MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, JUNE 4TH, 2024 AT 6:00 P.M.

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 Paper newspaper and emailed to the Council members.

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

Mayor Doyle called the meeting to order at 6:00 p.m. The Prayer and Pledge of Allegiance were led by Chris Gonthier. Roll Call was conducted by Assistant City Clerk Lisa Malone. Council members present included Terry Lamar, Choya Shropshire, Lori Bradshaw, Kenneth Brashears, Tyler Brown, Chris Gonthier and Bruce Smith. Members absent: Charles Tramel.

Department Heads and other City Officials present: Chase McBride, Jeremy Cantrell, Kevin Tramel, Becki Sams-Benham, BK Young, Buddy Glenn, Dennis Bowman, Johnny Janzen, Cari Rerat and Mike Moore.

Others present: Autumn Graybill, Gilbert Graybill, Phyllis Lewellen, Jennifer Brittain, Abbot Caruthers, Marshel Morrison, Nena Roberts and Kemmie Shropshire.

2. PETITIONS FROM THE AUDIENCE:

(Limited to 5 minutes, must request in advance.)

Abbot Caruthers petitioned the Council to conduct a brush pick-up around the city in response to the damage remaining from the recent severe weather.

Mayor announced that the City will be picking up brush left out on curbs from June 10th through June 12th.

3. DEPARTMENT HEAD REPORTS.

a. Building Inspector

Kenneth Brashears reported on behalf of Kenny Young that the department completed 67 paid inspections and 30 reinspections to address potential issues in the month of May. He also stated that they have been working to destroy old filings in accordance with the City's retention policy.

b. Emergency Management

Janzen reported that he has received complaints regarding the volume of the tornado sirens and explained that the sirens are calibrated to the appropriate volume to alert people that may be outside at the time of severe weather rather than alert those indoors. He stated that they are working to select FEMA grants through their Hazard Mitigation Planning process that they will work on in the next two years to help residents prepare for future severe weather events.

c. Fire

Young reported that the new fire engine is undergoing the final inspection next week and will be ready for service soon. He also stated that they have received inquiries regarding solar panel farms that are being established in the district and the potential fire danger. He explained that they have a duty to respond to any call in the district and their response will include assessing the ability of the department to effectively act when they are on site. He stated that they are working to ensure that other emergency response services in the area will be able to coordinate efforts in the event of an emergency that needs more resources than the Fire Department can provide.

d. Golf

Bowman reported that the Golf Course continues to see a lot of traffic this season and is on track for a record year. He stated that their upcoming events include the Junior PGA Tournament on June 18th and the Chamber of Commerce Tournament on June 20th. He also reported that they are looking into alternative methods of building new bridges to reduce costs and expect the new cart paths to be complete by August.

e. Library

Rerat provided a print report of the Library's statistics for May. She stated that they have begun the Summer Reading Program, children and adults may both register online or in person, and they will also be hosting candidate forums for the June elections soon. She also reported that they have been assisting with the aftermath of the recent tornado by distributing 200 food boxes and reuniting victims with the pictures and documents lost in the storm. She stated that they are hoping to get more food boxes soon to continue helping families in the community.

f. Parks / Cemetery

Mayor Doyle reported on behalf of Frank Powell that the Cemetery successfully made it through the increased traffic and workload of Memorial Day. He also stated that the skate park equipment will arrive on June 10th, and they continue to work on mowing and tree trimming.

g. Police / Animal Shelter

Cantrell reported that the Police Department has been busy making traffic stops, with 116 citations issued. He stated that code enforcement has been exceptionally busy in the warm weather and the Animal Shelter is filling up due to litter season for cats. He also reported that they have been helping with some cleanup calls related to the tornado. He stated that one unit was damaged in the storm. He also stated that they have handled a warrant related to internet crimes against children, shut down an illegal marijuana grow business and responded to a severe dog bite related call. He concluded that they will be focusing on upcoming community events to assure traffic will move safely and smoothly.

Sams-Benham reported that the Animal Shelter currently has two empty kennels.

h. Recreation Center

Moore reported that there are 62 swim lessons currently scheduled at the Recreation Center, and they recently hosted a GRDA training day. He stated that while they are working around staffing shortages they are painting the pickleball court and they are budgeting for facility repairs in the next fiscal year. He also reported that they are up by 134 members, and the Cherokee Nation program is continuing to grow.

i. Street

Glenn reported that they have begun work on sidewalk repairs as well as cleaning pipes and ditches. He stated that the contractor has one alleyway left before the project is complete, it should be finished soon. Glenn explained that the brush pickup will be conducted as a courtesy and residents will be required to stack their brush at the curb before the pickup day to participate. Glenn also reported that one of the department's vehicles was damaged by a falling limb in the tornado.

j. City Clerk

Malone reported that the Clerk's Office has been working to process cases through the warrant amnesty program as well as processing fire subscriptions and contractors' licenses.

4. DISCUSSION AND POSSIBLE ACTION ON 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 May 21st, 2024 Council meeting.
b. Approve payroll purchase orders through June 7th, 2024.
c. Approve claims for purchase orders through June 4th, 2024.

FUNDS	PURCHASE ORDER NUMBER	TOTALS
GENERAL	2320232967 - 2320232903	$44,913.91
STREET & DRAINAGE	911419B - 911454B	$5,777.96
GOLF COURSE	2320232845 - 2320232970	$36,555.21
CAPITAL OUTLAY	911447B - 2320231667	$49,299.58
REAL PROPERTY ACQUISITION RES.	2320232888 - 2320232890	$9,025.00
RECREATION CENTER	2320232865 - 2320232863	$26,249.26
E-911	2320232881	$421.54
DONATIONS AND EARMARKED	2320232855 - 2320232842	$45,316.31
EDTA	2320232965 - 2320232964	$5,500.00
	TOTAL	$223,058.77
	BLANKETS	
911456B	AT&T MOBILITY	$6,200.00
	TOTAL	$6,200.00

d. Accept the resignation of Scott Craft from the Board of Adjustment effective April 30th, 2024.
e. Approve renewing City group health insurance plans MOBAP00773 and MOBAP0083 with Blue Cross Blue Shield for the 2024-2025 fiscal year and

moving dental, life, short term disability and long term disability coverage to Blue Cross Blue Shield.

f. Approve adding NexGen Employee Assistance Program to the City's benefit package for the 2024-2025 fiscal year.
g. Approve an expenditure in the amount of $4,050.00 to Endex, Inc. of Tulsa in the best interest of the City for the installation of more security devices at the Library and moving the security panel to the East door to be paid from Library Capital Outlay Account #44-445-5416.
h. Approve an expenditure in the amount of $5,500.00 to Intertribal Software Consultants for Laserfiche Cloud Professional Subscription to be paid from Police Equipment Capital Outlay Account #44-445-5424.
i. Approve an expenditure in the amount of $31,972.33 to Motorola Solutions for the annual maintenance and support for Flex (Spillman) to be paid from Police Equipment Capital Outlay Account #44-445-5424.
j. Approve declaring surplus the items awarded to the Pryor Creek Police Department by the Mayes County District Court. Bicycles will be donated to One Bike 918 (a 501c3 non-profit organization) and the remaining items will be sold via online auction by Chupp's Auction Co. with proceeds to be deposited into Police Lightbar Donations Account #96-965-5528.
k. Approve an expenditure in the amount of $13,285.00 to Melton's A/C & Appliance Service for replacing HVAC units at the Animal Shelter to be paid from Animal Shelter Capital Outlay Account #44-445-5425. Other bids received: Jayco Heat & Air in the amount of $23,948.00 and United Heat & Air in the amount of $18,137.00.
l. Approve an expenditure in the amount of $33,925.00 to Electrical Services, LLC for work on the LED Retrofit Lighting Project to be paid from Recreation Center Capital Improvements Account #84-845-5413. This purchase will be reimbursed with grant funds after the invoice is paid.
m. Approve accepting a bid from Jayco Heat & Air in the amount of $4,500.00 for the exhaust system in the pool storage rooms. No other bids were received.
n. Approve an expenditure in the amount of $5,500.00 for the installation, parts and labor for the exhaust system in the pool storage rooms to be paid from Recreation Center Repair & Maintenance Account #84-845-5091. The increased amount is due to the direct cost of electricians repairing corroded wiring discovered during installation.
o. Approve accepting a bid from Duane Fought in the amount of $30,000.00 for mowing rights-of-way to be paid from Street Mowing Account #14-145-5343. One other bid received from McWhirt Trucking, LLC in the amount of $36,000.00.
p. Approve accepting a bid in the amount of $5,512.00 from Riddle Heat & Air for the installation of an HVAC unit and mini-split at the Golf Course to be paid from Golf Capital Outlay Account #44-445-5447. Total was amended by the Park Board on May 20th, 2024 to include the cost of installing ducting to the women's restroom. One other bid received from Master's Heat & Air in the amount of $7,800.00.

Motion was made by Gonthier, second by Shropshire to approve the consent agenda less items e and f. Voting yes: Lamar, Shropshire, Bradshaw, Brashears, Brown, Gonthier and Smith. Voting no: none.

4e. Approve renewing City group health insurance plans MOBAP00773 and MOBAP0083 with Blue Cross Blue Shield for the 2024-2025 fiscal year and moving dental, life, short term disability and long term disability coverage to Blue Cross Blue Shield.

Motion was made by Gonthier, second by Brashears to approve renewing City group health insurance plans MOBAP00773 and MOBAP0083 with Blue Cross Blue Shield for the 2024-2025 fiscal year and moving dental, life, short term disability and long term disability coverage to Blue Cross Blue Shield. Voting yes: Shropshire, Bradshaw, Brashears, Brown, Gonthier, Smith and Lamar. Voting no: none.

4f. Approve adding NexGen Employee Assistance Program to the City's benefit package for the 2024-2025 fiscal year.

Motion was made by Shropshire, second by Gonthier to approve adding NexGen Employee Assistance Program to the City's benefit package for the 2024-2025 fiscal year. Voting yes: Bradshaw, Brashears, Brown, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

5. MAYOR'S REPORT

(These are items possibly requiring discussion and action.)

a. Discussion and possible action to award a bid for a new HVAC system in the pool area to be paid from Recreation Center Capital Outlay Account #84-845-5410. Bids are due Monday, June 3rd, 2024 and will be presented at the Council meeting.

Motion was made by Brown, second by Bradshaw to award a bid for a new HVAC system in the pool area to Jayco HVACR LLC, in the amount of $279,000.00 to be paid from Recreation Center Capital Outlay Account #84-845-5410. No other bids received. Voting yes: Brashears, Brown, Gonthier, Smith, Lamar, Shropshire and Bradshaw. Voting no: none.

b. Discussion and possible action regarding nominations to fill the vacant seat on the Ordinance and Insurance Committee, or accepting the Mayor's nomination of Tyler Brown.

Motion was made by Shropshire, second by Smith to accept the Mayor's nomination of Tyler Brown to fill the vacant seat on the Ordinance and Insurance Committee. Voting yes: Brown, Gonthier, Smith, Lamar, Shropshire, Bradshaw and Brashears. Voting no: none.

c. Discussion and possible action regarding nominations to fill the vacant seat on the Street Committee, or accepting the Mayor's nomination of Kenneth Brashears.

Motion was made by Gonthier, second by Brown to accept the Mayor's nomination of Kenneth Brashears to fill the vacant seat on the Street Committee. Voting yes: Gonthier, Smith, Lamar, Shropshire, Bradshaw, Brashears and Brown. Voting no: none.

d. Discussion and possible action regarding nominations to fill the vacant Alternate seat on the Street Committee, or accept the Mayor's nomination of Tyler Brown.

Motion was made by Gonthier, second by Brashears to accept the Mayor's nomination of Tyler Brown to fill the vacant Alternate seat on the Street Committee. Voting yes: Smith, Lamar, Shropshire, Bradshaw, Brashears, Brown and Gonthier. Voting no: none.

e. Discussion and possible action regarding nominations to fill the vacant Alternate seat on the Budget/Personnel Committee, or accepting the Mayor's nomination of Kenneth Brashears.

Motion was made by Gonthier, second by Bradshaw to accept the Mayor's nomination of Kenneth Brashears to the Alternate seat on the Budget/Personnel Committee. Voting yes: Lamar, Shropshire, Bradshaw, Brashears, Brown, Gonthier and Smith. Voting no: none.

6. CITY ATTORNEY'S REPORT:

a. Second reading and possible approval of an Ordinance pertaining to amending Title 3, Chapter 2A, Section 7 regarding Mobile Food Services "Restrictions on Location as to Time" by repealing said Section 7 of Title 3, Chapter 2A; and providing for repealer and severability.

Motion was made by Shropshire, second by Brown to waive the second reading and approve Ordinance #2024-4 pertaining to amending Title 3, Chapter 2A, Section 7 regarding Mobile Food Services "Restrictions on Location as to Time" by repealing said Section 7 of Title 3, Chapter 2A; and providing for repealer and severability. Voting yes: Shropshire, Bradshaw, Brashears, Brown, Gonthier, Smith and Lamar. Voting no: none.

b. Second reading and possible approval of an Ordinance pertaining to amending firework regulations.

Motion was made by Gonthier, second by Brown to waive the second reading and approve Ordinance #2024-5 pertaining to amending firework regulations. Voting yes: Bradshaw, Brashears, Brown, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

c. Second reading and possible approval of an Ordinance pertaining to changing and amending zoning classification from "RD" (Residential Duplex) TO "CG" (Commercial General) of the property described as follows:

The West 75 feet of Lot Fifteen (15), Block Nine (9) in the Original Town of Pryor Creek, Mayes County, State of Oklahoma, according to the U.S. Government Survey and Plat thereof. (101 N. Mill)

Motion was made by Shropshire, second by Gonthier to waive the second reading and approve Ordinance #2024-6 pertaining to changing and amending zoning classification from "RD" (Residential Duplex) TO "CG" (Commercial General) of the property described as follows:

> The West 75 feet of Lot Fifteen (15), Block Nine (9) in the Original Town of Pryor Creek, Mayes County, State of Oklahoma, according to the U.S. Government Survey and Plat thereof. (101 N. Mill)

Voting yes: Brashears, Brown, Gonthier, Smith, Lamar, Shropshire and Bradshaw. Voting no: none.

7. COMMITTEE REPORTS:

(Items, such as next meeting date, needing to be reported. No open discussions. Any items requiring discussion are to be added to the Mayor's report prior to posting of agenda.)

a. Budget and Personnel

Shropshire reported that the next meeting will be Tuesday, June 11th.

b. Ordinance and Insurance

Gonthier reported that the committee will have a special meeting to discuss the worker's compensation renewal scheduled soon.

c. Street

Lamar reported that the next meeting will be Tuesday, June 25th.

8. UNFORESEEABLE BUSINESS.

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

There was no unforeseeable business.

9. ADJOURN.

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

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Meeting was called to order at 7:25 p.m.

2. APPROVE MINUTES OF THE MAY 21ST, 2024 MEETING.

Motion was made by Gonthier, second by Brashears to approve the minutes of the May 21st, 2024 meeting. Voting yes: Gonthier, Smith, Lamar, Shropshire, Bradshaw, Brashears and Brown. Voting no: none.

3. UNFORESEEABLE BUSINESS.

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

There was no unforeseeable business.

4. ADJOURN.

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

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

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MINUTES WRITTEN BY ASSISTANT CITY CLERK LISA MALONE

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August 15, 2023

City of Pryor

We are pleased to confirm our understanding of the services we are to provide for City of Pryor for the year ended June 30, 2023.

Audit Scope and Objectives

We will audit the financial statements of governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements, of City of Pryor as of and for the year ended June 30, 2023.

Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement City of Pryor's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to City of Pryor's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

1) Management's Discussion and Analysis.

We have also been engaged to report on supplementary information other than RSI that accompanies the City's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

1) Schedule of expenditures of federal awards

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and the standards for financial audits contained in *Government Auditing Standards,* issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of your accounting records of City of Pryor, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards,* we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

Management Override of Controls

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of financial statements does not relieve you of your responsibilities.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issues pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, Government Auditing Standards, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of City of Pryor's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the OMB Compliance Supplement for the types of compliance requirements that could have a direct and material effect on each of the City's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on the City's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes to the City in conformity with GAAP and the Uniform Guidance based on information provided by you. These non-audit services do not constitute an audit under Government Auditing Standards and such services will not be conducted in accordance with Government Auditing Standards. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgement, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with accounting principles generally accepted in the United States of America, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with GAAP and for compliance with applicable laws and regulations (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contactor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by GAAS and *Government Auditing Standards*.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, or contracts or grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19 related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards, You also agree to make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards us issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with accounting principles generally accepted in the United States of America (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to [include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon]. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities for the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, the schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing. At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to shareholders; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Hood & Associates CPAs, PC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a Company designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for the purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Hood & Associates CPAs, PC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Oklahoma State Auditor and Inspector General, Oversight Agency for Audit, or Pass-through Entity. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Violet Kirkendall is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit as soon after June 30, 2023 as records are made available to us.

We have developed an audit plan and budget for this engagement based on our limited understanding of your financial records and your reporting requirements. Our fee for this engagement is based on our standard hourly rates. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. The budget for this engagement at standard audit rates is as follows:

- Audit of financial statements provided…………………………………………$17,500

This fee does not include the fee for a single audit. If a single audit is required, the fee for the audit of one major program is $2,500.

In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will keep you informed of any problems we encounter and our fees will be adjusted accordingly.

Reporting

We will issue a written report upon completion of our audit of City of Pryor's financial statements and our single audit. Our report will be addressed to management of City of Pryor. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will state (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

The report will also state that the report is not suitable for any other purpose. If during our audit we become aware that City of Pryor is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,

Hood & Associates CPAs, PC

RESPONSE:

This letter correctly sets forth the understanding of City of Pryor.

Management signature: _______________________________________

Title:____

Date:____

MAYES COUNTY JAIL AGREEMENT

THIS AGREEMENT, made and entered into this **July 1, 2024** by and between the Board of County Commissioners of the County of Mayes, State of Oklahoma, hereinafter referred to as the "County", and the Board of Trustees of the **City of Pryor Creek**, a municipal corporation in Mayes County, Oklahoma, hereinafter referred to the " Town' WITNESSETH:

WHEREAS, the Town has need to use the County Jail located in the City of Pryor Creek, Mayes County, Oklahoma, operated by the County, for the purpose of incarcerating the Town's prisoners awaiting trial or in serving a sentence; and,

WHEREAS, the jail operated by the County is in compliance with the standards established by the Interlocal Cooperation Act, being Title 74 OSA (1981) Sec.1001, et seq.

NOW, THEREFORE, IN CONSIDERATION OF THE FOLLOWING PROVISIONS AND THE MUTUAL BENEFITS TO RESULT TO EACH OF THE PARTIES, WE AGREE AS FOLLOWS:

(1) Town prisoners shall hereafter be confined in the Mayes County Jail and shall be transported to and from said County jail by officers or agents of the Town.

(2) Prisoners may be received by the Mayes County Sheriff, after the town officer or agent has ensured prisoner has received medical attention, if necessary, and will be in his custody until he releases them to an officer or agent of the Town or releases them on cash bond.

(3) Prisoners will be booked as prisoners of the "**CITY OF PRYOR CREEK"** The town officer delivering the prisoners to the jail will remain with the prisoner until the prisoner is placed within a cell. The town officer will provide a PC affidavit to the Jail within 8 hours of booking prisoner into the County Jail.

(4) The Town shall compensate the County at the rate of **$30.00** per day for each prisoner, to be paid monthly on a statement or invoice being rendered therefore by the County. This rate may be modified by the County only after the County has given the Town thirty (30) days written notice in advance of the effective date of the modification.

(5) If the prisoner requires medical attention or treatment, the County Sheriff shall notify the Town Police Chief and/or the on-call Shift Supervisor if time permits, and the Police Chief/Shift Supervisor shall arrange for the medical services. If the situation is such an emergency that the Sheriff, in his discretion, believes immediate medical service is needed for the prisoner, the Sheriff shall arrange for it. In any event, the Town shall pay for the medical services and save the Sheriff and the County harmless from liability.

(6) The Town shall provide a current cash bond schedule to the County Jail. Cash bonds collected by the County Jail will be deposited with the County Treasurer. The Sheriff's office shall mail a Sheriff's voucher to the Town Clerk in the amount of the cash bond. Surety bonds collected by the Jail will be mailed to the Town Clerk.

(7) A day is a calendar day consisting of 24 hours extending from midnight to midnight. The Town shall be charged for at least one (1) day for each Town prisoner admitted to the County Jail. If a prisoner is released on a day other than the day on which he or she was admitted, the Town shall be charged **$30.00** per day for each day or part thereof during which the prisoner remains in the custody of the County Jail.

(8) This agreement may be terminated by either Party upon giving the other Party written notice thirty (30) days in advance of the termination date.

(9) Notice shall be deemed given to the Town if mailed to the Town Clerk, **CITY OF PRYOR CREEK, P.O. BOX 1167 PRYOR, OK 74362.** Notice shall be deemed given to the County if mailed to the Mayes County Clerk, 1 Court Place - Suite 120, Pryor, Oklahoma 74361.

(10) The effective day of this agreement shall be **July 1, 2024**, regardless of the date upon which the agreement is actually executed by the Parties.

Dated this____________ day of ____________________ 2024

SEAL **CITY OF PRYOR CREEK**

________________________ _________________________________

TOWN CLERK **MAYOR**

BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF MAYES, STATE OF OKLAHOMA

____
DARRELL YODER-CHAIRMAN

____
ALVA MARTIN

____
RANDY PIERCE

_________________________________ DATED ______________________
BRITTANY TRUE-HOWARD
COUNTY CLERK

City of Pryor Creek, Oklahoma
Public Nuisance Abatement

Site Characteristics & Proposed Bid Submittal

Address: 1210 NE 4th

Legal: Pryor Acreage 0021N 0019E Size of Lot .38 acres.

Owner: City of Pryor Creek

Project Overview: **Remove all vegetation by mowing and weed eating and make to a mowable state. Leave mature trees. See attached photos.**

Company Name: McWhirt Trucking

Mailing Address: 1672 N 4425 Salina OK 74365

Contact Person/Title: Casey McWhirt Manager

Phone/Cell: 918-637-2886

E-Mail: mcwhirttrucking@gmail.com

Proposed Bid Amount

$ 1,000

Anticipated Completion Date:

6-30-24

Please attach a copy of liability insurance form.

I, as authorized signatory for the above firm, do hereby authorize the City of Pryor Creek, Oklahoma, to consider this quotation for the purchase abatement services as specified. I also agree to hold the City of Pryor Creek, and employees and agents thereof, harmless from liability for personal injuries and/or property damages resulting from any actions performed under arrangements of this quotation submittal.

Casey McWhirt
Name

6-3-24
Date

City of Pryor Creek, Oklahoma
Public Nuisance Abatement

Site Characteristics & Proposed Bid Submittal

RECEIVED
JUN 04 2024
CITY CLERK'S OFFICE
PRYOR CREEK, OK

Address: 1210 NE 4th

Legal: Pryor Acreage 0021N 0019E Size of Lot .38 acres.

Owner: City of Pryor Creek

Project Overview: **Remove all vegetation by mowing and weed eating and make to a mowable state. Leave mature trees. See attached photos.**

Company Name: Dixon lawn service

Mailing Address: 507 S Adair St, Pryor OK 74361

Contact Person/Title: Doug dixon

Phone/Cell: (918) 373-0067

E-Mail: dougdixon0067@gmail.com

Proposed Bid Amount

$ 1200.00

Anticipated Completion Date:

6/17/24

Please attach a copy of liability insurance form.

I, as authorized signatory for the above firm, do hereby authorize the City of Pryor Creek, Oklahoma, to consider this quotation for the purchase abatement services as specified. I also agree to hold the City of Pryor Creek, and employees and agents thereof, harmless from liability for personal injuries and/or property damages resulting from any actions performed under arrangements of this quotation submittal.

Doug dixon
Name

2/04/24
Date

Bostick Electric LLC
OK LIC #33987
PO BOX 141
Pryor, OK 74362
918-373-1542

June 12, 2024

ATTN: Cari Boatwright
Job: Outside lights X5
Quote: $4120.00

This quote is for the material and labor to add the 5 new PLS/XTOR12B wall pack lights that will match the existing wall pack lights on the outside of the building.

Thank You for Your Business

Jack Bostick

2 J'S ELECTRIC INC.

STATE LICENSE #: OK46359 AR4850 MD2743 VA2705 NC21455 TN050069

4266 W. HIGHWAY 20
PRYOR CREEK, OK 74361
OFFICE (918) 825-6506
FAX (918) 825-7090
OFFICE@2JSELECTRIC.COM

April 23, 2024

TO: **Pryor Library**
ATTN: **Cari**
SUBJECT: **Electrical Quote – Pryor Library add (5) wall packs**

Thank you for letting 2 J's Electric provide you an electrical quote. Our goal is to offer competitive pricing that's balanced with quality service. After reviewing the plans and specs, I estimate the cost to be as shown below:

Electrical Quote for this Work: $4,350.00

INCLUSIONS:

Permit fee.
Furnish and install (5) new wall packs to match existing wall packs on the new part of the library.
Furnish and install mc conduit and wire coming off the existing photocell used to control current wall packs.

EXCLUSIONS:

Dumpster for trash removal.
Painting of any kind.
Prevailing wages.

All work will be completed in a competent manner according to standard business practices. Any deviation or alteration to the scope of work involving extra costs will become an additional charge over and above this estimate. This estimate is based on normal weekday working hours and does not cover any charges incurred due to accelerated construction schedules, construction delays, or change alterations. *Pricing will be honored for 20 days due to the market fluctuations in material costs.*

Should you have any questions or require clarification, please contact me at any time, and I will do my level best to be of assistance. Again, we appreciate you for allowing us to show you what we can do on this project. Please remember us for all your electrical needs.

Respectfully Submitted By,
Brian Buller | PM of 2 J's Electric Inc. | (918) 825-6506

PRYOR PUBLIC LIBRARY

Cari Boatright Rérat <reratc@pryorlibrary.org>

Request for Quote - Exterior Lights on the Pryor Library

1 message

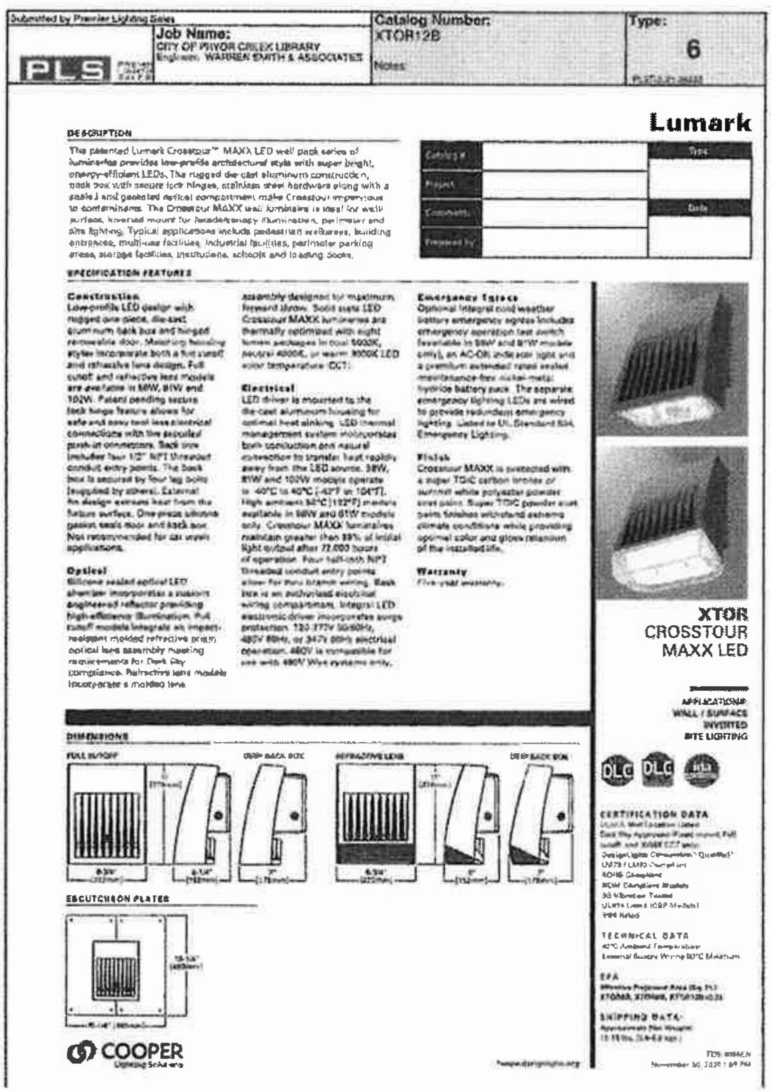
Cari Boatright Rérat <reratc@pryorlibrary.org> Wed, May 8, 2024 at 11:45 AM
To: esi@esipryor.com

Hello!

We'd like to have at least 5 lights installed on the west side of the exterior of our Library building. During our expansion project, exterior lights on the east side of the building, so now we'd like to have the west side match.

Below is what I found online about the existing lights.

We need to get the project encumbered before the end of the fiscal year, so I'd appreciate a quote within a week or so.


Submitted by Premier Lighting Sales

PLS

Job Name: CITY OF PRYOR CREEK LIBRARY
Engineer: WARREN SMITH & ASSOCIATES

Catalog Number: XTOR12B

Notes:

Type: 6

Lumark

DESCRIPTION

Catalog #		Type
Project		
Comments		Date
Prepared by		

SPECIFICATION FEATURES

Construction

Electrical

Emergency Egress

Finish

Warranty

Optical

XTOR
CROSSTOUR
MAXX LED

DIMENSIONS

ESCUTCHEON PLATES

COOPER

Thank you so much!

Cari Boatright Rérat, MLIS
(she/her/hers)
Director

Change Order #1 Purchase Quote for:

Pryor Police Department

Chief Jeremy Cantrell

April 19, 2024

Prepared by:
Cory Box
National Sales Manager
918.392.3912

907 S. Detroit Ave
Suite 820
Tulsa, OK 74120
www.saltustechnologies.com

April 19, 2024

Chief Jeremy Cantrell

Pryor Police Department

RE: digiTICKET™ CHANGE ORDER #1

Dear Jeremy,

This letter outlines the change order that was recently discussed through email concerning a quote for six (6) additional licenses and sets of hardware. If you are okay with these changes and accept this quote, please sign and return this document at your earliest convenience. This executed document will amend your contract and future invoices accordingly.

Proposed Changes:

1. Add 6 additional digiTICKET licenses @ $700 each
2. Add 6 additional Spillman Flex data sharing mobile interface licenses @ $175 each
3. Add 6 additional Brother printers with the same peripherals included in the original purchase
4. Add 6 additional L-Tron DL scanners

Please see a detailed list of additions with associated costs below:

digiTICKET Purchase Price Quote

Software License Fees	Units	Fee	Total
digiTICKET Mobile Client Licenses	6	$ 700	$ 4,200
Flex Mobile -> digiTICKET Mobile interface licenses	6	$ 175	$ 1,050
TOTAL hardware (scanners, printers, cases, cables, etc.) **	1	$ 6,962	$ 6,962
TOTAL PURCHASE PRICE (Year 1)			**$ 12,212**

Recurring Annual Fees

Component	Units	Fee	Totals
Additional annual maintenance & support fees	6	22%	$ 1,155

Hardware

The following detailed hardware pricing was used to determine the hardware component of the purchase price included in summary above.

DETAILED HARDWARE QUOTE			
Item Name	**Qty**	**Unit Price**	**Total**
Thermal Ticket Printers			
Brother PocketJet 8 Thermal Printer			
PJ8 300dpi thermal USB printer, (only includes printer, requires power & USB cable)	6	$ 443	$ 2,660
2-Year Premier Service (Initial Service Plus 2 Additional Years)	6	$ 96.94	$ 581.64
USB Cable - 10ft length for PJ8 (Type A to C)	6	$ 22.12	$ 132.72
Car Adapter - Wired - 14ft length for PJ6 (Plus), PJ7 and RJ4	6	$ 24.07	$ 144.42
PJ7/8 Rugged Roll Case - Inlcudes: Printer Case,Paper Roll Spindle, Straight Connector DC Power Extension Cord (LBX041) & Shoulder Strap (LB3955)	6	$ 76.77	$ 460.62
Scanners			
L-Tron 2D License scanner w/curled cord and magnetic mount kit	6	$ 432.13	$ 2,592.78
Thermal Paper			
Thermal Paper; continuous roll, high temp, perforated, price per roll	30	$ 11	$ 330
	S/H Costs:		$ 60
	Total Hardware:		**$ 6,962**

Terms:

Total charges for this agreement are **$12,212.** Upon execution of this document, Saltus will invoice for $12,212.

Payment terms are NET 15.

By signing and returning this document you are signifying the acceptance of the Agreement and the terms and conditions as outlined above. This Agreement can only be modified when both parties agree in writing.

Signatures:

Agreed to:

City of Pryor/Police Department

By: ________________________________

Name: _____________________________

Title: ______________________________

Date: ____________________

Agreed to:

Saltus Technologies, LLC

By: ___________________________________

Name: Eric C. Fultz

Title: President/CEO

Date: ____________________

Bank of Commerce

June 10, 2024

Chief Cantrell,

Bank of Commerce will bid 5.25% for a lease purchase in the amount of $240,000 for the purchase and outfitting of three (3) vehicles for the Pryor Creek Police Department. The term of the lease purchase will be for up to 5 years (60 months).

The payments for $240,000 at 5.25% for 60 months are $4,565.33, with the first payment due 30 days from the origination date.

The lease purchase will allow for multiple advances up to the $240,000 to allow for shipping times, down payment requirements, and installation times.

The rate and terms of this bid will be valid for 180 days.

At Your Service Since 1896,

Adam C. Anderson

Adam C. Anderson | President & CEO
Bank of Commerce | PO Box 1890 | Catoosa, OK 74015
Office: 918-266-2567| Cell: 918-630-1116| Fax: 918-266-6637| NMLS# 791223|BOC NMLS# 777126
E-mail address: adama@bankboc.com

RCB Bank – Municipal Lease Term Sheet

The following Lessee is requesting **RCB Bank** to serve as Lessor with respect to obtaining lease-purchase financing for the specified equipment acquisitions of the Lessee, as set out below. Please provide the information requested for this lease-purchase transaction to **RCB Bank**.

		Date:	5-8-24
Name of Lessee:	City of Pryor	**TIN:**	
Contact Name:	Jeremy Cantrell, Chief of Police	**Phone:**	918-825-1212
Email:		**Fax:**	
Physical Address:			
Mailing Address:			

Equip/Property Description:	3 x '24 Tahoe Police Units w/upfit

Vendor:			
Vendor Contact:		**Phone:**	

Amt of Lease:	$240,000	**Terms:**	Monthly & annual payments
Est Delivery Date:	TBD		

Interest Commences: Date set out in Amortization Schedule or as Otherwise Agreed Upon.

Nature of Lease: The lease-purchase will be between the Lessee and the successful financier. A form of the lease is available from RCB Bank.

Other Matters: RCB Bank will use the state 120-b lease form plus our attachments

The Payments below include a $275.00 Doc Fee.

The Lease is subject to financial underwriting and RCB Board approval.

Quoted Rates are good for 30 days from bid date.

This quote is given for a "qualified tax-exempt obligation" within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, if this is not a "qualified tax-exempt obligation" rate(s) will be higher.

RCB – LEASE BID / FINANCING TERMS

Equipment Lease Options

	Term	Rate		Estimated Payment Amount	Payment Structure
☒	60 mos	5.81%	On an Actual/360 basis	$4,633.80	☒ Monthly ☐ Annual
☒	5 annual	5.81%	On an Actual/360 basis	$56,874.08	☐ Monthly ☒ Annual

Name of Lessor: **RCB Bank**
Bryant Vail, VP

Address of Lessor: **PO Box 278**
Vinita, OK 74301

Phone: 918-713-0208

Email: bryant.vail@rcbbank.bank

Gmail

Cantrell, Jeremy <cantrellj@pryorcreek.org>

Pryor Creek Police Department vehicle lease

Misty Wooldridge <mwooldridge@redcrown.org>
To: Jeremy Cantrell <cantrellj@pryorcreek.org>

Thu, May 9, 2024 at 10:06 AM

Gotcha!

Here is what you are looking at –

$240,000

60 mnth

7.49% rate

Est monthly payment $4837.91

First payment 60 days out

Let me know if you need this in more of a official document.

Have a great day!

[Quoted text hidden]

RCB Bank – Municipal Lease Term Sheet

The following Lessee is requesting **RCB Bank** to serve as Lessor with respect to obtaining lease-purchase financing for the specified equipment acquisitions of the Lessee, as set out below. Please provide the information requested for this lease-purchase transaction to **RCB Bank**.

		Date:	5-8-24
Name of Lessee:	City of Pryor	**TIN:**	
Contact Name:	Jeremy Cantrell, Chief of Police	**Phone:**	918-825-1212
Email:		**Fax:**	
Physical Address:			
Mailing Address:			

Equip/Property Description:	3 x '24 Tahoe Police Units w/upfit

Vendor:			
Vendor Contact:		**Phone:**	

Amt of Lease:	$240,000	**Terms:**	Monthly & annual payments
Est Delivery Date:	TBD		

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RCB – LEASE BID / FINANCING TERMS

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Name of Lessor: **RCB Bank**
Bryant Vail, VP

Address of Lessor: **PO Box 278**
Vinita, OK 74301

Phone: 918-713-0208
Email: bryant.vail@rcbbank.bank

Gmail

Cantrell, Jeremy <cantrellj@pryorcreek.org>

Pryor Creek Police Department vehicle lease

Misty Wooldridge <mwooldridge@redcrown.org> Thu, May 9, 2024 at 10:06 AM
To: Jeremy Cantrell <cantrellj@pryorcreek.org>

Gotcha!

Here is what you are looking at –

$240,000

60 mnth

7.49% rate

Est monthly payment $4837.91

First payment 60 days out

Let me know if you need this in more of a official document.

Have a great day!

[Quoted text hidden]

HOTEL / MOTEL TAX ALLOCATION GRANT PROJECT APPLICATION

To be considered for the City of Pryor Creek Hotel / Motel Tax Allocation Grant, please complete the form below.

Name: Pryor Area Arts and Humanities Council

Street address:
6 North Adair Street

Street address line 2:

City: Pryor

State: OK

Zip code: 74361

Contact Person

First name: Sue

Last name: Mayhue

Phone number: 918-386-2624

E-mail: scmayhue@gmail.com

Is your organization a non-profit or public tax-exempt organization as defined under Section 501(c)(3) of the Internal Revenue Code?

- (●) Yes
- ( ) No

Requested amount: $1,300

Applicant's Match amount: $4,536.00

Total Project Budget: $7,336.00

Description of event or project summary:

Provide a paragraph, a concise summary of your request and what it will accomplish. If your request is part of a larger project, you may briefly describe the over all project. However, please focus the bulk of your answer on the specific element for which you are requesting funding.

Pryor Area Arts and Humanities Council ("PAAHC") brings the Missoula Children's Theatre ("MCT") to Pryor each June. This request is to help us cover the cost of this program. MCT fosters creativity and enhances innate capabilities in individuals by providing access to community-driven performing arts experiences and actively engaging people in the arts. PAAHC will pay MCT, Inc. $3,900 to bring two directors, all costumes and sets for the musical production to Pryor for a week. PAAHC also provides hotel accommodations for the two directors at a cost of $1,336.

Where and when will the event take place?

The rehearsals and the musical production will be held at the Avra Performing Arts Center. Rehearsals begin June 10, 2024 at 10:00 am to 2:30 pm and continue each day until the production of Hercules is performed June 14, 2024 at 7:00 pm.

Resources available for project / event:

The theater group is sponsored by PAAHC. Volunteers will be present each day for rehearsals and the night of the performance. Registration for children ages 5 to 18 is $35 per child. Scholarships are available if the child's family is unable to pay. Tickets for the performance are $5. Pryor Public Schools makes the Avra Performing Arts Theater available to the event at no cost to PAAHC.

PROJECT BUDGET

Please detail the budget for your project. Specify whether your various match items will be cash or in-kind.

Pro-Forma

Project Title:

Missoula Children's Theatre

Revenues:

Total Requested from Hotel / Motel:

$1,300.00

Total Project Revenues:

$1,500.00

Expenses:

Advertising

$500.00

Promotional Printing

$300.00

Miscellaneous expenses:

MCT, Inc. $3,900.00
Hotel Accommodations for 2 directors - $1,336.00

Total Expenses:

$6,036.

HOTEL / MOTEL TAX ALLOCATION GRANT PROJECT APPLICATION

To be considered for the City of Pryor Creek Hotel / Motel Tax Allocation Grant, please complete the form below.

Name: Pryor Area Arts and Humanities Council

Street address:

6 North Adair Street

Street address line 2:

City: Pryor

State: OK

Zip code: 74361

Contact Person

First name: Sue

Last name: Mayhue

Phone number: 918-386-2624

E-mail: scmayhue@gmail.com

Is your organization a non-profit or public tax-exempt organization as defined under Section 501(c)(3) of the Internal Revenue Code?

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- ( ) No

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PROJECT BUDGET
Please detail the budget for your project. Specify whether your various match items will be cash or in-kind.

Pro-Forma
Project Title:

Missoula Children's Theatre

Revenues:

Total Requested from Hotel / Motel:

$1,300.00

Total Project Revenues:

$1,500.00

Expenses:

Advertising

$500.00

Promotional Printing

$300.00

Miscellaneous expenses:

MCT, Inc. $3,900.00
Hotel Accommodations for 2 directors - $1,336.00

Total Expenses:

$6,036.

HOTEL / MOTEL TAX ALLOCATION GRANT PROJECT APPLICATION

To be considered for the City of Pryor Creek Hotel / Motel Tax Allocation Grant, please complete the form below.

Name: Lake Area Softball Association

Street address:

P.O. Box 686

Street address line 2:

City: Pryor

State: OK

Zip code: 74362

Contact Person

First name: Cambra

Last name: Fields

Phone number: 918.864.0188

E-mail: cambra.soukup@live.com

Is your organization a non-profit or public tax-exempt organization as defined under Section 501(c)(3) of the Internal Revenue Code?

○ Yes

◉ No

Requested amount: $5,000

Applicant's Match amount: $5,000

Total Project Budget: $15,000

Description of event or project summary:
Provide a paragraph, a concise summary of your request and what it will accomplish. If your request is part of a larger project, you may briefly describe the over all project. However, please focus the bulk of your answer on the specific element for which you are requesting funding.

LASA's immediate need is getting shade over the bleachers (fan area) at each field. We have 3 fields at the complex & there are 2 bleachers at each field, for a total of 6 bleachers.

Where and when will the event take place?

Shade installation will begin as soon as we have locked down funding and the contractor can get to our project. Projected will be completed by Fall of 2022.

Resources available for project / event:

Contractor will be hired out to complete the entire project.

PROJECT BUDGET
Please detail the budget for your project. Specify whether your various match items will be cash or in-kind.

Pro-Forma
Project Title:

Shade over 6 bleachers

Revenues:

Total Requested from Hotel / Motel:

$5,000

Total Project Revenues:

$0

Expenses:

Advertising

$0

Promotional Printing

$0

Miscellaneous expenses:

We have requested funds of $5,000 from the EDTA Sports Economic Impact Grant.

We plan on using $5,000 of our own money to come up with a third of the monies needed.

Total Expenses:

$15,000

Pryor Youth Softball Organization Inc
PO Box 686
Pryor, OK 74362

1016

86-8614/3039

4/25/24
Date

CHECK ARMOR

Pay to the Order of Mibb Construction $ 15,000 00

fifteen thousand dollars & no/100 Dollars

Photo Safe Deposit® Details on back

RED CROWN CREDIT UNION
18 N. Rowe St.
Pryor, OK 74361
www.redcrown.org

For Shade Structure Project

⑆303986148⑆ ⑈00056157⑈ 1016

Harland Clarke

INVOICE

Mibb Construction

Date: Aoril 25th, 2024
INVOICE # 100

To

PYSO
P.O. Box 686
Pryor, OK 74362
918.864.0188
Customer Name: Cambra Fields

Salesperson	Job	Payment Terms	Due Date
		Due on receipt	

Qty	Description	Unit Price	Line Total
6	Shade Structure over bleachers		15,000

PAID
CK # 1016

Subtotal	
Sales Tax	
Total	15,000

Make all checks payable to Mibb Construction

Thank you for your business!

120,097.04 -> 70,569.02

Invoice - PRY-19-02-19, 12/31/2022, General Services					
Salt Branch Master Drainage Study					
	hrs	$/hr	$ Total	Discount	$ Total
Engineer Time	6	$ 200.00	$ 1,200.00	50%	$ 600.00
Tech Time	36	$ 100.00	$ 3,600.00	50%	$ 1,800.00
Sub-Contractor (IHS Bill Smith)			$ 550.00	0%	$ 550.00
			$ 5,350.00		**$ 2,950.00**
High School Drainage Issues					
	hrs	$/hr	$ Total	Discount	$ Total
Engineer Time	16	$ 200.00	$ 3,200.00	50%	$ 1,600.00
			$ 3,200.00		**$ 1,600.00**
Pryor Welcome Signs					
	hrs	$/hr	$ Total	Discount	$ Total
Engineer Time	4	$ 200.00	$ 800.00	50%	$ 400.00
			$ 800.00		**$ 400.00**
N. Bailey Street Confirmation of Drainage as Detention					
	hrs	$/hr	$ Total	Discount	$ Total
Engineer Time	10	$ 200.00	$ 2,000.00	100%	$ -
Tech Time	4	$ 100.00	$ 400.00	100%	$ -
			$ 2,400.00		**$ -**
The District Annexation					
	hrs	$/hr	$ Total	Discount	$ Total
Engineer Time	20	$ 200.00	$ 4,000.00	50%	$ 2,000.00
			$ 4,000.00		**$ 2,000.00**
			$ 15,750.00	**56%**	**$ 6,950.00**

Invoice - PRY-20-03-01, 12/26/2022~~, Hourly~~					
Salt Branch Drainage Improvements Phase 1					
	hrs	$/hr	$ Total	Discount	$ Total
Engineer Time	28	$ 200.00	$ 5,600.00	50%	$ 2,800.00
EI Time	60	$ 105.00	$ 6,300.00	50%	$ 3,150.00
Tech Time	40	$ 100.00	$ 4,000.00	50%	$ 2,000.00
			$ 15,900.00		**$ 7,950.00**

Invoice - PRY-20-05-06, 12/26/2022, Hourly					
Chamber of Commerce Roof Replacement					
	hrs	$/hr	$ Total	Discount	$ Total
Engineer Time	4	$ 200.00	$ 800.00	50%	$ 400.00
			$ 800.00		**$ 400.00**

5 EASMENTS BY Goldies

Invoice - PRY-21-02-01, 12/26/2022, Hourly					
Drainage Easements SE 7th and HWY 69					
	hrs	$/hr	$ Total	Discount	$ Total
Engineer Time	16	$ 200.00	$ 3,200.00	80%	$ 640.00
Tech Time	9	$ 100.00	$ 900.00	80%	$ 180.00
			$ 4,100.00		**$ 820.00**

Cem Care fund.

Invoice - PRY-21-05-03, 12/26/2022, Hourly					
Cemetery Street Repairs 2021					
	hrs	$/hr	$ Total	Discount	$ Total
Engineer Time	8	$ 200.00	$ 1,600.00	50%	$ 800.00
EI Time/RPR	35	$ 105.00	$ 3,675.00	50%	$ 1,837.50
Tech Time	12	$ 100.00	$ 1,200.00	50%	$ 600.00
			$ 6,475.00		**$ 3,237.50**

Invoice - PRY-21-06-01, 12/26/2022, Hourly					
Whitaker Park Pool Study					
	hrs	$/hr	$ Total	Discount	$ Total
Engineer Time	8	$ 200.00	$ 1,600.00	100%	$ -
			$ 1,600.00		**$ -**

STREET COM.

CURBS

Invoice - PRY-21-07-01, 12/26/2022, Hourly					
Whitaker Park Tennis Court Parking Lot					
	hrs	$/hr	$ Total	Discount	$ Total
Engineer Time	16	$ 200.00	$ 3,200.00	50%	$ 1,600.00
EI Time	6	$ 105.00	$ 630.00	50%	$ 315.00
Tech Time	120	$ 100.00	$ 12,000.00	50%	$ 6,000.00
			$ 15,830.00		**$ 7,915.00**

Invoice - PRY-22-03-01, 12/26/2022, Hourly					
Centennial Park Bridge					
	hrs	$/hr	$ Total	Discount	$ Total
Engineer Time	1	$ 200.00	$ 200.00	100%	$ -
EI Time	1	$ 105.00	$ 105.00	100%	$ -
			$ 305.00		**$ -**

Invoice - PRY-22-04-01, 12/26/2022, Hourly					
Wildflower Butterfly Plot					
	hrs	$/hr	$ Total	Discount	$ Total
Engineer Time	1	$ 200.00	$ 200.00	80%	$ 40.00
Tech Time	8	$ 100.00	$ 800.00	80%	$ 160.00
			$ 1,000.00		**$ 200.00**

Invoice - PRY-22-05-01, 12/26/2022, Hourly					
Graham Building Kitchen Roof Repairs					
	hrs	$/hr	$ Total	Discount	$ Total
Engineer Time	8	$ 200.00	$ 1,600.00	80%	$ 320.00
EI Time	8	$ 105.00	$ 840.00	80%	$ 168.00
			$ 2,440.00		**$ 488.00**

Invoice - PRY-22-06-01, 12/26/2022, Hourly					
Gaither Road Study - 3 Lanes (HWY 20 to High School)					
	hrs	$/hr	$ Total	Discount	$ Total
Engineer Time	4	$ 200.00	$ 800.00	50%	$ 400.00
Tech Time	33	$ 100.00	$ 3,300.00	50%	$ 1,650.00
			$ 4,100.00		**$ 2,050.00**

Invoice - PRY-22-07-01, 12/26/2022, Hourly					
Wall Maps					
	hrs	$/hr	$ Total	Discount	$ Total
Engineer Time	4	$ 200.00	$ 800.00	0%	$ 800.00
Tech Time	24	$ 100.00	$ 2,400.00	0%	$ 2,400.00
			$ 3,200.00		**$ 3,200.00**

Invoice - PRY-21-08-01, 12/26/2022, Hourly					
Animal Shelter Sewer Issues					
	hrs	$/hr	$ Total	Discount	$ Total
Engineer Time	3	$ 200.00	$ 600.00	100%	$ -
EI Time	6	$ 105.00	$ 630.00	100%	$ -
Tech Time	1	$ 100.00	$ 100.00	100%	$ -
			$ 1,330.00		**$ -**

Invoice - PRY-16-02-50, 10/31/2022, Plan Reviews					
Dollar Tree Plan Review					
	SQ FT	$/SQ FT	$ Total	Discount	$ Total
Engineer	14,388	$ 0.15	$ 2,158.20	50%	$ 1,079.10
			$ 2,158.20		**$ 1,079.10**
CDC and Head Start Plan Review					
	SQ FT	$/SQ FT	$ Total	Discount	$ Total
Engineer	38,628	$ 0.03	$ 1,158.84	50%	$ 579.42
			$ 1,158.84		**$ 579.42**

Invoice - PRY-19-04-11, 12/26/2022, Work Order Totals

Channel Stabilization and Flood Control at SE 14th and S Fairland Street (Phase 1)

	Previous	Current	$ Total	Discount	$ Total
Plans and Specifications	$ 5,000.00	$ 5,000.00	$ -	0%	$ -
Construction Management	$ 2,500.00	$ 2,500.00	$ -	0%	$ -
RPR (9 Months)	$ 750.00	$ 13,500.00	$ 12,750.00	0%	$ 12,750.00
Engineering Report Phase 2	$ 3,750.00	$ 5,000.00	$ 1,250.00	0%	$ 1,250.00
Site Survey (Green Country)	$ 1,400.00	$ 1,400.00	$ -	0%	$ -
Hydrologist (Modeling)	$ 7,000.00	$ 7,000.00	$ -	0%	$ -
Design/CM/RPR Phase 2	TBD	$ -	TBD	0%	TBD
			$ 14,000.00		**$ 14,000.00**

Invoice - PRY-19-05-14, 12/23/2022, Work Order Totals

Drainage Improvements at NE 3rd and East Manor Drive

	Previous	Current	$ Total	Discount	$ Total
Plans and Specifications	$ 12,000.00	$ 12,000.00	$ -	0%	$ -
Construction Management	$ 2,500.00	$ 2,500.00	$ -	0%	$ -
Inspection RPR (9 Months)	$ 750.00	$ 7,500.00	$ 6,750.00	11.11%	$ 6,000.00
			$ 6,750.00		**$ 6,000.00**

Invoice - PRY-20-01-09, 12/26/2022, Work Order Totals

Dog Pound Road Bridge Replacement & SW 9th Pavement Repair Project

	Previous	Current	$ Total	Discount	$ Total
Plans and Specifications	$ 24,000.00	$ 24,000.00	$ -	0%	$ -
Construction Management	$ 8,000.00	$ 8,000.00	$ -	0%	$ -
RPR (3 Months)	$ 5,000.00	$ 7,500.00	$ 2,500.00	0.00%	$ 2,500.00
			$ 2,500.00		**$ 2,500.00**

Invoice - PRY-21-04-06, 12/23/2022, Work Order Totals

2021 Street Rehabilitation Project

	Previous	Current	$ Total	Discount	$ Total
Preliminary Design	$ 15,000.00	$ 15,000.00	$ -	0%	$ -
Approved Design	$ 15,000.00	$ 15,000.00	$ -	0%	$ -
Biding Services	$ 5,000.00	$ 5,000.00	$ -	0%	$ -
Construction Management	$ 750.00	$ 7,500.00	$ 6,750.00	0%	$ 6,750.00
RPR (2 Months)	$ 1,500.00	$ 3,000.00	$ 1,500.00	0%	$ 1,500.00
			$ 8,250.00		**$ 8,250.00**