

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

**TUESDAY, SEPTEMBER 1<sup>ST</sup>, 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. Acknowledgement that the City of Pryor Creek has been awarded medals recognizing Achievements Preventing Childhood Obesity through *Let's Move!* Cities, Towns and Counties. Five Medals were awarded to Pryor Creek for action taken to improve access to healthy affordable food and increase opportunities for physical activity. These medals were awarded because of Pryor Creek's achievements in Goal I (Silver Medal): Start Early Start Smart, Goal II (Silver Medal): My Plate Your Place, Goal III (Bronze, Silver and Gold Medals): Smart Servings for Students, Goal IV (Silver Medal): Model Food Serv and Goal V (Silver and Gold Medals): Active Kids at Play.
  - b. Discuss, possibly act on approval to declare September 18<sup>th</sup>, 2015 'Pryor Creek Day of Character'.
4. City Attorney's Report:
  - a. First reading of An Ordinance Amending Pryor Creek City Code Section 3-10A-1 Regarding Alcoholic Beverages.
  - b. First reading of An Ordinance Amending Pryor Creek City Code Section 3-10A-3 Regarding Alcoholic Beverages.
  - c. Discuss, possibly act on authorizing the Mayor to complete the renewal application to use State land located in the SW/4 of the SE/4 of the SW/4 of Section 17, Township 21N, Range 19E, Mayes County, Oklahoma under the management of The Office of Management and Enterprise Services, Real Estate and Leasing Services, hereinafter REALS (Title 61 O.S. Sec. 322).
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 August 18<sup>th</sup>, 2015 Council meeting.
  - b. Approve payroll purchase orders through September 11<sup>th</sup>, 2015.
  - c. Approve claims for purchase orders through September 1<sup>st</sup>, 2015.
  - d. Acknowledge receipt of deficient purchase orders.
  - e. Approve July and August Appropriations Requests.
  - f. Approve an expenditure not to exceed \$14,500.00 to Violet F. Kirkendall CPA, PC and authorize the Mayor to sign an audit engagement letter for the fiscal year ended June 30<sup>th</sup>, 2015 from General Fund – Outside Services Auditor (Account #02-201-5072).
  - g. Approve an expenditure in the amount of \$7,357.80 to Cardinal Tracking, Inc. for the Software License, Support Agreement and Renewal Invoice for 2015 – 2016 for the Police Department from E-911 Cash Fund – Telephone Equipment (Account #91-915-5061).
  - h. Approve an expenditure of \$10,432.36 to AGES Computers for Kaspersky Endpoint Security Business Plus 3 year 24 x 7 support subscription license – 1 Node Academic, Government Volume – 3 year – Price Level S – PC – English (QW6975) for 150 computers including 75 hours shop labor (anti-virus software) from General Fund – Unallocated Reserve and Excess (Account #02-201-5041).
  - i. Approve an expenditure in the amount of \$6,269.21 to CMSWillowbrook for Library break room drain line repair. This includes a preconstruction fee of \$464.39 to CMSWillowbrook and a construction fee of \$5,804.82 for Four Feathers Plumbing, Inc. from General Fund – Repair and Maintenance (Account #02-201-5091). (Other quotes received: Half Moon Plumbing \$6,704.82 plus \$536.39 preconstruction fee to CMSWillowbrook (total of \$7,241.21) and S and J Plumbing \$11,304.82 and \$904.39 preconstruction fee to CMSWillowbrook (total of \$12,209.21).
  - j. Approve increasing Annual Golf Membership fees 15% for Pryor Creek Golf Course as follows:

|               |                              | CURRENT FEE                         | PROPOSED FEE                        |
|---------------|------------------------------|-------------------------------------|-------------------------------------|
| SENIOR FAMILY | Option 1 - Yearly            | \$565.68 + \$33.23 (tax) = \$598.91 | \$650.00 + \$38.19 (tax) = \$688.19 |
|               | Option 2 - Monthly           | \$54.90 (\$658.80)                  | \$63.14 (\$757.68)                  |
|               | Option 3 - Yearly with Cart  | \$1,694.00                          | \$1,948.00                          |
|               | Option 4 - Monthly with Cart | \$155.28 (\$1,863.36)               | \$178.57 (\$2,142.84)               |

|   |                              |                                     |                                     |
|---|------------------------------|-------------------------------------|-------------------------------------|
| SENIOR SINGLE   | Option 1 - Yearly            | \$432.59 + \$25.41 (tax) = \$458.00 | \$497.48 + \$29.23 (tax) = \$526.71 |
|   | Option 2 - Monthly           | \$41.98 (\$503.76)                  | \$48.28 (\$495.36)                  |
|   | Option 3 - Yearly with Cart  | \$1,482.25                          | \$1,704.58                          |
|   | Option 4 - Monthly with Cart | \$137.64 (\$1,651.68)               | \$158.28 (\$1,899.36)               |
|   |                              |                                     |                                     |
| FAMILY  | Option 1 - Yearly            | \$623.23 + \$36.61 (tax) = \$659.84 | \$716.71 + \$42.41 (tax) = \$758.82 |
|   | Option 2 - Monthly           | \$61.36 (\$736.23)                  | \$70.56 (\$846.72)                  |
|   | Option 3 - Yearly with Cart  | \$1,900.00                          | \$2,185.00                          |
|   | Option 4 - Monthly with Cart | \$175.00 (\$2,100.00)               | \$201.25 (\$2,415.00)               |
|   |                              |                                     |                                     |
| SINGLE  | Option 1 - Yearly            | \$499.43 + \$29.34 (tax) = \$528.77 | \$574.34 + \$33.74 (tax) = \$608.08 |
|   | Option 2 - Monthly           | \$48.53 (\$582.36)                  | \$55.80 (\$669.60)                  |
|   | Option 3 - Yearly with Cart  | \$1,620.00                          | \$1,863.00                          |
|   | Option 4 - Monthly with Cart | \$150.00 (\$1,800.00)               | \$172.50 (\$2,070.00)               |
|   |                              |                                     |                                     |
| JUNIOR  |                              | \$132.23 + \$7.77 (tax) = \$140.00  | \$132.23 + \$7.77 (\$140.00)        |
|   |                              |                                     |                                     |
|   |                              |                                     |                                     |
| COPORATE  |                              | 3 Members - \$2,200.00              | 3 Members - \$2,530.00              |
| <p>Includes Green Fees and Cart anytime.<br/> Each additional member add \$100.00 up to a total of 5<br/> From 6-9 members - \$200.00 each additional member<br/> Corporate members also receive 20% off guest green fees excludes<br/> tournaments and Cart stalls</p> |                              |                                     |                                     |

k. Approve increasing Golf Course greens fees as follows:

| GOLF COURSE FEES            | CURRENT | PROPOSED         |
|-----------------------------|---------|------------------|
| Green Fees                  | \$20.00 | \$20.50 Weekday  |
|                             |         | \$21.00 Weekends |
| Junior / Senior Fees        | \$11.00 | \$11.50          |
| Twilight Fees               | \$10.00 | \$11.00          |
|                             |         |                  |
| Golf Cart Rental Per Person |         |                  |
| 9 Holes                     | \$6.00  | \$8.00           |
| 18 Holes                    | \$12.00 | \$13.00          |
| Pull Cart                   | \$3.00  | \$3.00           |
| Member Cart Guest Fee       | \$6.00  | \$6.00           |

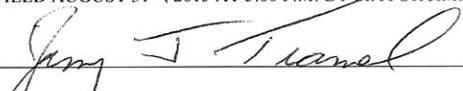
- l. Approve authorizing Infrastructure Solutions Group, LLC dba Mehlburger Brawley to seek bids for replacement of concrete streets as identified by Street Superintendent on the following streets: Thurman, Lilac Lane, Mulberry Lane, Magnolia Street, Spruce Court, Lakeview Drive, Hickory Lane, Peach Tree Lane, Heather Court, Larkspur, Ginger Court, Hawthorn Court, Oklahoma Street South of 17<sup>th</sup> Street, Southeast 18<sup>th</sup> Street, Southeast 19<sup>th</sup> Street, Mid America Grill Road, Bay Oaks Place, Meadowview Circle and Cherry Point Lane.
- m. Approve an expenditure of \$2,930.99 to O'Reilly Auto Parts for an air compressor with resistor and water separator for the Street Department from Street – Capital Outlay (Account #14-145-5411). Other quotes received: Advanced Professional - \$3,310.97 and Pryor Automotive Supply - \$3,180.07.
- n. Approve resignation of Street Department employee Tyler Schlosser effective August 28<sup>th</sup>, 2015.
- o. Approve an increase in Pryor Creek Recreation Center Pool fees as follow:
  - Daily Pool passes from \$3.00 to \$4.00
  - Pool Parties from \$25.00 to \$30.00 for members plus daily pool pass charge
  - Pool Parties from \$30.00 to \$40.00 for non-members plus daily pool pass charge
  - Private Parties from \$100.00 to \$125.00 for members
  - Private Parties from \$125.00 to \$150.00 for non-members
  - (maximum of 40 people for private parties)
- p. Approve declaring surplus from the Pryor Creek Recreation Center the following items and approve seeking sealed bids:
  - Cybex Treadmill (City Number 03474) Model Number 515T, Serial Number A01-105159014NN
  - Cybex Treadmill (City Number 03473) Model Number 5151, Serial Number A01-10515T9014NW011

- Cybex Stepper (City Number 03479) Model Number 5305, Serial Number A01-1153059014nn
- q. Approve declaring surplus from the Pryor Police Department and approve seeking sealed bids for the following items that were seized and forfeited by the District Court:
    - 1998 Ford F150 XL Vin 1FTAF1721WKA63902
    - 1995 Chevrolet Monte Carlo Sport Vin 2G1WW12M5S9332340
    - 1995 Chevrolet Cheyenne Pickup Vin 1GCEC14Z5S7283795
    - 1980 Ford Mustang Vin 0F04B188519 (No Title, Salvage only)
    - 1998 Mercury Sable GS Vin 1MERM5OUWA616601
    - 1992 Honda Accord Vin 1HGCB715XNA019586
    - 1993 Chevrolet Silverado 4x4 1GCEK14K6PZ182732
  - r. Approve declaring surplus the following vehicles and approve seeking sealed bids for the following vehicles owned by the City:
    - 2006 Dodge Charger Vin 2BKA43HX6H504978 (UNIT 31)
    - 2008 Dodge Charger Vin 2B3KA43HX8H271333 (UNIT 37)
    - 2005 Ford Crown Victoria Vin 2FAFP71W15X123726 (UNIT 24)
    - 2000 Ford Crown Victoria Vin 2FAFP71W6YX127081
    - 1996 Chevrolet Suburban Vin 1GNFK16R4TJ310240
  - s. Approve hiring Ryan Lemmings as a Volunteer Firefighter to fill vacant position effective September 1<sup>st</sup>, 2015 pending approval of physical and background check.
  - t. Approve expenditure of \$4,395.00 to Alred Glass Company for the replacement of 28 glass units and provide re-screen in some of the units in the overhead doors at the Fire Department from Properties – Capital Outlay (Account #44-445-5419). Other quotes received: Rash Construction, Inc. - \$4,550.00 and Brewer Construction - \$4,575.00.
  - u. Approve hiring Elizabeth H. Henson as Pryor Police Department Dispatcher effective September 2<sup>nd</sup>, 2015 at Range D, Step 1 (annual wage \$28,597.00).
6. Committee Reports:
    - a. Budget / Personnel (Rosamond)
    - b. Ordinance / Insurance (Chitwood)
    - c. Street / Maintenance Garage (Willcutt)
  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 August 18<sup>th</sup>, 2015 meeting.
3. Unforeseeable business. (ANY MATTER NOT REASONABLY FORESEEN PRIOR TO POSTING OF AGENDA.)
4. Adjourn.

FILED AUGUST 31<sup>ST</sup>, 2015 AT 5:00 P.M. BY MAYOR JIMMY TRAMEL.

  
\_\_\_\_\_

POSTED ON THE BULLETIN BOARD AT CITY HALL, 12 NORTH ROWE STREET, PRYOR CREEK, OKLAHOMA, AUGUST 31<sup>ST</sup>, 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, AUGUST 18<sup>TH</sup>, 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 emailed 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, Cheryl Hedgpath, Yolanda Thompson, Houston Brittain, Greg Rosamond, Randy Chitwood, Ryan Rains and Drew Stott. Council members absent: none.

Department Heads and other City Officials present: City Attorney K. Ellis Ritchie, Police Chief Steve Lemmings, Fire Chief Tim Thompson, Assistant Fire Chief B.K. Young, Golf Director Dennis Bowman, Recreation Center Director Laura Holloway.

Others: Pryor Chamber of Commerce Director Barbara Hawkins, Recreation Center Board Member Steve Wyneken, Library Board Chairman Jeanette Anderson, Interim Library Director Marie Reist, Pryor Main Street Director B.J. Cummings, Deputy Clerk Nena Roberts, Integrated Insurance Services Representative Louis Packard and Kimberly Heins.

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

There were no petitions presented.

**3. MAYOR'S REPORT:**

Mayor Tramel read a thank you card from RAE Corporation regarding their use of Centennial Park recently.

**4. CITY ATTORNEY'S REPORT:**

- a. SECOND AND FINAL READING, DISCUSSION AND POSSIBLE APPROVAL OF AN ORDINANCE AMENDING TITLE 7 BY ADDING CHAPTER 9, SECTIONS 1, 2, 3, 4, 5 AND 6 TO THE CITY CODE OF THE CITY OF PRYOR CREEK, MAYES COUNTY, STATE OF OKLAHOMA, REGARDING CLOSING OF PUBLIC WAYS AND EASEMENTS, DEFINITIONS, APPLICATIONS, PROCESSING OF APPLICATIONS, CITY ACTION ON APPLICATIONS, RESERVATION OF RIGHTS AND FEES.**

Motion was made by Chitwood, second by Hedgpath to approve **Ordinance 2015-13** amending Title 7 by adding Chapter 9, Sections 1, 2, 3, 4, 5 and 6 to the City Code of the City of Pryor Creek, Mayes County, State of Oklahoma, regarding closing of Public Ways and Easements, Definitions, Applications, Processing of Applications, City Action on Applications, Reservation of Rights and Fees and waive reading. Voting yes: Willcutt, Hedgpath, Thompson, Brittain, Rosamond, Chitwood, Rains, Stott. Voting no: none.

**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 August 4<sup>th</sup>, 2015 Council meeting.
- b. Approve payroll purchase orders through August 28<sup>th</sup>, 2015.
- c. Approve claims for purchase orders through August 18<sup>th</sup>, 2015.

**APPROVE PURCHASE ORDERS THROUGH AUGUST 18<sup>TH</sup>, 2015.**

| <u>FUNDS</u>      | <u>PURCHASE ORDER NUMBER</u> | <u>TOTALS</u>        |
|-------------------|------------------------------|----------------------|
| GENERAL           | 1520150417 - 1520150365      | \$ 271,167.48        |
| STREET & DRAINAGE | 1520150286 - 1520150174      | 22,950.38            |
| GOLF              | 1520150354 - 1520150407      | 43,255.82            |
| CAPITAL OUTLAY    | 910607B - 910421B            | 3,314.40             |
| REAL PROPERTY     | 1520150386 - 1520150404      | 43.00                |
| HOTEL MOTEL TAX   | 1520150328 - 1520150328      | 86.40                |
| RECREATION        | 1520150372 - 1520150419      | 29,213.31            |
| P.P.W.A           | 1520150387                   | 1,600.00             |
| E-911 CASH        | 910696B                      | 1,028.02             |
| DONATIONS         | 910628B                      | 3,500.00             |
|                   | <b>TOTAL</b>                 | <b>\$ 376,158.81</b> |

NEW BLANKET PURCHASE ORDERS

910717B

HEARTLAND PEST CONTROL II

|       |                  |
|-------|------------------|
| TOTAL | \$ <u>825.00</u> |
|       | \$ 825.00        |

- d. Acknowledge receipt of deficient purchase orders.  
***There were no deficient purchase orders presented.***
- e. Approve authorizing the Police Chief to block streets necessary for the Annual DAM J.A.M. to be held on September 12<sup>th</sup>, 2015.
- f. Approve Mayor's appointment of Clayton (Trey) Larremore to Flood Plain Board Seat #4, term expiring 12/31/17.
- g. Approve a Resolution commemorating 1920 passage of the 19<sup>th</sup> Amendment to the Constitution of the United States of America granting women the right to vote and designate August 26<sup>th</sup>, 2015 as Women's Equality Day.
- h. Approve Fiscal Year 2015 – 2016 City of Pryor Creek budget as presented for:
  - 1. General Fund
  - 2. Street and Drainage
  - 3. Golf Course
  - 4. Capital Outlay
  - 5. Recreation Center
  - 6. Pryor Public Works Authority
  - 7. E-911
- i. Approve an expenditure in the amount of \$11,114.72 to the Oklahoma Municipal League for fiscal year 2015 – 2016 membership dues / service fees from General Dues and Subscriptions (Account #02-201-5032).
- j. Approve authorizing the Mayor to sign annual agreement for engineering services with Mehlburger Brawley for Fiscal Year 2015-2016.
- k. Approve an expenditure to K. Ellis Ritchie in the amount of \$4,452.90 for legal services performed in the month of July 2015.
- l. Possibly reject Benchmark Enterprises, LLC Whitaker Park Splash Pad bid in the amount of \$68,965.00 which was approved at the July 21<sup>st</sup>, 2015 Council meeting and authorize return of bid bonds.
- m. Approve authorizing Infrastructure Solutions Group, LLC dba Mehlburger Brawley to re-advertise for bids for the Whitaker Park Splash Pad.
- n. Approve an expenditure to ThyssenKrupp Elevator Corp. in the amount of \$3,086.84 for twelve months service (08/01/2015 to 7/31/2016) on the elevator located at 6 North Adair Street.
- o. Approve authorizing the Mayor to sign Purchase of Service Agreement in the amount of \$25,000.00 with Grand Gateway Economic Development Association for operation of Pelivan Public Rural Transportation System for Fiscal Year 2015-2016.
- p. Approve payment to Integrated Insurance Services in the amount of \$47,111.76 for OMAG Property Policy PRO 1400033 00 including an 8% broker fee.
- q. Approve payment to Integrated Insurance Services in the amount of \$26,757.00 for VFIS Fire Department Policy including an 8% broker fee.
- r. Approve payment to Integrated Insurance Services in the amount of \$68,396.40 for OMAG Liability Policy GLA 1400017 00 including an 8% broker fee.
- s. Approve expenditure in the amount of \$20,733.21 to RCB Bank for Lease #2322436 payment from the Golf Course from Golf – Capital Outlay (Account #41-415-5411).
- t. Approve increasing the PeopleLink Temporary Golf Employees to \$10.00 per hour effective August 24<sup>th</sup>, 2015.
- u. Approve accepting resignation of Volunteer Firefighter Brett Mitchell effective August 12<sup>th</sup>, 2015.
- v. Approve hiring Kimberly Hines as Fitness Coordinator effective August 24<sup>th</sup>, 2015 for Pryor Recreation Center at Range B, Step 1 (annual wage - \$25,546.00). (*Scrivener's Error: should read Kimberly Heins.*)
- w. Approve expenditure of \$4,580.00 to Prime Elements for the purchase of one (1) 5' x 8' double sided sign for Rockin' G Animal Shelter from Donations Surrender – Shelter fund (Account #96-965-5538). Other quotes received: Premier Signs and Design - \$4,900.00 and Oakwood Graphics - \$7,320.00.
- x. Approve an expenditure of \$3,128.15 to CDW-G for the purchase of one (1) Fargo HDP 5000 Card Printer (Identification Card) for the Pryor Creek Police Department from Police Equipment – Capital Outlay (Account #44-445-5424). Other quotes received: Alpha Card - \$3,546.00 and Barcodes, Inc. - \$5,339.70.

- y. Approve authorizing the Mayor to sign a 60-month lease to Xerox for two (2) W7830PT printers at \$109.10 per month each plus \$0.0506 per colored copy for the Police Department from General Fund - Police Repair and Maintenance (Account #02-215-5091).
- z. Approve authorizing the Mayor to sign a 60-month lease to Xerox for one (1) WC6605DN Printer at \$41.16 per month plus \$0.0890 per colored copy for the Rockin' G Animal Shelter from General Fund – Animal Control Supplies (Account #02-216-5032).
- aa. Approve accepting Assistant Police Chief Derek Melton's resignation effective September 30<sup>th</sup>, 2015.
- bb. Approve accepting Dispatcher Paul Dever's resignation effective August 6<sup>th</sup>, 2015.

Motion was made by Brittain, second by Hedgpath to approve items a – bb less items a, g, j, p, t, y, z, aa, bb. Voting yes: Hedgpath, Thompson, Brittain, Rosamond, Chitwood, Rains, Stott, Willcutt. Voting no: none.

**a. APPROVE MINUTES OF AUGUST 4<sup>TH</sup>, 2015 COUNCIL MEETING.**

Motion was made by Chitwood, second by Willcutt to approve minutes of August 4<sup>th</sup>, 2015 Council meeting. Voting yes: Thompson, Brittain, Rosamond, Chitwood, Stott, Willcutt, Hedgpath. Voting no: none. Abstain (counting as a no vote): Rains.

**g. APPROVE A RESOLUTION COMMEMORATING 1920 PASSAGE OF THE 19<sup>TH</sup> AMENDMENT TO THE CONSTITUTION OF THE UNITED STATES OF AMERICA GRANTING WOMEN THE RIGHT TO VOTE AND DESIGNATE AUGUST 26<sup>TH</sup>, 2015 AS WOMEN'S EQUALITY DAY.**

Motion was made by Rosamond, second by Brittain to approve Resolution # 2015-5 commemorating 1920 passage of the 19<sup>th</sup> Amendment to the Constitution of the United States of America granting women the right to vote and designate August 26<sup>th</sup>, 2015 as Women's Equality Day. Voting yes: Brittain, Rosamond, Chitwood, Rains, Stott, Willcutt, Hedgpath, Thompson. Voting no: none.

**j. APPROVE AUTHORIZING THE MAYOR TO SIGN ANNUAL AGREEMENT FOR ENGINEERING SERVICES WITH MEHLBURGER BRAWLEY FOR FISCAL YEAR 2015-2016.**

Motion was made by Chitwood, second by Willcutt to approve authorizing the Mayor to sign annual agreement for engineering services with Mehlburger Brawley for Fiscal Year 2015-2016. Voting yes: Rosamond, Chitwood, Rains, Stott, Willcutt, Hedgpath, Thompson, Brittain. Voting no: none.

**p. APPROVE PAYMENT TO INTEGRATED INSURANCE SERVICES IN THE AMOUNT OF \$47,111.76 FOR OMAG PROPERTY POLICY PRO 1400033 00 INCLUDING AN 8% BROKER FEE.**

Motion was made by Rosamond, second by Willcutt to approve payment to Integrated Insurance Services in the amount of \$47,111.76 for OMAG Property Policy PRO 1400033 00 including an 8% broker fee. Voting yes: Chitwood, Rains, Stott, Willcutt, Hedgpath, Thompson, Brittain, Rosamond. Voting no: none.

**t. APPROVE INCREASING THE PEOPLELINK TEMPORARY GOLF EMPLOYEES TO \$10.00 PER HOUR EFFECTIVE AUGUST 24<sup>TH</sup>, 2015.**

Motion was made by Willcutt, second by Chitwood to approve increasing the PeopleLink Temporary Golf Employees to \$10.00 per hour effective August 24<sup>th</sup>, 2015. Voting yes: Rains, Willcutt, Hedgpath, Thompson, Brittain, Rosamond, Chitwood. Voting no: Stott.

**y. APPROVE AUTHORIZING THE MAYOR TO SIGN A 60-MONTH LEASE TO XEROX FOR TWO (2) W7830PT PRINTERS AT \$109.10 PER MONTH EACH PLUS \$0.0506 PER COLORED COPY FOR THE POLICE DEPARTMENT FROM GENERAL FUND - POLICE REPAIR AND MAINTENANCE (ACCOUNT #02-215-5091).**

Motion was made by Willcutt, second by Hedgpath to approve a 12 month Lease to Xerox with automatic renewal each year upon approval by both parties for two (2) W7830PT printers at \$109.10 per month each plus \$0.0506 per colored copy for the Police Department from General Fund – Police Repair and Maintenance (Account #02-215-5091). Voting yes: Stott, Willcutt, Hedgpath, Thompson, Brittain, Rosamond, Chitwood, Rains. Voting no: none.

**z. APPROVE AUTHORIZING THE MAYOR TO SIGN A 60-MONTH LEASE TO XEROX FOR ONE (1) WC6605DN PRINTER AT \$41.16 PER MONTH PLUS \$0.0890 PER COLORED COPY FOR THE ROCKIN' G ANIMAL**

**SHELTER FROM GENERAL FUND – ANIMAL CONTROL SUPPLIES  
(ACCOUNT #02-216-5032).**

Motion was made by Chitwood, second by Rosamond to approve a 12 month Lease to Xerox with automatic renewal each year upon approval by both parties for one (1) WC6605DN Printer at \$41.16 per month plus \$0.0890 per colored copy for the Rockin' G Animal Shelter from General Fund – Animal Control Supplies (Account #02-216-5032). Voting yes: Willcutt, Hedgpath, Thompson, Brittain, Rosamond, Chitwood, Rains, Stott. Voting no: none.

**aa. APPROVE ACCEPTING ASSISTANT POLICE CHIEF DEREK MELTON'S  
RESIGNATION EFFECTIVE SEPTEMBER 30<sup>TH</sup>, 2015.**

Motion was made by Chitwood, second by Brittain to approve accepting Assistant Police Chief Derek Melton's resignation effective September 30<sup>th</sup>, 2015. Voting yes: Hedgpath, Thompson, Brittain, Chitwood, Rains, Stott, Willcutt. Voting no: Rosamond.

Randy Chitwood thanked Derek Melton for his service to the City of Pryor Creek.

**bb. APPROVE ACCEPTING DISPATCHER PAUL DEVER'S RESIGNATION  
EFFECTIVE AUGUST 6<sup>TH</sup>, 2015.**

Motion was made by Hedgpath, second by Stott to approve accepting Dispatcher Paul Dever's resignation effective August 6<sup>th</sup>, 2015. Voting yes: Thompson, Brittain, Rosamond, Chitwood, Rains, Stott, Willcutt, Hedgpath. Voting no: none.

Thanks was given to Paul Dever's for his service.

**6. COMMITTEE REPORTS:**

**a. BUDGET / PERSONNEL (ROSAMOND)**

Rosamond reported for the Budget / Personnel Committee and stated that the 2015 – 2016 FY Budget was approved. He also thanked everyone for their help and energy on this project.

**b. ORDINANCE / INSURANCE (CHITWOOD)**

Chitwood reported for the Ordinance / Insurance Committee. He stated that the City Attorney is working on Ordinances and the Committee will meet in the next 2 to 3 weeks.

**c. STREET / MAINTENANCE GARAGE (WILLCUTT)**

Willcutt reported for the Street / Maintenance Garage Committee. He stated they will meet Tuesday, August 25<sup>th</sup>, 2015 at 6:00 p.m.

**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 Brittain, second by Thompson to adjourn at 6:35 p.m. Voting yes: Brittain, Rosamond, Chitwood, Rains, Stott, Willcutt, Hedgpath, Thompson. Voting no: none.

**PRYOR PUBLIC WORKS AUTHORITY**

**1. CALL TO ORDER.**

Mayor Tramel called the Pryor Public Works Authority meeting to order at 6:35 p.m.

**2. DISCUSS, POSSIBLY ACT ON APPROVAL OF MINUTES OF AUGUST 4<sup>TH</sup>,  
2015 MEETING.**

Motion was made by Brittain, second by Stott to approve minutes of August 4<sup>th</sup>, 2015 meeting. Voting yes: Willcutt, Hedgpath, Thompson, Brittain, Rosamond, Chitwood, Stott. Voting no: none. Abstain (counting as a no vote): Rains.

**3. UNFORESEEABLE BUSINESS.**

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

There was no unforeseen business presented.

**4. ADJOURN.**

Motion was made by Stott, second by Thompson to adjourn from the Pryor Public Works Authority meeting at 6:40 p.m. Voting yes: Hedgpath, Thompson, Brittain, Rosamond, Chitwood, Rains, Stott, Willcutt. Voting no: none.

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

MINUTES WRITTEN BY CITY CLERK EVA SMITH

## Hometown News Release Template from the National League of Cities

[www.nlc.org](http://www.nlc.org)

[twitter.com/leagueofcities](https://twitter.com/leagueofcities)

### For Immediate Release

#### Contact

Laura Holloway

### The City of Pryor Creek Awarded Medals Recognizing Achievements in Preventing Childhood Obesity through *Let's Move!* Cities, Towns and Counties

Pryor Creek, Oklahoma - The National League of Cities (NLC) recognized the Mayor Tramel for recent completion of key health and wellness goals for *Let's Move!* Cities, Towns and Counties (LMCTC). LMCTC is a major component of First Lady Michelle Obama's comprehensive *Let's Move!* initiative to ensure that kids can grow up healthy. LMCTC works closely with local elected officials nationwide to adopt policies that improve access to healthy affordable food and opportunities for physical activity for their constituents across five goal areas.

"We congratulate Pryor Creek for your dedication to building a healthier community for children and families," said NLC President Ralph Becker, mayor, Salt Lake City, Utah. "Through the tireless leadership and action of local elected officials in cities, towns and counties across the country, we hope to see continued progress in reversing America's epidemic of childhood obesity."

5 medals were awarded to Pryor Creek for action taken to improve access to healthy affordable food and increase opportunities for physical activity. These medals were awarded because of Pryor Creek's achievements in Goal I (Silver Medal): Start Early Start Smart, Goal II(Silver Medal): My Plate Your Place, Goal III(Bronze, Silver and Gold Medals): Smart Servings for Students, Goal IV (Silver Medal): Model Food Serve, and Goal V(Silver and Gold Medals): Active Kids at Play.

*"Community partnerships continue to help us improve our city's overall health and wellness, creating a better economic environment and greatly increase our quality of life..."*

*Jimmy Tramel, Mayor*

All LMCTC sites have the opportunity to earn up to five gold medals, one for each actionable goal to which they commit to as part of the initiative. Medals are awarded to local elected officials based on their achievements in each of the following five goal areas:

- *Goal I: Start Early, Start Smart:* Promoting best practices for nutrition, physical activity, and screen time in early care and education settings.
- *Goal II: My Plate, Your Place:* Prominently displaying MyPlate in all municipal or county venues where food is served.
- *Goal III: Smart Servings for Students:* Expanding access to meal programs before, during and after the school day, and/or over summer months.

- *Goal IV: Model Food Service:* Implementing healthy and sustainable food service guidelines that are aligned with the *Dietary Guidelines for Americans*.
- *Goal V: Active Kids at Play:* Increasing opportunities for physical activity.

NLC is working in partnership with the U.S. Department of Health and Human Services, and with the support of the U.S. Department of Agriculture, the National Association of Counties and other nonprofit organizations, to assist local elected officials who join LMCTC as they implement policy and environmental changes to prevent childhood obesity. The Robert Wood Johnson Foundation has awarded NLC a grant to provide technical assistance to local elected officials working to create healthier communities and prevent childhood obesity, including those participating in LMCTC.

More than 490 cities, towns and counties are participating in LMCTC, and nearly 80 million Americans are now living in LMCTC communities that are dedicated to helping young people eat healthy foods and be physically active. Each month, NLC recognizes local elected officials who achieve key benchmarks for the five LMCTC goals. Since July 2012, NLC has awarded 2,729 bronze, silver, and gold medals to recognize local elected officials across the country for their LMCTC progress.

For more information about LMCTC and Pryor Creek's accomplishments, visit [www.HealthyCommunitiesHealthyFuture.org](http://www.HealthyCommunitiesHealthyFuture.org).

###

The National League of Cities is dedicated to helping city leaders build better communities. NLC is a resource and advocate for 19,000 cities, towns and villages, representing more than 218 million Americans.

# PROCLAMATION

WHEREAS, good character in the citizens of Pryor Creek, Oklahoma is evident in our city's foundation, and

WHEREAS, dedication, commitment, work ethic and a compassion towards our youth proves to develop a caring school culture, a proven predictor of increased academic achievement, fewer disciplinary problems and improved social and emotional skills; and

WHEREAS, the City of Pryor Creek pledges to recognize and celebrate Schools of Character by character.org also supported by the Oklahoma State Department of Education; and

WHEREAS, it is our duty as a community to foster the leaders of future generations by developing character filled citizens who will prove the possibility to live a life of empowerment and give every opportunity to become exemplary citizens,

NOW THEREFORE, I, Jimmy J. Tramel, Mayor of Pryor Creek, Oklahoma, do hereby proclaim

*Friday, September 18<sup>th</sup>, 2015 as  
"Pryor Creek Day of Character"*

Attest:

*Eva Smith*

Eva Smith, City Clerk

*Jimmy J. Tramel*

Jimmy J. Tramel, Mayor



ORDINANCE NO. 2015-\_\_\_\_\_

**AN ORDINANCE AMENDING PRYOR CREEK CITY CODE SECTION 3-10A-1 REGARDING ALCOHOLIC BEVERAGES:**

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF PRYOR CREEK, OKLAHOMA: That Pryor Creek City Code Title 3, Section 3-10A-1 is hereby amended to read as follows: (deletions to existing ordinance stricken, additions underlined)**

**Section I: AMENDING ORDINANCE TO READ AS FOLLOWS:**

**3-10A-1: DEFINITIONS:** Words, phrases and terms used in this article shall have the meaning prescribed by, and be construed in conformity with, the definitions of the same set forth in the ~~Oklahoma alcoholic beverage control act, 37 Oklahoma Statutes sections 501 through 566~~OKLAHOMA ALCOHOLIC BEVERAGE CONTROL ACT codified at OKLA. STAT. Tit. 37 §§ 501 et seq as now existing or hereafter modified, with the same force and effect as if the definitions were set forth in full in this article, unless the context clearly indicates a different meaning or construction.

SECTION 2. REPEALER. All ordinances or parts of ordinances in conflict here with are hereby repealed to the extent of any such conflict.

SECTION 3 SEVERABILITY. If any section, sub-section, sentence, clause, phrase, or portion of this Ordinance is, for any reason, held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portion of this ordinance.

Passed and Approved by the Council of the City of Pryor Creek, Oklahoma, in regular session on this \_\_\_\_ day of \_\_\_\_\_, 2015

**CITY OF PRYOR CREEK, OKLAHOMA**

\_\_\_\_\_  
**Jimmy Tramel, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Eva Smith, City Clerk**

**APPROVED AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
**K. Ellis Ritchie, City Attorney**  
Dated: \_\_\_\_\_

ORDINANCE NO. 2015-\_\_\_\_\_

**AN ORDINANCE AMENDING PRYOR CREEK CITY CODE SECTION 3-10A-3  
REGARDING ALCOHOLIC BEVERAGES:**

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF PRYOR CREEK, OKLAHOMA: That Pryor Creek City Code Title 3, Section 3-10A-3 is hereby amended to read as follows: (deletions to existing ordinance stricken, additions underlined)

**Section I: AMENDING ORDINANCE TO READ AS FOLLOWS:**

**3-10A-3: OCCUPATION TAX:**

There is hereby established, pursuant to The Oklahoma Alcoholic Beverage Control Act (OKLA. STAT. Tit. 37 §§ 501 et seq) by the City of Pryor Creek an occupational tax to be levied annually upon all individuals/licensees under said Act having their principal place of business within the corporate limits of the City and operating as a retailer, mixed beverage, beer and wine, caterer, public event or special event licensee, bottle club, manufacturer, wholesaler or Class B wholesaler as those terms are defined by said Act.

- A. Fee Schedule: Refer to schedule of fees and charges, appendix A of this code.
- B. Payment, Documents Required: ~~Any state licensee~~All persons originally entering upon any occupation herein listed shall pay the tax therefore at the office of the city clerk on or before the date upon which ~~he-the person~~ enters upon such occupation. Said ~~licensee-person~~ shall provide a copy of ~~his-their~~ current state license issued pursuant to The Oklahoma Alcoholic Beverage Control Act (OKLA. STAT. Tit. 37 §§ 501 et seq) before payment of any occupation tax ~~will~~ may be accepted by the city clerk. Thereafter, the ~~licensee-person~~ shall pay the tax annually to the office of the city clerk on or before April 1.
- C. Prorated: The occupation tax subject to this article shall be prorated on a monthly basis for the year in which an occupation begins operation.
- D. Receipt; Posting: Upon payment of the said occupation tax, the city clerk shall issue a receipt to said ~~state licensee~~person. ~~, which said licensee~~The person shall post ~~in-athe receipt in -conspicuous~~a conspicuous place on the premises wherein ~~he-the person~~ carries on ~~his-occupation~~the occupation to which this ordinance applies.
- E. Penalty For Nonpayment: Any person who engages in any of the occupations taxed by this article without paying said occupation tax imposed thereon in advance of such operation is guilty of an offense against the city and upon conviction thereof shall be punished as provided in section 1-4-1 of this code. Each day of such violation shall constitute a separate offense.
- F. Annual Report Required: The city clerk shall make an annual report to the ~~alcoholic beverage laws enforcement~~Alcoholic Beverage Laws Enforcement

~~Commission~~ (ABLE) ~~commission~~Commission), covering the fiscal year, showing the number and class of licenses subject to the occupation tax and the amount of money collected from said tax.

SECTION 2. REPEALER. All ordinances or parts of ordinances in conflict here with are hereby repealed to the extent of any such conflict.

SECTION 3 SEVERABILITY. If any section, sub-section, sentence, clause, phrase, or portion of this Ordinance is, for any reason, held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portion of this ordinance.

Passed and Approved by the Council of the City of Pryor Creek, Oklahoma, in regular session on this day of \_\_\_\_\_, 2015

**CITY OF PRYOR CREEK, OKLAHOMA**

\_\_\_\_\_  
**Jimmy Tramel, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Eva Smith, City Clerk**

**APPROVED AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
**K. Ellis Ritchie, City Attorney**

**Dated:** \_\_\_\_\_



**GENERAL INFORMATION:**

This application is used when a request is made to use state lands under the management of **THE OFFICE OF MANAGEMENT AND ENTERPRISE SERVICES, REAL ESTATE AND LEASING SERVICES**, hereinafter **REALS** (Title 61 O.S. Sec. 322). Types of land use covered by this application include, but are not limited to pipelines, electric power lines, communication lines, sub-surface easements, egress/ingress access roads, etc. If you are unsure if this application form is appropriate for your project, please contact the **REALS** office at (405) 521-3819 or [infoREALS@omes.ok.gov](mailto:infoREALS@omes.ok.gov).

Applicants may contact REALS for clarification of the application process prior to submitting an application. Each application must be complete and include the required enclosures and the application fee. Incomplete applications will not be processed until all information requested by REALS is received or REALS has been contacted to make other arrangements.

Leases shall be for a period not to exceed five (5) years; grants of easements or rights-of-way will not exceed twenty (20) years. (61 O.S. Sec 322, 323) Upon approval, REALS will issue the appropriate authorization (e.g. easement, lease, etc.) on an official state form. Submitting an application DOES NOT AUTHORIZE WORK ON STATE LAND; only after an executed contract is agreed upon, approved and authorized by the Director of Real Estate and Leasing Services, may any placement of appurtenances, equipment or machinery, construction, work or activity of any kind commence.

**APPLICATION FEES: \$200.00.** PLEASE ENCLOSE YOUR APPLICATION FEE WITH THIS APPLICATION MADE PAYABLE TO . REAL ESTATE AND LEASING SERVICES.

**COST OF EASEMENT OR LEASE:** The monetary consideration for either a LEASE OR EASEMENT on state land will be based upon the fair market value of the land per acre (determined by an appraisal by an Oklahoma licensed appraiser) and multiplying it by the amount of the acreage encumbered by the easement/lease area, as shown and described by survey.

**INSTRUCTIONS:**

1. Fill out all sections of the application. The application must be submitted with all required enclosures. Additional information may be required on a case-by-case basis to ensure a full evaluation of any impact on state resources and to protect the public's interest in state lands. Failure to provide information requested by REALS may result in cancellation of the application and forfeiture of the application fee.
2. The applicant is responsible for obtaining all required permits or licenses from other regulatory or governmental agencies.
3. REALS reserves the right to require letters of "no objection" or "consent" from any current lease, rights-of-way or easement holder, when an applicant's project will cross another easement owned by anyone other than the applicant. "No objection" or "consent" letters must be addressed to REALS, as well as to the current lease/easement holder; the letter must include a legal description and survey map of subject property. The current lease/easement holder must be given a thirty (30) day deadline in the letter to respond to the request for their consent or no objection to the applicant's project. The letter must also state that if the current lease/easement holder does not respond within thirty (30) days, the lack of response may be construed as acceptance of the proposed project. The current applicant must provide proof the letter was sent certified mail, return receipt requested. In the event the applicant is unable to obtain a letter of "no objection/consent" from the current lease/easement holder, REALS reserves the right to permit the project or require that the proposed location of the project be repositioned to avoid unreasonable interference with other pre-existing easements, leases, rights of way or other land use.
4. By signing the application, the applicant certifies that all information contained in the application is true and correct. Providing false or incomplete information may result in contract termination, forfeiture of all rights granted by the requested land use and forfeiture of all monies paid, if appropriate.
5. Print clearly, or type the requested information.

**REQUIRED ENCLOSURES:**

1. A copy of the previously signed agreement must be included if this application is for a renewal or re-instatement of a previous lease or an easement.
2. A new survey with legal description and a corresponding survey map stamped and signed by a licensed Oklahoma surveyor must be submitted. The surveyor should add the project name to all documents provided. If the application is for a renewal or re-instatement of a prior easement, lease or rights-of-way, then the original survey and map may be resubmitted only if there have been no changes after the last land use agreement was signed.

3. Submit copies of licenses or permits received from any other agency, regulatory or governmental entity that are required for the project described in this application.
4. Enclose a current appraisal (within six (6) months) from an Oklahoma licensed appraiser showing the current market value per acre of the proposed lease/easement area.
5. Enclose a copy of the Certificate of Insurance naming the Certificate Holder as follows: Oklahoma Office of Management and Enterprise Services, Real Estate and Leasing Services Office, 2401 N Lincoln Boulevard, PO Box 53448, Oklahoma City, OK 73152. Minimum insurance requirements include coverage by insurance carrier with and A.M Best rating of A or better and minimum coverage as follows:

| <u>Coverage:</u>   | <u>Limits:</u>   |
|--|--|
| Workers' Compensation  | Statutory  |
| Employer's Liability   | \$500,000 each accident<br>\$500,000 Disease each employee<br>\$500,000 Disease policy limit |
| Commercial & General Liability<br>(Including Products-Completed<br>Operations, Contractual<br>Liability, Personal &<br>Advertising Injury) | \$10,000,000 each occurrence   |
| Automobile Liability (Any Auto)  | \$5,000,000 combined single limit each accident  |
| Pollution Legal Liability  | \$25,000,000 per pollution condition   |

Any combination of primary and excess insurance may be used to satisfy the limits of coverage for Commercial General Liability and Auto Liability.

**SUBMIT APPLICATION, ENCLOSURES AND APPLICATION FEE TO:  
REALS, ATTN: EASEMENTS, P.O. BOX 53448, OKLAHOMA CITY, OK 73152.**

**1. APPLICANT INFORMATION:**

\_\_\_\_\_  
Individual or Representative authorized to apply for the land use

\_\_\_\_\_  
Name and title of Individual authorized to contract on behalf of the company or corporation and sign the land use agreement.

\_\_\_\_\_  
Official name Company or Corporation as it should appear on the land use agreement

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ County: \_\_\_\_\_

Email: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

State of Incorporation: \_\_\_\_\_ Tax ID # \_\_\_\_\_

**2. COMPLETE THIS SECTION BASED ON TYPE OF LAND USE REQUESTED:**

**A. ELECTRIC/TELEPHONE/COMMUNICATIONS EASEMENT (Check all that apply)**

Transmission Line       Distribution       Fiber Optic       Overhead       Buried

Other (describe): \_\_\_\_\_

Provide KV rating: \_\_\_\_\_ Designate type of communication line    Copper \_\_\_\_\_ Other \_\_\_\_\_

If above-ground installation, give description: \_\_\_\_\_

If below-ground installation, give:      Burial Depth: \_\_\_\_\_ Cable Diameter: \_\_\_\_\_

*(Line and pipes to be buried at a minimum depth of thirty-six (36) inches; and all transmission lines at a depth of five (5) feet.)*

Casting Diameter: \_\_\_\_\_ Method of Burial: \_\_\_\_\_

Easement length of line on state lands (rods): \_\_\_\_\_ ROW width in feet: \_\_\_\_\_

Acres: \_\_\_\_\_

Is additional space needed for construction? \_\_\_\_\_

Point of Origin: \_\_\_\_\_ Destination: \_\_\_\_\_

**B. PIPELINE EASEMENT: Commodity/Substance carried through pipeline (Check all that apply)**

Crude Oil  Natural Gas  Water  Sewage  Other (Describe): \_\_\_\_\_

Pipe outside diameter: \_\_\_\_\_ Proposed depth of buried pipe: \_\_\_\_\_

*(Line and pipes to be buried at a minimum depth of thirty-six (36) inches; and all transmission lines at a depth of five (5) feet.)*

Easement length of pipeline on state lands (rods): \_\_\_\_\_ ROW width in feet: \_\_\_\_\_

Method of burial and equipment to be used: \_\_\_\_\_

*(Dredging, jetting, plowing, backhoe, trenching machine, directional drill, etc.)*

Acres: \_\_\_\_\_

Is additional space needed for construction? \_\_\_\_\_

Point of Origin: \_\_\_\_\_ Destination: \_\_\_\_\_

**C. SURFACE EASEMENT:**

Describe:

City: \_\_\_\_\_ County: \_\_\_\_\_

Length of time requested for the easement/lease: \_\_\_\_\_

*(Easement not to exceed twenty (20) years, Lease not to exceed five (5) years)*

Name of Agency/Dept. that owns the property: \_\_\_\_\_

If you have already spoken to the state agency, name of contact person: \_\_\_\_\_

Acres: \_\_\_\_\_

Is additional space needed for construction? \_\_\_\_\_

Point of Origin: \_\_\_\_\_ Destination: \_\_\_\_\_

**3. PURPOSE AND DESCRIPTION OF REQUESTED EASEMENT, LEASE, OR OTHER:**

**SET OUT THE SPECIFIC LANGUAGE OR WORDING REQUESTED BY APPLICANT TO BE INCLUDED IN THE LAND USE AGREEMENT UNDER PURPOSE.** (NOTE: *The use of state land for any purpose other than that specifically granted by the REALS is not permitted. No rights may be assigned or subleased by the Lessee/Grantee without prior written authorization of the REALS. Surface leases convey no claim to, control over, hunting rights or any other use, except what is specifically granted in the Lease.*)

Who will the easement/utility ultimately serve? \_\_\_\_\_

Proposed construction beginning date: \_\_\_\_\_ Estimated completion date: \_\_\_\_\_

List any/all agency, board, regulatory or government entity that has denied partial or complete approval, or denied a permit, license, etc. for any part of the project or activity proposed in conjunction with this request for use of state lands

\_\_\_\_\_

\_\_\_\_\_

**ACKNOWLEDGEMENT**

Application is hereby made for an Oklahoma State Land Use Easement Agreement for the purposes described herein. I certify that I am familiar with the information contained in this application, and that to the best of my knowledge and belief such information is true, complete and accurate. I further certify that I possess the authority to make this application.

\_\_\_\_\_  
**Name of Applicant and Title (print)**

\_\_\_\_\_  
**Signature of Applicant**

**SUBMIT APPLICATION, ENCLOSURES AND APPLICATION FEE TO:  
REALS, P.O. BOX 53448, OKLAHOMA CITY, OK 73152.**

# VIOLET F. KIRKENDALL CPA, PC

---

*Certified Public Accountant  
323 W. 1<sup>st</sup> St.  
Claremore, OK 74017  
Phone (918) 341-1930*

August 18, 2015

City of Pryor

I am pleased to confirm our understanding of the services we are to provide City of Pryor for the year ended June 30, 2015. I will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of City of Pryor as of and for the year ended June 30, 2015. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement City of Pryor's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, I will apply certain limited procedures to City of Pryor's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1) Management's Discussion and Analysis.

I have also been engaged to report on supplementary information other than RSI that accompanies City of Pryor's financial statements. I will subject the following supplementary information to the auditing procedures applied in my audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and I will provide an opinion on it in relation to the financial statements as a whole.

## **Audit Objectives**

The objective of my audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. My audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of Municipal Utility Board and other procedures I consider necessary to enable me to express such opinions. I will issue a written report upon completion of my audit of City of Pryor's financial statements. My report will be addressed to management of City of

Pryor. I cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for me to modify my opinions or add emphasis-of-matter or other-matter paragraphs. If my opinions on the financial statements are other than unmodified, I will discuss the reasons with you in advance. If, for any reason, I am unable to complete the audit or are unable to form or have not formed opinions, I may decline to express opinions or issue reports, or may withdraw from this engagement.

I will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during my audit I become aware that Municipal Utility Board is subject to an audit requirement that is not encompassed in the terms of this engagement, I will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

#### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, my audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. I will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, I will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to my attention. I will also inform the appropriate level of management of any violations of laws or governmental regulations that come to my attention, unless clearly inconsequential, and of any material abuse that comes to my attention. My responsibility as auditor is limited to the period covered by my audit and does not extend to later periods for which I am not engaged as auditor.

My procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. I will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of my

audit, I will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

### **Audit Procedures—Internal Control**

My audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that I consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. My tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in my report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, I will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

### **Audit Procedures—Compliance**

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

### **Management Responsibilities**

Management is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

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

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud

could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that I report.

You are responsible for the preparation of the supplementary information, which I have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include my report on the supplementary information in any document that contains and indicates that I have reported on the supplementary information. Your responsibilities include acknowledging to me in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.<sup>88</sup>

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

### **Engagement Administration, Fees, and Other**

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

I understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by me for testing.

I will provide copies of my reports to board of trustees; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or

containing privileged and confidential information, copies of my reports are to be made available for public inspection.

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

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the State of Oklahoma. If I am aware that a federal awarding agency or auditee is contesting an audit finding, I will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

I expect to begin my audit as soon as records are available and to issue our reports no later than the December board meeting. Violet Kirkendall is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

My fee for these services will be at my standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that I agree that our gross fee, including expenses, will not exceed \$14,500. My standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. My invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If I elect to terminate our services for nonpayment, my engagement will be deemed to have been completed upon written notification of termination, even if I have not completed our report. You will be obligated to compensate me for all time expended and to reimburse me for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, I will discuss it with you and arrive at a new fee estimate before I incur the additional costs.

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

Very truly yours,

Violet F. Kirkendall CPA, PC

RESPONSE:

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

Management signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_

August 26, 2015

Thomas J. Harrison Pryor Public Library  
505 E Graham Ave.  
Pryor, OK 74361

#### Repair Proposals

CMSWillowbrook has completed the scoping of the lines at the Library and would make the following recommendations for the needed repairs.

#### Plumbing

The sink in the break room was scoped by Half Moon Plumbing and subsequently they attempted to clear the line with a water blasting hose without success. We have now solicited three bids and would recommend contracting with Four Feathers Plumbing Inc. to replace the drain line.

As noted in the attached documents, all cost for the work to be performed, the previous scoping of the line and subsequent clearing attempt along with all pre-construction and construction fees are noted.

We appreciate the opportunity to provide this information and proposal for the City of Pryor.

Sincerely,



Chris Ball  
Director of Operations – Tulsa  
CMSWillowbrook  
918-978-4828  
Chris.Ball@cmswillowbrook.com

Pryor Creek Library

Break Room Drain Line Repair

8/26/2015

|                             |  |             |
|-----------------------------|--|-------------|
| Subcontractor               |  |             |
| Four Feathers Plumbing Inc. |  | \$ 5,000.00 |

CMSWillowbrook recommends that you accept the low bid from Four Feathers Plumbing in the amount of \$5,000.00

|  |             |
|--|-------------|
| Recommended Subcontractor - Four Feathers Plumbing Inc.  | \$ 5,000.00 |
| Camera scope per Half Moon Plumbing                      | \$ 489.00   |
| Line flushing and Scope end section - Half Moon Plumbing | \$ 315.82   |
| Subtotal   | \$ 5,804.82 |
| CMSWillowbrook preconstruction and construction fee      | \$ 464.39   |
| Total  | \$ 6,269.21 |

**FOUR FEATHERS PLUMBING, INC**  
**PO BOX 215**  
**TAHLEQUAH, OK 74465**  
**918-530-6018**

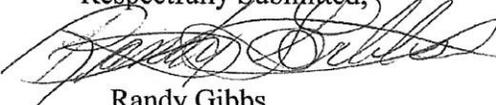
**Job : Pryor Library**  
**Scope : Replace break room sink drain**

We are pleased to quote a price for the redirection of the sink drain for the break room at the above location. We propose to install a self contained discharge pump designed for this application under the sink and route the discharge line thru the dead space between the drop ceiling and the original to the mechanical room.

We have used these pumps for two decades and they have an excellent track record. Some installations include the Allred Theatre & Interplastics.

We agree to install a working system to include labor & materials for the price of \$5000.00 , ( Five Thousand Dollars and no/100 ) to be payable upon completion of job.

Respectfully Submitted,



Randy Gibbs

Pryor Creek Library

Break Room Drain Line Repair

8/26/2015

| Subcontractor      |  |             |
|--------------------|--|-------------|
| Half Moon Plumbing |  | \$ 5,900.00 |

|  |             |
|--|-------------|
| Half Moon Plumbing                                       | \$ 5,900.00 |
| Camera scope per Half Moon Plumbing                      | \$ 489.00   |
| Line flushing and Scope end section - Half Moon Plumbing | \$ 315.82   |
| Subtotal   | \$ 6,704.82 |
| CMSWillowbrook preconstruction and construction fee      | \$ 536.39   |
| Total  | \$ 7,241.21 |



7770 N Owasso Expressway  
 Suite 100  
 Owasso, OK 74055 US  
 (918) 274-7377  
 info@halfmoonplumbing.com  
 www.halfmoonplumbing.com

# Estimate

ADDRESS  
 CMSWillowbrook  
 CMCWillowbrook

| ESTIMATE # | DATE       |
|------------|------------|
| 1047       | 06/25/2015 |

| DATE       |   | AMOUNT   |
|------------|---|----------|
| 06/25/2015 | Quote includes the following scope: Pryor Library<br><br>We will tap into existing sewer near the clean out and route a 3" sch 40 pvc approximately 40' to get in line with the service sink. This will require us to cross an existing driveway, which we will also bore approximately 15'... We then will bore through the footing and under the concrete to just under the sink . It may be necessary to remove the sink as well as part of the cabinet in order to make access for the new drainage connection. The floor below and in front the sink will be demoed by use of a jack hammer. The new drain will be routed through the bore hole approximately 25' and then turn up and serve sink. The drain will be connected to the sink and vented through an auto vent unless we are able to tie back into existing vent. Existing water supply lines will be replaced as well. In effort to remove our jetter head, we will have to remove concrete @ the location of the obstruction. We anticipate this area to be no more than 4 sq ft. Once removed, we will plug both ends of the abandoned drain line... Once the site has been located , we will need to asses the site one last time to see if there are any prohibitive utilities present. If prohibitive utilities exist, we will have to re-evaluate this quote. Half Moon will not be liable for damage done to anything deemed valuable during the demolition, boring, and/or excavation process of this project. This quote includes labor and material!<br><br>Thanks, DKM | 5,900.00 |

TOTAL **\$5,900.00**

Accepted By

Accepted Date

Pryor Creek Library

Break Room Drain Line Repair

8/26/2015

|                  |              |
|------------------|--------------|
| Subcontractor    |              |
| S and J Plumbing | \$ 10,500.00 |

|  |              |
|--|--------------|
| S and J Plumbing   | \$ 10,500.00 |
| Camera scope per Half Moon Plumbing                      | \$ 489.00    |
| Line flushing and Scope end section - Half Moon Plumbing | \$ 315.82    |
| Subtotal   | \$ 11,304.82 |
| CMSWillowbrook preconstruction and construction fee      | \$ 904.39    |
| Total  | \$ 12,209.21 |



1204 SW 1<sup>st</sup> Street, Pryor OK 74361  
\*(Phone) 918-825-3000 \*(Fax) 918-825-1342  
Oklahoma State License #62272

**CITY OF PRYOR CREEK  
LIBRARY  
REPLACE DRAINLINE**

**This bid includes the following:**

- Move and cover office equipment and fixtures to protect them from construction debris and dust.
- Saw cut and remove concrete floor.
- Excavate necessary material to install a new drainline.
- Install a new 2" drainline out the north end of office area.
- Connect onto existing sewerline just outside the building.
- Backfill and compact fill.
- Pour concrete to floor grade.
- Haul-off any extra concrete or fill.
- Labor, material, and equipment to complete this project.

**This bid does not include the following:**

- Any additional piping, labor, or equipment to extend the drainline to the sewerline if it is not located just north of office.
- Replacement of carpet, cabinets, or sheetrock if it is necessary to remove.
- Extra fill material if the existing fill has settled or been displaced.

**TOTAL BID PRICE: \$ 10,500**



7770 N Owasso Expressway  
 Suite 100  
 Owasso, OK 74055 US  
 (918) 274-7377  
 info@halfmoonplumbing.com  
 www.halfmoonplumbing.com

## Invoice

**BILL TO**  
 CMS Willowbrook  
 Po Box 37  
 Broken Arrow, Ok 74013

| INVOICE # | DATE       | TOTAL DUE | DUE DATE   | TERMS  | ENCLOSED |
|-----------|------------|-----------|------------|--------|----------|
| 8235      | 06/25/2015 | \$489.00  | 07/25/2015 | Net 30 |          |

**TECHNICIAN**

Sam

| DATE       |   | AMOUNT |
|------------|---|--------|
| 06/25/2015 | Includes the following scope for Pryor library... We ran a camera down the kitchen sink drain line in the break room and found the line to be clogged... We ran our jetting machine and could not get the drain line working...it is in our opinion that the line is compromised and needs to be replaced. Includes all diagnostic, labor and material. | 489.00 |
|            | Thanks, Sam   |        |

BALANCE DUE

**\$489.00**

Half Moon shall not be liable for damage done to anything deemed valuable during the demolition or excavation process (unless clearly marked by customer prior to the project). Always - Plumbing With Purpose

August 22, 2015

Pryor Creek Park Board  
Pryor, OK

Dear Board Members:

We, the Pryor Creek Golf Course Sub Committee, are hereby submitting a proposal to increase the golf course daily fee rates as well as the membership rates as outlined on the attached "Proposed" 2015 Fees and Membership Rates forms. We are also attaching the current fees rate sheets.

As you are aware, the golf course used to operate with the majority of its maintenance staff being provided by the "Trustee Inmate Program" in which the only expense to the golf course was for food while the Trustees were working on premises at the golf course. This program was a success and saved the golf course a great deal of money that otherwise would have been spent toward labor costs. However, in 2013 this program was revoked when there was a change in the Sheriff's Department administration. Since that time the golf course has had to hire and pay staff to maintain the golf course and its equipment. This unfortunately has been costly and we have done so on a very minimal basis due to the golf course annual budget not including maintenance wages for several years. We managed to get through 2013 and 2014 however the expense and workload for the golf course has become overwhelming. Not only have we had to increase wages into our budget, the weather this year has been very unkind to the golf course causing a drastic decrease in our revenue. And as a result of massive amounts of rain, it has been extremely difficult to mow as needed in addition to having very limited staff. We have attempted to hire additional employees however we have been informed by the Personnel Agency that prospective employees are not willing to work for the wage we have to offer.

In order to maintain our facility to the standard in which our members and patrons have become accustomed to, we are now faced with the situation of having to compensate for an approximate deficit of \$40,000.00 to \$50,000.00 due to the increase in wages to our budget as well as the decrease in weather related revenue.

We ask that you review and approve the proposed fee increases as submitted herein.

Thank You

Dennis Bowman  
PGA Professional and Director of Golf



Membership Fees  
**PRYOR CREEK GOLF CLUB**

724 East 530  
Pryor, Ok 74361  
(918)825-3056 www.pryorcreekgolf.org (918) 825-7347 fax

**Proposed 15% Increase ANNUAL GOLF MEMBERSHIP FEES  
FOR  
PRYOR GOLF COURSE 2015**

Memberships are good for 12 months from the date of purchase.

|                      |          |   |
|----------------------|----------|---|
| <b>SENIOR FAMILY</b> | Option 1 | Yearly - \$650.00 + \$38.19 (tax) = <b>\$688.19</b> |
|                      | Option 2 | Monthly - \$63.14 (\$757.68)                        |
|                      | Option 3 | Yearly with Cart - \$1,948.00                       |
|                      | Option 4 | Monthly with Cart - \$178.57 (\$2142.84)            |

|                      |          |   |
|----------------------|----------|---|
| <b>SENIOR SINGLE</b> | Option 1 | Yearly - \$497.48 + \$29.23 (tax) = <b>\$526.71</b> |
|                      | Option 2 | Monthly - \$48.28 (\$495.36)                        |
|                      | Option 3 | Yearly with Cart - \$1704.58                        |
|                      | Option 4 | Monthly with Cart - \$158.28 (\$1,899.36)           |

**\*\*TO BE ELIGIBLE FOR SENIOR STATUS YOU MUST BE 55 AND OVER\*\***

|               |          |   |
|---------------|----------|---|
| <b>FAMILY</b> | Option 1 | Yearly - \$716.71 + \$42.41 (tax) = <b>\$758.82</b> |
|               | Option 2 | Monthly \$70.56 (\$846.72)                          |
|               | Option 3 | Yearly with Cart - \$2185.00                        |
|               | Option 4 | Monthly with Cart - \$201.25 (\$2,415.00)           |

**\*\*FULL TIME STUDENT THROUGH 12<sup>TH</sup> GRADE AND FULL TIME SINGLE COLLEGE STUDENT THROUGH THE AGE OF TWENTY-THREE (23) LIVING IN YOUR HOME\*\***

|               |          |   |
|---------------|----------|---|
| <b>SINGLE</b> | Option 1 | Yearly - \$574.34 + \$33.74 (tax) = <b>\$608.08</b> |
|               | Option 2 | Monthly \$55.80 (\$669.60)                          |
|               | Option 3 | Yearly with Cart - \$1863.00                        |
|               | Option 4 | Monthly with Cart - \$172.50 (\$2070.00)            |

|               |  |  |
|---------------|--|--|
| <b>JUNIOR</b> |  | \$132.23 PLUS \$7.77 (tax) = <b>\$140.00</b> |
|---------------|--|--|

**\*\*JUNIOR RATES ARE AVAILABLE FOR STUDENTS THROUGH 12<sup>TH</sup> GRADE\*\***

|                  |  |                               |
|------------------|--|-------------------------------|
| <b>CORPORATE</b> |  | <b>3 Members - \$2,530.00</b> |
|------------------|--|-------------------------------|

- Includes Green Fees and Cart anytime.
- Each additional member add \$100.00 up to a total of 5.
- From 6 – 9 members each additional member add \$200.00.
- Corporate Members would also receive 20% off Green Fees for guest. (excludes tournaments)

CART STALL        \$760.00 – Must use Option 1  
TRAIL ON CART    \$380.00 – Must use Option 1  
CREDIT CARDS    Add 5%

All Monthly Memberships are a 12 month contact.

We accept Master Card, Visa, Discover and American Express



Membership Fees  
**PRYOR CREEK GOLF CLUB**  
724 East 530  
Pryor, Ok 74361  
(918)825-3056 www.pryorcreekgolf.org (918) 825-7347 fax

## ANNUAL GOLF MEMBERSHIP FEES FOR PRYOR GOLF COURSE 2015

Memberships are good for 12 months from the date of purchase.

|                      |          |   |
|----------------------|----------|---|
| <b>SENIOR FAMILY</b> | Option 1 | Yearly - \$565.68 + \$33.23 (tax) = <b>\$598.91</b> |
|                      | Option 2 | Monthly - \$54.90 (\$658.80)                        |
|                      | Option 3 | Yearly with Cart - \$1,694.00                       |
|                      | Option 4 | Monthly with Cart - \$155.28 (\$1863.36)            |

|                      |          |   |
|----------------------|----------|---|
| <b>SENIOR SINGLE</b> | Option 1 | Yearly - \$432.59 + \$25.41 (tax) = <b>\$458.00</b> |
|                      | Option 2 | Monthly - \$41.98 (\$503.76)                        |
|                      | Option 3 | Yearly with Cart - \$1482.25                        |
|                      | Option 4 | Monthly with Cart - \$137.64 (\$1,651.68)           |

**\*\*TO BE ELIGIBLE FOR SENIOR STATUS YOU MUST BE 55 AND OVER\*\***

|               |          |   |
|---------------|----------|---|
| <b>FAMILY</b> | Option 1 | Yearly - \$623.23 + \$36.61 (tax) = <b>\$659.84</b> |
|               | Option 2 | Monthly \$61.36 (\$736.32)                          |
|               | Option 3 | Yearly with Cart - \$1,900.00                       |
|               | Option 4 | Monthly with Cart - \$175.00 (\$2,100.00)           |

**\*\*FULL TIME STUDENT THROUGH 12<sup>TH</sup> GRADE AND FULL TIME SINGLE COLLEGE STUDENT THROUGH THE AGE OF TWENTY-THREE (23) LIVING IN YOUR HOME\*\***

|               |          |   |
|---------------|----------|---|
| <b>SINGLE</b> | Option 1 | Yearly - \$499.43 + \$29.34 (tax) = <b>\$528.77</b> |
|               | Option 2 | Monthly \$48.53 (\$582.36)                          |
|               | Option 3 | Yearly with Cart - \$1620.00                        |
|               | Option 4 | Monthly with Cart - \$150.00 (\$1800.00)            |

**JUNIOR** \$132.23 PLUS \$7.77 (tax) = **\$140.00**

**\*\*JUNIOR RATES ARE AVAILABLE FOR STUDENTS THROUGH 12<sup>TH</sup> GRADE\*\***

### CORPORATE

**3 Members - \$2,200.00**

- Includes Green Fees and Cart anytime.
- Each additional member add \$100.00 up to a total of 5.
- From 6 – 9 members each additional member add \$200.00.
- Corporate Members would also receive 20% off Green Fees for guest. (excludes tournaments)

|               |                              |
|---------------|------------------------------|
| CART STALL    | \$660.00 – Must use Option 1 |
| TRAIL ON CART | \$330.00 – Must use Option 1 |
| CREDIT CARDS  | Add 5%                       |

**All Monthly Memberships are a 12-month contract.**

We accept Master Card, Visa, Discover and American Express.

**Proposed Fees 8-24-15  
Pryor Creek Golf Course Fees 2015**

|                           |                |
|---------------------------|----------------|
| <b>Green Fees Weekday</b> | <b>\$20.50</b> |
| <b>Green Fees Weekend</b> | <b>\$21.00</b> |
| <b>Junior / Senior</b>    | <b>\$11.50</b> |
| <b>Twilight</b>           | <b>\$11.00</b> |

**Golf Cart Rental per Person**

|                 |                |
|-----------------|----------------|
| <b>9 Holes</b>  | <b>\$8.00</b>  |
| <b>18 Holes</b> | <b>\$13.00</b> |

|                  |               |
|------------------|---------------|
| <b>Pull Cart</b> | <b>\$3.00</b> |
|------------------|---------------|

|                              |               |
|------------------------------|---------------|
| <b>Member Cart Guest Fee</b> | <b>\$6.00</b> |
|------------------------------|---------------|

**Juniors Play Free on Tuesday's with paid adult.**

**No Charge for youths 8 years old and Under**

## **Pryor Creek Golf Course Fees 2015**

|                        |                |
|------------------------|----------------|
| <b>Green Fees</b>      | <b>\$20.00</b> |
| <b>Junior / Senior</b> | <b>\$11.00</b> |
| <b>Twilight</b>        | <b>\$10.00</b> |

### **Golf Cart Rental per Person**

|                 |                |
|-----------------|----------------|
| <b>9 Holes</b>  | <b>\$6.00</b>  |
| <b>18 Holes</b> | <b>\$12.00</b> |

|                  |               |
|------------------|---------------|
| <b>Pull Cart</b> | <b>\$3.00</b> |
|------------------|---------------|

|                              |               |
|------------------------------|---------------|
| <b>Member Cart Guest Fee</b> | <b>\$6.00</b> |
|------------------------------|---------------|

**Juniors Play Free on Tuesday's with paid adult.**

**No Charge for youths 8 years old and Under**

STREETS IDENTIFIED FOR REPAIR

Thurman St

Lilac Ln

Mulberry Ln

Magnolia St

Spruce Ct

Lakeview Dr

Hickory Ln

Peachtree Ln

Heather Ct

Larkspur

Ginger Ct

Hawthorn Ct

Oklahoma St south of 17<sup>th</sup> St

SE 18<sup>th</sup> St

SE 19<sup>th</sup> St

Road in front of Mid - American Grill

### Hickory Lane

12'x45' – 12'x22' – 12'x13'

Total cy = 17.76 Total sy = 106.66 Fabric Total sy 133.77

|                                     |           |                   |
|-------------------------------------|-----------|-------------------|
| Aggregate Base type A               | 17.76 cy  | \$1243.20         |
| Subgrade method B                   | 106.66 sy | \$213.32          |
| Separator fabric                    | 133.77 sy | \$200.70          |
| Full depth P.C.C. patch Replacement | 106.66 cy | \$3199.80         |
| P.C. Concrete for Pavement          | 17376 cy  | \$2308.80         |
| Removal of Pavement                 | 106.66 sy | \$1279.92         |
| <b>Total</b>                        |           | <b>\$8,445.42</b> |

### Magnolia Street

16'x30' – 12'x36' – 8'x27' – 48' of 6'' Barrier curb

Total cy = 20.80 – Total sy 125.33 - Fabric Total sy 155.33 = Total L.F. 48'

|                                      |           |                    |
|--------------------------------------|-----------|--------------------|
| Aggregate Base Type A.               | 20.88 cy  | \$1461.60          |
| Subgrade Method B                    | 125.33 sy | \$ 205.66          |
| Separator Fabric                     | 155.33sy  | \$ 233.00          |
| Full depth P.C.C. patch Replacement  | 125.33 sy | \$3759.90          |
| P.C. Concrete for Pavement           | 125.33 sy | \$16,292.90        |
| Removal of 6'' concrete Barrier curb | 48.00 LF  | \$480.00           |
| Concrete for curb 6''                | 48.00 LF  | \$720.00           |
| <b>Total</b>                         |           | <b>\$23,153.06</b> |

### Mulberry Lane

17'x24' – 17'x14'

Total cy = 15.10 – Total sy = 90.66 – Fabric Total sy = 109.79

|                                     |           |                   |
|-------------------------------------|-----------|-------------------|
| Aggregate Base Type A               | 15.10 cy  | \$1057.00         |
| Subgrade Method B                   | 90.66 sy  | \$181.32          |
| Separator Fabric                    | 109.76 sy | \$164.64          |
| Full depth P.C.C. patch Replacement | 90.66 sy  | \$2719.80         |
| P.C. Concrete for Pavement          | 15.10 cy  | \$1963.00         |
| Removal of Pavement                 | 90.66 sy  | \$1087.92         |
| <b>Total</b>                        |           | <b>\$7,173.68</b> |

### Lilac Lane

22'x16' – 32'x17' – 47' of 6''x6'' Barrier curb

Total cy = 16.59 – Total sy = 99.55 – Fabric Total sy = 119.77 Total L.F 47.00

|                                     |           |                   |
|-------------------------------------|-----------|-------------------|
| Aggregate Base Type A               | 16.59 cy  | \$1161.30         |
| Subgrade Method B                   | 99.55 sy  | \$199.10          |
| Separator Fabric                    | 119.77 sy | \$179.66          |
| Full depth P.C.C. patch Replacement | 16.59 sy  | \$497.70          |
| P.C. Concrete for Pavement          | 16.59 cy  | \$2156.70         |
| Removal of Pavement                 | 99.55 sy  | \$1194.60         |
| Removal of 6''x 6'' Barrier curb    | 47.00 L.F | \$470.00          |
| Concrete for 6''x 6'' Barrier curb  | 47.00 L.F | \$705.00          |
| <b>Total</b>                        |           | <b>\$6,564.06</b> |

**S.E. 19<sup>th</sup> Street**

12'x38' – 5'x26' – 12'x63' – 12'x126' – 12'x63' – 13' of 6''x 6'' Barrier curb

Total cy = 58.40 – Total sy = 401.10 – Fabric Total sy = 485.32 Total L.F. 13'

|                                     |           |                    |
|-------------------------------------|-----------|--------------------|
| Aggregate Base Type A               | 58.40 cy  | \$4088.00          |
| Subgrade Method B                   | 401.10 sy | \$802.20           |
| Separator Fabric                    | 485.32 sy | \$727.98           |
| Full depth P.C.C. patch Replacement | 401.10 sy | \$12,033.00        |
| P.C. Concrete for Pavement          | 58.40 cy  | \$7592.00          |
| Removal of Pavement                 | 401.10 sy | \$4813.20          |
| Removal of 6''x 6'' Barrier curb    | 13.00 L.F | \$130.00           |
| Concrete for 6''x 6'' Barrier curb  | 13.00 L.F | \$195.00           |
| <b>Total</b>                        |           | <b>\$30,381.30</b> |

**S.E. 18<sup>th</sup> Street**

13'x67' – 7'x16' – 8'x17' – 12'x24' – 14'x101' – 9'x24' – 5'x10' – 12'x140' – 13'x63'

18' of 6''x 6'' Barrier Curb

Total cy = 103.45 – Total sy = 620.67 – Fabric Total sy = 747.99 sy

Total L.F. of 6''x 6'' Barrier Curb 18'

|                                     |           |                    |
|-------------------------------------|-----------|--------------------|
| Aggregate Base Type A               | 103.45 cy | \$7241.50          |
| Subgrade Method B                   | 620.67 sy | \$1231.34          |
| Separator Fabric                    | 747.99 sy | \$1121.99          |
| Full depth P.C.C. patch Replacement | 620.67 sy | \$18,620.10        |
| P.C. Concrete for Pavement          | 103.45 cy | \$13,448.50        |
| Removal of Pavement                 | 620.67 sy | \$7448.04          |
| Removal of 6''x 6'' Barrier curb    | 18.00 L.F | \$180.00           |
| Concrete for 6''x 6'' Barrier curb  | 18.00 L.F | \$270.00           |
| <b>Total</b>                        |           | <b>\$49,631.47</b> |

### SPRUCE CT

20'x62' – 20'x80' – 12'6''x44' – 12'6''x28' – 14'x17' – 5'6''x36' – 12'6''x29' – 22'x26' –  
12'6''x197' – 12'6''x120' – 12'x46'

Total cy = 156.02 – Total sy = 1,069.45 – Fabric Total sy = 1,261.20

|                                     |             |                    |
|-------------------------------------|-------------|--------------------|
| Aggregate Base Type A               | 156.02 cy   | \$10,921.40        |
| Subgrade Method B                   | 1,069.45 sy | \$2,138.90         |
| Separator Fabric                    | 1,261.80 sy | \$1,891.80         |
| Full depth P.C.C. patch Replacement | 1,069.45 sy | \$32,083.50        |
| P.C. Concrete for Pavement          | 156.02 cy   | \$20,282.60        |
| Removal of Pavement                 | 1,069.45 sy | \$12,833.40        |
| <b>TOTAL</b>                        |             | <b>\$80,151.60</b> |

### ROAD BY MID AMERICAN GRILL

30'X121' – 1'8''X65'

Total cy = 69.50 – Total cy concrete 91.50 – Total sy 415.50 – Fabric Total sy 464.50

|                                     |           |                    |
|-------------------------------------|-----------|--------------------|
| Aggregate Base Type A               | 69.50 cy  | \$4,685.00         |
| Subgrade Method B                   | 415.50 sy | \$831.00           |
| Separator Fabric                    | 464.50 sy | \$696.75           |
| Full depth P.C.C. patch Replacement | 415.50 sy | \$12,465.00        |
| P.C. Concrete for Pavement          | 91.50 cy  | \$11,895.00        |
| Removal of Pavement                 | 415.50 sy | \$4,986.00         |
| <b>Total</b>                        |           | <b>\$35,558.75</b> |

**GINGER CT**

12'6"X91' – 14'X46' – 7'X19' – 11'6"X71'6" – 7'X26' – 14'6"X28'6" – 12'X38'6"  
 44' OF 6" Barrier curb

Total cy = 70.26 – Total sy = 421.56 – Fabric Total sy = 513.33 - Total LF of 6"x6" Barrier curb 44'

|                                     |            |                    |
|-------------------------------------|------------|--------------------|
| Aggregate Base Type A               | 70.26 cy   | \$4,918.20         |
| Subgrade Method B                   | 421.56 sy  | \$843.12           |
| Separator Fabric                    | 513.33 sy  | \$770.00           |
| Full depth P.C.C. patch Replacement | 421.56 sy  | \$12,646.80        |
| P.C. Concrete for Pavement          | 70.26 cy   | \$9,133.80         |
| Removal of Pavement                 | 421.56 sy  | \$5,058.72         |
| Removal of 6"x 6" Barrier curb      | 44.00' L.F | \$440.00           |
| Concrete for 6"x 6" Barrier curb    | 44.00 L.F  | \$660.00           |
| <b>Total</b>                        |            | <b>\$34,470.64</b> |

**LARKSPUR CT**

7'x6' – 12'x16' – 12'x16' – 5'x7' – 12'x75' – 12'x76' – 13'x55' – 7'x31' – 9'x39'  
 62' of Barrier curb

Total cy = 66.09 – Total sy = 396.43 – Fabric Total = 491.77 – Total LF = 62'

|                                     |            |                    |
|-------------------------------------|------------|--------------------|
| Aggregate Base Type A               | 66.09 cy   | \$4,626.30         |
| Subgrade Method B                   | 396.43 sy  | \$792.86           |
| Separator Fabric                    | 491.77 sy  | \$737.66           |
| Full depth P.C.C. patch Replacement | 396.43 sy  | \$11,892.90        |
| P.C. Concrete for Pavement          | 66.09 cy   | \$8,591.70         |
| Removal of Pavement                 | 396.43 sy  | \$4,757.16         |
| Removal of 6"x 6" Barrier curb      | 62.00' L.F | \$620.00           |
| Concrete for 6"x 6" Barrier curb    | 62.00 L.F  | \$930.00           |
| <b>Total</b>                        |            | <b>\$32,948.58</b> |

**HEATHER CT**

12'X62' – 13'X322' – 6'X24' – 25'X82'6'' – 15'X75' – 12'6''X221' – 99' OF 6''X6'' Barrier curb

Total cy = 204.14 – Total sy = 1,224.89 – Fabric Total sy = 1,420.89 – Total LF = 99'

|                                     |             |                     |
|-------------------------------------|-------------|---------------------|
| Aggregate Base Type A               | 204.15 cy   | \$14,289.80         |
| Subgrade Method B                   | 1,224.89 sy | \$2,449.78          |
| Separator Fabric                    | 1,420.89 sy | \$2,131.34          |
| Full depth P.C.C. patch Replacement | 1,224.89 sy | \$36,746.70         |
| P.C. Concrete for Pavement          | 204.14 cy   | \$26,538.20         |
| Removal of Pavement                 | 1,224.89 sy | \$14,698.68         |
| Removal of 6''x 6'' Barrier curb    | 99.00' L.F  | \$990.00            |
| Concrete for 6''x 6'' Barrier curb  | 99.00 L.F   | \$1,485.00          |
| <b>Total</b>                        |             | <b>\$99,329.50</b>  |
| <br>                                |             |                     |
| <b>Total of all combined</b>        |             | <b>\$496,128.99</b> |
| <b>Mobilization Fee</b>             |             | <b>\$12,000.00</b>  |
| <b>Total</b>                        |             | <b>\$508,128.99</b> |

**PEACH TREE LANE**

15'X24' – 26'X27' – 15'X27' – 6'X23' – 12'X9' – 12'X12'

Total cy = 34.37 – Total sy = 206.33 – Fabric Total sy = 255.30

|                                     |           |                    |
|-------------------------------------|-----------|--------------------|
| Aggregate Base Type A               | 34.37 cy  | \$2,405.90         |
| Subgrade Method B                   | 206.33 sy | \$412.66           |
| Separator Fabric                    | 255.20 sy | \$382.80           |
| Full depth P.C.C. patch Replacement | 206.33 sy | \$6,189.90         |
| P.C. Concrete for Pavement          | 34.37 cy  | \$4,468.10         |
| Removal of Pavement                 | 206.33 sy | \$2,475.96         |
| <b>Total</b>                        |           | <b>\$16,335.32</b> |

**LAKEVIEW DRIVE**

12'X25' – 12'X16' – 16'X23' – 9'X24' – 12'X12' – 10'X12' – 12'X12' – 12'X14' – 12'X36' – 12'X49'

50' of 6''x6'' Barrier curb

Total cy = 48.99 – Total sy = 296.86 – Fabric Total sy = 377.29 – Total LF = 50'

|                                     |            |                    |
|-------------------------------------|------------|--------------------|
| Aggregate Base Type A               | 48.99 cy   | \$3,429.30         |
| Subgrade Method B                   | 296.88 sy  | \$543.76           |
| Separator Fabric                    | 377.29 sy  | \$565.94           |
| Full depth P.C.C. patch Replacement | 296.88 sy  | \$8,906.40         |
| P.C. Concrete for Pavement          | 48.99 cy   | \$6,368.70         |
| Removal of Pavement                 | 296.88 sy  | \$3,562.56         |
| Removal of 6''x 6'' Barrier curb    | 50'.00 L.F | \$500.00           |
| Concrete for 6''x 6'' Barrier curb  | 50'.00 L.F | \$750.00           |
| <b>Total</b>                        |            | <b>\$24,676.66</b> |

### THURMAN STREET

12'x17' – 15'x18' – 12'x53' – 4'x27' – 12'x103' – 4'x65' – 6'x12' – 13'6''x25' – 4'x25' – 12'x40'  
12'x15' – 18'x25' – 28' of 6''x6'' Barrier curb

Total cy = 80.20 – Total sy = 481.47 – Fabric Total sy = 808.90 – Total LF = 28'

|                                     |            |                    |
|-------------------------------------|------------|--------------------|
| Aggregate Base Type A               | 80.20 cy   | \$5,614.00         |
| Subgrade Method B                   | 481.47 sy  | \$962.94           |
| Separator Fabric                    | 608.90 sy  | \$913.35           |
| Full depth P.C.C. patch Replacement | 481.47 sy  | \$14,444.10        |
| P.C. Concrete for Pavement          | 80.20 cy   | \$10,426.00        |
| Removal of Pavement                 | 481.47 sy  | \$5,777.64         |
| Removal of 6''x 6'' Barrier curb    | 28'.00 L.F | \$280.00           |
| Concrete for 6''x 6'' Barrier curb  | 28'.00 L.F | \$420.00           |
| <b>Total</b>                        |            | <b>\$38,838.03</b> |

### OKLAHOMA STREET SOUTH OF 17<sup>th</sup> STREET

15'X20' – 13'X17' – 4'X6' – 17'X27' – 187' OF 6''X6'' Barrier curb

Total cy = 18.58 – Total sy = 111.54 – Fabric Total sy 139.76 – Total LF = 187'

|                                     |             |                    |
|-------------------------------------|-------------|--------------------|
| Aggregate Base Type A               | 18.58 cy    | \$1,300.60         |
| Subgrade Method B                   | 111.54 sy   | \$223.08           |
| Separator Fabric                    | 139.76 sy   | \$209.64           |
| Full depth P.C.C. patch Replacement | 111.54 sy   | \$3,346.20         |
| P.C. Concrete for Pavement          | 18.58 cy    | \$2,415.40         |
| Removal of Pavement                 | 111.54 sy   | \$1,338.48         |
| Removal of 6''x 6'' Barrier curb    | 187'.00 L.F | \$1,870.00         |
| Concrete for 6''x 6'' Barrier curb  | 187'.00 L.F | \$2,805.00         |
| <b>Total</b>                        |             | <b>\$13,508.40</b> |

**HAWTHORN CT**

12'X22' – 12'X20' – 9'6"X36' – 20'X32' – 11'X28' – 12'X24' – 12'X50' – 70' of 6"x6" Barrier curb

Total cy = 49.65 – Total sy = 298.00 – Fabric Total sy = 367.88 – Total LF = 70'

|                                     |            |                    |
|-------------------------------------|------------|--------------------|
| Aggregate Base Type A               | 49.65 cy   | \$3,475.50         |
| Subgrade Method B                   | 298.00 sy  | \$596.00           |
| Separator Fabric                    | 367.88 sy  | \$551.82           |
| Full depth P.C.C. patch Replacement | 298.00 sy  | \$8,940.00         |
| P.C. Concrete for Pavement          | 49.65 cy   | \$6,454.50         |
| Removal of Pavement                 | 298.00 sy  | \$3,576.00         |
| Removal of 6"x 6" Barrier curb      | 70'.00 L.F | \$700.00           |
| Concrete for 6"x 6" Barrier curb    | 70'.00 L.F | \$1,050.00         |
| <b>Total</b>                        |            | <b>\$25,343.82</b> |

**HEATHER CT**

12'X62' – 13'X322' – 6'X24' – 25'X82'6" – 15'X75' – 12'6"X221' – 99' OF 6"X6" Barrier curb

Total cy = 204.14 – Total sy = 1,224.89 – Fabric Total sy = 1,420.89 – Total LF = 99'

|                                     |             |                     |
|-------------------------------------|-------------|---------------------|
| Aggregate Base Type A               | 204.15 cy   | \$14,289.80         |
| Subgrade Method B                   | 1,224.89 sy | \$2,449.78          |
| Separator Fabric                    | 1,420.89 sy | \$2,131.34          |
| Full depth P.C.C. patch Replacement | 1,224.89 sy | \$36,746.70         |
| P.C. Concrete for Pavement          | 204.14 cy   | \$26,538.20         |
| Removal of Pavement                 | 1,224.89 sy | \$14,698.68         |
| Removal of 6"x 6" Barrier curb      | 99.00' L.F  | \$990.00            |
| Concrete for 6"x 6" Barrier curb    | 99.00 L.F   | \$1,485.00          |
| <b>Total</b>                        |             | <b>\$99,329.50</b>  |
| <b>Total of all combined</b>        |             | <b>\$496,128.99</b> |
| <b>Mobilization Fee</b>             |             | <b>\$12,000.00</b>  |
| <b>Total</b>                        |             | <b>\$508,128.99</b> |

# ALRED GLASS COMPANY

DATE: AUGUST 24, 2015

JOB NAME: PRYOR FIRE STATION

REVISED PROPOSAL INCLUDES THE FOLLOWING:

BASE BID

THE CHIEF MET WITH US AND ASK THAT WE PROVIDE A PRICE TO REPLACE THE GLASS ONLY (LEAVING THE EXISTING FRAMES) AND TO ALSO PROVIDE A PRICE TO RE-SCREEN SOME OF THE SCREEN FRAMES.

BELOW IS OUR PRICE QUOTE TO REPLACE THE GLASS IN THE EXISTING FRAMES WITH NEW UNITS AND TO RE-SEAL (GLAZING) THESE UNITS IN THE FRAMES.

1. FURNISH AND INSTALL NEW REPLACEMENT INSULATED CLEAR GLASS UNITS IN THE EXISTING FRAMES. PROVIDE NEW SILICONE SEALED GLAZING WHERE THE EXISTING GLAZING IS FALLING APART. TOTAL QTY. 28 UNITS.

**TOTAL INSTALLED PRICE \$4,047.00**

2. PULL OUT AND RE-SCREEN THE EXISTING SCREENS. TOTAL QTY. 14 SCREENS.

**TOTAL INSTALLED PRICE \$ 348.00**

TOTAL  
4395.00

**IF YOU WISH FOR US TO PROCEED, PLEASE SIGN, DATE AND RETURN THIS PROPOSAL.**

**SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_**

RESPECTFULLY,

M. CHANCE ALRED

---

Chance Alred  
2708 Vancouver Street  
Broken Arrow, OK 74012

Phone: 1-918-664-2272  
Fax: 1-918-664-4936  
E-mail: alred117@msn.com

C. Rash Construction, Inc.  
 14534 East 590 Rd  
 Inola, OK 74036

# Estimate

|           |            |
|-----------|------------|
| Date      | Estimate # |
| 8/26/2015 | 13316      |

|                    |
|--------------------|
| Name / Address     |
| Pryor Fire Station |

|          |
|----------|
| P.O. No. |
|          |

| Description   | Qty | Rate         | Total             |
|---|-----|--------------|-------------------|
| Replace glass in the existing frames with new units and glazing of these units in frames. | 28  | 150.00       | 4,200.00          |
| Pull out and re-screen the existing screens.  | 14  | 25.00        | 350.00            |
| Thank you for the opportunity to bid this project.  |     | <b>Total</b> | <b>\$4,550.00</b> |

|              |              |                |
|--------------|--------------|----------------|
| Phone #      | Fax #        | E-mail         |
| 918-543-2851 | 918-770-4267 | c.rash@tds.net |

# Proposal

Page No.

of

Pages

## McKinney Construction

1119

Mr Marshall McKinney  
13335 S 305th East Ave  
Coweta, OK 74429

|   |               |  |                                |
|---|---------------|--|--------------------------------|
| PROPOSAL SUBMITTED TO<br><i>Brewer Construction</i>     |               | PHONE<br><i>918-476-5811</i>             | DATE<br><i>August 26, 2015</i> |
| STREET<br><i>701 South Chouteau</i>                     |               | JOB NAME<br><i>Pryor Fire Department</i> |                                |
| CITY, STATE and ZIP CODE<br><i>Chouteau, Okla 74337</i> |               | JOB LOCATION<br><i>Pryor</i>             |                                |
| ARCHITECT   | DATE OF PLANS | JOB PHONE                                |                                |

We hereby submit specifications and estimates for:

*Install clear insulated Glass in Existing frames (28 units)  
Re-Glaze Existing windows where glazing is falling out.*

*Total Price for Material + Labor — 4180.<sup>00</sup>*

*Re-Screen 14 frames with new screen material.*

*Total Price for Material + Labor — 395.<sup>00</sup>*

*↓ Total For All Material + Labor ↓*

**We Propose** hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

*Forty Five Hundred Seventy Five and <sup>00</sup>/<sub>100</sub> dollars (\$ 4575.<sup>00</sup>).*

Payment to be made as follows:

*UPON Completion*

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature

*Marshall McKinney*

Note: This proposal may be withdrawn by us if not accepted within 30 days.

**Acceptance of Proposal** — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

Signature \_\_\_\_\_

\* \* Q U O T E \* \*

Page 1 of 1

Pryor Automotive Supply  
105 East Graham Ave  
918-825-6272  
Pryor, OK, 74361, OK 74361

ACCT # 124  
SOLD TO  
CITY OF PRYOR STREET DEPT  
PO BOX 1167  
PRYOR, OKLA. 74362  
SR #  
OK 74362  
0

DATE 08/19/2015  
TIME 10:42  
STORE #  
BMP #  
800002705  
TI MICHAEL

| PART NUMBER | LN  | DESCRIPTION           | QUANTITY | LIST     | PRICE     | TOTAL    |
|-------------|-----|-----------------------|----------|----------|-----------|----------|
| 45466067    | IR  | 13HP GAS COMP - HONDA | 1.00     | 6,427.78 | 3069.0000 | 3,069.00 |
| 907820      | NTB | P R UNIT              | 1.00     | 201.94   | 111.0700  | 111.07   |

TOTAL ----->

3,180.07

\*\*\* Plus Applicable Taxes. \*\*\*  
\*\*\* Prices Subject to Change Without Notice. \*\*\*

\* \* THIS IS NOT AN INVOICE \* \*

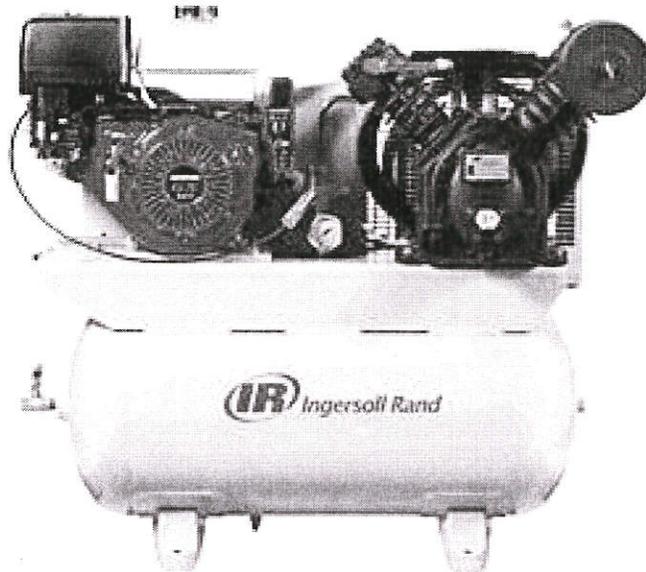
Prior Automotive  
NADA

08/25/15 10:28 AM

P A R T I M A G E

Page 1

Part: 45466067 Line: IR Desc: 13HP GAS COMP- HONDA



Air Compressor - Front View

\*\*\* End of Report \*\*\*

Part: 45466067   Line: IR   Desc: 13HP GAS COMP- HONDA

| Attribute                        | Value   |
|----------------------------------|---|
| Contents:                        | 2475f13gh-13hp-2 - Compressor   |
| Packaging:                       | Crate/ Pallet   |
| Air Compressor Horsepower:       | 13  |
| Gas / Electric:                  | Gas   |
| Air Compressor Type:             | Reciprocating   |
| Air Compressor Series:           | Type 30   |
| Gas Engine Type:                 | Honda   |
| Air Compressor SCFM Rating:      | 25  |
| # Stages:                        | 2   |
| Air Compressor Tank Type:        | Horizontal  |
| CFM Pump Displacement:           | 25  |
| Air Compressor Maximum Pressure: | 175   |
| Magnetic Starter Required:       | No  |
| Magnetic Starter Included:       | No  |
| Air Compressor Pump Material:    | Cast Iron   |
| Lubrication System Type:         | Oil   |
| Air Compressor Length:           | 51  |
| Air Compressor Width:            | 33  |
| Air Compressor Height:           | 44  |
| Air Compressor Weight:           | 469   |
| # of Cylinders:                  | 2   |
| Air Compressor Tank Capacity:    | 30 Gal  |
| Product Features:                | 13hp Honda Engine   |
| Features & Benefits:             | Electronic Ignition   |
| Features & Benefits:             | Idle Engine Control   |
| Features & Benefits:             | Weather-resistant Powder-coat<br>Paint Finish                                   |
| Features & Benefits:             | Osha Approved Fully Enclosed<br>Belt Guard                                      |
| Features & Benefits:             | 30-gallon Asme Receiver   |
| Features & Benefits:             | Durable Cast Iron For 100%<br>Continuous Duty Application                       |
| Features & Benefits:             | Precision Engineered<br>Components For Over 15,000<br>Hours Of Trouble-free Use |
| Features & Benefits:             | Advanced Safety Features<br>Including Low Oil-level<br>Shutdown For Gas Engines |
| Features & Benefits:             | Two Year Warranty w/ Purchase<br>Of Start-up Kit                                |
| Features & Benefits:             | Use Start Up Kit 32312936   |

\*\*\* End of Report \*\*\*



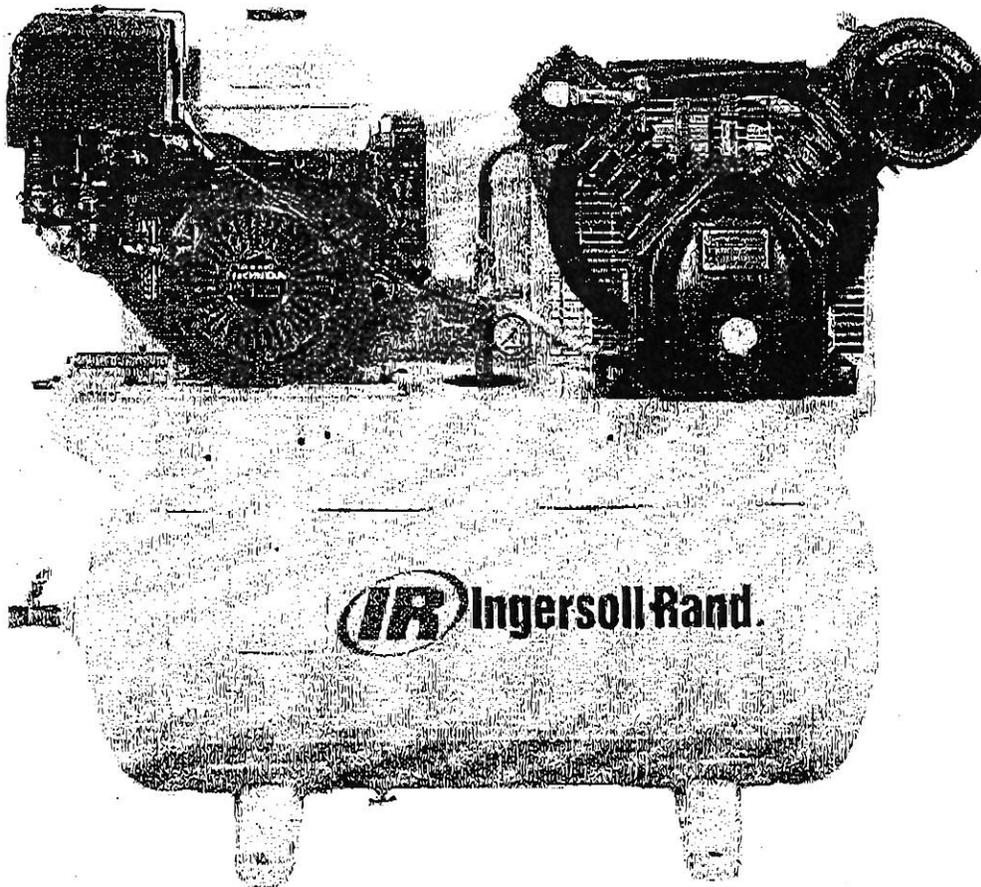
Go

- [Shop By Category](#)
- [Shop By Brand](#)
- [New Products](#)
- [Top Sellers](#)
- [Clearance Items](#)
- [Home](#)
- [/Tools](#)
- [/Product Categories](#)
- [/Shop Tools and Equipment](#)
- [/Air Compressors](#)
- [/IRTC2475F13GH](#)

Compressor 3198.99

Total w/ Regulator and Water Separator:

~~\$ 3,310.97~~  
~~\$ 3,289.99~~  
**\$ 3,310.97**



ISOR

[Build a Flyer](#)

Advance Professional

## Two-Stage Gas Powered Air Compressor

### Features and Benefits:

- Durable cast iron for 100 continuous duty application
- Precision engineered components for over 15,000 hours of trouble free use
- Honda engine
- Extended 2 year warranty when used with Ingersoll Rand's All season select synthetic lubricant
- Advanced safety features including low oil-level shutdown for gas engines

For fleet and field service applications, count on Two-stage, Gas-powered air compressors from Ingersoll Rand. Ideal for remote pneumatic applications, emergency production line needs and other situations where electrical power is scarce, these compressors deliver the air you need, when and where you need it. Featuring truck-bed mounting, these compressors include electronic ignition, idle engine control, a 30-gallon ASME receiver, an OSHA approved fully enclosed belt guard and a weather-resistant powder-coat paint finish.

Read more...

## Full Specs

### Air Compressors

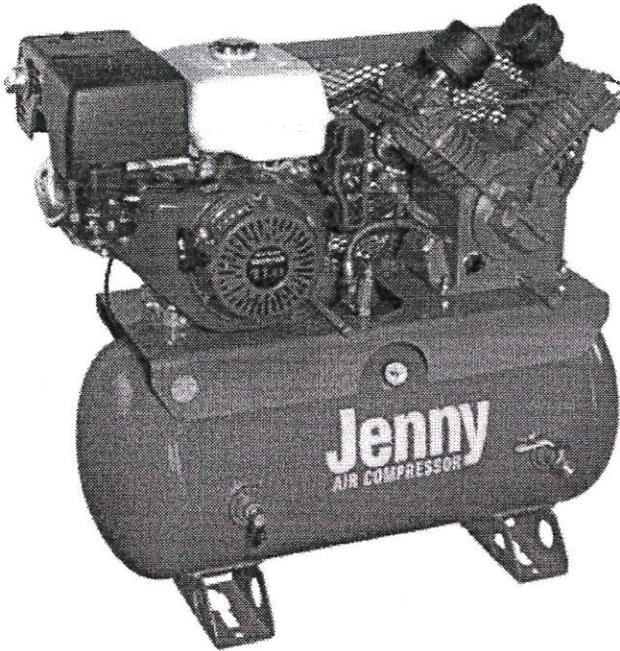
|            |                |
|------------|----------------|
| ACFM       | 24 ACFM        |
| Horsepower | 13 hp          |
| CFM Disp   | 25 CMF         |
| Tank Style | Horizontal     |
| Voltage    | gas            |
| Phase      | dna            |
| Tank size  | 30 gallon      |
| Controls   | dna            |
| Item       | Air Compressor |
| Max PSI    | 175 psi        |

## Reviews

### Reviews

[Mobile View](#)

Copyright 2014, AdvanceAutoTools.com



Line: JNY Item: W13HGB30T

### Product Attributes

Tank Capacity (Gal): 30 Gallon

### Brand Details

Jenny Heavy-Duty Industrial Compressors

- Heavy-duty single or two stage cast iron compressor pump
- Splash lubricated
- Oil sight glass
- Belt driven with a large flywheel for extra cooling and easier start-up
- Each unit is filled with Jenny Ultimate Blue Compressor Pump Oil
- Directional air shroud for reduced pump temperatures
- Totally enclosed heavy-duty belt guard
- Tank gauge
- Auto Start/Stop control with pressure unloader set at 105-125 PSI (single stage) or 145-175 PSI (two stage)
- Magnetic starter is included on all 5HP and larger units
- Industrial/Commercial grade UL Listed electric motor
- Thermal overload motor protection
- Alternator and magnetic starter are standard on all duplex models
- Tanks are powder coated and ASME certified
- 60 gallon tanks and larger are ASME National Board certified
- Protectively mounted fittings
- Manual tank drain(s)
- Large canister intake filter with replaceable filter elements
- Special unloading valves to assist in motor starting

### Manufacturer Information

Established in 1927, Jenny Products, Inc. is a full line manufacturer of Cold & Hot Pressure Washers, Steam Cleaners, Combinations Units, Cleaning Chemicals, as well as Hand Carry, Wheeled Portable, Service Vehicle, Fire Sprinkler, Climate Control, Base Plate Mounted, and Industrial Stationary Air Compressors. Jenny Products, Inc. is a major influence in the paint, rental, equipment, stapler, fire sprinkler, industrial, automotive and OEM markets.

Line: MII Item: 1106

### Product Details

---

- Factory Assembled
- Automatic Overnight Drains
- Relieving Regulator
- Complete With Gauge #1191
- 40 Micron Filter Element
- Outlet Pressure Range: 2-125 PSI
- Temperature Range: 40 Degrees F To 150 Degrees F

### Product Attributes

---

**Maximum Pressure (psi):** 150 psi

**Micron Rating:** 40 Micron

**Outlet Pressure (psi):** 2 To 125 psi

**SCFM Rating:** 48 scfm

**Size (In):** 1/4 Inch

### Manufacturer Information

---

Milton Industries, Inc. produces quality air accessories, tire hardware and automotive service equipment. The vast majority of the product line is produced in the United States of America. Milton is widely recognized as the dominant supplier of air accessories to many markets including automotive, heavy duty, paint and body shops to name a few. All products carry a one year limited warranty against defects in material and workmanship.





## AGES Computers

222 E. Graham  
Pryor, OK 74361

# Estimate

| Date      | Estimate # |
|-----------|------------|
| 7/29/2015 | 9487       |

| Name / Address   |
|--|
| City of Pryor<br>PO Box 1167<br>Pryor OK 74362<br>8256577<br>Mayor's # 825-4077 lewisc@pryorok.org |

| P.O. No. | Rep | SERIAL # | Project |
|----------|-----|----------|---------|
|          | SA  |          |         |

| Item        | Description   | Qty | Cost     | Total    |
|-------------|---|-----|----------|----------|
| KL4863AASTO | Kaspersky Endpoint Security for Business Plus 3 Years<br>24x7 Support - Subscription License - 1 Node -<br>Academic, Government, Volume - 3 Year - Price Level S<br>- PC - English (QW6975) | 150 | 31.98907 | 4,798.36 |
| 101         | One Hour Out of Shop Labor - Computer   | 75  | 75.00    | 5,625.00 |

|                         |  |  |             |
|-------------------------|--|--|-------------|
| <b>Subtotal</b>         |  |  | \$10,423.36 |
| <b>Sales Tax (0.0%)</b> |  |  | \$0.00      |
| <b>Total</b>            |  |  | \$10,423.36 |

| Phone #      | Fax #        | E-mail               | Web Site          |
|--------------|--------------|----------------------|-------------------|
| 918-825-8200 | 918-825-8203 | sarric@ages-comp.com | www.ages-comp.com |

Cardinal Tracking, Inc.

**Invoice** Due 09/24/2015  
109508

Amount Due: **\$7,357.80**

To Customer :  
It's that time of year again!

Attached please find the Software License, Support Agreement and Renewal Invoice for 2015-2016.

Your current agreement expires on: 10/31/2015.

\* Please obtain PO or necessary authorization prior to sending on to Accounts Payable for payment.

\* Please sign both documents and return the signed copies to us as soon as possible.

If you have any questions or concerns, please don't hesitate to contact me via email or the number listed below.

Thank you and as always, we appreciate your business!

Your invoice is attached. Please remit payment at your earliest convenience.

Thank you, we appreciate your business.

Sincerely,

Cardinal Tracking, Inc.  
800-285-3833

August 24, 2015

**COPY**

Tyler Schlosser  
City of Pryor Street Dept  
6 North Taylor

Please consider letter this my formal notice of resignation. I am giving the industry standard two weeks' notice, which makes my last day on the job (date).

I have enjoyed my time with (the company), and will miss the position as well as my colleagues. I just could not pass up this new opportunity.

Please let me know when I should meet with HR to confirm my release date, as well as participate in any required exit interview and return of company property.

Sincerely, 

Tyler Schlosser

cc: Lisa Malone