

**MINUTES
BUDGET/PERSONNEL
REGULAR MEETING
TUESDAY, OCTOBER 11TH, 2016
5:30 P.M.**

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

Committee Members: **Greg Rosamond, Drew Stott, Travis Noland, Roger Willcutt (alternate)

1. CALL MEETING TO ORDER.

The meeting was called to order at 5:30 p.m. by Chairman Greg Rosamond. Members present: Greg Rosamond, Drew Stott, Travis Noland. Members absent: none.

Others present: Mayor Tramel, Police Chief Dennis Nichols, Assistant Police Chief James Willyard, Police Officer Dustin Van Horn, Fire Chief Tim Thompson, Assistant Fire Chief BK Young, Assistant Street Superintendent Buddy Glenn, Recreation Center Director Laura Holloway, Library Director Cari Rerat, City Council Members Yolanda Thompson and Jill White, Terry Aylward, Cydney Baron, Nena Roberts, Ahmad Nadaf.

2. DISCUSS, POSSIBLY APPROVE THE MINUTES OF THE SEPTEMBER 13th, 2016 REGULAR MEETING.

Motion was made by Stott, second by Rosamond to approve the minutes of the September 13th, 2016 regular meeting. Voting yes: Rosamond and Stott. Abstaining: Noland.

3. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO PROMOTE JOSH TURNER TO ASSISTANT GOLF SUPERINTENDENT AT A RATE OF \$12.00 PER HOUR, - ACCOUNT #41-415-5012, GOLF TEMP SERVICES WAGES.

Item to discuss, possibly recommend Council action to promote Josh Turner to Assistant Golf Superintendent at a rate of \$12.00 per hour, - Account #41-415-5012, Golf Temp Services Wages was tabled until next month's meeting to allow Dennis Bowman to be available. No further action was taken.

4. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO PROMOTE GORDON BENNETT TO MAINTENANCE LEAD AT THE GOLF COURSE AT A RATE OF \$11.00 PER HOUR - ACCOUNT #41-415-5012, GOLF TEMP SERVICES WAGES.

Item to discuss, possibly recommend Council action to promote Gordon Bennett to Maintenance Lead at the golf course at a rate of \$11.00 per hour - account #41-415-5012, Golf Temp Services Wages was tabled until next month's meeting to allow Dennis Bowman to be available. No further action was taken.

5. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO ACCEPT JACK DOWNING'S REQUEST TO MOVE FROM STREET SUPERINTENDENT TO A OPERATOR RANGE D, STEP 4 (ANNUAL WAGE - \$36,221.00).

Motion was made by Noland, second by Rosamond to recommend Council action to accept Jack Downing's request to move from Street Superintendent to A Operator Range D, Step 4 (annual wage - \$36,221.00). All voted yes.

6. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO PROMOTE BUDDY GLENN FROM ASSISTANT STREET SUPERINTENDENT, RANGE E, STEP 4 (ANNUAL WAGE - \$43,240.00) TO STREET SUPERINTENDENT, RANGE F, STEP 4 (ANNUAL WAGE - \$48,028.00).

Motion was made by Noland, second by Stott to recommend Council action to promote Buddy Glenn from Assistant Street Superintendent, Range E, Step 4 (annual wage - \$43,240.00) to Street Superintendent, Range F, Step 4 (annual wage - \$48,028.00). All voted yes.

7. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO PROMOTE BOBBY SPURLOCK TO ASSISTANT STREET SUPERINTENDENT, RANGE E, STEP 4 (ANNUAL WAGE - \$43,240.00).

Motion was made by Rosamond, second by Stott to recommend Council action to promote Bobby Spurlock to Assistant Street Superintendent, Range E, Step 4 (annual wage - \$43,240.00). Glenn was asked whether this was upon his recommendation or whether it was Downing's recommendation. Glenn assured the Committee that Spurlock is his choice for assistant. All voted yes.

8. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO APPROVE CONTRACT BETWEEN THE PRYOR CREEK POLICE DEPARTMENT AND EMERGITEC FOR 2016-2017.

Motion was made by Rosamond, second by Stott to table recommending Council action to approve contract between the Pryor Creek Police Department and Emergitec for 2016-2017 until the next Budget Meeting. All voted yes.

Dennis Nichols and James Willyard explained that Emergitec is the maintenance agreement for all 911 operations and the renewal amount is \$2,888.00, which is due this month. The County is changing the host on their 911 center and what they do affects our Police Department. The City receives all the landline calls, which brings in a revenue of \$24,000 per year. The County receives all the cellular calls, and if we go to a system that would allow us to receive those calls our revenue would be around \$67,000 per year.

Noland asked whether the agreement is with us directly, or whether the County would be able to seize the agreement at any time. Nichols and Willyard are not certain, but it is their understanding that it would be directly with us.

The new 911 law (HB3126) does not affect this; however, if we want to add the cellular calls to our service, there is a deadline. If we choose to break off from the county there is a board that will have to approve that action before we are allowed to get the upgrades. The upgrades will cause us to spend more money to have the equipment and the dispatchers to handle all the calls. If we choose not to add the cellular calls, the revenue stream will continue to dwindle as fewer people use landlines, and the cost of providing the service will only increase. The cost of this additional line item would be approximately \$75,000.00.

Rosamond stressed that the first step is to find out the definite date of the cellular service deadline. Mayor believes that the deadline is November 1st, 2016, but Willyard was told January 1, 2017. This will be verified as soon as possible.

Rosamond stated that if the Committee needs to come back and make some decisions before the next regular committee meeting, they will be happy to accommodate them however needed.

9. MAYOR'S REPORT.

a. Mayor to report on staffing levels for all General Fund departments.

Mayor Tramel reported that the current staffing levels are:

- 6 – City Clerk
- 3 – Cemetery
- 11 – Fire Department
- 5 – Library
- 22 – Police Department
- 5 – Dispatch
- 2 – Animal Control

We have four (4) open positions at this time that have not been back-filled. Mayor would like to budget at the current levels for now. Any hiring above these numbers needs to come to the Committee for approval.

Mayor showed the Committee the percentage of fixed costs (salaries, insurance, etc.) for each budget within the General Fund (see attached). The only line items from which we can cut are staff.

Rosamond stressed his concern about getting a potential new hire on the Council agenda for approval, having already submitted his resignation to his current employer and having the Council vote no. That will put that person in a very precarious position. Mayor pointed out that potential new hires are always informed that their employment is subject to Council approval.

Rosamond stated that the true numbers come from the sales tax reports that show we are losing \$33,000 per month. Noland pointed out that the \$250,000 in savings was based on a projected budget not an actual budget, so as we see a decrease in revenue we have to decrease the budget. It will be a continual process to watch, as the year progresses and our revenue continues to decline.

Mayor informed the Committee that there will be a meeting with the judges and attorneys on October 27, 2016 to prepare to go to court one day a week.

Rosamond asked Mayor if he feels comfortable that he can continue to make payroll as the year progresses and revenues decline. Mayor says he and Ron Kolker are confident in this.

Mayor still thinks that once people see that we have to cut services in order to make our budget, they may rethink voting for a sales tax increase earmarked for emergency services.

Stott believes it would be a waste of time to ask again for a tax increase when they voted it down by such a large percentage the last time. Mayor believes they had too much to process

at the same time with MUB increases hitting at the same time. Noland stated that if the sales tax increase were presented for emergency services, people might be more willing to agree to it.

Rosamond stated that Mayor needs to think outside the box. His biggest complaint about last time was that if something is going to be proposed, Mayor will need to take a stand and believe in it. He will need to be the number one cheerleader for it. It will need to be marketed, promoted and sold. Mayor agreed.

b. Tax Report.

Sales Tax and Use Tax reports were included in the agenda packet for review. Tobacco Tax report was handed out to the Committee. All revenues are down for the month.

c. Review of financial status.

This item was discussed earlier in the Mayor's report.

d. Budget Review.

This item was discussed earlier in the Mayor's report.

Noland asked the Mayor if it would be beneficial to create an economic development steering committee to assist him in marketing and recruiting. Mayor said that would be great. GRDA did that for us about two years ago, and maybe it would be good to regenerate that. We really need a big store anchored north and something anchored downtown.

10. PETITIONS FROM THE AUDIENCE.

There were no petitions from the audience.

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

There was no unforeseeable business.

12. ADJOURN.

Motion was made by Stott, second by Rosamond to adjourn at 6:35 pm. All voted yes.

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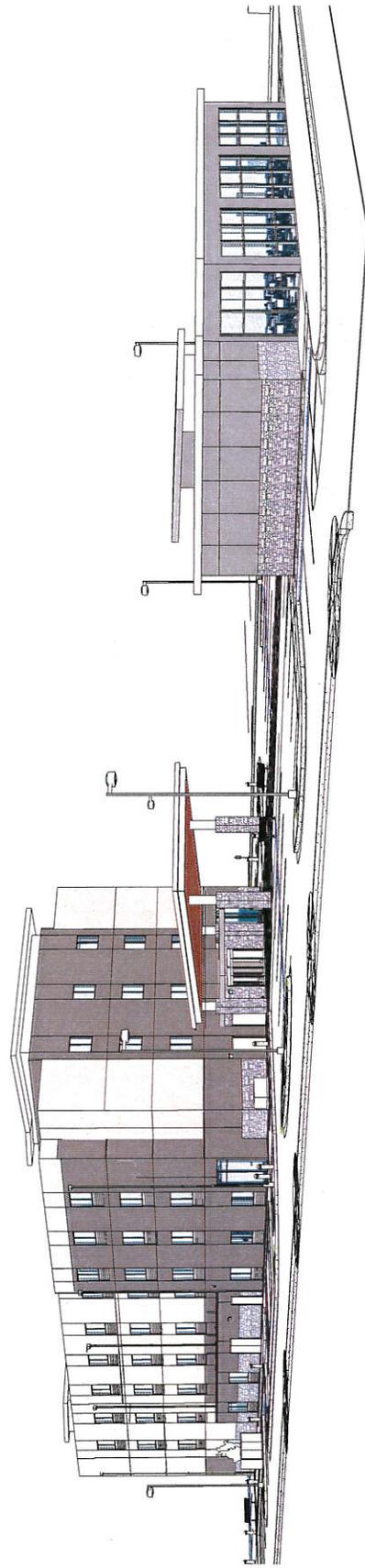


PRYOR CREEK HOTEL
 5401 S. MILL ST.
 PRYOR, OK

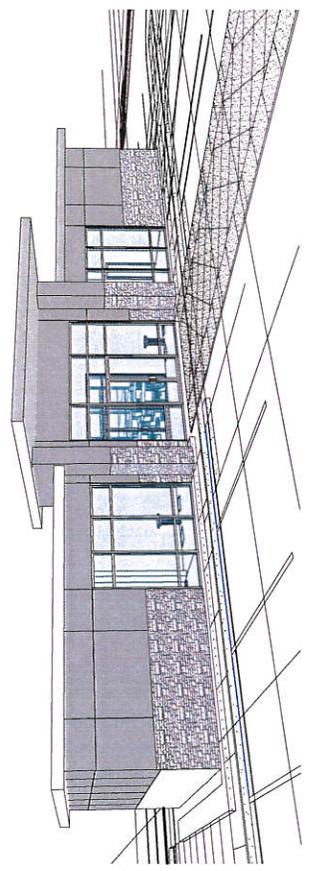
No.	Description	Date

SHEET
A10G
 30 PERSPECTIVES
 30 PERSPECTIVES

IBC 2015
 BUILDING CLASSIFICATION: R-1
 NOTE: BUILDING IS FULLY SPRINKLERED.
 NFPA 13



③ 3D VIEW HOTEL & CONFERENCE CENTER



① CONFERENCE CENTER FRONT



② SOUTH WEST VIEW



Fiber Interactive Technologies

24 South Adair
Pryor, OK 74361
Office: 918-947-9473 Cell: 918-824-1416
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City of Pryor Wi-Fi Network Broadband Proposal

09/01/2016



Fiber Interactive Technologies

24 South Adair
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In response to the request for a recommendation for the broadband bandwidth for the City of Pryor Wi-Fi network, we would like to propose the following options for speed and pricing. Currently the City of Pryor and the Wi-Fi network is running on a 50 Meg broadband connection that consistently stays at 60-70% utilization. Fiber Interactive Technologies would like to provide several options for the Cities consideration.

Project Quotes

Bandwidth Options

Speed	Cost	Installation	Monitored with Reporting
100 Meg	\$1500 per month	\$995 NRC*	Y
200 Meg	\$2400 per month	\$495 NRC*	Y
300 Meg	\$3000 per month	\$0	Y

Note: NRC* is a Non-Recurring Cost that is only billed at time of installation.

This service includes monthly bandwidth utilization reporting provided to a City of Pryor email address. Based on historical data, Fiber Interactive Technologies recommends the 200 Meg service since it is only \$600 per month more than the City is currently paying for 4 times the bandwidth. We also recommend that the City of Pryor allow us to cap the City of Pryor traffic at 100 Meg so that it does not impact the City of Pryor Wi-Fi network. Due to the fact that we are adding 23% more Access Points as part of the Phase 4 Wi-Fi project, we will need more bandwidth for the Wi-Fi network. All speeds are symmetrical meaning the City of Pryor will received the same speeds up and down. We will not implement any monthly data cap or bandwidth throttling on this broadband connection. This quote will require the city to commit to a 12 month contract renewable for 12 months annually with a 30 day written notice of non-renewal. Written notice will need to be delivered to person and address at the top of this page.

From: Bobby Maddox [<mailto:bobby.maddox@vyvebb.com>]
Sent: Wednesday, September 07, 2016 8:36 AM
To: Jimmy Tramel <tramelj@pryorcreek.org>
Subject: RE: Upgrade to Internet Access

Good morning Mayor,

Please let me know when a good time is to discuss upgrading your Internet Access from us/Vyve... thank you

From: Bobby Maddox
Sent: Tuesday, August 16, 2016 3:57 PM
To: 'Jimmy Tramel' <tramelj@pryorcreek.org>
Subject: RE: Upgrade to Internet Access

Hello Mayor Tramel,

Please let me know if you are still interested in upgrading.

From: Bobby Maddox
Sent: Tuesday, July 19, 2016 9:53 AM
To: 'Jimmy Tramel' <tramelj@pryorcreek.org>
Subject: RE: Upgrade to Internet Access

Mayor Tramel,

Did you want to go with the 100 Meg or 200 Meg upgrade?

Currently you are paying \$1800 per month for 50 Megs. We can go to the below price points regarding upgrading...

100 Megs=\$2500 per month

200 Megs=\$3250 per month

Once I know which bandwidth you would like to upgrade to... I will get the paperwork to you for review.

Thanks
Bobby Maddox
918-408-3113

Proposed Court Changes for 2017

Current schedule/rates: (stay on a 2-day-per-week court schedule)

97 court days:

Judges @ 185.50 x 97 = \$17,993.50

Attorneys @ 137.50 x 97 = \$13,337.50

1 day per week (Feb – Dec)

56 court days:

Judges @ 200.00 x 56 = \$11,200.00

Prosecutors @ 200 x 56 = \$11,200.00

Savings/Difference of:

Judges = \$6,793.50

Prosecutors = \$2,137.50

Total: \$8,931.00