



Agenda

Amended City Commission Meeting

February 04, 2025

6:00 PM

City Administration Building at 130 N Oklahoma Ave.

In accordance with the Americans with Disabilities Act, persons who need accommodation in order to attend or participate in this meeting should contact City Hall at 580-782-2250 no less than 48 hours prior to the meeting in order to request such assistance.

The Commission of the City of Mangum will meet in regular session on February 4th, 2025 at 6:00 PM, in the City Administration Building at 130 N. Oklahoma Ave, Mangum, OK for such business as shall come before said Commission.

ORDER OF BUSINESS

CALL TO ORDER

ROLL CALL AND DECLARATION OF QUORUM

CONSENT AGENDA

The following items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Board member (or a community member through a Board member) so requests, in which case the item will be removed from the Consent Agenda and considered separately. If any item involves a potential conflict of interest, Board members should so note before adoption of the Consent Agenda.

1. Approve January 14, 2025 special meeting minutes as presented.
2. Approve December 2024 financials for all funds.
3. Approve January 2024 claims.
4. Approve February 2025 estimated payroll.

FURTHER DISCUSSION

Consideration of any items removed from the consent agenda.

REMARKS

Remarks or inquiries by the audience not pertaining to any item on the agenda.

REPORTS

5. Financial Report for December 2024 by the City Manager.
6. Police Report for December 2024 by the Chief of Police.
7. Fire Report for December 2024 by the Acting Fire Chief.
8. Code Enforcement Report for December 2024 by the Code Enforcement Officer.

ORDINANCES & RESOLUTIONS

9. Discussion and possible action to approve resolution no 2025-0104-1 removing Codi Gutierrez from the bank accounts and adding Steve Kyle to them.

OTHER ITEMS

10. Discussion regarding renewing the Interlocal Agreement for the Operation of Emergency Medical Services between the City of Mangum and the Greer County Special Ambulance Service District.
11. Discussion and possible action to accept \$50,000.00 from Philadelphia Indemnity Insurance Company for repair of the Mangum Regional Medical Center.
12. Discussion and possible action to pay Oklahoma Insurance Adjusters Group Invoice #2025.001 in the amount of \$5,000.00 as its portion for aiding the Mangum Regional Medical Center with processing and filing the claim for the hospital roof.
13. Discussion and possible action to approve the contract between ARC Architecture LLC and the Mangum Regional Medical Center to provide architect, engineering, and inspection services related to the repair and replacement of the Mangum Regional Medical Center's Roof. Such services will include ensuring compliance with Oklahoma's Public Competitive Bid Act, including handling all bid packets, statutory notices, and inspection of the project to ensure compliance with the approved building plans and relevant laws and regulations. The Mangum City Hospital Authority previously approved the contract at its January 2025 meeting. However, since the City owns the building and will be the recipient of the insurance checks, the City also needs to approve the agreement. The fees should be paid from insurance funds.
14. Discussion and possible action regarding customer complaints, trash pickups, delivering of trash cans to new services, etc. with contractor 'Waste Connections' to agree on a solution to maintain the highest quality of service to The City of Mangum and it's customers.
15. Discussion and possible action regarding The Corporate Commission and the Environmental Specialists costs' for soil samples needed near the old Caffey property and the underground lines needing to be removed.

STAFF AND BOARD REMARKS

Remarks or inquiries by the governing body members, City Manager, City Attorney or City Employees

NEW BUSINESS

Discussion and possible action on any new business which has arisen since the posting of the Agenda that could not have been reasonably foreseen prior to the time of the posting (25 O.S. 311-10)

ADJOURN

Motion to Adjourn

Duly filed and posted at 9:30am on February 3rd, 2025, by the City Manager.

Erma Mora, City Clerk

SPECIAL MEETING MINUTES

**Town of Mangum
January 14, 2025**

Call to order

Dixie Peterson called the meeting to order at 6:00 pm.

Roll call and declaration of a quorum

Present: Michelle Huckabay, Dixie Peterson, and Mark Chapman
Absent: Jackie Menasco

Consent Agenda

- 1. Approve December 20, 2024, special meeting minutes as presented.**
- 2. Approve November 2024 financials for all funds.**
- 3. Approve December 2024 claims.**
- 4. Approve January 2025 estimated payroll.**

Dixie made a motion to approve the consent agenda as presented. Mark seconded the motion. After no further discussion, Dixie called for the vote:

Yes: Mark, Dixie, and Michelle
No: None

Consider any item removed from the consent agenda.

None

Remarks:

Olson started working on an E-Citation system and will be trying to implement it. He wants to implement through the Mangum Police Department as a beta test on his ticketing program. He advised that this system, is feasible, would be significantly cheaper than using e-ticket vendors.

Reports:**5. Financial Report for November by the City Manager:**

The City Manager provided a written report and made an oral presentation based upon her written report. The written report is incorporated and made a part of these minutes.

6. Police Report for November by the Chief of Police:

Chief Lance Taylor provided a police report. He submitted his written report and provided an oral presentation based upon the written report. The written report is incorporated and made a part of these minutes.

7. Fire Report for November by the Acting Fire Chief:

There was one major auto collision and twenty runs total. The acting fire chief made an oral presentation based upon his written report. The written report is made a part of these minutes.

8. Code Enforcement Report for December by the Code Enforcement Officer:

The Code Enforcement officer was unavailable due to being out sick. So, no report provided.

Other Items

9. Discussion and possible action to meet with the Mangum Hospital Authority Board, Hospital Administrator, Cohesive Financial Services, and Cohesive CEO regarding Mangum Regional Medical Center operations and financial position.

Dixie Peterson asked about an Audit. The Hospital's financials have been audited through 2021. 2022 is almost finished then 2023 will be started. City Manager expressed concern on being more specific on the agenda, so board members know what they are signing up for regarding various contracts and agreements. Dixie expressed concerns regarding a med-dispensing system that was originally not approved by the hospital board Hospital representatives provided background and context. Specifically, the hospital looked at cheaper alternatives, including the system already in place. Ultimately, due to the age of the old system, moving to the new system would actually save the hospital money in the long term. Acting Fire Chief wants to install a helicopter pad, because the pad, i.e., the parking lot, is not a secure area. He expressed concerns of people going around barriers and interfering with the helicopter taking off/landing. Several ideas were discussed including erecting signage, barriers, or gates to better secure the area due to the current inability to pay for a new pad. The new pad has to be near a hospital exit. The other proposed locations would subject patients to an approximately 200 yard trek from the ER to the pad. Finally, . Godwin Feh provided a history overview of the hospital from 2019 to present. This included how critical access hospital works and the amount of debt paid off between 2019 to present, including over \$10 million in Medicare debt inherited by previous operators. The City wants more information and communication between the hospital and the City on at least a quarterly basis.

10. Discussion and possible action to accept the resignation of Commissioner Judith McCaslin.

Mark made the motion to accept the resignation of Commissioner McCaslin. Effective on December 20, 2024. Michelle seconded the motion. After no further discussion, Dixie called for the vote:

Yes: Mark, Dixie, and Michelle

No: None

11. Discussion and possible action to review and accept the best quote for fleet management (GPS) devices.

City manager stated that she has received some bids regarding fleet management GPS. However, she needs additional time to look at other options before making a final proposal.

No action taken.

12. Discussion and possible action to allow the Mangum Police Department to enter into a Memorandum of Understanding with the Oklahoma State Bureau of Investigation to be part of the Oklahoma Internet Crimes Against Children Task Force including the purchase of a designated computer costing no less that \$2,000.00 and no more that \$5,000.00 to be paid for with purplewave funds and reimbursed by OSBI.

Mark made the motion to purchase laptop for up to \$2,000 for ICAC purposes. Michelle seconded the motion. After no further discussion, Dixie called for the vote:

Yes: Mark, Dixie, and Michelle

No: None

13. Discussion and possible action to approve payment of Invoice #4580 to Jana A. Walker, CPA, PLLC in the amount of \$8,500.00 for the final payment for the 2023 audit.

Mark made the motion for the amount of \$8,500.00 as the final payment to Jana A. Walker. Michelle seconded the motion. After no further discussion, called for the vote:

Yes: Mark, Dixie, and Michelle

No: None

14. Discussion and possible action to approve the request from Greer County to waive any late fees or disconnect fees due to the requirement of the approval of the board of County Commissioners before any bills can be paid.

The City Manager advised that the County wants the City to waive late fees associated with its accounts. Particularly, the County advised that our billing cycle does not align with when bills are paid. The County also reported that it had an arrangement with the City in the past not to assess late fees. After discussion, the County has several meetings per month and could place the bills on as an agenda item for them to be approved ahead of the 10th of each month.

Dixie made the motion to contact the County and inquire further regarding any written communications, agreements, etc., that memorialized the City waiving late fees for the County. . Mark seconded the motion. After no further discussion, Dixie called for the vote:

Yes: Mark, Dixie, and Michelle

No: None

Ordinances & Resolutions

15. Discussion and possible action to approve Joint Resolution No. 2025-0107-01 amending the fiscal year 2025 annual budget for the General Fund, General Revenue Fund, MUA Fund, Fleet Management Fund, Airport Operations Fund, General Gov't Int Services Fund, Municipal Pool Fund, and MUA Capital Improvement Fund.

Mark made the motion to approve as presented. Michelle seconded the motion. After no further discussion, Dixie called for the vote:

Yes: Mark, Dixie, and Michelle

No: None

16. Discussion and possible action to approve Resolution No. 2025-0107-02 calling for the Greer County Election Board to hold the election for the City of Mangum on April 1, 2025, and all candidates may file from 8:00 a.m. on February 3, 2025, until 5:00 p.m. on February 5, 2025.

Dixie made the motion to approve the Resolution as presented. Michelle seconded the motion. After no further discussion, Dixie called for the vote:

Yes: Mark, Dixie, and Michelle

No: None

17. Discussion and possible action to approve Resolution No. 2025-0107-03 amending the fiscal year 2025 Other Revenue Annual Budget for funds from the sale of scrap metal to be distributed to the appropriate expenses accounts to be used for tools, supplies, and items deemed necessary by the Operations Manager.

Mark made the motion to approve the purchase of tools with the \$3,500.00 made from the sale of scrap metal. Michelle seconded the motion. After no further discussion, Dixie called for the vote:

Yes: Mark, Dixie, and Michelle

No: None

Executive Session

18. Discussion and possible action to enter executive session to discuss the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of any individual salaried public officer or employee, specifically to review the performance of the City Clerk in accordance with TITLE 25 OS § 307(B)(1).

Mark made the motion to go into executive session. Michelle seconded the motion. After no further discussion, Dixie called for the vote:

Yes: Mark, Dixie, and Michelle
No: None

Executive session started at 6:53 p.m.

At 7:41 pm, Dixie called the board out of executive session.

Open Session

19. Discussion and possible action with regard to executive session.

Dixie made the motion to accept the City Clerk resignation effective January 14, 2025, and appoint Steve as Interim City Clerk. Mark seconded the motion. After no further discussion, Dixie called for the vote:

Yes: Mark, Dixie, and Michelle
No: None

Staff and Board Remarks

None.

Adjourn.

Being no further business, Michelle moved to adjourn the meeting. Mark seconded the motion. Dixie called for the vote.

Yes: Mark, Dixie, and Michelle
No: None

Meeting adjourned at 7:43 pm.

On February 4, 2025, I have read the foregoing minutes and attest that such minutes accurately reflects all business discussed and action taken during the meeting occurring on the reflected date and time.

Mayor

City Clerk

PAYROLL ESTIMATE
FEBRUARY 2025

CITY:

Regular Time	\$67,382.28
Overtime	\$462.34

MUA:

Regular Time	\$21,869.43
Overtime	\$629.25

Approved on:

Sarah Dreyer – Payroll Clerk

JOINT RESOLUTION NO. 2025-0204-01

A JOINT RESOLUTION OF THE BOARD OF COMMISSIONERS FOR THE CITY OF MANGUM AND THE BOARD OF TRUSTEES FOR THE MANGUM UTILITY AUTHORITY REMOVING AUTHORIZED SIGNATURES ON THE CITY AND MUA ACCOUNTS AND ADDING ADDITIONAL AUTHORIZED SIGNATURES ON THE CITY AND MUA ACCOUNTS

Be it Resolved, by the Board of Commissioners for the City of Mangum and The Board of Trustees for the Mangum Utility Authority:

§ 1. That the following authorized signers should be removed as authorized signers from the City and MUA Accounts:

Codi Gutierrez

§ 2. That the following authorized signers should be added to City and MUA Accounts as Authorized signers:

Steve Kyle

Passed and Approved by the Board of Commissioners for the City of Mangum, this 4th day of February 2025.

Jackie Menasco, Mayor

ATTEST:

City Manager

Passed and Approved by the Board of Trustees for the Mangum Utility Authority, this 4th day of February 2025.

Jackie Menasco, chairperson

ATTEST:

City Manager



GREER COUNTY SPECIAL AMBULANCE SERVICE
121 E. JEFFERSON ST
MANGUM, OK 73554
greercountyems@gmail.com
Administrator, Annie Glover (580) 821-6242

Information for Renewal of EMS Contract with the City of Mangum

Hello, my name is Annie Glover and I serve as the EMS Administrator for the Greer County Special Ambulance Service. I would like to take a moment to thank the City Commissioners, the City Manager, the City Attorney and Mayor for their time in reviewing the following information. I am hopeful the information provided will give each of you the information you need to make an informed decision. Should you find you need more information or clarification on anything, I am happy to provide that.

Our service is comprised of 6 full time employees and 6 PRN (as needed/part-time) employees. Our work schedules are divided into 24 hours shifts with the most common being 48 hours on duty. Due to the nature of this job, it requires 2 crew members to be here 24/7 and this is how we achieve this.

We have one ambulance fully staffed for 911 responses (pre-hospital response). This ambulance has two crew members staffed with at least one ALS provider (EMS Level Intermediate-85 / Advanced EMT / Paramedic), per our contractual agreement, on duty each shift.

We have an additional ambulance that is utilized for inter-facility (hospital-to-hospital) transfers. Our current funding does not allow us to staff (2) ambulances at a full-time status. Transfers are a means to more revenue that we depend heavily on in addition to meter fees and Ad Valorem. At the beginning of 2024 we implemented an on call system (crew is called in from home) specifically for transfers so we can help our local hospitals with getting patients to higher levels of care. This has saved us money with payroll but still allows us to provide service to patients needing to be transported. The goal is to eventually have (2) fully staffed ambulances available once funding allows for this.

Our call volume for 2024 is as follows: **Total EMS calls 773**

Transports	Refusals/no transport with medical evaluation/treatments performed by EMS	Standbys for Fire & Law Enforcement	Cancellations
497	188	31	57

This past year we have been working closely with all first response agencies in the county to include Mangum Fire Department and Mangum Police Department. We have assisted in providing and promoting multiple trainings to include response to Wildlife Refuge Management, CPR and Stop the Bleed. I am currently teaching an Emergency Medical Responder course for free to our local responders and am happy to report we have representatives from every first response agency in Greer County attending. The goal is help make sure our citizens get the best care possible. Which we can achieve by all agencies working well together with more inter-agency training. We have had a lot of amazing people working with us to make sure our service is doing more in the community. In April we will host the "Operation Prom" event at the Mangum High School to advise of the dangers associated with distracted driving by way of alcohol use and texting while driving. We have more plans for the future to bring more to the community in the way of education and training. This is something I am really excited about because I feel as though educating our citizens is incredibly important.

I am happy to say we are more involved with the community since taking this position over last year. I am always open to suggestions and happy to discuss your ideas.

Financially, we are still struggling. It is not uncommon for EMS in general and more so, smaller, rural agencies to have difficulty with their finances. It is quite frankly a nation-wide epidemic, unfortunately. There have been multiple agencies in the state that have closed the doors on their ambulance services due to lack of funding. The reality is insurance does not pay EMS agencies at what we bill and without some kind of external revenue being generated, they are not likely to survive. Our county is not immune to that struggle. In the past 20 years Medicare regulations have not been updated and this is a cause for payouts to be less than ideal. The cost of medical supplies, ambulance upkeep and the general cost of living has clearly increased in the last 20 years. **Medical billing payout on average for our service ranges from 30-40% per patient with the 2024 overall average at 43%.** This is less than half of what we are allowed to bill for and we have no control over what they approve to be paid. The return on what we receive is not enough on its own to function appropriately.

Some additional information, Medicare had increased to pay rural service 3-6% more on each patient encounter to allow for more funding in years previous. However this expired December 31st, 2024. State representatives are currently fighting this in legislation to help improve better payouts. This has not happened yet and smaller services such as our self-suffer financially due to this.

I know there has been questions in the past about generating different revenue by means of a county membership. I am currently working on looking into what we can do to extend this to the surrounding communities. In 2024, we responded twice to a Willow residence and no other of the surrounding communities' residential homes aside from Granite. Granite pays their meter fee, on time, every month with the full amount and

also provides the amount of meters that were charged. Despite a county membership, both Granite and Mangum alike would still pay the same amount for their agreement with the service as it is based off of active meters within their respected jurisdiction. Anyone that we have responded to outside of this is billed for the full amount, whereas, citizens of Mangum and Granite are only charged for their \$12/month meter fee and what insurance allows to pay.

Currently in EMS, there are not many avenues to secure funding from grants. The OERSSIRF grant is one of the main grants utilized by EMS. However, this is specific to equipment or vehicles needed by the service and often requires matching funds to secure this grant. The problem right now is it was supposed to be open for applicants this past summer but has not been opened yet. The last meeting that was held was in August of 2024 and we have not been advised of any further information since then. I have spoken with SWODA and their grant writer about what is available to EMS in the way of grants. She has not been successful in finding additional money to assist our agency. That being said, I will continue to research and try to find additional funding.

Our current bank balance is \$46,780.38.

This is the balance after we received our Ad Valorem for the month of January. Prior to this it was averaging at approximately \$19,000. We depend heavily on the meter fees to make sure we are able to make payroll, purchase needed medical supplies, pay all our bills to include utilities, workers comp, taxes, building maintenance and vehicle maintenance. Some of our medical supplies are only sold in bulk and often times expire before we are able to use them. So, I have been working with surrounding agencies to trade unused medical supplies, not including narcotic medications, so we can cut overspending on items we simply will not use. This has saved us quite a bit of money. I am also working on working with a company called PCG that helps with better insurance reimbursement through Medicaid. However, this program will not be open for applications until June or July per their representative.

I have wrote all of this to show the city our service is working to increase our revenue. That being said, the money is just not there. I will continue to constantly work on improving where I can to generate revenue. The reality is we can't keep our doors open and serve the community if we do not receive this funding from Mangum. We do not make anything extra. I can assure you I have cut spending in any place I could so we can stay afloat. The truth is 12.00 per meter is not enough and we do need more. That being said, we are not going to ask for that at this time. We simply would like to renew our contract to reflect the 12.00 per meter fee so we can keep our doors open.

If our doors close, the cost to hire an outside agency to service this county will total much more than what is currently being paid. If our service is shut down, and it will be without this money, many lives will be affected. We have a nursing home that that often times need transport by way of an ambulance. If the doors close to our service, you are looking at approx. 30 minutes to 1 hour before a surrounding EMS agency can respond

to an emergency. That is IF they are not busy in their own service area. Every EMS agency is struggling to keep their own jurisdictions covered. So responding outside of their coverage area is not always plausible. We need this service here. The average time for irreversible brain damage to occur is 4-6 minutes. This occurs when a person is unable to be oxygenated adequately. Someone who is bleeding out may only have a few minutes between living and dying. If we are waiting for an outside service to cover this area, the outcome is likely not one that will be positive. I do not want this for our community. The people we serve deserve the same medical help that any other city is provided.

This is our community. We care about the people here. At the end of the day, we are not looking to make a profit. We just want to take care of our citizens and I sincerely mean that. I understand that maybe my bluntness of it all may seem "over the top". Which I certainly don't mean for it to be. I am someone that cares about being realistic and providing you with solid, factual information so you are able to make an informed decision. I have been taking care of people for almost 21 years. When I say I truly care about the people we care for I mean that. It's something I take very personally because my job is to be an advocate to those we care for. I'm supposed to be the voice that is heard so they get what they need so that is why I have said all that I have. I took on this position almost a year ago, excitedly, because I knew I could bring a lot to this community and that we could make sure patients, our citizens, get the best care possible. We have been doing just that and I truly hope you will consider all I have said when you make your decision regarding our contract.

Again, I thank you for your time and I hope the information I have provided is what you need. Please let me know if I can be of anymore assistance.

Sincerely,

Annie Glover, NRP
EMS Administrator
Greer County Special Ambulance Service

**THIRD EXTENSION TO THE
2022 INTERLOCAL AGREEMENT FOR
THE OPERATION OF EMERGENCY MEDICAL SERVICES**

This Extension to the 2022 Interlocal Agreement for the Operation of Emergency Medical Services Agreement is between the City of Mangum, a municipal corporation, the Mangum Utility Authority, an Oklahoma Public Trust (collectively referred to as “City”), both located at 130 N. Oklahoma, Mangum, OK 73554, and the Greer County Special Ambulance Service District (“Ambulance District”), located at 121 E. Jefferson Street, Mangum, OK 73554.

THEREFORE, the 2022 Interlocal Agreement is Modified as follows:

§ 1. The Interlocal Agreement currently in effect will be extended in accordance with Section 4.1, along the same terms and conditions set forth in the 2022 Interlocal Agreement, the First Extension to the 2022 Interlocal Agreement for the Operation of Emergency Medical Services, and the Second Extension to the 2022 Interlocal Agreement for the Operation of Emergency Medical Services, with the following amendments and changes:

No new changes.

With the following changes, additions, modifications or amendments:

The above changes will be drafted in proper form and submitted to the Ambulance District’s board for approval.

§ 2. All portions of the Interlocal Agreement not discussed or modified above will remain in full force and effect.

§ 3. This Amendment is effective as July 1, 2025.

Passed and Approved by the City of Mangum and the Mangum Utility Authority this ___ day of _____, 2025.

Executed and accepted this ____ day of January, 2025, by:

CITY OF MANGUM
MANGUM UTILITY AUTHORITY

Mayor/Board Chair

ATTEST

City Clerk

Executed and accepted this ____ day of _____, 2025, by:

AMBULANCE DISTRICT

Board President

ATTEST:

Board Clerk

DA2317

PHILADELPHIA INDEMNITY INSURANCE COMPANY
CLAIMS ACCOUNT
ONE BALA PLAZA STE 100
Bala Cynwyd, PA 19004

Date: 01/15/2025
Check #: 3001086635
Amount: 50,000.00

002420 R3N5T1A
Insurance Adjusters Group, LLC
10600 S PENNSYLVANIA AVE
STE 16 #552
OKLAHOMA CITY OK 73170



Questions concerning this payment? Contact our Claims Department at 1-800-765-9749 and reference the claim number when calling.

PAYEE CITY OF MANGUM & INSURANCE
ADJUSTERS GROUP, LLC

POLICY HOLDER City of Mangum
CLAIM # PHMA24101677524
POLICY NUMBER PHPK2616268

DOL 03/07/2024
PAYMENT PARTIAL
TYPE LOSS

INVOICE NUMBER

EXAMINER Davis, William Aaron

COMMENTS Payment under building coverage
For hail damage to Loc 1 - 1 Wickersham St, Mangum, OK 73554-9117
Advance payment = \$50,000

PLEASE DETACH BEFORE DEPOSITING CHECK

THIS CHECK CONTAINS MULTIPLE FRAUD DETERRENT SECURITY FEATURES

PHILADELPHIA INDEMNITY INSURANCE COMPANY
CLAIMS ACCOUNT
ONE BALA PLAZA STE 100
Bala Cynwyd, PA 19004



11-24/1210

Date: 01/15/2025
Check #: 3001086635

Pay Exactly **Fifty Thousand and 00/100 -US Dollars **

Amount
\$***50,000.00

PAY TO CITY OF MANGUM & INSURANCE
ADJUSTERS GROUP, LLC

POLICY HOLDER City of Mangum
CLAIM # PHMA24101677524
POLICY NUMBER PHPK2616268

DOL 03/07/2024
PAYMENT PARTIAL
TYPE LOSS

WELLS FARGO BANK, N.A.

KG Fouciello
Authorized Signer

Security Details on Back

⑈ 300 1086635 ⑈ ⑆ 2 1000 248 ⑆ 2 100003 191937 ⑈



INVOICE 2025.001 **2025-JAN-22**

BILL TO

City of Mangum OK
Attn: Erma Mora
130 N Oklahoma Ave
Mangum, OK 73554

NOTATION

Named Insured: City of Mangum
Claim # PHMA24101677524

DESCRIPTION	TOTAL
Contracted Rate 10(ten)%	
Check# 3001086635 \$50,000	5,000\$
Check#	\$
EXPENSES	

TOTAL DUE **5,000\$**

Thank you for your business!

Invoice due upon receipt
Please send all payments to

Insurance Adjusters Group LLC.
ATTN Accounting
10600 S Pennsylvania Ave STE 16 #552
Oklahoma City, OK 73170

ACH Instructions
Accounting@InsuranceAdjustersGroup.com