

**MINUTES
ORDINANCE / INSURANCE COMMITTEE
SPECIAL MEETING
THURSDAY, APRIL 21ST, 2016
5:30 P.M.**

THE ORDINANCE/INSURANCE COMMITTEE MET IN SPECIAL SESSION IN THE COUNCIL CHAMBER, 12 NORTH ROWE STREET, PRYOR, OKLAHOMA AT THE ABOVE DATE AND TIME.

COMMITTEE MEMBERS: ** RANDY CHITWOOD, CHERYL WHITE, RYAN RAINS, GREG ROSAMOND (ALTERNATE)

1. CALL MEETING TO ORDER.

The meeting was called to order at 5:35 p.m. by Chairman Randy Chitwood. Committee members present: Chairman Randy Chitwood, Cheryl White, alternate Greg Rosamond. Members absent: Ryan Rains. Cheryl White excused herself at 7:20 p.m.

Others present: Mayor Jimmy Tramel, Building Inspector/Code Enforcement Officer Doug Moore, City Clerk Eva Smith, Chief of Police Dennis Nichols, Police Officer Dustin Van Horn, Terry Aylward.

2. DISCUSS, POSSIBLY APPROVE MINUTES OF THE JANUARY 25TH, 2016 SPECIAL MEETING.

Motion was made by White, second by Rains to approve minutes of the January 25th special meeting. All voted yes.

3. DISCUSS PROPOSED PRYOR CREEK CITY CODE APPENDIX A SCHEDULE OF FEES AND CHARGES.

Line item changes were discussed, as follow:

1-12-4C: "Fee for mechanical reproduction," **non-refundable fee, \$40 minimum.**

1-12-4E: "Prepayment of fees whenever estimated amount exceeds," **\$40.00.**

2-1-8: "Return check fee," **Maximum amount allowed by law.**

2-2-8: "Sales tax (Ord. 2001-1, 3-14-2002)," **Add references for the Ordinance number to show where the 3.75% amount came from.**

2-2-8: "Telephone Exchange Tax," **Add references for the Ordinance number to show where the amount came from.**

2-4-1: "Tax levied on sale of power, light, heat, gas, electricity or water," **reference state statute.**

3-1-1: **Move** "Agents or solicitors selling insurance, or taking orders for insurance policies, each," **to Itinerant section.**

3-1-1: **Move** "Agents or solicitors selling or taking orders for sale of books, magazines, periodicals or publications of any description, each," **to Itinerant section.**

3-1-1: **Delete** "Collection agents, each \$50/5.00."

3-1-1: "Concessions, games and amusements not a part of an organized carnival where a fee is charged, each," **fee changed to "maximum of \$50.00 per year.** Leaving daily rate at \$15.00.

3-2-6: "Transient/itinerant vendor and transient/itinerant merchant license fee," Mayor **will reword and simplify.**

3-3-2A: "Residential" and "Commercial," **need to be clearly defined.**

3-4B-2, 3-4B-5: "Coin operated amusement devices, Each device, annually," revenue needs to be investigated. Eva will provide. Keep annual fee at \$20.00.

3-7-3: "Tree trimming license," \$50.00 annual fee.

3-10A-3A: "Occupation tax, each location in city, for:" verify that these amounts are per state statute.

4-1-7A: "RESCUE RUN," at \$200.00 per hour needs more discussion. Mayor and Kim Ritchie will work on this.

4-5-8B: "Open burning permit application," fees are "Per Burn."

5-2-23: "Penalty assessment," needs to be "maximum allowed by law."

5-2-23: "\$40 administrative fee," needs some investigating regarding amount not to exceed maximum allowed by law.

5-3-12: Delete "Temporary permit for infant animal native to area."

7-1A-12: "Storm Water Management Fee," section should be listed under line item 8, "Utilities."

7-6-4B: "Additional fees: Saturday, additional, \$300.00," "Saturday, total opening, \$550.00," (Res. 200-5, 103-2000) check with Codifier.

9-1A-5: "New Construction: residential," should be \$0.15 per square foot, and "Storage, Warehouse, Garage," should be \$0.30 per square foot. Other listed amounts stay as-is.

4. DISCUSS, POSSIBLY APPROVE AUTHORIZING THE CITY ATTORNEY TO DRAFT AN ORDINANCE AMENDING PRYOR CREEK CITY CODE APPENDIX A SCHEDULE OF FEES AND CHARGES.

No action taken, pending further discussion.

5. ADJOURN.

Motion to adjourn was made by Rosamond, second by Chitwood. Meeting adjourned at 8:03 p.m.