal Impact:

The estimated annual cost of the **two restored positions** is approximately **\$153,673 - \$172,512.08**, based on current J/1 - J/2 personnel costs. Actual costs will depend on grade/step placement, benefits, incentives, hire dates and other applicable personnel costs.

Actual FY 2026–2027 expenditures will be less than the full annualized amount depending on when the positions are filled.

Attachments:



Date	Notes	By

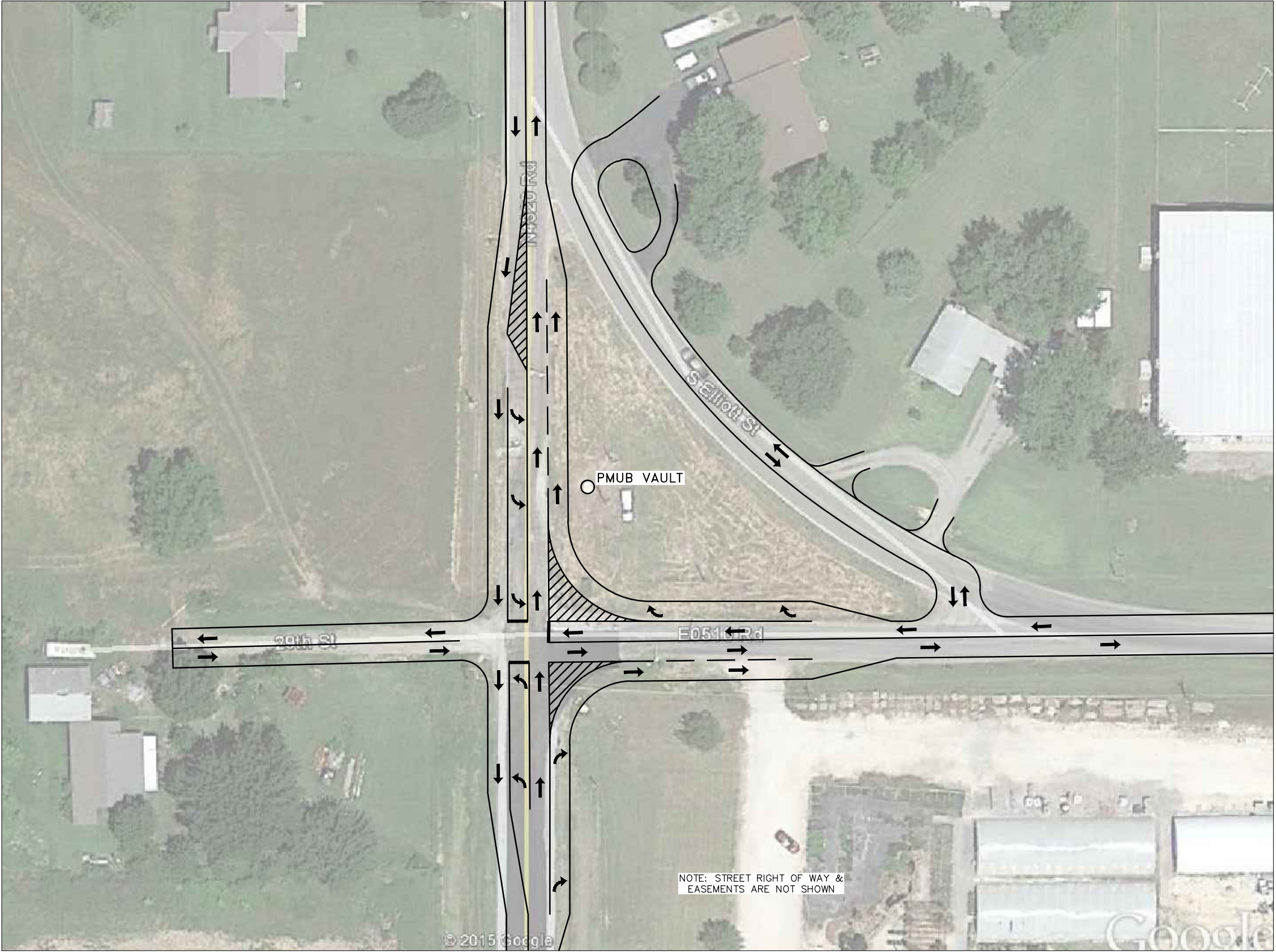
Designed	CDP
Checked	SAP
Drawn	CDP
Approved	LDR



CITY OF PRYOR
MAYES COUNTY

SKETCH OF
S. ELLIOTT ST & NIPAK ROAD (E 510 RD)
ROUNDBOUT IMPROVEMENTS

Job:	PRY-190
Scale:	1"=60'
Sheet:	1 OF 1



NORTH
1" = 60'



BEFORE
YOU DIG ...
1-800-522-6543
CALL OKIE

Date	Notes	By

Designed	CDP
Checked	LDB
Drawn	CDP
Approved	LDB



CITY OF PRYOR
MAYES COUNTY

SKETCH OF
S. ELLIOTT ST & NIPAK ROAD (E 510 RD)
INTERSECTION IMPROVEMENTS

Job:	PRY-TBD
Scale:	1"=60'
Sheet:	1 OF 1



**INFRASTRUCTURE
SOLUTIONS GROUP, LLC**
Consulting Engineers

WORK ORDER FOR PROFESSIONAL SERVICES

City of Pryor Creek

Project Number PRY-26-08

This will constitute authorization by the City of Pryor Creek (Owner) for Infrastructure Solution Group LLC (Engineer) to proceed with the following described as "Project":

Project Description: Traffic Study (S Elliott Street and NIPAK/510 Road)

- Provide a Traffic Study on the Intersection of S Elliott Street and NIPAK/510 Road. The study shall include existing and estimated future traffic data, traffic control options, and intersection layouts and cost estimates.
- Perform all work in accordance with STANDARD FORM OF AGREEMENT BETWEEN OWNER AND ENGINEER FOR PROFESSIONAL SERVICES as prepared by ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE (EJCDC).

For performing the services described, the Engineer is to be paid a Lump Sum of \$10,000.00.

APPROVED:
City of Pryor Creek

By: _____
Zac Doyle
Mayor

ATTEST:

DATE: _____

ACCEPTED:
Infrastructure Solutions Group LLC,

By: 
Dale Burke
President

ATTEST:

Crysta Watson
Project Engineer

Whitaker Park Holiday Light Bidding Request

INVITATION TO BID

The City of Pryor Creek is soliciting bids from qualified contractors to design, supply (all lighting equipment, wiring, and hardware), install, maintain, dismantle, store, and provide off-season upkeep for a festive, high-quality holiday lighting display at Whitaker Park.

This display must consist entirely of Commercial-Grade Mini LED Light Strings.

SCOPE OF WORK & DETAILED SPECIFICATIONS

The contractor shall provide all labor, commercial-grade Mini LED lighting materials, timers, extension cords, mounting hardware, maintenance, and storage services for the following park zones:

A. Luminary Light Poles (21 Poles Total)

- Specifications: Wrap twenty-one (21) luminary light poles located throughout the park (as marked by yellow stars on the site map).
- Design: Poles must be candy-cane wrapped, alternating between red and green for every other pole.
- Requirements: Approximately seven (7) mini LED light strands per pole (approximately 147 total strands).

B. Park Buildings & Pavilions

All designated structures must be lit with mini LED light strands along perimeters and ridges:

- Pavilion 1: ~80' perimeter
- Pavilion 2: ~160' perimeter/ridges
- Pavilion 3: ~160' perimeter
- Pavilion 4: ~125' perimeter/ridges
- Pavilion 5: ~320' perimeter/ridges
- Pavilion 6: ~145' perimeter/ridges
- Pavilion 7: ~110' perimeter
- Pavilion 8: ~200' perimeter/ridges

C. Centerpiece Holiday Light Tree

- City Responsibility: The City of Pryor Creek will erect a large center pole.

- Contractor Responsibility: Install and string multi-colored mini LED strands to construct a full 360-degree Christmas tree structure anchored securely to the ground (~200 strands minimum).

D. Pond Perimeter

- Specifications: Outline the pond perimeter (indicated by the blue line on the site map) using Soft White LED ground/stake lights.
- Distance: Approximately 1,030 linear feet of stake lighting.

E. Walk-Through Light Bridge (Green Line on Map)

- Specifications: Construct a Soft White LED walk-through tunnel across the footbridge.
- Design: Must include 12 overhead arch wraps using approximately 75 mini LED strands attached securely to an arch frame.

F. Red Bridge / Classic Bridge (Yellow Line on Map)

- Specifications: Wrap handrails/rails with lighted greenery/garland (~40 feet).
- Centerpiece: Mount one (1) giant 36-inch pre-lit LED wreath in the center exterior railing of the bridge.

G. Northeast Pond Corner Tree

- Specifications: Decorate a small pole tree near the NE corner of the pond using mini LED strands to construct a full Christmas tree structure anchored securely to the ground (~100 mini LED light strands).

SUBMISSION REQUIREMENTS & AWARD CONDITIONS

Bidders must submit a complete package containing the following:

1. Design & Layout Interpretation:

- A written and/or visual proposal detailing the contractor's interpretation of the provided site map and specifications.
- Bidders must include a preliminary mapping plan showing how they intend to execute the lighting layout (e.g., power/extension routing, anchor methods, and density/spacing of mini LED strands for the light trees, bridges, and pavilion trim).

2. Completed Bid Pricing Sheet:

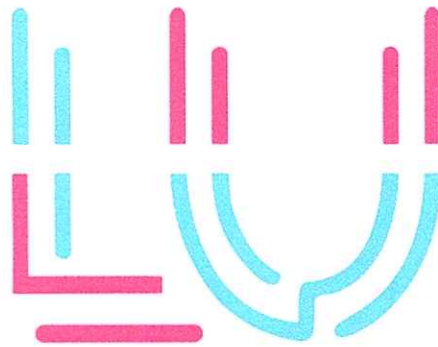
- **Base Year (2026 Season):** Total lump-sum price including initial equipment supply, installation, active season maintenance, removal, and first-year off-season storage/upkeep.

- **Option Year (2027 Season):** Total lump-sum price for the subsequent season including re-installation, active season maintenance, removal, and second-year off-season storage/upkeep.
- 3. **Product Quality Specifications:**
 - Cut sheets/specifications proving that all proposed Mini LED strings, cabling, and mounting hardware are commercial outdoor grade.
- 4. **Company References:**
 - At least two (2) references for similar municipal or commercial holiday lighting installations.
- 5. **Proof of Insurance:**
 - Commercial General Liability (\$1,000,000 minimum) and Workers' Compensation coverage naming the City of Pryor Creek as an additional insured.
- 6. **Award Requirements (Upon Notice of Intent to Award):**
 - The successful bidder **must submit a completed IRS Form W-9** and a **completed City of Pryor Creek Vendor Registration Form** prior to final contract execution and issuance of the purchase order.

BID SUBMISSION DEADLINE & LOCATION

- **Submission Deadline:** August 24, 2026 at 2:00 PM CST
- **Delivery Location: ATTN: Whitaker Park Lights** City Clerk's Office, City Hall, 12 N Rowe St, Suite B, Pryor Creek, OK 74361
- **Contact for Questions:** Zac Doyle, Mayor Email: doylez@pryorcreek.org Phone: 918.530.1381





LIGHTS UNLIMITED

HOLIDAY • PERMANENT • EVENT

918.869.1618

A. Luminary Light Poles (21 Poles Total)

- Specifications: Wrap twenty-one (21) luminary light poles located throughout the park (as marked by yellow stars on the site map).
- Design: Poles must be candy-cane wrapped, alternating between red and green for every other pole.
- Requirements: Approximately seven (7) mini LED light strands per pole (approximately 147 total strands).

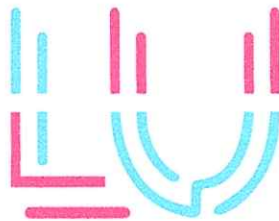
QUOTE:

(74) Green mini-LED strands

(74) Red mini-LED strands

MATERIAL & INSTALLATION / REMOVAL STORAGE INCL. (YR. 1) \$3,400

INSTALLATION / REMOVAL STORAGE INCL. (YR.2) \$1,650



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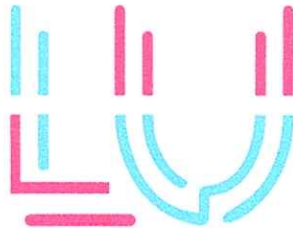
B. Park Buildings & Pavilions

All designated structures must be lit with **C7 lights** along perimeters and ridges:

****BELOW QUOTES INCLUDE MATERIALS & INSTALLATION / REMOVAL & STORAGE YR. 1. +
INSTALLATION / REMOVAL & STORAGE YR. 2****

QUOTE:

- Pavilion 1: ~80' perimeter (YR. 1) \$400 (YR. 2) \$250
- Pavilion 2: ~160' perimeter/ridges (YR. 1) \$800 (YR. 2) \$480
- Pavilion 3: ~160' perimeter (YR. 1) \$800 (YR. 2) \$480
- Pavilion 4: ~125' perimeter/ridges (YR. 1) \$625 (YR. 2) \$375
- Pavilion 5: ~320' perimeter/ridges (YR. 1) \$1,600 (YR. 2) \$960
- Pavilion 6: ~145' perimeter/ridges (YR. 1) \$725 (YR. 2) \$435
- Pavilion 7: ~110' perimeter (YR. 1) \$550 (YR. 2) \$330
- Pavilion 8: ~200' perimeter/ridges (YR. 1) \$1,000 (YR. 2) \$600



LIGHTS UNLIMITED

HOLIDAY • PERMANENT • EVENT

918.869.1618

C. Centerpiece Holiday Light Tree

- City Responsibility: The City of Pryor Creek will erect a large center pole.
- Contractor Responsibility: Install and string multi-colored mini LED strands to construct a full 360-degree Christmas tree structure anchored securely to the ground (~200 strands minimum).

QUOTE:

Build a custom mount to secure to pole installed by the city of Pryor Creek to attach approx. 220 strands of multi-color mini-LED strands to create a full 360-degree Christmas tree structure. *We will also construct a frame to secure the base of the tree to the ground*

**THIS QUOTE INCLUDES MATERIALS & INSTALLATION / REMOVAL & STORAGE YR. 1. +
INSTALLATION / REMOVAL & STORAGE YR. 2****

(YR. 1) \$5,600

(YR. 2) \$2,900



D. Pond Perimeter

- Specifications: Outline the pond perimeter (indicated by the blue line on the site map) using Warm White LED ground/stake lights.
- Distance: Approximately 1,030 linear feet of stake lighting.

QUOTE:

Install C7 lighting along pond line using custom built stakes placed approx. 10-12 ft. Apart around the entire pond area. **THIS QUOTE INCLUDES MATERIALS & INSTALLATION / REMOVAL & STORAGE YR. 1. + INSTALLATION / REMOVAL & STORAGE YR. 2****

(YR. 1) \$7,200

(YR. 2) \$3,000



E. Walk-Through Light Bridge (Green Line on Map)

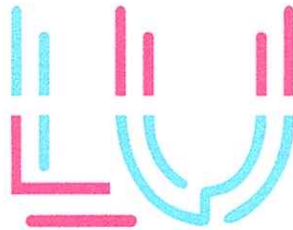
- Specifications: Construct a Soft White LED walk-through tunnel across the footbridge.
- Design: Must include 12 overhead arch wraps using approximately 75 mini LED strands attached securely to an arch frame.

QUOTE:

Construct PVC frame arch to secure to the bridge shown in green on the map, attaching C7 lights to form a walk-thru display. This will include at-least 12 pieces and include a minimum of 75 strands of warm white mini-LED strands. **THIS QUOTE INCLUDES MATERIALS & INSTALLATION / REMOVAL & STORAGE YR. 1. + INSTALLATION / REMOVAL & STORAGE YR. 2****

(YR. 1) \$3,200

(YR. 2) \$1,700



LIGHTS UNLIMITED

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F. Red Bridge / Classic Bridge (Yellow Line on Map)

● Specifications: Wrap Top handrails/rails with lighted greenery/garland (~40 feet) + add approx. 20-30 strands of mini lights to wreath side for additional lighting.

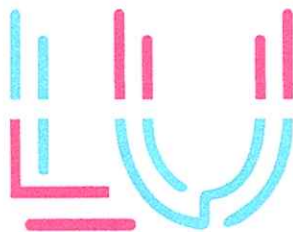
● Centerpiece: Mount one (1) giant 36-inch pre-lit LED wreath in the center exterior railing of the bridge.

QUOTE:

Install approx. 40 ft. Of lighted garland to top rails of bridge + add approx. 20-30 strands of mini lights to wreath side for additional lighting. Add one 48' wreath to Center of bridge (red and green in color to match light post) **THIS QUOTE INCLUDES MATERIALS & INSTALLATION / REMOVAL & STORAGE YR. 1. + INSTALLATION / REMOVAL & STORAGE YR. 2****

(YR. 1) \$1,500

(YR. 2) \$800



LIGHTS UNLIMITED

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918.869.1618

G. Northeast Pond Corner Tree

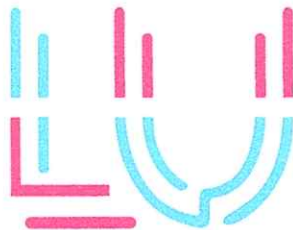
● Specifications: Decorate a small pole tree near the NE corner of the pond using mini LED strands to construct a full Christmas tree structure anchored securely to the ground (~100 mini LED light strands).

QUOTE:

Construct a mount and base frame to attach to the existing pole to create a Christmas tree using Mini-LED light strands. **THIS QUOTE INCLUDES MATERIALS & INSTALLATION / REMOVAL & STORAGE YR. 1. + INSTALLATION / REMOVAL & STORAGE YR. 2****

(YR. 1) \$2,900

(YR. 2) \$1,800



LIGHTS UNLIMITED

HOLIDAY • PERMANENT • EVENT

918.869.1618

SUBMISSION REQUIREMENTS & AWARD CONDITIONS

Bidders must submit a complete package containing the following:

1. Design & Layout Interpretation:

○ A written and/or visual proposal detailing the contractor's interpretation of the provided site map and specifications.

I Acknowledge that I understand the site map and specifications clearly. I also have identified power sources where necessary and believe that there is enough power on site.

○ Bidders must include a preliminary mapping plan showing how they intend to execute the lighting layout (e.g., power/extension routing, anchor methods, and density/spacing of mini LED strands for the light trees, bridges, and pavilion trim).

All power cords will be securely fastened to the structure or ground. We use stakes to secure any power cords to the ground to prevent tripping hazard. We wrap our minis with 2-5 inches of spacing around poles/ structure to keep a clean / tight look. We use magnetic clips to attach C7 lights to pavilions

2. Completed Bid Pricing Sheet:

○ **Base Year (2026 Season):** Total lump-sum price including initial equipment supply, installation, active season maintenance, removal, and first-year off-season storage/upkeep. **ATTACHED TO OFFICIAL QUOTE LISTED WITHIN THE NEXT FEW PAGES**

○ **Option Year (2027 Season):** Total lump-sum price for the subsequent season including re-installation, active season maintenance, removal, and second-year off-season storage/upkeep. **ATTACHED TO OFFICIAL QUOTE LISTED WITHIN THE NEXT FEW PAGES**

3. Product Quality Specifications:

○ Cut sheets/specifications proving that all proposed Mini LED strings, cabling, and mounting hardware are commercial outdoor grade. **WE USE ALL COMMERCIAL GRADE EQUIPMENT / MATERIALS AND PROVIDE A 3 YEAR WARRANTY ON ALL OF OUR MATERIALS** *Warranty good as long as Lights Unlimited LLC installs the lights

4. Company References:

○ At least two (2) references for similar municipal or commercial holiday lighting installations.

REFERENCES:

Main Street Muskogee Inc. (Clients for 5 Years)

918-913-2972

City Of Muskogee Parks & Rec (Clients for 6 Years)

918-360-7657

Damon Watson (clients for 3 years)

918-636-2496



YR. 1

ESTIMATE**Lights Unlimited LLC**

308 Lenox Dr
Muskogee, OK 74403
(918) 869-3006



To:
City of Pryor Creek
12 North Rowe Street
Pryor, OK 74361

Estimate # 1521
Estimate Date 08/23/2026
Total Amount \$30,600.00

Item	Quantity	Price	Tax1	Tax2	Line Total
Luminary Light Poles (21 Poles Total) *MATERIALS & LABOR / REMOVAL FREE MAINTENANCE & STORAGE*	1.0	\$3,400.00			\$3,400.00
Park Buildings & Pavilions (1-8 approx. 1,30MO0 ft.) *MATERIALS & LABOR / REMOVAL FREE MAINTENANCE & STORAGE*	1.0	\$6,500.00			\$6,500.00
Holiday Light Tree Center piece *MATERIALS & LABOR / REMOVAL FREE MAINTENANCE & STORAGE*	1.0	\$5,600.00			\$5,600.00
Pond Perimeter *MATERIALS & LABOR / REMOVAL FREE MAINTENANCE & STORAGE*	1.0	\$7,200.00			\$7,200.00
Walk-Through Light Bridge (Green Line on Map) *MATERIALS & LABOR / REMOVAL FREE MAINTENANCE & STORAGE*	1.0	\$3,200.00			\$3,200.00
Red Bridge / Classic Bridge (Yellow Line on Map) *MATERIALS & LABOR / REMOVAL FREE MAINTENANCE & STORAGE*	1.0	\$1,500.00			\$1,500.00
Northeast Pond Corner Tree *MATERIALS & LABOR / REMOVAL FREE MAINTENANCE & STORAGE*	1.0	\$2,900.00			\$2,900.00
*misc. Materials (power cord / stakes)	1.0	\$300.00			\$300.00
Subtotal:					\$30,600.00
Tax:					\$0.00
Past Due Amount:					\$0.00
Total Amount:					\$30,600.00

Notes

Lights Unlimited offers a 3 year warranty on all materials. Warranty good as long as we are the ones installing the lights

YR. 2

ESTIMATE**Lights Unlimited LLC**

308 Lenox Dr
Muskogee, OK 74403
(918) 869-3006



To:
City of Pryor Creek
12 North Rowe Street
Pryor, OK 74361

Estimate # 1522
Estimate Date 08/23/2026
Total Amount \$15,760.00

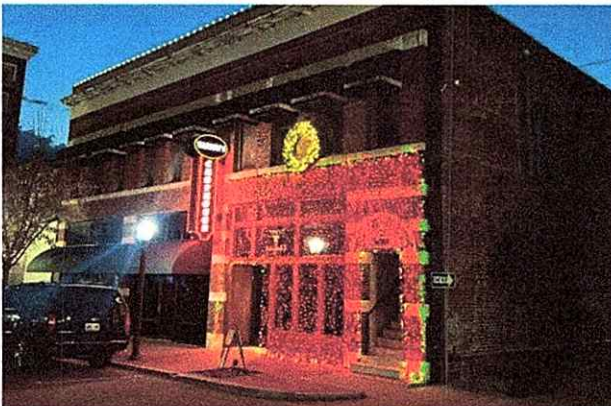
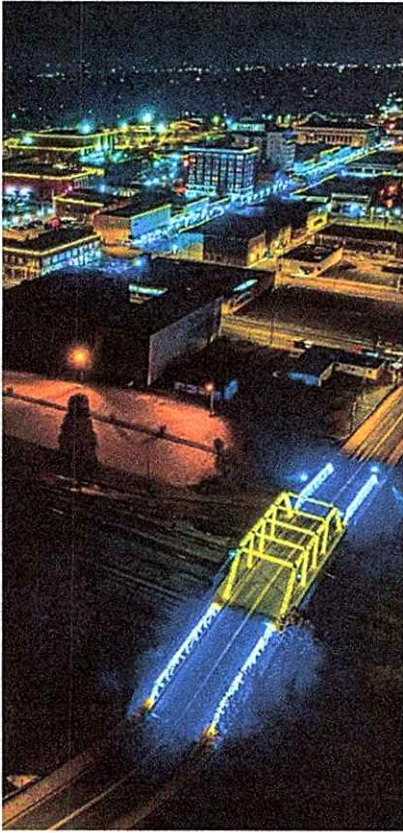
Item	Quantity	Price	Tax1	Tax2	Line Total
Luminary Light Poles (21 Poles Total) *LABOR / REMOVAL FREE MAINTENANCE & STORAGE*	1.0	\$1,650.00			\$1,650.00
Park Buildings & Pavilions (1-8 approx. 1,300 ft.) *LABOR / REMOVAL FREE MAINTENANCE & STORAGE*	1.0	\$3,910.00			\$3,910.00
Holiday Light Tree Center piece *LABOR / REMOVAL FREE MAINTENANCE & STORAGE*	1.0	\$2,900.00			\$2,900.00
Pond Perimeter *LABOR / REMOVAL FREE MAINTENANCE & STORAGE*	1.0	\$3,000.00			\$3,000.00
Walk-Through Light Bridge (Green Line on Map) *LABOR / REMOVAL FREE MAINTENANCE & STORAGE*	1.0	\$1,700.00			\$1,700.00
Red Bridge / Classic Bridge (Yellow Line on Map) *LABOR / REMOVAL FREE MAINTENANCE & STORAGE*	1.0	\$800.00			\$800.00
Northeast Pond Corner Tree *LABOR / REMOVAL FREE MAINTENANCE & STORAGE*	1.0	\$1,800.00			\$1,800.00

Subtotal: \$15,760.00
Tax: \$0.00
Past Due Amount: \$0.00
Total Amount: \$15,760.00

Notes

Lights Unlimited offers a 3 year warranty on all materials. Warranty good as long as we are the ones installing the lights

SOME PHOTOS OF OUR WORK:




LIGHTS UNLIMITED
HOLIDAY • PERMANENT • EVENT
918.869.1618

WHITTAKER PARK (AI RENDERINGS ONLY)



439676 E 340 Rd
Big Cabin, OK 74332
918-782-8622

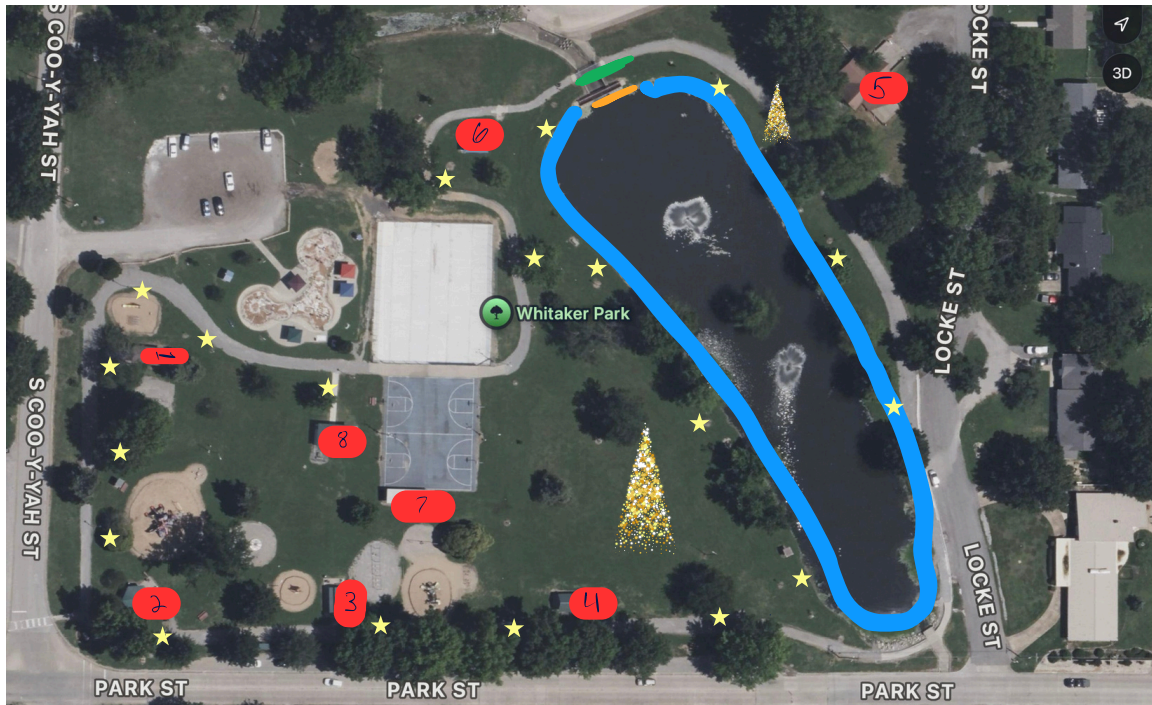


EMAIL:DOYLEZ@PRYORCREEK.ORG

2026 Christmas Light Bid

See file attached

\$33,500.00



8 Pavilions

1. 80' perimeter
2. 160' perimeter/ridges
3. 160' perimeter
4. 125' perimeter/ridges
5. 320' perimeter/ridges
6. 145' perimeter/ridges
7. 110' perimeter
8. 200' perimeter/Ridges

Pond perimeter

1,030' stake lights

Big light tree

200 multi color mini's

19 Light Poles

7 mini's per pole = 133 mini strands

Small light tree NE corner of pond

100 mini's

Light Bridge

75 mini strands

Arch frame

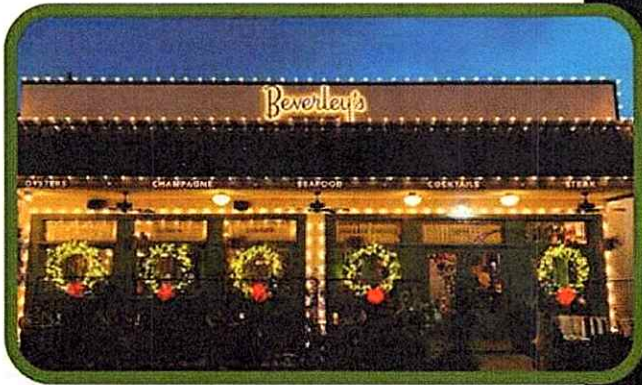
Classic Bridge

Lighted Garland - 40'

Wreaths - 8



Christmas
Lights 4 U



Whitaker Park Holiday Decorations

Presented By: Christmas Lights 4 U



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Executive Summary

Christmas Lights 4 U is pleased to present this proposal for the City of Pryor Creek's Whitaker Park Holiday Lighting project. Our team recognizes that this program represents more than seasonal decor. We understand it is an opportunity to create a welcoming holiday atmosphere that enhances the park's seasonal experience for residents, visitors, and local businesses throughout the holiday season.

As a turnkey holiday decor provider, Christmas Lights 4 U manages every aspect of holiday displays, including inventory preparation, installation, in-season maintenance, removal, and off-season storage. Our goal is to provide City staff with a seamless experience supported by clear communication, dependable scheduling, and responsive service throughout the duration of the display season.

Our team understands the importance of reliability in public-facing holiday programs. We are committed to delivering a professionally installed display that is completed on schedule, maintained throughout the season, and promptly removed at the conclusion of the holiday display period.

We appreciate the opportunity to submit this proposal and look forward to helping create a holiday display that reflects the spirit of the community while supporting the City's vision for a festive and memorable holiday atmosphere.

Company Introduction

Since 2018, Christmas Lights 4 U has helped municipalities, commercial properties, and residential communities throughout North Texas create memorable holiday experiences. From downtown districts and shopping centers to country clubs and restaurants, we specialize in turnkey holiday decorating programs that transform properties into festive destinations.

Our team understands that holiday decor serves a purpose beyond decoration alone. For communities like Pryor Creek, the holiday season brings residents, visitors, and local businesses together to celebrate, to create lasting memories, and to support local business activity. Whitaker Park serves as a place for gatherings, families to spend time and place for the communities daily, and the holiday display plays an important role in creating an inviting and memorable experience for all who visit.

As an independently owned and operated company, we take pride in providing responsive communication, dependable service, and high level of attention to detail before, during, and after installation. Our team manages every aspect of holiday decor programs, including installation, maintenance, removal, and storage. Thus allowing City staff to focus on community programming, events, and other priorities throughout the holiday season.

We appreciate the opportunity to be considered for this project and look forward to partnering with the City of Pryor Creek to create a holiday display that reflects the character of the community and enhances the experience of residents and visitors throughout the holiday season.

Address: 6060 N Central Expressway, Suite 501A, Dallas, TX 75206

Contact Information: Clayton Hirt
Email: admin@lights4myhouse.com
Phone: (214) 907 - 1100

Understanding Pryor Creek's Vision

The City of Pryor Creek's Whitaker Park serves as a destination for residents, families, visitors, and community events throughout the year. During the holiday season, the area becomes an even more important gathering place as families and visitors come together to celebrate traditions, attend community events, and enjoy the festive atmosphere of Whitaker Park.

Our team understands that the success of this project depends on more than simply installing decorations. The display should feel cohesive throughout the park areas, while highlighting key gathering spaces and focal points. The 21 luminary light poles, pavilions, lighted Christmas trees, decorated pedestrian bridge, and the walk-through tunnel each serve a unique purpose within the overall experience and should work together to create a consistent holiday presentation.

Our goal is to deliver a display that not only meets the specifications outlined within the project documents, but also supports the City's broader vision of creating a festive, welcoming, and memorable holiday experience for Pryor Creek's Whitaker Park.



Qualification & Capacity

Christmas Lights 4 U has helped some of North Texas' most recognizable restaurants, country clubs, commercial properties, shopping centers, and residential communities create memorable holiday experiences through professionally designed lighting and decor programs. Our experience ranges from local restaurants to large-scale commercial properties, each requiring thoughtful planning, attention to detail, and dependable execution.

Unlike many commercial decorating companies, all installations are completed by trained Christmas Lights 4 U employees. Our team does not utilize third-party subcontractors to perform installation, maintenance, or removal services. This allows us to maintain consistent quality standards, direct oversight of every project, and a higher level of accountability throughout every phase of service.

Each project is supported by a dedicated project manager who serves as the primary point of contact from planning through removal and renewal. This single-point of communication ensures that City staff have a direct resource available to address scheduling, maintenance requests, project updates, and any questions that may arise throughout the season.

As a locally owned and operated company, we have proudly served North Texas communities since 2018. Our company structure and operating procedures allow us to provide responsive service, timely maintenance support, and dependable communication that serves as the foundation of our customer experience. We recognize that public holiday displays are highly visible community assets, and we are committed to delivering a professional experience that reflects positively on the City of Pryor Creek throughout the holiday season.

This approach allows us to deliver a consistent experience from installation through removal while ensuring the City works with a team familiar with the project, responsive to service requests, and accountable for every aspect of the display.

Project Execution Plan

Christmas Lights 4 U utilizes a structured project management process to ensure each holiday decor program is completed safely, efficiently, and on schedule. From initial planning through final removal, your dedicated project manager will coordinate all aspects of the project to provide a seamless experience for City staff and stakeholders alike.

Each project is assigned a dedicated project manager who serves as the primary point of contact throughout the season. The project manager oversees scheduling, inventory preparation, installation coordination, any maintenance requests, and removal activities to ensure consistent communication and accountability throughout the duration of the program.

Through proactive planning, dedicated installation crews, and responsive service support, our team works to ensure the holiday display is installed on schedule, maintained throughout the season, and promptly removed at the conclusion of the display period.

How Installations Are Planned

Successful holiday decor programs begin long before installation day. Prior to the start of the season, our team reviews project specifications, confirms required inventory availability, develops installation schedules, and coordinates logistics to ensure all materials and personnel are prepared for deployment.

Project planning includes inventory inspection, equipment scheduling, crew assignment, site coordination, and safety planning. This preparation allows our installation teams to execute installations efficiently while minimizing disruptions to normal business operations, pedestrian traffic, and community activations.

By completing the majority of project planning before arriving on site, our crews are able to focus on installation quality, safety, and adherence to project schedules.

How Our Crews Execute Installations

All installations are performed by trained Christmas Lights 4 U employees. Our company does not utilize third-party subcontractors for installation, maintenance, or removal services. This approach allows us to maintain consistent quality standards, direct oversight, and accountability throughout every phase of the project.

Installation crews arrive with project-specific materials, equipment, and work plans developed during the planning process. Crew leaders coordinate daily activities to ensure installations are completed safely, efficiently, and in accordance with project specifications.

Throughout the display period, our project manager remains actively involved to provide communication updates, coordinate with City representatives, and address any questions that may arise during the execution of the project.



Maintenance & In-Season Service Requests

Holiday displays are highly visible community assets, and maintaining their appearance throughout the season is an important part of delivering a successful program. Christmas Lights 4 U provides ongoing maintenance and support throughout the display period to help ensure all decor elements remain in good working condition and continue to present a professional appearance.

Each project is assigned a dedicated project manager who serves as the primary point of contact for maintenance requests and service-related communication. Should an issue arise, City staff may contact their project manager directly, allowing requests to be addressed quickly and efficiently without navigating multiple departments or contacts.

Our team services holiday displays throughout the holiday season to address outages, weather-related issues, and other maintenance needs as they occur. Upon receiving a service request, the project manager evaluates the issue, coordinates appropriate crew and equipment mobilization if necessary, and communicates status updates throughout the resolution process.

Through proactive communication, responsive service, and ongoing display maintenance, our goal is to minimize disruptions and ensure the holiday display continues to reflect positively on the City of Pryor Creek for the entirety of the holiday display period.

Removal & Off-Season Storage

At the conclusion of the holiday season, all decor elements are carefully removed by trained Christmas Lights 4 U employees using the same attention to detail applied during installation. Following removal, project areas are inspected to ensure decorations, attachment hardware, and temporary installation materials have been properly removed and that the site is returned to its original condition.

Value-Add Services & Program Support

In addition to all the benefits of our turnkey holiday services, Christmas Lights 4 U is committed to providing Pryor Creek with ongoing support to help City staff maximize the long-term success of the holiday decor program.

End of Season Review

At the conclusion of the holiday season, once each display has been removed and packed away for off-season storage, our team meets with City staff to review the program, discuss any challenges encountered during the season, and identify opportunities for improvement. This collaborative process helps ensure future seasons continue to meet the City's goals and expectations.

Annual Planning Consultation

Each year in early Q2, we offer planning consultations with each of our commercial and municipal clients to review scheduling, community events, installation timelines, and any program updates or decor enhancements the client may wish to consider. Early planning allows adequate time for coordination of future enhancements, as well as best pricing on new products for upcoming season.

Future Enhancement Recommendations

As part of our commitment to program success, the Christmas Lights 4 U team may provide recommendations for future enhancements, replacement planning, or additional decor elements that align with the City's vision and budget objectives. These recommendations are intended to support long-term planning efforts and help City staff evaluate opportunities to enhance the holiday experience over time.

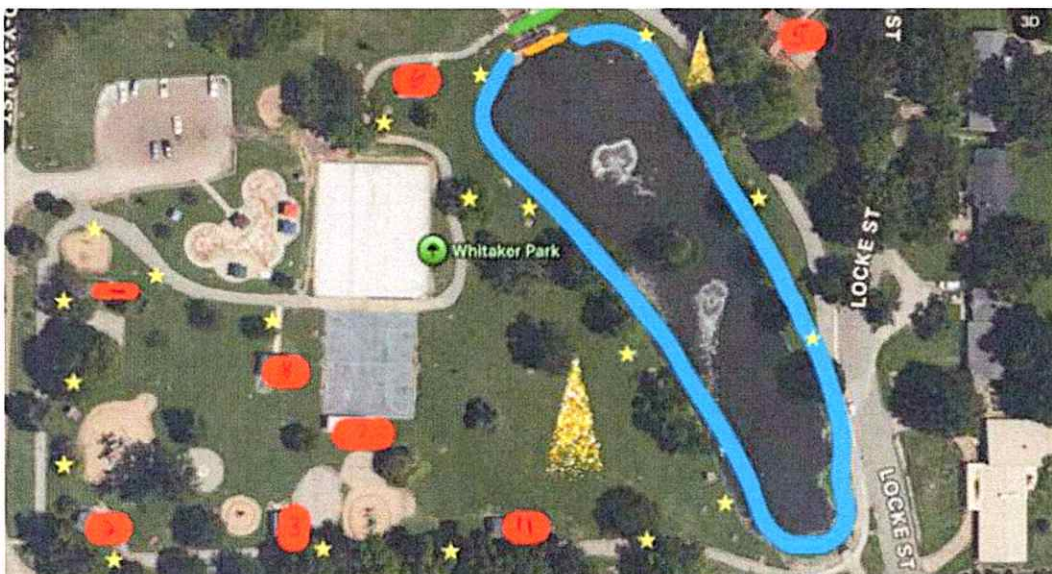
Holiday Lighting Display Area

The holiday lighting display will stretch the entirety of Whitaker Park, with features spread around the common areas, and the park's pond. Lighting installation will include elements that highlight the pavilions, light poles, bridges, as well as the pond's perimeter.

All lighting installed will be commercial grade LED lighting designed for seasonal outdoor installations. Lighting components will be installed in a professional manner, aligning with industry best practices for installation processes, ensuring not to damage products or their weather-resistant characteristics.

Installation specs follow solicitation's proposed design, with a recommended alternative placement for the light tunnel feature to improve guest experience.

Power for each lighting feature will be ran from the nearest outlet to each feature. Crews will load test each component upon installation to ensure that all lighting features, extension cords, and other components are within their current recommended operating ranges for optimal performance from the lighting display.



Whitaker Park Holiday Decorations

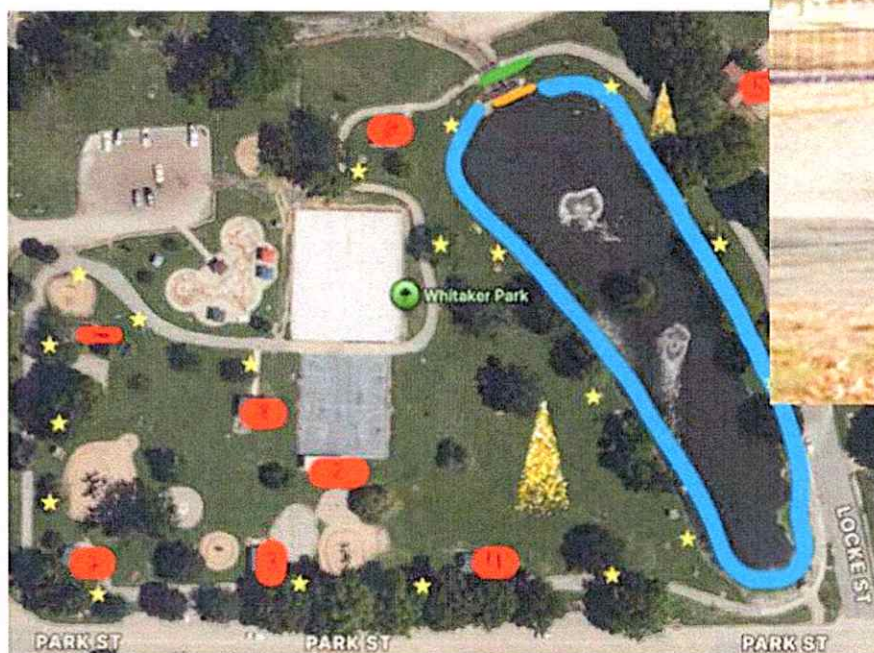
City of Pryor Creek



Luminary Light Poles (21 Total)

Each of the 21 luminary light poles located around the park's walkway will be wrapped in LED light strands in a candy cane pattern. Lighting should be color coordinated in a manner so that every other pole alternates between either red/white or green/white candy cane patterns.

Each pole will contain 7 strands of LED lighting wrapping the pole from the top to the bottom, starting at the power outlet located near the top of each pole. LED light strands will feature coaxial connections to improve connection reliability and reduce water penetration on the round pole.



Park Pavilions & Buildings (8 Total Structures)

8 total structures around the park will feature LED roof lighting. We recommended substituting the mini-LED lighting strands on the roofline lighting to C7 LED lighting on a 12" spacing.

The recommended lighting product is more commonly used to outline structures and landscaping features compared to the mini-LED strands. Utilization of C7 LED lighting allows roof lighting to be customized to each structure, creating clean, crisp, and perfectly fitting Christmas lighting strands.

At the end of the season, each structure will have their lights removed, labeled, cataloged, and neatly packed away for easy installation in future seasons. This allows for consistent display quality year-after-year.

Each structure will be powered from the nearest outlet to each structure. Any long runs of cords should be secured to the ground using stakes to minimize trip hazards.



Centerpiece Holiday Light Tree

Center focal points of the display will be a 30-35 feet tall Holiday Light Tree featuring 200 strands of multi-colored LED lighting strands. Tree will feature a Starburst style tree topper atop the main pole.

Each strand will have 100 LED diodes on a 4" spacing between each diode. Vertical light strands will be evenly distributed around the circumference to create a dense, continuous 360-degree appearance.

Power will be ran from the nearest power supply to illuminate the tree. Due to size of tree, power may be divided into 2 runs, ensuring that extension cords and lighting components remain within their safe operating ranges.

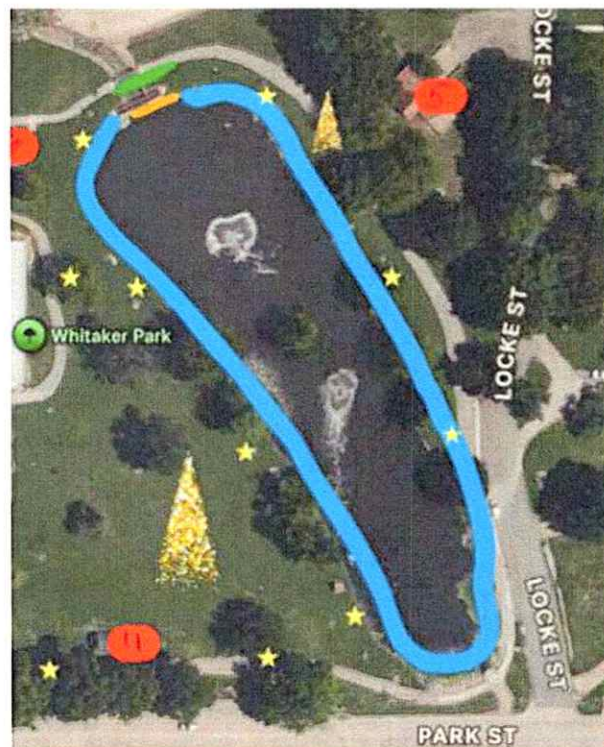


Pond Perimeter - Stake Lighting

The perimeter of the pond will be illuminated with warm-white C7 LED lighting strands on stake lighting. Lights will be powered from nearby power-sources and voltage checked at time of installation to ensure long runs of ground lighting do not overload the lighting system or outlet's designed operating specs.

All stakes will securely fasten between the bulb and the socket wire, ensuring that when lights are removed that all stakes will be removed and packed away with the lighting until next season. This prevents any debris from being left behind during post-season removal processes.

Power will be ran from the nearest power supplies to illuminate the ground lighting. Due to length of the perimeter, power may be divided into multiple runs, ensuring that extension cords and lighting components remain within their safe operating ranges. Any extension cords will be secured to the ground using stakes to reduce trip hazards.



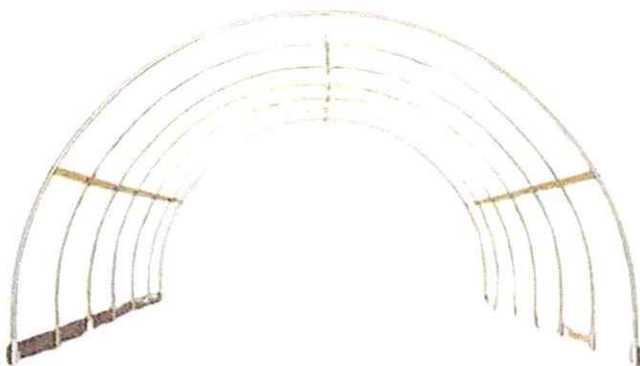
Walk-Through Light Tunnel

Our crews utilize commercial grade greenhouse frames to create illuminated walk-through tunnels on large-scale displays. These frame structures are rigid enough to withstand the repeated exposure to harsh winter elements.

Recommended light tunnel would feature a 12-16 feet wide green house frame illuminated with approximately 75 strands of LED Christmas lighting strands to create the perfect walk-through tunnel of lights. Tunnel will be 24 feet in total length, featuring 70 count LED light strands stretched along the framing spread 4" apart between each strand.

Final frame selection can be substituted for a narrower frame to allow for a longer tunnel. However, narrower frames commonly are manufactured with lighter-duty materials which may reduce useful life of frame.

Recommended tunnel placement is moved from over the foot bridge, to over the walking path near the holiday light tree in the northeast corner of the pond. This recommended placement doesn't create competing features on side-by-side pedestrian bridges.



Pedestrian Bridge w/ Garland & Decorative Wreath

The red pedestrian bridge will feature illuminated garland along the handrails, and a wreath and illuminated bow combo.

All decorative greenery will be securely fastened to the bridge. Decorative greenery features the same lighting strands that we use for our tree lighting, making each piece serviceable. Whereas most competitors need to replace the garland, we simply just need to replace the malfunctioning strand.

Decorative greenery will be labeled, cataloged, and stored in a similar manner to the rest of the lighting and decorative elements. This ensures that our installations are repeatable each year, providing the City with a consistent display annually.

Power cords for the pedestrian bridge will be run in a manner to avoid the path of common water runoff near the center pond.



Northeast Pond Corner Holiday Light Tree

Near the northeast corner of the pond will be a 20 feet tall Holiday Light Tree featuring 100 strands of warm-white LED lighting strands. Tree will feature a Starburst style tree topper atop the main pole.

Each strand will have 70 LED diodes on a 4" spacing between each diode. Vertical light strands will be evenly distributed around the circumference to create a dense, continuous 360-degree appearance.

Power will be ran from the nearest power supply to illuminate the tree. Due to size of tree, power may be divided into 2 runs, ensuring that extension cords and lighting components remain within their safe operating ranges.



All 5mm LED Light Strands - Luminary Poles, Holiday Light Trees, Light Tunnel, and Decorative Greenery

Our installations use professional-grade LED lighting systems engineered for commercial outdoor environments, not retail-grade decorative light sets. Features such as IP65 weather-resistant connections, UV-protected 22 AWG wiring, commercial electrical certifications, polycarbonate components, full-wave rectification, and outdoor operating temperatures from -4°F to 122°F provide the durability and reliability required for professional seasonal installations.

Light Strands

Wire Gauge: 22 gauge

Csa: Certified

Bulb Count: 70

Bulb Life: 75,000 hrs

Light Set Action: Steady

Bulb Spacing: 4"

Bulb Dimensions: 1/4" h x 3/16" w

UL Rated: Yes, for indoor or outdoor use.

Overall Dimensions: 15/16" h x 5/16" w

Light Set Length: 23.3'

Socket Dimensions: 11/16" h x 5/16" w

Lead Length: 6"

Tail Length: 6"

Connector Type: RY End to End Connector

Plug Type: RY Coaxial Connect - Adapter Not Included

Rectifier: Full Wave Rectified - Specially designed inline, double injected molded - double sealed against the elements. Prevents bulbs from flickering during illumination.

Max Of Sets Connected Together: 43

Voltage: 120 volts

Watts Per Set: 4.8 watts

Amps Per Set: .04 amps

Case Quantity: 24 *Note item sold individually.

Case Weight: 22 lbs.



C7 Bulbs & Socket Wire - Pavilion Roof Lighting, Center Pond Stake Lighting Outline

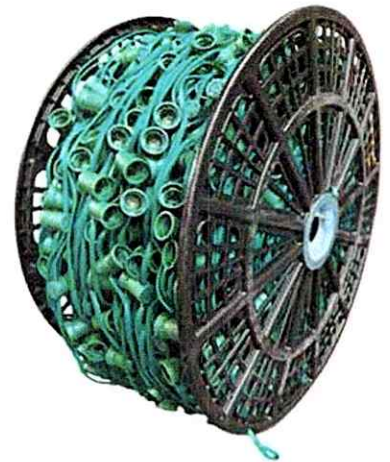
Bulbs

Bulb Design: C7, Faceted, high strength, impact resistant lens
Bulb Color: Warm White
Color Temperature: 2800 Kelvin
Light Action: Steady; Dimmable
Base Size: Intermediate C7 / E12
Bulb Base: Nickel, prevents corrosion
Bulb Housing: High-strength polycarbonate with diamond facets for maximum illumination
Technology: SMD LED 1 Diode
Lens Height: 1 5/8", Total Height 2 1/2"
Lens Diameter: 7/8"
Voltage: 120
Watts: 0.4
IP Rating: IP 65
UL Rating: For Indoor/Outdoor Use



Socket Wire

Socket Type: C7 (E12)
Plug Type: Plugs sold separately (Male SPT-1 and Female SPT-1)
String Length: 1,000'
Number of Sockets: 1,000
Socket Spacing: 12"
Quality Grade: Commercial
Rating: SPT-1 - .03 inch insulation thickness
Wire Gauge: 18
Voltage: 110/120
Usage: Indoor/Outdoor



Whitaker Park Holiday Decorations

City of Pryor Creek



Trinity Broadcast Network

Fort Worth, Texas

Client Type: Corporate Campus

Years Serviced: 2023, 2024, 2025

Contact: Craig Edwards

Phone: (817) 701 - 6881

Project Scope:

- Campus entrance enhancements
- Tree lighting installation
 - Mature oak trees
 - Crepe Myrtles
- Seasonal maintenance support

Project Highlights:

- Multi-year client relationship
- Public facing campus entrance
- Large mature oak tree lighting
- Coordinated seasonal display across multiple areas

Why This Property Is Relevant:

Similar to this project, TBN's annual installation requires the illumination of landscape features within a highly visible public-facing environment. Consistent installation quality, ongoing maintenance, and attention to visual presentation are critical to the success of the display.



Whitaker Park Holiday Decorations

City of Pryor Creek



Farmersville Lights

Farmersville, Texas

Client Type: Municipal Park

Years Serviced: 2022

Contact: Lori Simms

Phone: (757) 372 - 5320

Project Scope:

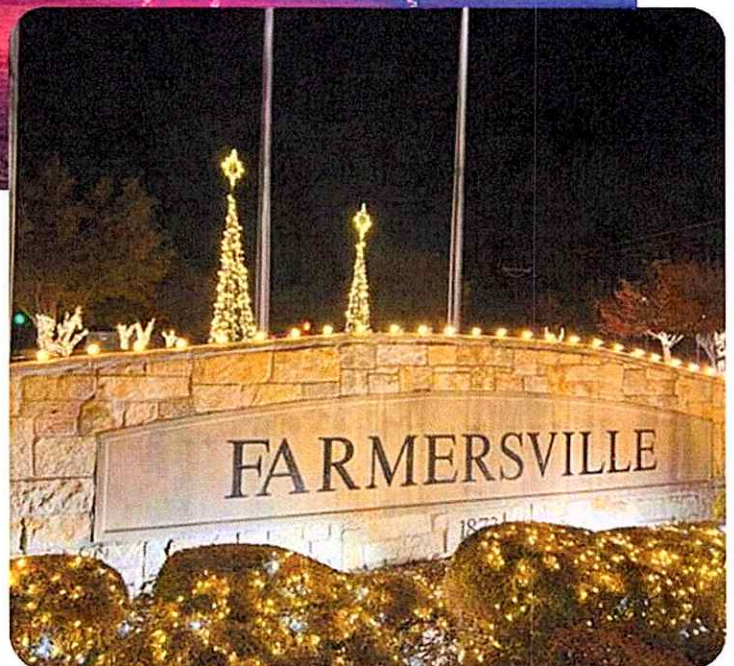
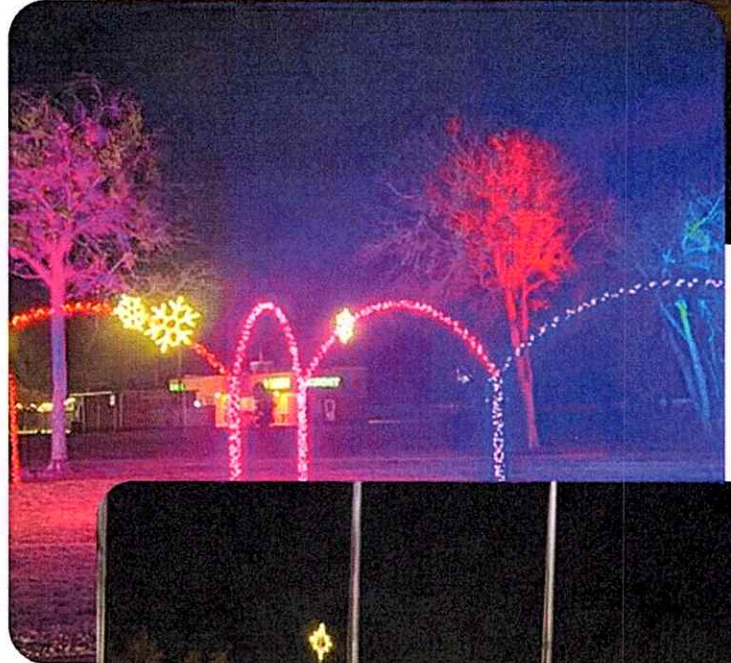
- Community Park & Downtown Large Scale Display
- Lighted Christmas Trees
- Walk-Through Tunnels
- Tree lighting installation (100+)
 - Mature oak trees
 - Juvenile Oaks
- Seasonal maintenance support

Project Highlights:

- Large scale installation w/ 100+ trees
- Successful lighting ceremony
- Walk-through tunnel
- Coordinated seasonal display across multiple areas

Why This Property Is Relevant:

Similar to this project, Farmersville Lights' annual installation required the illumination of landscape features within a highly visible public-facing community park.



Whitaker Park Holiday Decorations City of Pryor Creek



4 Bar W Wood Ranch

McKinney, Texas

Client Type: Corporate Office

Years Serviced: 2023, 2024, 2025

Contact: Debbie Galloway

Phone: (214) 802 - 9885

Project Scope:

- Campus entrance enhancements
 - Roofline lighting
 - Decorative greenery
 - Holiday motifs
- Tree lighting installation
 - Juvenile oak trees
- Seasonal maintenance support

Project Highlights:

- Multi-year client relationship
- Public facing campus entrance
- Full coverage tree lighting
- Decorative greenery package

Why This Property Is Relevant:

Similar to the Pryor Creek's holiday decor, our clients annual installation is designed around a central theme that is carried throughout the display. Coordinating with client on annual theme changes, installation quality, ongoing maintenance, and attention to visual presentation transforms their property during the holiday season.



Whitaker Park Holiday Decorations

City of Pryor Creek



**Christmas
Lights 4 U**

Kat'z Bros, LLC - Restaurant Group

Dallas, Texas

Client Type: Multi-location restaurant operator

Years Serviced: 2022, 2023, 2024, 2025

Contact: Nik Katz

Phone: (512) 296 - 4229

Project Scope:

- Multiple property coordination
- Interior decor package
 - Decorative garland
 - Decorative wreaths
 - Customized themes
 - Color palette by location
- Exterior decor package
 - Facade lighting
 - Full coverage tree lighting
 - Themed decor elements
- After-hours installation coordination
- Seasonal maintenance support

Project Highlights:

- Multi-year client relationship
- Highly visible holiday displays
- Multi-location coordination
 - After hour installations
- Coordinated with client on varying themes across locations

Whitaker Park Holiday Decorations City of Pryor Creek



Katz Bros, LLC - Restaurant Group

Why This Property Is Relevant:

As a restaurant group, Katz Bros places a strong emphasis on customer experience, professional presentation, and a reliable holiday display at each of their 4 restaurants located in Dallas, Highland Park, and University Park neighborhoods. These projects require detailed planning, reliable communication, ongoing maintenance support, and a commitment to presentation quality.



Whitaker Park Holiday Decorations

City of Pryor Creek



Shug's Bagels

Dallas, Texas

Client Type: Multi-location restaurant

Years Serviced: 2023, 2024, 2025

Contact: Justin Shugrue

Phone: (914) 772 - 6581

Project Scope:

- Multiple property coordination
- Exterior decor package
 - Facade lighting
 - Programmable RGB lighting
- After-hours installation coordination
- Seasonal maintenance support

Project Highlights:

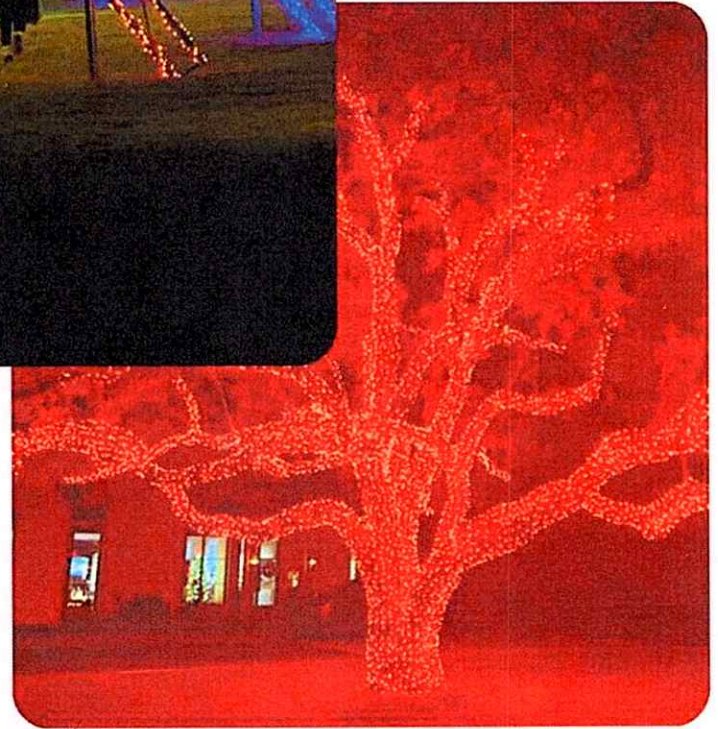
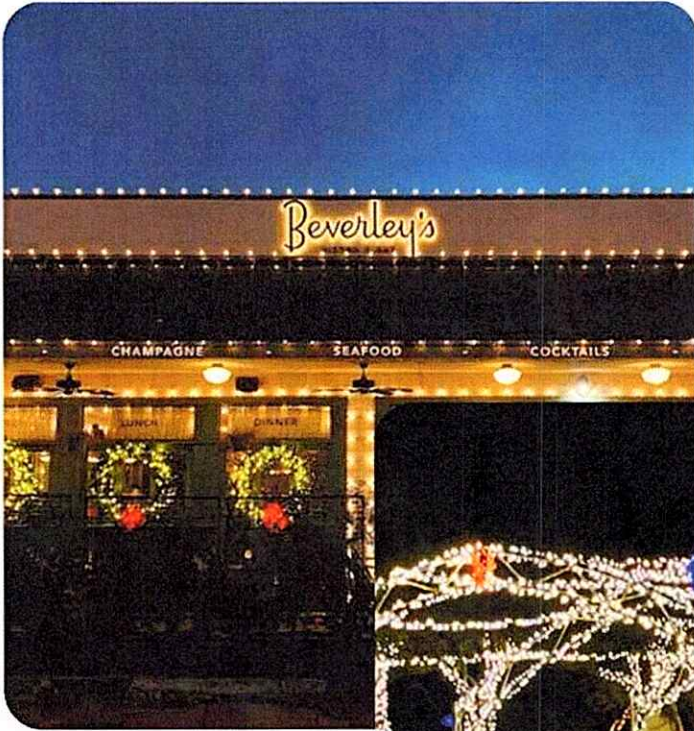
- Multi-year client relationship
- Highly visible holiday displays
- Multi-location coordination
 - After hour installations
- Programmable RGB wall
 - On-going programming support

Why this project is relevant?

Similar to Pryor Creek's holiday project, these installations are both at highly visible locations, experiencing significant foot traffic. These holiday displays require attention to detail, polished final product, and on-going support to ensure these installs support their business goals.



**Whitaker Park
Holiday Decorations**
City of Pryor Creek



**Whitaker Park
Holiday Decorations**
City of Pryor Creek

Holiday Lighting Project - Bid Pricing

	Annual Pricing	
	2026	2027
Total Lump Sum	\$39,992	\$31,454

All materials and decorative inventory purchased as part of the 2026 initial setup become property of the City of Pryor Creek. Christmas Lights 4 U will catalog, maintain, store, and manage the city-owned inventory during the off-season for future annual installation.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/22/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hiscox Inc. 5 Concourse Parkway Suite 2150 Atlanta GA, 30328	CONTACT NAME: PHONE (A/C, No, Ext): (888) 202-3007 E-MAIL: contact@hiscox.com ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: Hiscox Insurance Company Inc INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	FAX (A/C, No): NAIC # 10200
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COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO- ☐ LOC OTHER:		P102.099.344.4	07/06/2026	07/06/2027	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPROP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ HIRED AUTOS ☒ SCHEDULED AUTOS ☐ NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ 500,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB ☐ OCCUR ☐ CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N ☐ N/A					PER STATUTE ☐ OTHER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEES \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

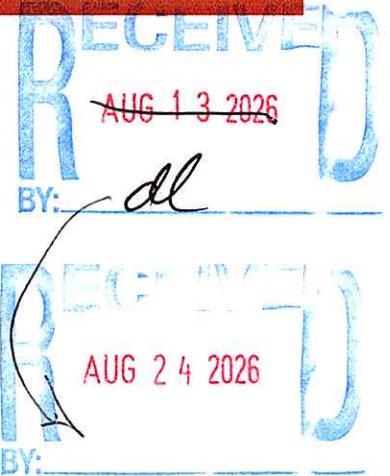
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CITY OF PRYOR CREEK

WHITAKER PARK

HOLIDAY LIGHTING DISPLAY

DESIGN & LAYOUT INTERPRETATION



DESIGN INTENT

A cohesive, high-quality municipal holiday display built around seven coordinated lighting zones, clean architectural lines, safe public-space installation, reliable zoned power, and full-season maintenance.

Submitted by

THE LIGHT RANGER

2026 Holiday Season

Prepared August 23, 2026

PRELIMINARY DESIGN - FINAL FIELD ROUTING AND ANCHOR LOCATIONS SUBJECT TO SITE VERIFICATION



Project Overview

The Light Ranger proposes a complete, coordinated holiday lighting installation throughout Whitaker Park using commercial-grade outdoor Mini LED lighting, timers, extension routing, mounting hardware, maintenance, removal, and off-season storage. The design follows the City of Pryor Creek's seven specified park zones and is intended to create a clean, professional display that is visually impressive during both drive-through and walk-through viewing.

EXECUTION PRIORITIES

Consistent spacing • clean lines • secure public-space anchoring • discreet power routing • independent serviceable zones • full 360-degree tree structures • coordinated Soft White, red, green, and multicolor lighting.

Display at a Glance

Area	Design	Approx. Scope
21 Luminary Poles	Alternating red / green candy-cane wraps	~147 Mini LED strands
8 Pavilions	Soft White perimeter and ridge outlining	~1,300 linear ft
Centerpiece Tree	Full 360° multicolor pole tree	200+ Mini LED strands
Pond Perimeter	Continuous Soft White ground outline	~1,030 linear ft
Walk-Through Bridge	12-arch Soft White light tunnel	~75 Mini LED strands
Classic Red Bridge	Lighted greenery + centered wreath	~40 ft + 36" wreath
NE Pond Corner Tree	Full 360° Mini LED pole tree	~100 Mini LED strands

Preliminary Zone & Power Mapping Plan

The park will be treated as seven primary lighting zones, with larger features divided into smaller electrical sections as needed. Feed cords will follow perimeter edges, structural members, landscape boundaries, or other low-visibility routes whenever practical. All final routing will be adjusted in the field based on the City-provided GFCI outlets and site conditions.

A POLES	B PAVILIONS	C MAIN TREE	D POND
E TUNNEL	F CLASSIC BRIDGE	G NE TREE	POWER TIMERS / FEEDS

A

Luminary Light Poles

21 total poles • approximately 147 Mini LED strands

Each luminary pole will be wrapped in a uniform spiral/candy-cane pattern using approximately seven commercial-grade Mini LED strands per pole. The entire pole will be one color, and pole colors will alternate throughout the park: red, green, red, green, continuing through all 21 poles.

Color sequence	11 red poles and 10 green poles, alternating throughout the park.
Estimated quantity	77 red Mini LED strands + 70 green Mini LED strands = approximately 147 total.
Installation	Consistent spiral pitch and tension, with the power lead positioned on the least-visible side of each pole.
Power routing	Power will be used at the top of the poles where there are current outlets.

VISUAL STANDARD

Every pole will read as a clean, solid-color candy-cane spiral - not a mixed red/green pole. Wrap spacing will be kept consistent from pole to pole.

Our super bright 100 light Wide Angle Mini Lights on green wire have 100 commercial grade LED's on 6" centers making each string 50' long. These strings have non-removable LED's; this eliminates failures from loose, broken, or removed bulbs. These commercial grade LED Christmas lights are very durable long lasting and extremely energy efficient. Each string is full wave rectified, which eliminates any flickering making these LED Christmas lights brighter than ordinary LED mini lights. Each LED uses a patented concave design making these LEDs viewable from all angles. Energy Star qualified and UL Listed for indoor and outdoor use.

B

Park Buildings & Pavilions

8 structures • approximately 1,300 linear feet

All designated pavilions will be outlined with Soft White commercial-grade Mini LED strings along the specified perimeters and roof ridges. The design follows the architecture of each building to create straight, intentional lines rather than random wrapping.

Structure	Approx. Length	Lighting Line
Pavilion 1	~80 ft	Perimeter
Pavilion 2	~160 ft	Perimeter / ridges
Pavilion 3	~160 ft	Perimeter
Pavilion 4	~125 ft	Perimeter / ridges
Pavilion 5	~320 ft	Perimeter / ridges
Pavilion 6	~145 ft	Perimeter / ridges
Pavilion 7	~110 ft	Perimeter
Pavilion 8	~200 ft	Perimeter / ridges

- We will use LED C9 bulbs that are multifaceted which is a heavier duty commercial grade bulb that will be attached to commercial grade line that is magnetic.
- Power and extension routing will follow rear eaves, columns, roof edges, or other low-visibility paths whenever practical.

Use our commercial grade C9 LED Christmas lights to create bold outdoor Christmas light displays. These energy efficient C9 LED light bulbs are beautiful, super bright, versatile, and will shine for 50,000 hours. Incandescent C9 bulbs can easily be swapped out of your old strands for these energy-saving retrofit LED C9 bulbs. The reasoning is to save you money; incandescent bulbs use significantly more power than LED bulbs and are much more fragile than these sturdy, multifaceted LED bulbs that do not break, chip, or fade.

- C9 500' Spool Magnetic string on 12" Spacing used for homes, office buildings, barns, and restaurants. These magnetic sockets will adhere to any ferrous metals (Iron and Steel) making for quick installations since there is no need for Christmas light clips. Perfect for rooflines, building flashing, and gutters. No need for screws, glues, clips - just adhere the magnetic C9 socket to your metal surface saving time and labor cost. We use Neodymium grade magnets which are the strongest magnets available. Each magnet is plated with nickel protective coating which prevents rust.
- **C9 Magnetic 500' Green Wire Stringer - 12" Spacing**
 - C9 Magnetic Sockets
 - Magnetic socket adheres to all ferrous metals
 - 500 C9/E17 Intermediate Base Sockets
 - Green Wire
 - End-to-End Connections
 - Commercial/Outdoor Use
 - 18 gauge, SPT-1 wire



Centerpiece Holiday Light Tree

City-provided center pole • 200 Mini LED strands minimum

The City-provided center pole will be transformed into a large, full 360-degree cone-shaped Christmas tree using multicolor commercial-grade Mini LED strands. The tree will be designed to look complete from every viewing direction.

DESIGN & SPACING

- **Tree Height:** 35'
- **Base Diameter:** Approximately 28–30'
- **Base Radius:** Approximately 14–15' from the center pole
- **Lighting:** Minimum 200 multi-colored Mini LED strands
- **Coverage:** Full 360°
- **Bottom Strand Spacing:** Approximately 5½–6" apart
- **Topper:** None

A secure **360° attachment collar/ring** will be installed near the top of the pole. Light strands will extend evenly from this attachment point down to a circular perimeter around the pole, creating the tree shape.

ANCHOR & INSTALLATION PLAN

A **28–30' diameter circle** will be measured and marked around the center pole. The 200+ light runs will be spaced approximately **5½–6 inches apart** around this perimeter to maintain a dense and uniform appearance.

The bottom perimeter will utilize an appropriate **ground-anchor/support system** based on site conditions. The lighting will be secured with consistent tension to maintain straight lines while allowing enough flexibility for wind and weather.

The tree will be divided into approximately **8 installation zones of 25 light runs each**, allowing individual sections to be serviced without shutting down or dismantling the entire display.

ELECTRICAL & SAFETY

Outdoor-rated electrical equipment will be divided among multiple distribution zones based on the manufacturer's specifications and available City power. Connections and anchor points will be kept within the display perimeter and away from normal pedestrian traffic whenever possible.

FINAL APPEARANCE

The completed display will form a **35' tall × approximately 30' wide cone of densely spaced multi-colored Mini LED lights**, producing a large, professional centerpiece visible from all sides of Whitaker Park.

The Light Ranger will provide a uniform, secure, serviceable, and visually impressive centerpiece designed specifically for an outdoor municipal holiday display.

D

Pond Perimeter

Approximately 1,030 linear feet of Soft White lighting

The pond perimeter indicated by the blue line on the City site map will be continuously outlined in Soft White C9 multifaceted LED bulb lighting. The objective is a smooth, uninterrupted glowing boundary around the water.

Coverage	Approximately 1,030 linear feet.
Lighting	Soft White commercial-grade outdoor C9 multifaceted LED bulbs.
Ground support	C9 outdoor ground stakes at consistent spacing.
Appearance	Uniform height, smooth curves, and consistent spacing with no loose or sagging runs.
Safety	Connections positioned away from standing water when practical; feed cords routed away from primary pedestrian travel areas.

E**Walk-Through Light Bridge**

12 overhead arch wraps • approximately 75 Soft White Mini LED strands

The footbridge shown by the green line on the City map will be converted into an immersive Soft White walk-through tunnel using 12 evenly spaced overhead arch frames. The goal is for visitors to experience one continuous illuminated tunnel from entrance to exit.

ARCH 1 ARCH 2 ARCH 3 ARCH 4 ARCH 5 ARCH 6
 ARCH 7 ARCH 8 ARCH 9 ARCH 10 ARCH 11 ARCH 12

ENTRANCE → 12 EVENLY SPACED ARCHES → EXIT

Arch spacing	Evenly distributed across the bridge length; final spacing set in the field to maintain symmetry.
Light density	Approximately 75 Mini LED strands across 12 arches - roughly six strands per arch, with remaining strands used to balance entrance, center, and transition areas.
Structure	Commercial EMT metal arch frames securely attached to the bridge structure and stabilized as needed for public outdoor use.
Clearance	Arch height and width maintained to preserve safe pedestrian passage.
Power routing	Feed wiring follows the lower rail / structural edge rather than hanging through the walking path.

FINISHED EXPERIENCE

A bright, consistent Soft White tunnel with no dark gaps between arches and no loose wiring in the pedestrian path.

F**Red Bridge / Classic Bridge**

Approximately 40 ft of lighted greenery + one 36-inch pre-lit wreath

The bridge handrails will receive approximately 40 feet of outdoor greenery/garland illuminated with Mini LED lights. One 36-inch pre-lit LED wreath will be centered on the exterior railing as the focal point.

VISUAL LAYOUT

LIGHTED GARLAND — LIGHTED GARLAND — 36" CENTER WREATH — LIGHTED GARLAND — LIGHTED GARLAND

- Garland will be secured to the railing with outdoor-rated ties or clips at consistent intervals.
- The wreath will use a redundant outdoor attachment method appropriate for a public bridge.
- Power leads will be concealed along the rail structure as much as practical.

G**Northeast Pond Corner Tree**

Approximately 100 Mini LED strands

The smaller pole near the northeast corner of the pond will be converted into a secondary 360-degree pole tree using the same design language as the centerpiece tree.

Proposed layout	Approximately 20 evenly spaced radial sections around the full circumference.
Light density	Approximately 5 Mini LED strands per radial section = approximately 100 strands total.
Anchoring	Top attachment collar/ring with evenly spaced circular ground anchors.
Design goal	Full 360-degree appearance with uniform tension and consistent spacing from every viewing direction.

Power, Wiring & Connection Management

The installation will use a zoned electrical plan so individual features can be operated and serviced independently. Exact outlet assignments will be verified onsite before final installation.

STEP 1	STEP 2	STEP 3	STEP 4
CITY GFCI POWER	OUTDOOR TIMER	SECURED FEED / EXTENSION ROUTE	LIGHTING ZONE

Connection & Cord Standards

- Outdoor-rated wiring, connectors, timers, and attachment hardware.
- Use of GFCI-protected City power sources.
- Weather-protected connection positioning and drip loops where applicable.
- Feed cords secured along structural or landscape edges and kept out of pedestrian travel paths.
- Appropriate cord protection used anywhere a power cord must cross an active walking area.
- Large displays divided into multiple feed sections to improve reliability and maintenance access.

Proposed Electrical Grouping

- Luminary pole groups
- Individual or paired pavilion groups as outlet locations allow
- Centerpiece tree - multiple independent feed sections
- Pond perimeter - multiple feed sections as required
- Walk-through tunnel
- Classic bridge
- Northeast pond tree

Installation, Anchoring & Public-Space Safety

All display components will be installed using methods selected for the specific structure and site condition. The goal is a secure installation with clean presentation and minimal impact to City property.

Display Area	Primary Installation / Anchor Method
Luminary Poles	Uniform Mini LED spiral wraps using outdoor-rated attachment materials; power lead concealed on the least-visible side.
Metal Pavilions	Non-penetrating magnetic C9 LED bulbs where compatible; alternative outdoor-rated clips/ties where required.
Centerpiece Tree	Secure top collar plus evenly spaced circular ground anchor system.
Pond Perimeter	Mini-Light-compatible ground stakes with consistent height and spacing.
Walk-Through Bridge	Commercial metal arch frames mechanically secured to bridge structure and stabilized as required.
Classic Bridge	Outdoor-rated ties/clips for greenery and redundant attachment for the centered wreath.
Northeast Tree	Top collar plus evenly spaced circular ground anchors.

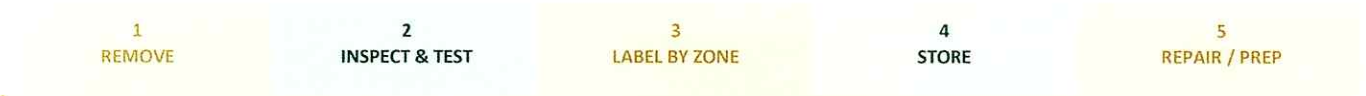
Active-Season Maintenance

During the active display season, The Light Ranger will maintain contractor-installed equipment and correct failed lights, loose attachments, damaged wiring, timer issues, and weather-related movement as required. The zoned installation is designed to allow individual areas to be serviced without unnecessarily disabling surrounding displays.

- Replacement Mini LED strings and common repair materials retained for service needs.
- Regular correction of loose, shifted, or sagging display components.
- Electrical troubleshooting by zone to reduce display downtime.
- Weather-related repairs and re-tensioning where necessary.

Removal, Storage & Off-Season Upkeep

Following the holiday season, contractor-installed lighting, arch structures, mounting hardware, extension wiring, timers, greenery, wreaths, and associated equipment will be carefully removed, inspected, tested, organized, labeled, and stored for the next season.



2027 REINSTALLATION BENEFIT

Packaging and labeling by Zones A-G will make the second-season installation faster, more consistent, and easier to inventory and maintain.

Overall Design Intent

The completed Whitaker Park display is designed as a connected sequence of distinct holiday experiences rather than a collection of unrelated lighting elements. Visitors will encounter coordinated color, architectural outlines, two full 360-degree light trees, a glowing pond perimeter, an immersive bridge tunnel, and a traditional greenery-and-wreath bridge feature.

A	Alternating Red & Green Luminary Poles
B	Soft White Pavilion Outlines
C	Large Multicolor Centerpiece Tree
D	Soft White Pond Perimeter
E	Immersive Soft White Walk-Through Tunnel
F	Traditional Lighted Garland & Wreath Bridge
G	Secondary 360° Light Tree

Field Verification & Final Coordination

This document represents the preliminary execution plan based on the City's bid specifications. Final extension routes, exact anchor locations, outlet assignments, arch spacing, and light-tree base diameters will be field-verified before installation. Any adjustment will preserve the specified design intent, required quantities, public safety, and visual consistency.

COMMITMENT TO THE CITY

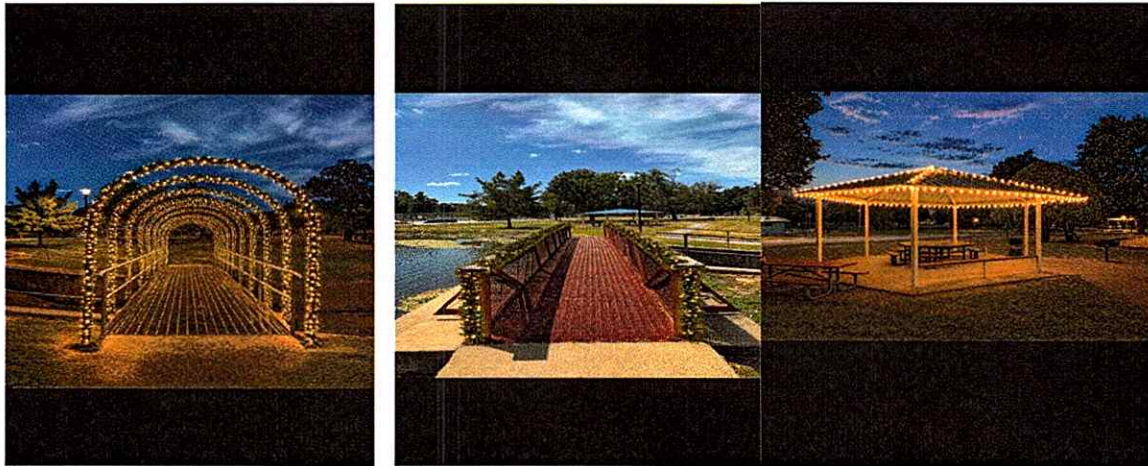
The Light Ranger will deliver a festive, professional, maintainable holiday display with attention to clean installation, dependable operation, secure public-space construction, and consistent presentation across Whitaker Park.

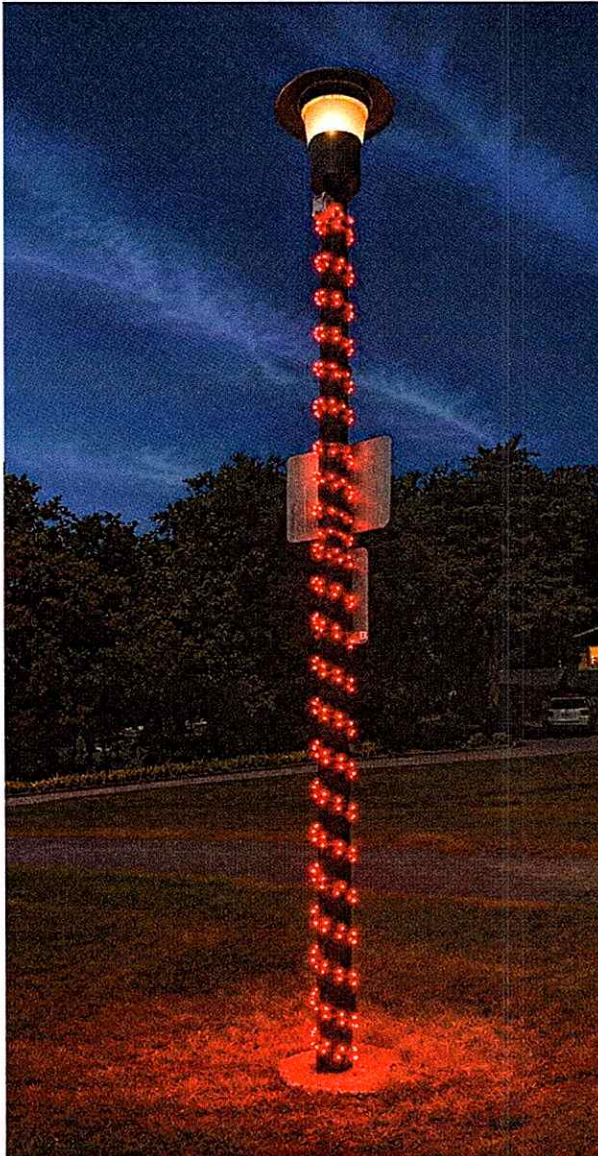
Bid Package Cross-Reference

Submission Requirement	Status / Location
Design & Layout Interpretation	Included in this document.
Preliminary Mapping / Routing Plan	Included in this document; final routes subject to field verification.
Completed Bid Pricing Sheet	Submitted separately with bid package.
Product Quality / Cut Sheets	Submitted separately for proposed Mini LED strings, cabling, timers, and mounting hardware.
Company References	Submitted separately with bid package.
Proof of Insurance	Submitted separately with bid package.
W-9 & Vendor Registration	To be provided upon Notice of Intent to Award, as requested by the City.

WHITAKER PARK 2026 HOLIDAY LIGHTING

Proposed Design & Visual Renderings

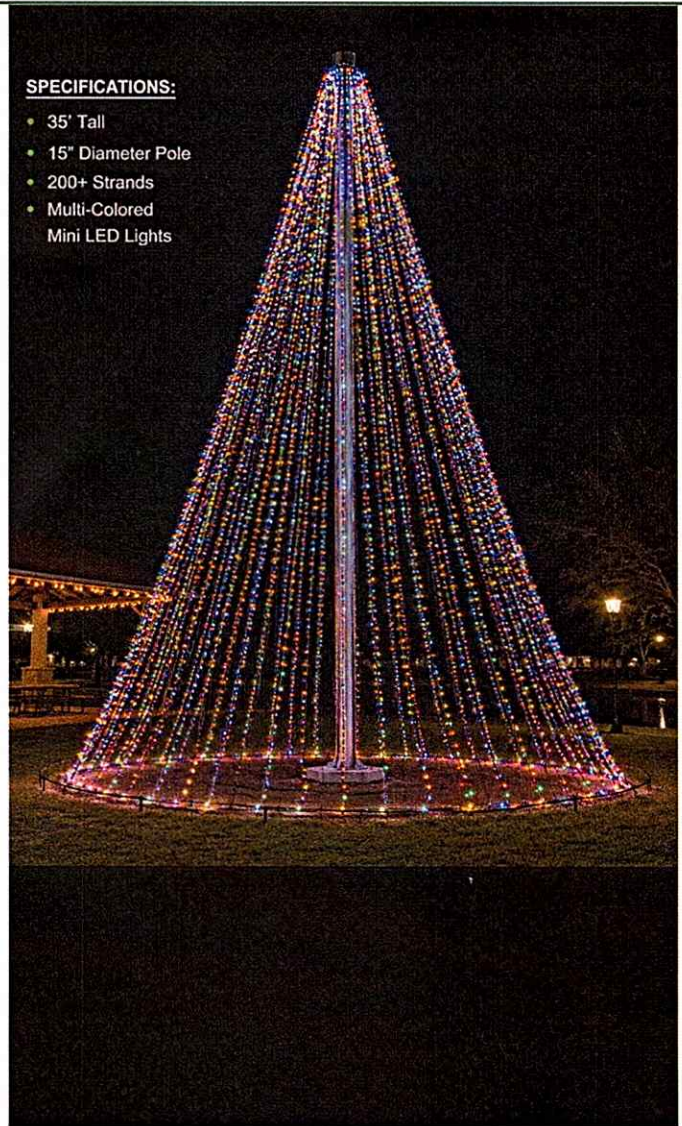






SPECIFICATIONS:

- 35' Tall
- 15" Diameter Pole
- 200+ Strands
- Multi-Colored Mini LED Lights



PROFESSIONAL REFERENCES

The Light Ranger is proud to provide the following references from businesses and organizations we have served.

BANK OF COMMERCE

Locations Serviced:

Pryor • Catoosa • Adair • Claremore Sequoyah

Reference Contact: Adam Anderson

THE DISTRICT

Reference Contact: Sherry Alexander

AMISH CHEESE HOUSE

Reference Contact: Wes Miller

Season 2026 – The purchase of Christmas lights and accessories, installation of lights, maintenance of lights during season, take down of lights, and the storage of said equipment.

\$32385

Season 2027 – Installation of lights, maintenance of lights during season, take down of lights, and the storage of said equipment.

\$23100



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DATE (MM/DD/YYYY)

08/19/2026

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Producer PATRICK KAUFFMAN INC 221 S WILSON ST VINITA, OK 74301-0000	CONTACT NAME PATRICK KAUFFMAN INC	
	PHONE (A/C, No, Ext): (918) 256-7576 FAX (A/C, No):	
Insured LIGHT RANGER LLC 205 CARDINAL CV PRYOR, OK 74361-2657	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Shelter Mutual Insurance Company	23388
	INSURER B: Shelter General Insurance Company	23361
	INSURER C:	
	INSURER D:	
INSURER E:		
INSURER F:		

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY			35-31-6325215-1	11/02/2025	11/02/2026	EACH OCCURRENCE \$ 1,000,000
	☐ CLAIMS-MADE ☒ OCCUR		DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000				
	☐		MED EXP (Any one person) \$ 5,000				
	☐		PERSONAL & ADV INJURY \$ 1,000,000				
	GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:						GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY ☐						
	☐ UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ N/A (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below						☐ PER STATUTE ☐ OTH-ER \$ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**CITY OF PRYOR CREEK
12 N ROWE ST STE B
PRYOR, OK 74361-3825

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

MOONEY, GREEN, SAINDON, MURPHY & WELCH, P.C.

INTERNET: www.mooneygreen.com

1620 EYE STREET, N.W.
SUITE 700
WASHINGTON, DC 20006

TELEPHONE (202) 783-0010

FACSIMILE (202) 783-6088



April 16, 2026

SENT VIA E-MAIL

Chase McBride,
McBride & McBride - Lawyers of Oklahoma
106 N Rowe St.
Pryor, OK 74361
Ph: 918-825-3038
Email: cmcbride@lawyersofoklahoma.com
Counsel for City of Prior Creek

**Re: Unpaid Overtime Due to the Members of the Fraternal Order of Police,
Lodge No.116– Settlement Demand Letter**

Attorney McBride:

As you are aware, this Firm represents members of Fraternal Order of Police, Lodge No. 116 (“Lodge”) in the above referenced matter. This letter is an attempt to reach an amicable resolution of the Lodge members’ Fair Labor Standards Act (FLSA) claims for unpaid overtime without the need for further litigation.

Generally, the FLSA requires a government employer to pay its employees overtime compensation if they work more than 40 hours in a 7-day workweek. 29 U.S.C. § 207(a)(1). The FLSA provides a partial exception to the overtime pay requirements for employees of public agencies that are engaged in law enforcement activities. 29 U.S.C. § 207(k); *see also* 29 C.F.R. § 553.230 (providing that employees engaged in law enforcement activities must be paid overtime after working 171 hours in a 28-day work period.). Under both Section 7(a) and 7(k), the “regular rate” includes “all remuneration for employment paid to, or on behalf of, the employee,” provided that such remuneration is not prohibited by one of eight statutory exclusions listed under Section 7(e)(1)-(8) of the Act. 29 U.S.C. § 207(e); 29 C.F.R. § 778.200. As summarized by one commenter, “[t]here is a statutory presumption that remuneration in any form must be included in the regular rate calculation,” E. Kearns, *The Fair Labor Standards Act*, 10-15 (3d ed. 2018).

Here, the City failed to pay Lodge members their correct overtime wage because the City did not include Lodge members’ incentive pay in their “regular rate” for the purposes of calculating overtime. Specifically, the City failed to include: 1) Special Assignment Pay; 2) Special Qualification Pay; 3) Education Incentive Pay; 4) Annual Longevity Pay; 5) Step-Up Pay; 6) CLEET Certification Pay; 7) Hazard Pay; and 8) Physical Fitness Incentive Pay. *See* CBA, Art. 27, 29, 30, 33(2), 33(3), 33(6), 42. These incentive payments must be included in the “regular rate” used to calculate Lodge members’ overtime rates because none of these incentive payments fall into any statutory exception. These premium payments may not be excluded from the “regular

rate” as discretionary bonuses, prizes, or awards. *See* 29 U.S.C. § 207(e)(1), (3). They are not payments for periods when “no work is performed[.]” *See* 29 U.S.C. § 207(e)(2). The premium payments are not excludable under as irrevocable contributions to bona fide employee benefit plans, or excludable as stock-related income or benefits. 29 U.S.C. §207(e)(4), (8). Nor are the premium payments excludable from the “regular rate” as “overtime premiums” – work performed outside of or in excess of eight hours a day or 40 hours a week or work done on special days, such as holidays or weekends. *See* 29 U.S.C. §207(e)(5)-(7); 29 C.F.R. § 778.201(a). As such, the City underpaid Lodge Members for each and every overtime hour worked.

In light of the above, the Lodge members demand the following in exchange for a settlement of their claims under the FLSA:

1. Three years backpay for unpaid overtime—calculated consistent with the methodology established in the Settlement Spreadsheet (Attached hereto as Exhibit A)—plus an equal amount in liquidated damages, for a total amount of **\$42,306.79**
 - a. **\$16,014.29** representing Lodge members’ backpay and liquidated damages for the three year period; and
 - b. **\$26,292.50** representing Lodge members’ reasonable costs and attorneys’ fees.¹
2. Payment for damages that have accrued since April 10, 2025 (the date Lodge members’ contacted the City regarding their FLSA damages); and
3. Adjustments to Plaintiffs’ pensions proportional with the amount recovered as backpay damages.

Plaintiffs hope that the City will continue to work to resolve this issue and ensure the City’s Police Officers are properly paid for all the hours they worked. We look forward to hearing from you.

Sincerely,

Mark Linscott

Mark Linscott

Counsel for Plaintiffs

¹ This amount reflects attorneys’ fees as of the date of this letter.