

**NOTICE & AGENDA
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA**

TUESDAY, APRIL 21ST, 2015 AT 6:00 P.M.

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.

1. Call to Order, Prayer, Pledge of Allegiance, Roll Call.
2. Petitions from the Audience. (Limited to 5 minutes.)
3. Mayor's Report:
 - a. Approve acceptance of Oklahoma Tobacco Settlement Endowment Trust (TSET) grant in the amount of \$50,000.00 for the purpose of supporting improved health for citizens of Pryor Creek.
 - b. Announcement regarding the Pryor Creek Fire Department testing fire hydrants starting around the end of April.
4. City Attorney's Report:
 - a. Report on John Vincent review and findings regarding the City of Pryor Creek Charter.
5. Discuss, possibly act on Consent Agenda. (Items deemed non-controversial and routine in nature to be approved by one motion without discussion. Any Council member wishing to discuss an item may request it be removed and placed on the regular agenda.)
 - a. Approve minutes of April 7th, 2015 Council meeting.
 - b. Approve payroll purchase orders through April 24th, 2015.
 - c. Approve claims for purchase orders through April 21st, 2015.
 - d. Acknowledge receipt of deficient purchase orders.
 - e. Approve March Appropriations Request.
 - f. Approve transferring Oklahoma Tax Commission's monthly Use Tax from Capital Outlay to the General Fund effective with taxes received in May.
 - g. Approve expenditure of \$4,500.00 to Reed's Backhoe and Dozier Service as low bidder for the demolition of structure located at 203 North Indianola Street. Other bids received: Pat Ambler - \$5,800.00 and Delbert Eichelberger - \$4,460.00 (bid contained wrong address and no liability insurance or worker's compensation insurance provided).
 - h. Approve expenditure of \$2,150.00 to Reed's Backhoe and Dozier Service as low bidder for demolition of structure located at 112 North Taylor Street. Other bids received: Pat Ambler - \$5,800.00 and Delbert Eichelberger - \$4,325.00 (no liability insurance or worker's compensation insurance provided).
 - i. Approve waiving the fee as required per Pryor Creek Code of Ordinances 5-4c-2 in the amount of \$250.00 (public display – fireworks) for Pryor Freedom Fest Fourth of July Celebration.
 - j. Approve increasing all Red Cross Certified Lifeguards to \$8.50 per hour (bill rate of \$11.22) through PeopleLink Staffing effective April 27th, 2015.
 - k. Approve appointment of Jessie Philpot as Manager for the Pryor Public Pool at \$11.00 per hour (bill rate of \$14.52) through PeopleLink Staffing effective April 27th, 2015.
 - l. Approve expenditure in the amount of \$4,792.31 less tax of \$266.16 for a total expenditure amount of \$4,526.15 for one (1) Hanovia UV Light Unit PMD200E1/W including parts and service from Recreation Center Aquatics. Other quotes received: R & K Aquatics Services - \$5,194.95 and Aquatic Resources, Inc. - \$5,075.00.
 - m. Approve Proclamation proclaiming the month of May 2015 "Motorcycle Safety and Awareness Month" in the City of Pryor Creek.
 - n. Approve Proclamation proclaiming the month of July 2015 as "Water's Worth It Month" in the City of Pryor Creek.
 - o. Approve awarding of Pryor Bicycle / Pedestrian Master Plan contract to Land Plan Consultants, Inc. in the amount of \$22,500.00 from TSET Grant funds.
 - p. Approve rescinding the April 7th, 2015 approval of the purchase of one (1) John Deere 2025R Compact Utility Tractor (18 PTO hp) at \$13,955.94 and one (1) 62D In. OnRamp Mid-Mount Side Discharge Mower at \$2,231.45 for a total price of \$16,187.40 per Stte Contract OK SW190 from P & K Equipment, Pryor, Oklahoma from Cemetery Capital Outlay (Account #44-445-5413).
 - q. Approve the expenditure of \$16,361.28 for the purchase of one (1) John Deere 2025R Compact Utility Tractor (18 PTO hp) and one (1) 62D In. OnRamp Mid-Mount Side Discharge Mower per State Contract OK SW196 (instead of the SW190 approved on the April 7th, 2015 agenda) from P & K Equipment, Pryor, OK from Cemetery Capital Outlay (Account #44-445-5413).
6. Committee Reports:
 - a. Budget / Personnel (Rosamond)
 - b. Ordinance / Insurance (Rains)
 - c. Street / Maintenance Garage (Barnes)

7. Unforeseeable business. (ANY MATTER NOT REASONABLY FORESEEN PRIOR TO POSTING OF AGENDA.)
8. Adjourn.

PRYOR PUBLIC WORKS AUTHORITY

1. Call to Order.
2. Discuss, possibly act on approval of minutes of April 7th, 2015 meeting.
3. Unforeseeable business. (ANY MATTER NOT REASONABLY FORESEEN PRIOR TO POSTING OF AGENDA.)
4. Adjourn.

FILED APRIL 17TH, 2015 AT 5:00 P.M. BY MAYOR JIMMY TRAMEL.



POSTED ON THE BULLETIN BOARD AT CITY HALL, 12 NORTH ROWE STREET IN PRYOR CREEK, OKLAHOMA, APRIL 17TH, 2015 AT 5:00 P.M. BY CITY CLERK EVA SMITH.





**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, APRIL 7TH, 2015 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. Notice was also faxed to *The Paper* and *The Times* newspapers and delivered to the Council members.

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

Mayor Jimmy Tramel called the meeting to order at 6:00 p.m. The Prayer and the Pledge of Allegiance were conducted by Houston Brittain. Roll call was conducted by City Clerk Eva Smith. Council members present included: Roger Willcutt, Dennis Olson, Leonard Barnes, Houston Brittain, Greg Rosamond and Drew Stott. Council members absent: Randy Chitwood and Ryan Rains.

Department Heads and other City Officials present were: City Attorney K. Ellis Ritchie, Police Chief Dennis Nichols, Assistant Police Chief Derek Melton, Fire Chief Tim Thompson, Park Superintendent Frank Powell, Street Superintendent Jack Downing, Assistant Fire Chief B.K. Young, Building Inspector / Code Enforcer Doug Moore, Recreation Center Director Laura Holloway.

Others: Mehlburger Brawley Engineer Steve Powell, Municipal Utility Board Manager Gary Pruett, Pryor Main Street Director B.J. Cummings, Planning and Zoning Member and Pryor Main Street Member Travis Noland, Fireman John Ballew.

**2. PETITIONS FROM THE AUDIENCE.
(LIMITED TO 5 MINUTES)**

There were no petitions from the audience.

Mayor Tramel moved to item 3b.

3. MAYOR'S REPORT:

b. APPROVE ACCEPTANCE OF OKLAHOMA TOBACCO SETTLEMENT ENDOWMENT TRUST (TSET) GRANT IN THE AMOUNT OF \$50,000.00 FOR THE PURPOSE OF SUPPORTING IMPROVED HEALTH FOR THE CITIZENS OF PRYOR CREEK, OKLAHOMA.

There was no action on this item.

c. APPROVE AUTHORIZING MAYOR TO SIGN PROCLAMATION DECLARING KIDS TO PARKS DAY: SATURDAY, MAY 16TH, 2015.

Motion was made by Willcutt, second by Barnes to approve authorizing Mayor to sign Proclamation declaring Kids to Parks Day: Saturday, May 16th, 2015. Voting yes: Willcutt, Olson, Barnes, Brittain, Rosamond, Stott. Voting no: none.

d. APPROVE AUTHORIZING MAYOR TO SIGN RESOLUTION PROCLAIMING THE MONTH OF APRIL 2015 AS "FAIR HOUSING MONTH."

Motion was made by Rosamond, second by Brittain to approve authorizing Mayor to sign Resolution 2015-1 proclaiming the Month of April 2015 as "Fair Housing Month." Voting yes: Olson, Barnes, Brittain, Rosamond, Stott, Willcutt. Voting no: none.

e. APPROVE A RESOLUTION IN SUPPORT OF CREATION OF COMMUNITY WIDE DRUG AND ALCOHOL FREE "AFTER" PROM AND "AFTER" HIGH SCHOOL GRADUATION EVENTS FOR THE CITY OF PRYOR CREEK.

Motion was made by Brittain, second by Barnes to approve Resolution # 2015-2 in support of creation of community wide Drug and Alcohol Free "after" Prom and "after" High School Graduation events for the City of Pryor Creek. Voting yes: Barnes, Brittain, Rosamond, Stott, Willcutt, Olson. Voting no: none.

Mayor Tramel moved back to item 3a.

a. SCOTT DAY (OKLAHOMA MAIN STREET ARCHITECT) TO ENTERTAIN QUESTIONS FOR THE POCKET PARK PROJECT.

There was a conference call with Scott Day to ask questions regarding the Pocket Park.

f. JOHN VINCENT CHARTER REVIEW REPORT.

There was no action on this item. The Charter will be reviewed at the next Council meeting April 21st, 2015.

4. CITY ATTORNEY’S REPORT:

There was no report presented.

5. DISCUSS, POSSIBLY ACT ON CONSENT AGENDA.

(ITEMS DEEMED NON-CONTROVERSIAL AND ROUTINE IN NATURE TO BE APPROVED BY ONE MOTION WITHOUT DISCUSSION. ANY COUNCIL MEMBER WISHING TO DISCUSS AN ITEM MAY REQUEST IT BE REMOVED AND PLACED ON THE REGULAR AGENDA.)

- a. Approve minutes of March 17th, 2015 Council meeting.
- b. Approve payroll purchase orders through April 10th, 2015.
- c. Approve claims for purchase orders through April 7th, 2015.

APPROVE PURCHASE ORDERS THROUGH APRIL 7th, 2015.

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	1420142281 - 1420142191	\$ 64,752.22
STREET & DRAINAGE	1420142191 - 1420142291	24,253.39
CEMETERY CARE FUND	1420142281	62.50
GOLF	1420142233 - 1420142235	11,120.05
CAPITAL OUTLAY	1420142181 - 1420142268	26,011.40
REAL PROPERTY	910561B	1,800.00
RECREATION	1420142214 - 1420142137	27,675.96
P.P.W.A.	1420142306	5,000.00
E-911	1420142145 - 1420142264	695.91
CDBG	1420142229 - 1420142231	12,462.70
DONATIONS	1420142262	\$ 221.85
	TOTAL	\$ 174,055.98
<u>NEW BLANKET PURCHASE ORDER</u>		
910616B	TRACTOR SUPPLY	\$ 100.00
910617B	WALMART COMMUNITY	150.00
910618B	SAM’S CLUB	150.00
910619B	CHEMSEARCH	\$ 765.00
	TOTAL	\$ 1,165.00

- d. Acknowledge receipt of deficient purchase orders.

<u>PO NUMBER</u>	<u>INVOICE#</u>	<u>VENDOR</u>	<u>AMOUNT</u>	<u>REASON FOR DEFICIENCY</u>	<u>ISSUING DEPARTMENT</u>
1420142286	16622	SADLER PAPER COMPANY	\$796.50	ORDERED W/O PURCHASE ORDER	RECREATION CENTER
1420142185	14494	SUNBELT POOLS	\$570.74	ORDERED W/O PURCHASE ORDER	RECREATION CENTER
1420142227	073681	C & R OIL COMPANY	\$1,148.93	ORDERED W/O PURCHASE ORDER	GOLF
1420142234	RM15013057	DOLESE BROS. CO.	\$581.00	ORDERED W/O PURCHASE ORDER	GOLF
1420142232	90488178	E-Z GO DIVISION OF TEXTRON	\$851.95	ORDERED W/O PURCHASE ORDER	GOLF
1420142182	203205	YARBROUGH INDUSTRIES	\$671.55	ORDERED W/O PURCHASE ORDER	STREET

- e. Approve Infrastructure Solutions Group, LLC. dba Mehlburger Brawley to advertise for bids for the Whitaker Park Splash Pad.
- f. Approve Phase 1 design of Fairview Cemetery expansion, sections 234 and military section 224. (*Scrivener’s error: Agenda should have read sections 35 and 36.*)
- g. Approve Volunteer Firefighter’s Annual Compensation increase of \$11.60 per month (from \$289.60 to \$301.20) as defined by §49-101.2.
- h. Approve expenditure in the amount of \$5,000.00 for Invoice #0001 to Pryor Area Chamber of Commerce to sponsor Pryor Freedom Fest/Fourth of July Celebration from Account 88-885-5346.
- i. Approve expenditure in the amount of \$2,250.00 to Ladd’s Anytime Plumbing for plumbing work on installation of backup generator at the Pryor Street Department from Account 44-445-5491. Other bid received: S&J Plumbing - \$4,200.00. (*Scrivener’s error: Account number should read 44-445-5419.*)
- j. Approve expenditure in the amount of \$1,450.00 to Big Electric Co. Inc, for electrical work on the installation of backup generator at Pryor Street Department from Account 44-445-5491. Other bid received: Jerry Moore – ESI - \$3,000.00. (*Scrivener’s error: Account number should read 44-445-5419.*)
- k. Approve proposal from Infrastructure Solutions, LLC. dba Mehlburger Brawley to modify asphalt overlay project on Graham Avenue (Main Street) to include all North / South crosswalks. Total Project Estimate Cost - \$151,514.78.

- l. Approve authorizing Infrastructure Solutions, LLC. dba Mehlburger Brawley to seek bids for striping of Graham Avenue (Main Street) from US 69 to Hogan Street for asphalt overlay project.
- m. Approve Billy Roberts bid - \$4,751.00 as high bid for mower from sealed bids. Other bids received: Roger Willcutt - \$4,101.00, David Going - \$4,365.00.
- n. Approve purchase of one (1) John Deere 2025R Compact Utility Tractor (18 PTO hp) at \$13,955.94 and one (1) 62D In. OnRamp Mid-Mount Side Discharge Mower at \$2,231.46 for a total price of \$16,187.40 per State Contract OK SW190 from P&K Equipment Pryor, Oklahoma from Cemetery Capital Outlay Account 44-445-5413.
- o. Authorize Mayor to sign work order for professional services project number PRY-15-01 for N. Elliott Drainage Study in the amount of \$2,000.00 from Account 14-145-5075.
- p. Approve Pay Application #3 to Carter Douglas for CDBG Sidewalk Improvement Project in the amount of \$9,514.20.
- q. Approve Pay Application # 4 (Final) to Carter Douglas for CDBG Sidewalk Improvement Project PRY-13-04 in the amount of \$2,848.50.
- r. Approve Longan Construction Company, Inc/ Longan Ready Mix as sole source for Cold Patch Asphalt.
- s. Approve expenditure in the amount of \$2,522.63 for Invoice 12584 to Longan Construction Company, Inc/ Longan Ready Mix for Cold Patch Asphalt from Account 14-145-5033.
- t. Approve purchase of two (2) vehicle radar from Applied Concepts, Inc. in the amount of \$1,408.95 each to total \$2,817.90 from Account # 96-965-5543. Other bid received: Galls - \$1,427.99 each to total \$2,855.98. (No additional bids received.) (*Scrivener's error: Account number should read 96-965-5544.*)
- u. Approve payment of \$3,557.22 to Sunbelt Pools for Chemicals for the Pryor Creek Recreation Center from account 84-846-5032.
- v. Approve repair of 2005 Ford F250 Vin: 1FTSX21525EC88205, installation of remanufactured Ford engine including 3 year unlimited mileage warranty in the amount of \$7,491.00 from Account #14-145-5342.

Motion was made by Barnes, second by Willcutt to approve a - v less items e, k, v. Voting yes: Brittain, Rosamond, Stott, Willcutt, Olson, Barnes. Voting no: none.

e. APPROVE INFRASTRUCTURE SOLUTIONS GROUP, LLC. DBA MEHLBURGER BRAWLEY TO ADVERTISE FOR BIDS FOR THE WHITAKER PARK SPLASH PAD.

Motion was made by Brittain, second by Rosamond to approve Infrastructure Solutions Group, LLC. dba Mehlburger Brawley to advertise for bids for the Whitaker Park Splash Pad. Voting yes: Rosamond, Willcutt, Olson, Barnes, Brittain. Voting no: Stott.

k. APPROVE PROPOSAL FROM INFRASTRUCTURE SOLUTIONS, LLC. DBA MEHLBURGER BRAWLEY TO MODIFY ASPHALT OVERLAY PROJECT ON GRAHAM AVENUE (MAIN STREET) TO INCLUDE ALL NORTH / SOUTH CROSSWALKS. TOTAL PROJECT ESTIMATE COST - \$151,514.78.

Motion was made by Rosamond, second by Barnes to approve proposal from Infrastructure Solutions, LLC. dba Mehlburger Brawley to modify asphalt overlay project on Graham Avenue (Main Street) to include all North / South crosswalks. Total Project Estimate Cost - \$151,514.78. Voting yes: Stott, Willcutt, Olson, Barnes, Brittain, Rosamond. Voting no: none.

Randy Chitwood entered the meeting at 6:40 p.m.

v. APPROVE REPAIR OF 2005 FORD F250 VIN: 1FTSX21525EC88205, INSTALLATION OF REMANUFACTURED FORD ENGINE INCLUDING 3 YEAR UNLIMITED MILEAGE WARRANTY IN THE AMOUNT OF \$7,491.00 FROM ACCOUNT #14-145-5342.

Motion was made by Stott, second by Barnes to approve in the best interest of the city the repair of 2005 Ford F250 Vin: 1FTSX21525EC88205, installation of remanufactured Ford engine including 3 year unlimited mileage warranty by Roberts Lincoln Ford in the amount of \$7,491.00 from Account #14-145-5342. Voting yes: Willcutt, Olson, Barnes, Brittain, Rosamond, Chitwood, Stott. Voting no: none.

6. COMMITTEE REPORTS:

a. BUDGET / PERSONNEL (ROSAMOND)

Rosamond reported that a regular meeting will be held next week for the Budget / Personnel Committee.

b. ORDINANCE / INSURANCE (RAINS)

Rains was not present. Mayor reported there are items being prepared by Mr. Ritchie and Mr. Moore for a future Ordinance / Insurance meeting.

c. STREET / MAINTENANCE GARAGE (BARNES)

Barnes reported there will be a meeting for the Street / Maintenance Garage Committee the last Tuesday of this month.

7. UNFORESEEABLE BUSINESS.

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

There was no unforeseeable business presented.

8. ADJOURN.

Motion was made by Stott, second by Willcutt to adjourn. Voting yes: Olson, Barnes, Brittain, Rosamond, Chitwood, Stott, Willcutt. Voting no: none.

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Mayor Tramel called the Pryor Public Works Authority meeting to order at 7:45 p.m.

2. DISCUSS, POSSIBLY ACT ON APPROVAL OF MINUTES OF MARCH 17TH, 2015 MEETING.

Motion was made by Stott, second by Rosamond to approve minutes of March 17th, 2015 meetings. Voting yes: Barnes, Brittain, Rosamond, Chitwood, Stott, Willcutt, Olson. Voting no: none.

3. UNFORESEEABLE BUSINESS.

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

No unforeseen business was presented.

4. ADJOURN.

Motion was made by Brittain, second by Willcutt to adjourn from the Pryor Public Works Authority meeting. Voting yes: Brittain, Rosamond, Chitwood, Stott, Willcutt, Olson, Barnes. Voting no: none.

MINUTES APPROVED BY MAYOR / P.P.W.A CHAIRMAN JIMMY TRAMEL

MINUTES WRITTEN BY CITY CLERK / P.P.W.A SECRETARY EVA SMITH



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TSET Invoice Menu

Document Information: INV-HCIG-2014-PRYOR CREEK CI-00007

Parent Information: HCIG-2014-PRYOR CREEK CI-00002

[Details](#)

Info	Document Type	Organization	Role	Current Status	Period Date / Date Due
	TSET Invoice	Pryor Creek, City of	Authorized Official	Program Officer Review	05/30/2014 - 12/31/2015 12/31/2015 4:00PM CST

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LETTER OF AGREEMENT

Grantees are required to retain a copy of the grant contract. The application, letter of agreement and all required documentation will serve as the contract for this grant award. Please print a copy for your records.

**Oklahoma Tobacco Settlement Endowment Trust
Board of Directors
And
City of Pryor Creek**

Purpose

This agreement is with the City of (Grantee) for grant funds received from the Oklahoma Tobacco Settlement Endowment Trust Fund (TSET), through the Healthy Communities Incentive Grants Program.

Period of Agreement

The period of this agreement is from 02/23/2015 through 06/30/2015.
from 07/01/2015 through 02/22/2016.

Scope of Work

1. The City of Pryor Creek has completed all requirements under the Healthy Communities Incentive Grants program for the level of award in the amount of \$50,000.00, and the additional amount of \$0.00.
2. The City of Pryor Creek will provide TSET the Signed Letter of Agreement which includes supporting documents and new documents requiring signature:
 - a) Attachment A - Contract Non-Collusion Certification
Attachment B - Workers Compensation Clause
Attachment C - Vendor/Payee Form
Attachment D - Direct Deposit /Change Request Form New Bank Account

All documents must be completed, signed and returned to TSET.

- b) In the event that the grantee wishes to use grant funds for purposes other than those originally proposed, or if the grantee requires additional time beyond 06/30/2015 for completion of the project, the grantee agrees to seek prior written approval from TSET for any other uses of funding or an extension to the period of performance.
- c) The Grantee agrees to send TSET documentation acceptable to TSET upon completion of the project.
3. TSET will:
 - a) Issue the grant funds by 06/30/2015 or within 45 days of receipt of a properly completed paperwork.
 - b) Work with the Grantee in the event that the grantee wishes to use grant funds for purposes other than those originally proposed, or if the grantee requires additional time beyond 06/30/2015 for completion of the project to compliance with the guidelines of the original application.
 - c) Verify the completion of the proposed project.

TERMS and CONDITIONS**Access to Records:**

The Grantee agrees to maintain required records and supporting documentation as validation for dollars awarded and expended for a period of three years from the ending date of the Agreement. The Grantee also agrees to allow the State Auditor's Office, the TSET, or their authorized representatives access to the records, books, documents, accounting procedures, practices or any items of the service provider relevant to this Agreement for purpose of audit and examination. The Grantee further agrees to provide appropriate access by the aforementioned parties to any sub-Grantee's associated records. In the event any audit, litigation or other action involving these pertinent records is started before the end of the three (3) year period, the Grantee agrees to retain these records until all issues arising out of the action are resolved or until the end of the three (3) year period, whichever is later.

Applicable Law:

This Agreement shall be governed by the laws of the state of Oklahoma notwithstanding its choice of law provisions. Any legal action in connection with this Agreement shall be filed in a court of competent jurisdiction in Oklahoma County, Oklahoma, to which jurisdiction and venue TSET and Grantee expressly agrees.

Contact Persons:

For the purposes of this Agreement, all contacts with the TSET shall be directed to its representative, Connie Befort at (405)521-4985.

For the purpose of this Agreement, all fiscal contacts with the Grantee shall be directed to its representative. (Name and phone).

Entire Agreement:

This Agreement, including referenced attachments, represents all the terms and conditions agreed upon by the parties. No other understandings or representations, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

Failure To Comply Statement:

The Grantee agrees that should it be in non-compliance with any applicable Federal or State laws, or regulations that the Agreement may be suspended, terminated, or canceled in part or in whole. Observance of the compliance with the requirements thereof shall be the responsibility of the Grantee, without reliance on or direction by the TSET.

Grantee's Relation to the TSET:

The Grantee is in all respects an independent entity and is neither an agent nor an employee of the TSET. Neither the Grantee nor any of its officers, employees, agents, or members shall have authority to bind the TSET nor are they entitled to any of the benefits or worker's compensation provided by the TSET to its employees.

Non-Collusion

The Non-Collusion Affidavit must be signed, notarized and completed by the Grantee. (Attachment A)

Procurement Integrity:

The Parties certify they have not entered into this Agreement with this or any other Oklahoma state agency that would result in a substantial duplication of the services or duplication of the end product rendered by the Parties or their employees.

Statement of Responsibility and Liability:

The parties intend that each shall be responsible for its own intentional and negligent acts or omissions to act. The TSET shall be responsible for the acts and omissions to act of its officers, and employees while acting within the scope of their employment according to the Oklahoma Governmental Tort Claims Act, Title 51, O.S., 2011, §151 et seq., as amended.

The Grantee shall be responsible for any damages or personal injury caused by the negligent acts or omissions to act by its officers, employees, or agents acting within the scope of their authority or employment.

Navigation Links

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[Letter of Agreement](#)



[Attachment A - Contract Non-Collusion Certification](#)



[Attachment B - TSET Workers Compensation Clause](#)

Note Created By

Moore, Mr. Douglas
2/20/2015 3:24:05 PM

Tramel, Mr. Jimmy
2/23/2015 4:51:20 PM

Tramel, Mr. Jimmy
2/24/2015 1:26:50 PM

Last Modified By

Tramel, Mr. Jimmy
2/24/2015 1:53:01 PM

Tramel, Mr. Jimmy
2/24/2015 1:53:32 PM

Tramel, Mr. Jimmy
2/24/2015 1:54:01 PM

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PRYOR FIRE DEPARTMENT

TIM THOMPSON
CHIEF

833 S. ELLIOTT
PRYOR, OK 74361
(918) 825-3131 FAX: (918) 825-7175

B.K. YOUNG
ASST. CHIEF

The Pryor Fire Department will be testing fire hydrants in our area starting around the end of April. Pryor's hydrants are broke up into thirteen zones, all three shifts will be testing in the same zone until it is completed. Regular hydrant testing is a significant component in assuring a high level of fire protection. Hydrants can be impacted by improvements, deterioration, and changes in usage this is why periodically testing can determine capabilities of the water system before an emergency.

Thank you,
Chief Thompson

QUESTION REGARDING THE CITY OF PRYOR CREEK CHARTER

September 8, 2014

I preface the responses to these questions with the caveat that these responses are based solely on my interpretations of the City of Pryor Creek Charter and my knowledge of general Oklahoma municipal law as that law, both statutory and case law, relate to the operation of a municipality. The Charter of the City of Pryor Creek is unique and I know of no similar charter in the state, therefore, there are very few if any cases, case law, that provides any guidance in the study and interpretation of this charter.

It must be noted that under the general law governing home rule cities, those cities that have an approved charter, if the charter is silent on the subject the statutes of the State of Oklahoma control and even if the charter does address a subject if the Oklahoma legislature or the courts have determined that a subject is "a matter of state wide concern" the municipal charter is no longer controlling a municipality must adhere to the state law.

The Mayor and Council should seek specific guidance on a number of the questions raised from the Pryor Creek Municipal Attorney

Article 1: Section 2; A thru H

1. Does the City of Pryor Creek have the obligation to purchase and possess all real and personal property per Article 5 sections 45?

RESPONSE: The Charter is silent on the ownership of all real property whether by the Municipal Utility Board or by the City such as city hall, the police station, parks etc. as well as the utility system. Title 11 Oklahoma Statutes Section 21-101 a 2 provides that the municipality has the power to purchase and hold real and personal property for the use of the municipality.

2. Does the Utility System (Municipal Utility Board) have the authority to purchase and hold title to property in the City of Pryor Creek name for care and use of utility systems?

RESPONSE: Article V, section 45 provides that the Municipal Utility Board may "enlarge and extend them as necessary". The clear meaning is that they have the authority to purchase additional property. The question that I cannot answer under whose name that property is held; please see the response to Question 1 above.

3. Can the Utility System negotiate and purchase property without approval of council?

RESPONSE: The short answer is Yes, but please see responses to 1 and 2 above.

4. Can the Utility systems sell the property without approval of council?

RESPONSE: The charter is silent on this issue; therefore, the Council should refer to the general laws of the state, see Title 11 Oklahoma Statutes Section 21-101 a 3 and seek guidance from the Municipal Attorney.

5. Can the City of Pryor Creek and Utility System (MUB) have separate tax (Fein numbers)?

RESPONSE: The Charter does not provide guidance on this issue. the council should seek guidance from the Municipal Attorney.

6. Is the City of Pryor Creek required to approve any and all donations?

RESPONSE: The charter is silent on this subject therefore guidance should be sought from the Municipal Attorney. Instructive are many sections of the Oklahoma Municipal Code which requires the "municipality" to accept the donation for the specific purpose for which the donation is made.

7. Can any board or commission be independent of City of Pryor benefit package?

RESPONSE: Article V section 45, grants to the Municipal Utility Board the authority to employ all persons necessary for the operation of the utilities and to fix their salaries, and conditions of servitude, this would include benefits which might be different from the City of Pryor Creek benefits package. See also Article VI section 59, if the Mayor and Council have created these departments and placed the operation of the created departments under the control of an appointed board, then my response would be the same for the departments created. There appears to be a conflict between Article III sections 8, 24 and Article IV section 31 with Article VI section 59 as they related to the Library, Park and Cemetery Boards if they have been created.

Article 3: Section 8

8. Does section 8 give the Municipality Utility Board all rights to be independent of City of Pryor Creek as it relates to finance, contracts, hiring of independent legal counsel and any additional items the Utility Board approves?

RESPONSE: The provisions of Article III section 8 provides that the Municipal Utility Board is subject to the authority of the Mayor and Council unless a power is specifically granted to the Municipal Utility Board. However, as it appears that the Charter at Article IX section 87 adopted the Municipal Budget Act, Title 11 Oklahoma Statutes sections 17-201 through 17-218 and as Article V is silent this Act would apply to the municipal budgets including the Municipal Utility Board.

9. Is the City of Pryor Creek, Municipal Utility Systems or any other department exempt from following any ordinance approved by Mayor and City Council?

RESPONSE: The provisions of Article III section 8 provides that the Municipal Utility Board is subject to the authority of the Mayor and Council unless a power is specifically granted to the Municipal Utility Board or any board created under Article VI.

10. Is the Mayor responsible for the oversight of all boards and commissions requiring his / her conformation on all matters of the City of Pryor?

RESPONSE: Article IV section 36 sets out the powers and authority of the Mayor. This section specifically provides at subsections D and G that the authority may be limited by other provisions of the charter.

Article 4: Section 36

11. Does any department or boards have the authority to approve or sign contracts, bonds or other instruments as described in A of Section 36.

RESPONSE: The provisions of Article IV section 36a applies to all departments except the Municipal Utility Board and if any have been created those departments listed in Article VI section 59 if the Charter has granted that board a specific power.

Bonds as set out in this section applies to obligations or indebtedness of the City, and no board or agency has the authority to create an indebtedness in the case of general obligations without the assent of the electorate or in the case of revenue bonds financed by the revenues of the city and only with the consent of the City Council. See additionally Article V sections 50 and 51.

Also, as the Charter silent regarding the issues of purchasing except for the Municipal Utility Board I direct your attention to Title 11 Oklahoma Statutes section 11-116 which authorizes the City Council to establish a purchasing policy which has been done, se City of Pryor Creek City Code section 2-1-3 B.

12. Is the Mayor required to have council affirmation by vote on dismissal of employee?

RESPONSE: Short answer No, however, see Article IV section 36 F except for issues relating to police and fire, Article VI section 53 A and B, it is important to note that the Fire and Police Arbitration Act, Title 11 Oklahoma Statutes section 51-101 through 51-113, applies to those members of police and fire departments that are covered by a collective bargaining agreements, it is my understanding that both the Pryor Creek police and fire have collective bargaining agreements.

13. Do all Boards and Commissions report to the Mayor including the Municipal Utility Board.

RESPONSE: Yes, with the exception of the municipal utility board and those boards created in accord with Article VI section 59.

14. Who is responsible for salaries and benefits of Mayor?

RESPONSE: The salaries of all elected officers of the city are determined by the City Council, Article IV section 30, this would include the Mayor. Any changes in compensation would not take place for any office until the next election following approval of the Council.

15. Is City Council required to approve all contracts, bonds or other instruments prior to the Mayor's signature?

RESPONSE: The Charter is silent with the exception of a reference in Article IV section 36 A wherein certain contracts, bonds and other instruments require the Mayor's signature. The Charter being silent I direct your attention to Title 11 Oklahoma Statutes section 11-116 which authorizes the City Council to establish a purchasing policy which has been done, se City of Pryor Creek City Code section 2-1-3 B.

Article 4: Section 37

16. Is the City Clerk custodian of all documents and records including boards and Municipal Utility System?

RESPONSE: Article X Section 91 specifically requires that the records be kept by the departments or officers and this provides an exception to the Oklahoma Open Records Act as allowed by the Act the Oklahoma Open Records Act, Title 51 section 24A.1 through 24A.29.

17. Who is responsible for the salaries and benefits of the City Clerk?

RESPONSE: The salaries of all elected officers of the city are determined by the City Council, Article IV section 30, this would include the Mayor. Any changes in compensation would not take place for any office until the next election following approval of the Council.

Article 4: Section 38

18. Is the City Treasurer custodian of all funds including all boards and Municipal Utility System?

RESPONSE: Yes, as Article V does not provide for an exception, the City Treasurer is the custodian of all funds as provided in Article IV section 38,

19. Who is responsible for the salary and benefits of the Treasurer?

RESPONSE: The salaries of all elected officers of the city are determined by the City Council, Article IV section 30, this would include the Mayor. Any changes in

compensation would not take place for any office until the next election following approval of the Council.

Article 5: Section 45

20. Does Municipal Utility board have the authority to enter into contracts, approve expenditures, or indebtedness without approval of Mayor and Council?

RESPONSE: Contracts and expenditures relating to operations of the utility systems, Article V section 45 does give them that responsibility and authority. The creation of indebtedness I direct your attention to the response to Question 11, above, and to the requirements of Article 10 section 26 of the Oklahoma Constitution.

Article 5: Section 46

21. What is reasonable profit for the Municipal Utility Department and is it the Municipal Utility Board responsibility to determine with or without council conformation.

RESPONSE: The language of the Charter does not provide an answer to this question. I suggest that this is a more properly a question for the Municipal Attorney.

22. Are the city departments required to pay the same established reasonable profit or at cost of operation for all services?

RESPONSE: The second paragraph of Article V section 46 requires that all municipal departments pay for the service provided by the Utility Department for the "cost of operation". Cost of operation is not defined by the Charter, however, I direct you attention to Article V section 48, wherein the term "operating expenses" lists those costs included in the determination.

Article 5: Section 47

23. Is the Municipal Utility Board required to pass along for Council approval all rate increases?

RESPONSE: Yes. The last paragraph of Article V section 47 states " the Municipal Utility Board may increase with approval of the City Council".

24. Can the Municipal Utility not recommend to Council rate increase?

RESPONSE: There is no requirement in the Charter that the Municipal Utility Board consider increasing or decreasing rates on a particular schedule. The only requirement is that any proposed rate increased be approved by the Council.

25. If the utility board does not pass along an increase to Council for approval can they go back and pick it up at a later time?

RESPONSE: There is no requirement in the Charter that the Municipal Utility Board consider increasing or decreasing rates on a particular schedule. The only requirement is that any proposed rate increased be approved by the Council.

26. Can the utility board only pass along current rate increase?

RESPONSE: Article V section 47 limits the rate increase to a percentage of the of increase in costs of purchased utilities using the 1976 as the base year. Decreases in cost are to be applied based on the same formula

Article 5: Section 48

27. Is the Municipal Utility Board required to have City Council approve budget for application of revenues?

RESPONSE: The provisions of Article III section 8 provides that the Municipal Utility Board is subject to the authority of the Mayor and Council unless a power is specifically granted to the Municipal Utility Board. However, as it appears that the Charter at Article IX section 87 adopted the Municipal Budget Act, Title 11 Oklahoma Statutes sections 17-201 through 17-218 and as Article V is silent this Act would apply to the municipal budgets including the Municipal Utility Board.

Article 5: Section 49

28. Is the City of Pryor required to have council approval on placement of surplus funds or they required to use in sinking fund first?

RESPONSE: The Charter is very specific. Surplus funds derived from the operation of the Utility Department shall be first used for current interest and accruals in the sinking fund and then for the general fund of the City. Council approval is not required by this section.

Article 5: Section 50

29. Can the Utility Board make major improvements and extensions in excess of funds generated in previous year?

RESPONSE: If a major improvement or extension of service the cost of which exceeds the revenues and appropriations which would create an indebtedness, the extensions or improvements may only be made if approved by a vote of the qualified electors voting in an election for the approval of the indebtedness creating a debt to be paid from future revenues.

Article 5 Section 52

30. In filing with State of Oklahoma Estimate of Needs for City and Pryor is the Utility System considered a separate entity or department within the City of Pryor Creek governed by Charter?

RESPONSE: This question is one of the major issues with the Charter as it is currently written and deals not only with the issue of revenue and indebtedness but also with the status of the employees of the Municipal Utility Board and any board created under Article VI section 59. I am sorry but I cannot answer this question from an analysis of the Charter. Certain aspects of the operation of the Municipal Utility Board are covered. See previous responses.

31. In receiving sales tax funds is the Municipal Utility System required to meet Oklahoma Municipal Budget Act Title 11 Estimate of Needs budgeting 90% of previous years fund balance and revenues then filing with County and State of Oklahoma.

RESPONSE: I do not find any reference in the Charter for the Municipal Utility Board to receive "sales tax funds" for its operation. If it is, I can find no authority for this in the Charter. However as the Municipal Utility Board is governed by the Municipal Budget Act, see prior responses, the reference to 90% is relative to all revenues not just sales tax thus a filing would be required.

Article 6: Section 59

32. If the Mayor and Council approve Boards do the Boards have the same authority as Municipal Utility Board does the City have to approve their budget.

RESPONSE: The only separate authority granted to the Library, Park and Cemetery Boards, if created, is for the appointment of employees and the fixing of their compensation. In all other aspects these departments are departments of the city and not separate operating entities. This section does not create a "board" such as is created by Article V. Additionally see Article III section 8.

Article 9: Section 85

33. Can any department, boards or commission hire separate audit or accounting firm other than what the City Council of City of Pryor Creek approves?

RESPONSE: This section grants that authority specifically to the Mayor and Council and includes the right for the Mayor and Council to cause to be audited all departments of the city including the Utility Department.

Article 9: Section 86

34. Are the Municipal utility systems and any boards or commissions as approved by council required to have City of Pryor City Council approve their Estimate of Needs?

RESPONSE: The Mayor and Council must approve the "budget" for the upcoming fiscal year to be submitted to the State Auditor's Office, this would of necessity include all of the Boards and Commissions for which the Mayor and Council are responsible. As to the Municipal Utility Board please see my response to Question 30, above.

Article 10: Section 91

35. Is the City Clerk required to maintain all records and documents in the office of the Clerk?

RESPONSE: Article X Section 91 specifically requires that the records be kept by the departments or officers and this provides an exception to the Oklahoma Open Records Act as allowed by the Act the Oklahoma Open Records Act, Title 51 section 24A.1 through 24A.29.

GENERAL QUESTIONS

36. Can the Municipal Utility System or boards hire or contract separate legal counsel, Health Insurance Plan, retirement plan etc.?

RESPONSE: Article V section 46 allows the Municipal Utility Board to hire all persons necessary for the operation of the service, this could include an attorney. Article VI would allow the Library, Park and Cemetery Boards to hire an attorney if they deemed one necessary for the operation, however, as the Mayor and Council must approve these departments budget as a part of the budgeting process approval of an attorney is within the authority of the Mayor and Council. The issue of the health insurance plan and retirement plans of employees of these departments is a major issue and the Charter is silent. I direct your attention to Title 11 Oklahoma Statutes Section 23-108 which limits the authority of a municipality to provide medical insurance to employees, dependents and retirees and their dependents. As set out in my response to Question 30 the status of employees of the Municipal Utility Board is unclear from a reading of the Charter.

As to retirement plans see Title 11 Oklahoma Statutes Section 48-101 which authorizes the municipality to include municipal employees as well of employees of any constitutes board or authority within its pension and retirement system. The Municipal Utility Board would be permitted to have a separate system under the Authority of Article V. The Library, Park and Cemetery Boards are only permitted to employ necessary personnel and "fix their compensation" this does not include other terms of employment, see Article III section 8.

37. Currently the Municipality Systems is the only board commission or department that is independent from the City of Pryor Creek. They are located in the same building and pay no rent, they pay 50% of utilities and work completely independent of the Mayor and Council. Should they be responsible for rent?

RESPONSE: The charter is silent on this subject therefore guidance should be sought from the Municipal Attorney.

38. Numerous properties titled in City of Pryor for the care and use by Municipal Utility Board is this the same as trust and any improvements belong to City of Pryor if sold?

RESPONSE: The charter is silent on this subject therefore guidance should be sought from the Municipal Attorney. I direct your attention to Title 60 Oklahoma Statutes sections 176 et seq.

39. Municipal Utility System provides the City with \$550,000. per year no contract just budgeted item. Is this legal per Article 6 section 49 Surplus Revenues of the Charter.

RESPONSE: As stated in response to Question 28, The Charter is very specific. Surplus funds derived from the operation of the Utility Department shall be first used for current interest and accruals in the sinking fund and then for the general fund of the City. Further guidance should be sought from your municipal attorney.

40. Is the City of Pryor and Municipal Utility Systems violating the Charter as it relates to Municipal Utility Systems (as it is being interpreted a Public Trust) that was not established.

RESPONSE: The Municipal Utility Board had no authority to act beyond the scope provided to it by the charter. State law provides that "Trusts for Benefit of State, County or Municipality - Approval - Expenditures - Bylaws - Amendments - Indebtedness - Bonds - Contracts" can only be created as provided in Title 60 Oklahoma Statutes sections 176 et seq. Further guidance should be sought from your municipal attorney.

John Vincent

DEMOLITION AND REMOVAL

The City of Pryor Creek is accepting sealed bids for demolition and removal of all structures, unhealthy trees, trash, weeds, grass (which exceeds 12" in height) and restoring the property to a grade that can be mowed for the following properties:

1. 112 North Taylor Street

Legal Description: The North Eighty (80) feet of Lot Five (5) and the South Fifty (50) feet of Lot Four (4) in Block Twenty-four (24), Pryor Creek, Mayes County, State of Oklahoma.

2. 203 North Indianola Street

Legal Description: Lot 23, Block 20, WHITAKER ADDITION to the Incorporated Town of Pryor Creek, Mayes County, State of Oklahoma, according to the official Survey and Plat filed thereof.

3. 231 South Edith Street

Legal Description: The Southerly 80 feet of Lot 11 in Block 57 in the LANDRUM ADDITION to the Incorporated Town of Pryor Creek, Mayes County, State of Oklahoma.

Each property must be bid separately. Bids must be received in the City Clerk's Office (address listed below) by 3:00 p.m. on April 1, 2015 at 3:00 p.m. Bids will be opened immediately following the deadline.

Address:

Office of the City Clerk

Pryor Creek City Hall

12 North Rowe Street

Pryor, Oklahoma 74361

Pat Ambler
177 Sycamore Lane
Pryor, Ok 74361
918-244-5142

Bid-Fall 2014 Demolition List

- 1. 12 North Taylor – Furnish labor & equipment to demolish house & any outbuildings. Remove all debris including dead trees, leaving lot ready to mow.**

Bid Amount \$5,800.00

Pat Ambler

Pat Ambler
177 Sycamore Lane
Pryor, Ok 74361
918-244-5142

Bid-Fall 2014 Demolition List

3. 231 S. Edith – Furnish labor & equipment to demolish house & any outbuildings. Remove all debris including dead trees, leaving lot ready to mow.

Bid Amount \$5,800.00

Pat Ambler

Pat Ambler
177 Sycamore Lane
Pryor, Ok 74361
918-244-5142

Bid-Fall 2014 Demolition List

- 2. 203 N. Indianola Street –Furnish labor & equipment to demolish house & any outbuildings. Remove all debris including dead trees, leaving lot ready to mow.**

Bid Amount \$5,800.00

Pat Ambler

AGENCY CUSTOMER ID: _____

LOC #: _____



ADDITIONAL REMARKS SCHEDULE

Page 1 of 1

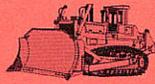
AGENCY Apex Insurance Services, LLC		NAMED INSURED AMBLER ASPHALT & SEAL COATING	
POLICY NUMBER 38SBABW2428			
CARRIER SENTINEL INS CO LTD	NAIC CODE 11000	EFFECTIVE DATE: 04/09/2014	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
 FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE



Reed's



Backhoe & Dozer Service

P.O. Box 906
Chouteau, OK 74337

Roy Reed
~~(918) 918-755-5869~~
(C) 918-697-7008

R SERVICE

BILL

FOR SERVICES RENDERED

DATE 1-12-2015

THIS BILL IS RENDERED ONLY AS AN ACCOMMODATION.
TERMS ARE NET CASH AND PAYABLE ON PRESENTATION.

FOR SERVICES FURNISHED ON:

Demolition Bid

Tear down and hauling off of Material and box blade lot

112 North Taylor, Pryor Ok. 74361

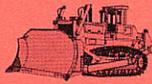
Thank You!!

Bid Price

\$ 2,150.00



Reed's



Backhoe & Dozer Service

P.O. Box 906
Chouteau, OK 74337

Roy Reed
(A) 918-785-5869
(C) 918-697-7008

R SERVICE

BILL

FOR SERVICES RENDERED

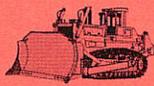
DATE 1-12-2015

THIS BILL IS RENDERED ONLY AS AN ACCOMMODATION.
TERMS ARE NET CASH AND PAYABLE ON PRESENTATION.

FOR SERVICES FURNISHED ON:			
Demolition Bid			
Tear down and hauling off of Material and box blade lot			
203 N. Indianola Street, Pryor OK. 74361			
Thank You!!		Bid Price	\$ 4,500.00



Reed's



Backhoe & Dozer Service

P.O. Box 906
Chouteau, OK 74337

Roy Reed
~~(918) 918-785-5866~~
(C) 918-697-7008

R SERVICE

BILL

FOR SERVICES RENDERED

DATE 1-12-2015

THIS BILL IS RENDERED ONLY AS AN ACCOMMODATION.
TERMS ARE NET CASH AND PAYABLE ON PRESENTATION.

FOR SERVICES FURNISHED ON:

Demolation Bid

Tear down and hauling off of Material and box blade lot

231 S Edith, Pryor OK. 74361

Thank You!!

Bid Price \$ **3,150.00**

AFFIDAVIT OF EXEMPT STATUS UNDER THE WORKERS' COMPENSATION CODE

State of Oklahoma)
County of Mayes)

I, Carolyn Reed state under oath as follows:

- I, Carolyn Reed (Name of individual) operating as Reed's Backhoe & Dozer Service (independent contractor's business name), have agreed to provide services to service (Contractor) during calendar year 2015.
- I have read, signed and attached the Exempt Status Fact Sheet and understand that an Independent Contractor is one who engages to perform certain services for another, according to his own manner, method, free from control and direction of his contractor in all matters connected with the performance of the service, except as to the result or product of the work.
- I understand that based upon the representations in this Affidavit of Exempt Status, I am requesting **CompSource Oklahoma's Policyholder** to consider my business to be that of an independent contractor; **that I am not an employee under the Workers' Compensation Code** and the policy issued by **CompSource Oklahoma**; and that no premium be charged for the services performed by my business during the policy year.
- I am an independent contractor, not an employee of the contractor. I do not want workers' compensation insurance and understand that I am not eligible for Workers' Compensation benefits.**
- I will obtain workers' compensation and employers' liability insurance for my employees if I have employees, unless they are otherwise exempt from the requirements of the Workers' Compensation Code.
- I have read, signed and attached the Exempt Status Fact Sheet describing what is an Independent Contractor and the information provided is not the result of force, threats, coercion, compulsion or duress.
- I understand that the execution of the affidavit shall establish a rebuttable presumption that the executor is not an employee for purposes of the Workers' Compensation Code.
- I understand that the execution of an affidavit shall not affect the rights or coverage of any employee of the individual executing the affidavit.
- I understand that knowingly providing false information on an Affidavit of Exempt Status Under the Workers' Compensation Code shall constitute a misdemeanor punishable by a fine not to exceed One Thousand Dollars (\$1,000.00).

Date 4-1-15 Name Carolyn Reed Independent Contractor (Executor) Signature Title owner

Signature Carolyn Reed Business Name Reed's Backhoe & Dozer Service

Notary Public

Signed and sworn to before me on this 1st day of April, 2015 by _____

Eva Smith My Commission Expires: 8/30/16 My Commission # 12008297
Notary Public



*****GIVE THE SIGNED FORM TO YOUR GENERAL CONTRACTOR*****

This form is to be signed and notarized at the start of a job/project for this contractor and is good for the job/project or any similar job/project performed for the contractor for one year from the date of notary.

For domestic servants, trucking owner/operators, and other exemptions, please contact CompSource Oklahoma at 405-232-7663 ext. 5102.

Note: Employers who knowingly and willfully require an employee or subcontractor to execute an affidavit when the employer knows that the employee or subcontractor is required to be covered under a workers' compensation insurance policy shall be liable for a civil penalty of up to \$1,000.00 per offense. (36 O.S. Section 924.5)

It is a crime to falsify the information on this form.

EXEMPT STATUS FACT SHEET

An independent contractor is defined by law as one who engages to perform certain services for another, according to his own manner, method, free from control and direction of his contractor in all matters connected with the performance of the service, except as to the result or product of the work.

Below are statements to help you decide if you are an independent contractor. No one statement is controlling, and your status is based on all the facts in your situation. If a statement describes your situation, then check the box. If at least six of the statements below do not describe your business, you should not sign the attached Affidavit of Exempt Status Under the Workers' Compensation Code.

1. The nature of the contract between you and the contractor shows you are independent from the contractor. For example: Is there a written contract where you agree that you are an independent contractor? Are you a corporation or limited liability company? Do you maintain commercial general liability insurance or other business insurance?
2. The contractor exercises very little control over your work. For example: By the agreement, can the contractor exercise control on the details of the work or your independence? Do you exercise control over most of the details of the work? Do you create plans or specifications for the job? Do you set your own work hours?
3. You are engaged in a distinct occupation or business for others. For example: Do you work for companies or individuals other than the Contractor? Do you work for competitors of the Contractor? Does your business have a logo or uniform?
4. Your job is the kind of occupation where the work is usually performed by a specialist without supervision, and not under the direction of the contractor. For example: Is your work supervised by the Contractor?
5. Your occupation requires special skills, license, education or training.
6. The contractor does not supply the things needed to perform your job such as the tools and the place of work. For example: Do you supply any of the materials or tools for the work? Do you operate a vehicle owned by the contractor? Was the work performed at your business or the contractor's business location or jobsite? Do you wear a uniform supplied by the contractor?
7. The length of the job and how long you have worked for the Contractor does not show that you are really an employee. For example: Is this a one-time job, or will you be doing this for the contractor regularly?
8. You are paid as a separate contractor, not as an employee. For example: Do you invoice the Contractor for your services? Are you paid by the job? Do you file a federal income tax return for your business? Do you expect to receive an IRS Form 1099 from the Contractor? Does the Contractor pay your expenses?
9. Your work is not the regular business of the employer. For example: Is your work customarily done in the Contractor's line of business or as part of the Contractor's daily work? Have you ever been an employee of the Contractor? Do you work with other people hired by the Contractor on the work you perform?
10. You do not consider yourself an employee of the contractor. For example: Will the Contractor withhold taxes or monies from your payment? Have you ever been an employee of the Contractor? Have you or your employees ever filed an insurance claim against the Contractor?
11. You do not have the right to terminate the relationship without liability. For example: If you quit before the job is finished, is there a penalty?

Based upon these factors, do you believe that you are an independent contractor with exempt status?

yes
(Write YES or NO)

Signature

Cashin Reed
(INDEPENDENT CONTRACTOR/EXECUTOR)

Note: Employers who knowingly and willfully require an employee or subcontractor to execute an affidavit when the employer knows that the employee or subcontractor is required to be covered under a workers' compensation insurance policy shall be liable for a civil penalty of up to \$1,000.00 per offense. (36 O.S. Section 924.5)

It is a crime to falsify the information on this form.

NSBONAI

NSB/NAI, LLC
 2973 Campground Road
 CABOT, AR 72023
 Phone: (501) 843 9137
 Fax: (501) 843 4365

*Coverage
 bound 4/7/15*

QUOTE

Please note that coverages and/or terms being offered may not be the same as requested.

Primary Named Insured	ROY REED
DBA	REED BACKHOE & DOZER SERVICE
Mailing Address	PO BOX 906 CHOUTEAU, OK 74337
Company	SENECA SPECIALTY INSURANCE COMPANY Rated A (Excellent) XIII by A.M. Best
Commission	
Effective Date (from-to)	04/07/2015 to 04/07/2016
Quote Number	650313

COMMERCIAL GENERAL LIABILITY

Coverage	Limit
General Aggregate (other than Products/Completed Operations)	\$ 2,000,000
Each Occurrence	\$ 1,000,000
Product / Completed Operations Aggregate	\$ 2,000,000
Personal and Advertising Injury	\$ 1,000,000
Damage to Premises Rented to you (any one Premises)	\$ 100,000
Medical Expense Limit (any one person)	\$ 5,000
Deductible per Claim including loss adjustment expense and defense costs	\$ 500

SCHEDULE OF HAZARDS						
Location #	Classification	Class Code	Premium Basis	Exposure	Rate	Premium*
1	Excavation	94007	Payroll	19,000	\$ 60.5100	\$ 1,150
1	Grading of Land	95410	Payroll	1,000	\$ 52.7100	\$ 53
Total Premium*						\$ 1,203

* Subject to minimum premium.

Total General Liability Premium*	\$ 1,203
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* Subject to minimum premium.

Date Prepared	04/06/2015
Agency	NSB/NAI, LLC
Underwriter	

TOTAL PREMIUM

Commercial General Liability Premium	\$ 1,203.00
Commercial Property Premium	Not Covered
Inland Marine Premium	Not Covered
Total Base Premium	\$ 1,203.00
Total Premium (without Optional Terrorism)	\$ 1,203.00

Optional Certified Acts of Terrorism Premium (plus applicable state taxes and fees)	\$ 100.00
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PREMIUM IS 25% MINIMUM EARNED AT INCEPTION.
 PREMIUM IS MINIMUM AND DEPOSIT
 POLICY IS SUBJECT TO AUDIT

PLEASE NOTE THAT THIS QUOTE IS VALID FOR THIRTY (30) DAYS.

* Please Bind Effective: 4/8/15

Agent: *Camille [Signature]*

Signature: *Carolyn Reed*

Date: 4-8-15

Date Prepared	04/06/2015
Agency	NSB/NAI, LLC
Underwriter	

NSBONAI

NSB/NAI, LLC
 2973 Campground Road
 CABOT, AR 72023
 Phone: (501) 843 9137
 Fax: (501) 843 4365

BINDER

Please note that coverages and/or terms being offered may not be the same as requested. Please read carefully.

Primary Named Insured	ROY REED
DBA	REED BACKHOE & DOZER SERVICE
Mailing Address	PO BOX 906 CHOUTEAU, OK 74337
Company	SENECA SPECIALTY INSURANCE COMPANY Rated A (Excellent) XIII by A.M. Best
Commission	
Effective Date (from-to)	04/07/2015 to 04/07/2016
Policy Number	BAG-1036889

COMMERCIAL GENERAL LIABILITY

Coverage	Limit
General Aggregate (other than Products/Completed Operations)	\$ 2,000,000
Each Occurrence	\$ 1,000,000
Product / Completed Operations Aggregate	\$ 2,000,000
Personal and Advertising Injury	\$ 1,000,000
Damage to Premises Rented to you (any one Premises)	\$ 100,000
Medical Expense Limit (any one person)	\$ 5,000
Deductible per Claim including loss adjustment expense and defense costs	\$ 500

SCHEDULE OF HAZARDS

Location #	Classification	Class Code	Premium Basis	Exposure	Rate	Premium*
1	Excavation	94007	Payroll	19,000	\$ 60.5100	\$ 1,150
1	Grading of Land	95410	Payroll	1,000	\$ 52.7100	\$ 53
Total Premium*						\$ 1,203

* Subject to minimum premium.

Total General Liability Premium*

\$ 1,203

* Subject to minimum premium.

Date Prepared	04/09/2015
Agency	NSB/NAI, LLC
Underwriter	

TOTAL PREMIUM

Commercial General Liability Premium	\$ 1,203.00
Commercial Property Premium	Not Covered
Inland Marine Premium	Not Covered
Total Base Premium	\$ 1,203.00
State Taxes	\$ 80.28
Policy Fee	\$ 135.00
Total Premium	\$ 1,418.28

BINDER REMARKS

*****THANK YOU FOR CHOOSING NAI!*****

PREMIUM IS 25% MINIMUM EARNED AT INCEPTION.
PREMIUM IS MINIMUM AND DEPOSIT
POLICY IS SUBJECT TO AUDIT

Date Prepared	04/09/2015
Agency	NSB/NAI, LLC
Underwriter	

Bid

STATEMENT

PRYOR, OKLA. 3-23-2015 19

City of Pryor
for house on 112 N. Taylor St
Pryor, Ok.

IN ACCOUNT WITH

Delbert Eichelberger 2612 N. 437
Pryor Ok.

BULDOZING

~~ROUTE 2~~

74361

~~BOX 152~~

PHONE: 918/825-1874

I bid to tear down house
and clean up lot on
112 N. Taylor St in Pryor
for the sum of \$ 4325.00

Thank you
Delbert Eichelberger

Bid

STATEMENT

PRYOR, OKLA., 3-23-2015, 19

City of Pryor
for house on 202 N. Indianola
Pryor, Ok.

IN ACCOUNT WITH

Delbert Eichelberger 2612 N. 437
Pryor Ok.

BULDOZING

PHONE: 918/825-1874

ROUTE 2

74361 BOX 182

I bid to tear down house
and clean up lot on
202 N. Indianola for
the sum of \$4466.00

Thank you
Delbert Eichelberger

B12

~~STATEMENT~~

PRYOR, OKLA., 3-23-2015, 19

City of Pryor
house on Edith St.
Pryor Ok.

IN ACCOUNT WITH

Delbert Eichelberger 2612 N. 43rd

~~BULDOZING~~

Pryor, Ok.

PHONE: 918/825-1874

~~ROUTE 2~~

74361

BOX 452

I bid to tear down house on
Edith St in Pryor ok, and
clean up lot for the
sum of

\$4875.00

Thank you
Delbert Eichelberger

SUNBELT POOLS



10555 Plano Road Dallas, TX 75238-1305
214 343-1133

Quote

Quote ID: 13642
Customer ID: 697
Employee ID: joshh
Quote Expires: 2/25/2015

Pryor Creek, City of
1111 SE 9 St.
Pryor, OK 74361

Location:

Pryor Creek, City of
1111 SE 9 St.
Pryor, OK 74361
Fax (918) 825-3888

Qty	Item	Unit Price	Total
1	Clean and replace listed parts on Hanovia UV unit PMD200E1/W	\$1,300.00	\$1,300.00
1	bulb	\$838.46	\$838.46
1	quartz	\$689.23	\$689.23
1	ground fault detector	\$976.92	\$976.92
1	Quartz sleeve seal kit 38	\$100.00	\$100.00
1	autowipe service kit	\$621.54	\$621.54

Sub Total	\$4,526.15
Taxes	\$266.16
Total	\$4,792.31

*Grand Total
Fault detector
replace unit
1805.00*



April 9, 2015

Pryor Creek Recreation Center

RE: Hanovia UV Service

R & K Commercial appreciates the opportunity to provide you this service proposal. This service includes a new lamp, new sleeves, replacement of wear goods, labor and travel

Service Proposal Price = 5,194.95

Thank you,
Kevin Glade

P.O. Box 1288 Tomball, TX 77377-1288
281.541.3149 Fax 281.290.0155 RKCASERVICES@GMAIL.COM



April 8, 2015

City of Pryor, OK
1111 SE 9th
Pryor, OK 74361

Service on Hanovia UV unit PMD200E1/W – to include the following parts:

1. Quartz sleeve
2. Quartz
3. Bulb
4. Autowipe service kit
5. Ground fault detector

Total \$5057.00

PROCLAMATION

- WHEREAS:** *the month of May is traditionally the beginning of the motorcycle riding season throughout the State of Oklahoma; and*
- WHEREAS:** *the failure of motorists to detect and recognize motorcycles in traffic is the predominant cause of motorcycle accidents; and*
- WHEREAS:** *motorcycle awareness and safety is a concern to all; it is therefore appropriate all motorists and cyclists to unite, be aware and share the road with their more vulnerable cyclist neighbors.*
- THEREFORE:** *I, Jimmy J. Tramel, Mayor of Pryor Creek, Oklahoma do hereby declare the month of May as Motorcycle Safety and Awareness month.*

May 2015

Motorcycle Safety and Awareness Month

Attest:

Eva Smith, City Clerk

Jimmy J. Tramel, Mayor

Oklahoma Water Environment Association

Dedicated to Preserving and Enhancing the OK Water Environment

RECEIVED
MAR 20 2015

CITY CLERK'S OFFICE
PRYOR CREEK, OK



"Water's Worth It"

Dear Community Leaders,

As President of the Oklahoma Water Environment Association (OWEA) I am asking for your participation in a statewide proclamation of a 'Water's Worth It' month in July 2015. OWEA is asking every City and Town in Oklahoma to help us spread the message in support of **Water**. We want to show that the entire State of Oklahoma is in support of our most important natural resource. **The protection and conservation of our water improves the quality of life by having a cleaner and more abundant supply of water now and in the future and reduces cost of water and wastewater treatment.**

Water is indispensable to our health, our jobs, the economy and our Oklahoma communities; water runs through our lives in many ways. We all have something at stake when it comes to water. Each and every Oklahoman shares responsibility for it. **We need to be unified in our efforts to keep our water clean, abundant and healthy.**

We are asking that you please take the Proclamation included in this packet and present to your City Council or Board to vote on an official declaration of July as the annual 'Water's Worth It' month for your community. In doing this you will join with what we hope is the majority of cities and towns in Oklahoma recognizing the importance of water and our responsibility to be good stewards in keeping our water clean, abundant, and healthy.

Once the proclamation is official, please forward a copy of it back to us at OWEA for our tracking records, as well as submitting a press release to your local or regional newspaper. Upon receipt of a copy of your proclamation, OWEA will send you a signed certificate recognizing you as a partner for Water's Worth It. I have included an example press release you are welcome to use and/or edit as you see fit. If you would like an electronic copy of the proclamation or the press release please send me an email with that request or visit our website, www.owea.org and I will make sure you receive it.

Please don't wait until July to present the proclamation and make it official, the sooner the better. OWEA will update you regarding the statewide participation as soon as possible. It is our goal to get a majority of cities and towns in Oklahoma to participate and forward a request to Governor Fallin to make a State proclamation as well.

I offer my gratitude ahead of time for your consideration and participation in this statewide effort. Please feel free to contact me with any questions or for additional information on what your community can do to recognize that "Water's Worth It"

Best regards,

Bryan K. Ballard | President
Oklahoma Water Environment Association
bballard@owea.org

Proclamation

Proclamation of the Mayor of the City of Pryor Creek, Oklahoma, proclaiming the Month of July 2015 as WATER'S WORTH IT™ month in the City of Pryor Creek.

- § 1. WHEREAS, WATER'S WORTH IT Month is being promoted by the Oklahoma Water Environment Association to help increase Oklahoma community's awareness of our most precious natural resource; and
- § 2. WHEREAS, WATER'S WORTH IT is a campaign by the Water Environment Federation to help answer questions about how our actions, attitudes, and the things we most value are closely connected with water.
- § 3. WHEREAS, WATER'S WORTH IT Month is one of the many ways to help promote the protection of Pryor Creek's water by increasing educational efforts. Education efforts could include information on how to conserve, protect and reuse water as well as encouraging programs for school children to teach them the value of water.
- § 4. WHEREAS, WATER'S WORTH our respect, communities are built on water; and
- § 5. WHEREAS, WATER'S WORTH our effort, clean water is everyone's responsibility; and
- § 6. WHEREAS, WATER'S WORTH our health, water is life; and life is water; and
- § 7. WHEREAS, WATER'S WORTH our future, dealing with aging infrastructure; and
- § 8. WHEREAS, WATER'S WORTH our passion as we find solutions for the 21st Century; and
- § 9. WHEREAS, the protection and conservation of Pryor Creek's water improves the quality of life by having a cleaner and more abundant supply of water now and in the future and reduces the cost of water and wastewater treatment.

Now, therefore, as Mayor of the City of Pryor Creek, Oklahoma, I:

Do hereby proclaim the month of July as WATER'S WORTH IT month and call all citizens and civic organizations to become knowledgeable and acquaint themselves with the issues involved in maintaining safe water.

PASSED AND APPROVED this _____ day of _____, 2015.

Mayor

ATTEST:

City Clerk

WATER'S WORTH IT.



Oklahoma Water Environment Association
Dedicated to Preserving and Enhancing the OK Water Environment

PRESS RELEASE

Media Contact:

Date:

Pryor Creek Wants You to Know That WATER'S WORTH IT! *Campaign Helps Raise Awareness About the Value, Importance of Water*

Pryor Creek, Oklahoma – Water should be clear, but not invisible. Indispensable to jobs, the economy, our health, and our Oklahoma communities, water runs through our lives in many ways. Everyone uses water and everyone must be responsible for it. To do that, we each need to learn to value water and come together to share an important message about water's worth.

To help our state and community better understand the issues and learn how they can help, we have partnered with the Oklahoma Water Environment Association (OWEA) and the Water Environment Federation (WEF) on a public messaging campaign called **WATER'S WORTH IT®** and is proclaiming **July, 2015, as WATER'S WORTH IT Month**. Designed as an ongoing effort, this broad-based campaign will help answer the question about how our actions, attitudes, and the things we most value are so closely connected with water.

"We all have something at stake when it comes to water and each and every Oklahoman shares responsibility for it. We need to be unified in our efforts to keep our water clean, abundant and healthy," said OWEA President, Bryan Ballard.

Intended to inform a wide range of audiences, the campaign will provide members of the public with the information they need to be educated and responsible consumers; help the public create a personal connection with water; show how daily life is inextricably linked to this vital resource; and help the public increase its understanding of and appreciation for water sector professionals and the essential services that they provide.

The goals of the campaign are to:

- Demystify water and wastewater treatment by showing the direct connections between what water sector professionals do and what the public values — create jobs, protect health, protect the environment, and provide clean water.
- Expand and deepen the awareness of the value of water.
- Explain that water is a precious and limited resource that needs to be recycled and reused.
- Elevate the profile of water sector professionals by building respect and appreciation for the services they provide.
- Create a foundation of public awareness to support needed infrastructure investments.
- Support cutting-edge practices to deliver, recover, and reuse water resources.

WATER'S WORTH IT was created to address attention, understanding and support and to raise the profile of the water professionals who are on the front lines every day protecting public health and the environment.

Everyone who uses water is encouraged to join this coordinated effort to raise awareness about the value and importance of water. By combining our voices behind this campaign, each of us can contribute to a positive change. Be as good to water as water's been to you. WATER'S WORTH IT!

To learn more, visit www.WatersWorthIt.org.

About OWEA

The Oklahoma Water Environment Association (OWEA) is a member association of the Water Environment Federation (WEF). OWEA is an organization of dedicated and knowledgeable professionals striving to preserve and enhance the water environment of Oklahoma.

OWEA MISSION:

Provide leadership, engage water professionals, and leverage knowledge to support clean and safe water solutions for today and future generations all while promoting the value of water and providing professional development and public awareness. To learn more, visit www.owea.org.

About WEF

Founded in 1928, the Water Environment Federation (WEF) is a not-for-profit technical and educational organization of 36,000 individual members and 75 affiliated Member Associations representing water quality professionals around the world. WEF members, Member Associations and staff proudly work to achieve our mission to provide bold leadership, champion innovation, connect water professionals, and leverage knowledge to support clean and safe water worldwide. To learn more, visit www.wef.org.



PROPOSAL MEMORANDUM

Date: 3-14-15
To: Doug Moore, City of Pryor
From: Keith Franklin, President
Reference: Pryor Bicycle/Pedestrian Master Plan
Subject: Scope of Services

In conjunction with the regional trails Master Plan for Mayes County, the following scope would define a bicycle/pedestrian plan for the City of Pryor.

1. Corridor Identification Phase (15 Calendar Days)

The landscape architect will collect the needed data from the City and evaluate existing conditions. Tasks include:

- a. Meet with CITY to discuss schedule—Identify dates for Workshops #1,2 and inventory City
- b. CITY to provide a street map showing destinations such as schools, parks, public facilities, historic Sites in AutoCAD format
- c. CITY to supply inventory of existing sidewalk system in Pryor in AutoCAD format
- d. Prepare citizens workshop base map
- e. Prepare maps of potential destinations (Schools, Parks, Public Facilities, Historic Sites)
- f. Prepare map of 100 year floodplain and floodway for study area if data is available
- g. Prepare draft newsletter/meeting notice of workshop
- h. Review with CITY
- i. Finalize newsletter meeting notice

2. Potential Bicycle/Pedestrian Corridors (30 calendar Days)

The landscape architect will facilitate input for a community wide consensus on goals and objectives for the bike/ped system. Work tasks will include:

- a. Preparation for Workshop #1
- b. Conduct field evaluation of potential corridors
- c. Meet with Steering Committee (first day of workshop #1)
- d. Facilitate citizen public Workshop #1
- e. Compile citizen suggested bike/ped map
- f. Review workshop results with CITY via phone
- g. Prepare draft newsletter for workshop
- h. Finalize newsletter and transmit to City in PDF for distribution

3. Corridor Routing Phase (45 calendar Days)

Once the public input is received; the landscape architect will delineate potential bike/ped routes and facilitate public review of the emerging bike/ped system. Tasks include:

- a. Emerging Bike/ped System:
 - i. Analyze destination connections
 - ii. Identify missing corridors in the systems

V:\manage\552.00 Mayes County Trail MP\1413 Pryor Trail\M-Pryor Creek Bike-Ped MP agreement.docx

- iii. Analyze potential trail head locations
- iv. Field verify corridors and other feature sites
- b. Prepare draft bike/ped corridor plan
- c. Prepare draft implementation plan for Bike/ped System to define phasing and cost
- d. Prepare rendering of a trail corridor, sidewalk corridor, and bikeway corridor.
- e. Prepare for Workshop #2
- f. Meeting with Steering Committee (first day of workshop #2)
- g. Facilitate Workshop #2
- h. Review Workshop results with CITY
- i. Prepare draft newsletter for workshop

4. Final Bicycle/Pedestrian Master Plan (30 calendar Days)

Based on comments from the Workshop and the steering committee we will prepare a bicycle master plan that includes a bike/ped plan that shows routes, an implementation plan that shows phasing of the routes and the cost for each route. We will also provide 3 sketches for illustrative purposes. We will also provide excel spreadsheets showing the overall cost of each bike/ped corridor. Tasks include:

- a. Prepare Bike/Ped Master Plan
- b. Prepare Bike/Ped Implementation Plan
- c. Prepare final rendering of a trail corridor, sidewalk corridor, and bikeway corridor
- d. Prepare excel spreadsheet of cost
- e. Prepare PowerPoint presentation for adoption by City Council
- f. Presentation to City Council

Basic Fees:

Services can be provided for a total fee of \$ 22,500. Invoices will be sent monthly and will be based on percentage of the project complete. Invoices are due and payable within 30 days of receipt.

Additional Services

Services and work tasks not listed in the scope of services can be provided as requested. A proposed fee will be provided for additional services prior to work commencing.

Notice to Proceed

If the foregoing is acceptable, please sign and date in the space provided below

Mayor Jimmy Tramel
City of Pryor Creek, OK

Date

Cc: File

Eva

From: Frank Powell <pryorcityparks@sbcglobal.net>
Sent: Friday, April 17, 2015 10:11 AM
To: Eva
Subject: Fw: YOUR IMMEDIATE ATTENTION IS REQUIRED: Deal 143799 (KWR) _City of Pryor Creek_ Agency PO Number_1420142305 - To Dlr for Response

----- Forwarded Message -----

From: Justin Marshall <JMarshall@pkequipment.com>
To: "PRYORCITYPARKS@SBCGLOBAL.NET" <PRYORCITYPARKS@SBCGLOBAL.NET>
Sent: Friday, April 17, 2015 9:44 AM
Subject: FW: YOUR IMMEDIATE ATTENTION IS REQUIRED: Deal 143799 (KWR) _City of Pryor Creek_ Agency PO Number_1420142305 - To Dlr for Response

From: Knight Gina(Cary) [mailto:KnightGinaR@JohnDeere.com]
Sent: Friday, April 17, 2015 9:34 AM
To: Justin Marshall
Cc: Knight Gina(Cary); GNS Shared MB Fax POs
Subject: YOUR IMMEDIATE ATTENTION IS REQUIRED: Deal 143799 (KWR) _City of Pryor Creek_ Agency PO Number_1420142305 - To Dlr for Response
Importance: High

Hi Justin - Please forward this email to the agency for response back to me, confirming the item(s) listed in red to complete order processing.

Agency reply email will serve as approval.

Pending Form

Agency Name: City of Pryor Creek
Salesman's Name: Justin Marshall
Deal Number: 143799
Agency PO#: 1420142305

- **Price Discrepancy – Contract amount should be \$16,361.28, higher by \$173.88.**

Reason: Discount on 62" DOM Mid Mower is 17%

- **Contract Number should be OK SW196 instead of SW190. Agency reply email will confirm contract OK SW196**

- Request for agency ship to address (need physical address for our records)

To DEALER ONLY:

- Need order number for 62" mid mower
- Per contract OK SW196 – A parts manual on CD ROM must be furnished at no cost to the customer for each new item purchased. Please provide part numbers for reimbursement.

Thank you,

Gina R. Knight
Govt. Sales Account Representative
John Deere A&T CBD Government Sales
2000 John Deere Run, Cary NC 27513
Ph: 919.804.2357
Fax: 309.749.2313
Email: KnightGinaR@johndeere.com

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