

**SAPULPA MUNICIPAL AUTHORITY MEETING**

CITY HALL - 425 EAST DEWEY AVENUE

COUNCIL CHAMBERS, 2ND FLOOR

7:00 P.M., MONDAY, MARCH 20, 2017

**MEETING PROCEDURE:** Comments from the public are welcome at two different times during the course of the meeting: (1) Comments concerning items *not* scheduled on the Agenda will only be heard under Public Comments; (2) Comments concerning items scheduled on the Agenda will be heard immediately following the presentation by staff or petitioner. The City Council will act on the Agenda Item after all comments have been heard.

**Please wait until you are recognized by the Mayor and keep comments as brief as possible.**

**- AGENDA -**

**1. CALL TO ORDER.**

**2. ROLL CALL.**

**3. MINUTES:**

1. Consider approval of minutes of the regular Municipal Authority Meeting of March 6, 2017.

**4. CONSENT AGENDA:** All matters under “Consent” are considered by the City Council to be routine and will be enacted by one motion. Any City Council member may, however, remove an item from consent by request.

1. Consider approving Claims in the amount of \$492,645.86.
2. Prepaid Claim: CCR Construction for tear down slab and remove debris @ 620 North 8th Street. City check #117876 dated March 9, 2017 for \$4,500.00.

**5. ADMINISTRATION.**

**1. Resolutions:**

1. Consider adopting a Resolution of the City of Sapulpa, Oklahoma and the Sapulpa Municipal Authority, Sapulpa, Oklahoma amending the FY 2016-2017 annual budget by reallocating appropriations in the amount of \$166,972.00 in the Series 2014 Street Capital Improvement Fund to provide for the Cobb Avenue Project costs. [See memo with City Agenda.]

**6. NEW BUSINESS.**

7. **PUBLIC COMMENTS:** The purpose of the Public Comments Section of the Agenda is for members of the public to speak to the City Council on any subject not scheduled on the Regular Agenda. City Council shall make no decision or action, except to direct the City Manager to take action, or to schedule the matter for City Council discussion at a later date. **THOSE ADDRESSING THE CITY COUNCIL ARE REQUESTED TO IDENTIFY THEMSELVES BY NAME.**

8. **ADJOURNMENT.**

Posted this \_\_\_\_\_ day of \_\_\_\_\_, 2017 at \_\_\_\_\_ o'clock p.m., at the Sapulpa City Hall, 425 East Dewey, Sapulpa, Oklahoma.

Name: \_\_\_\_\_

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

**Municipal Authority Regular**

**3.1.**

**Meeting Date:** March 20, 2017

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**Subject**

Consider approval of minutes of the regular Municipal Authority Meeting of March 6, 2017.

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**Attachments**

Minutes

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**SAPULPA MUNICIPAL TRUST AUTHORITY**

**TRUST PROCEEDINGS**

Meeting of March 6, 2017

The Board of Trustees of the Sapulpa Municipal Trust Authority met in regular session Monday, March 6, 2017, at 7:00 o'clock P.M. in the City Hall Council Chambers, 425 East Dewey Avenue, Sapulpa, Oklahoma.

Trustees Present:     Reg Green, Chairman  
                              Louis Martin, Jr., Vice-Chairman  
                              John Anderson  
                              Marty Cummins  
                              Wes Galloway  
                              Craig Henderson  
                              Alan Jones  
                              Hugo Naifeh

Trustees Absent:     Charles Stephens  
                              Carla Stinnett

**BUSINESS:**

Motion was made by Trustee Alan Jones, seconded by Trustee Craig Henderson, to approve the following items of business:

1.     Approve the minutes of the February 20, 2017, trust authority meeting;
2.     Approve claims in the amount of \$275,049.15.

ROLL CALL: AYE-John Anderson, Marty Cummins, Wes Galloway, Reg Green, Craig Henderson, Alan Jones, Louis Martin, Hugo Naifeh. NAY-None. Motion carried 8-0.

**ADJOURNMENT:**

There being no further business to consider, motion was made by Trustee Alan Jones, seconded by Vice-Chairman Louis Martin, to adjourn the meeting. Motion carried unanimously.

\_\_\_\_\_  
Chairman

Attest:

\_\_\_\_\_  
Secretary



Oklahoma's Most Connected City  
425 EAST DEWEY AVENUE  
P.O. BOX 1130•SAPULPA, OK 74067

**AGENDA ITEM**

**Consent Agenda 4.2.**

**Municipal Authority Regular**

**Meeting Date:** March 20, 2017

**Submitted By:** Anna Jo Fife, City Manager Assistant, City Manager

**Department:** City Manager

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**SUBJECT:**

Prepaid Claim: CCR Construction for tear down slab and remove debris @ 620 North 8th Street. City check #117876 dated March 9, 2017 for \$4,500.00.

**RECOMENDATION:**

**SUMMARY:**

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**Attachments**

SMA prepaid claims

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Prepaid Claims for Agenda 03/20/17  
Submitted by: Amber Fisher A/P

SMA:

CCR Construction for Tear down slab & remove debris @ 620 N. 8<sup>th</sup> St. City Check #117876, dated March 09, 2017 for \$4500.00.

City of Sapulpa  
 P.O. BOX 1130  
 Sapulpa, Oklahoma 74067  
 (918) 224-3040

118318

**REQUISITION &  
 PURCHASE ORDER**

Vendor No. \_\_\_\_\_  
 Name CLC Construction  
 Address 209 E GINE  
SAPULPA, OK

Check Date \_\_\_\_\_  
 Date Written 3/8/17 Fiscal Year 16/17

DESCRIPTION	INVOICE AND/OR TICKET NO.	DEPARTMENT	PROJECT	ACCOUNT NO.	ENCUMBERED AMOUNT	EXPENDED AMOUNT
Tear down	000059			29-529-405	4500.00	4500.00
Slab + remove						
Debris						
2						
620 N. 8th St				PRE-PAY		
OIL PV				PAID 117876		
- PLEASE				MAR 14 2017		
- ADVISE				PER ADF		
- AS TO						
- ACCT.						
- # -						
-						

This should have been on for 3/6 council - my fault - DW wants pd. asap Steve project \* gth Rumsen

AKR

I hereby certify that the amount of this encumbrance has been entered against the designated appropriation account and that this encumbrance is within the authorized available balance of said appropriation.

I approve the issuance of this Purchase Order  
 City Manager - Approved for Purchase Plann  
 Purchasing Officer - All Items and Service Received and Ready for Payment. AH

Dated 3-9-17  
 Encumbering Officer LaJisha Carr E

DATE	DESCRIPTION	CHECK NO# : INVOICE AMOUNT	117876 VOUCHER AMOUNT
3/09/17	000059 DEMO/REMOVE 620 N 8TH	4,500.00	4,500.00
*** TOTALS ***			4,500.00

AMERICAN HERITAGE BANK AND TRUST  
SAPULPA, OK 74066

TREASURER OF  
**THE CITY OF SAPULPA**

P.O. BOX 1130  
SAPULPA, OK 74067-1130

CHECK NO#: 117876

VEND:10144

---- FOUR THOUSAND FIVE HUNDRED & 00/100 DOLLARS  
TO THE ORDER OF DATE

3/09/2017

**117876**  
CHECK/WARRANT  
NUMBER

AMOUNT
4,500.00

JULIAN BRIAN STEPHENS  
dba CCR CONSTRUCTION  
209 E LINE  
SAPULPA, OK 74066

*Paula Kamm*  
*Shirley Burgess*  
VOID AFTER ONE YEAR

⑈ 117876 ⑈ ⑆ 103100616 ⑆ ⑈ 180 928 2 ⑈



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P.O. BOX 1130•SAPULPA, OK 74067

## AGENDA ITEM

**Municipal Authority Regular**

**5.1.1.**

**Meeting Date:** March 20, 2017

**Submitted By:** Pam Vann, Finance Director, Finance

**Department:** Finance

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**SUBJECT:**

Consider adopting a Resolution of the City of Sapulpa, Oklahoma and the Sapulpa Municipal Authority, Sapulpa, Oklahoma amending the FY 2016-2017 annual budget by reallocating appropriations in the amount of \$166,972.00 in the Series 2014 Street Capital Improvement Fund to provide for the Cobb Avenue Project costs. [See memo with City Agenda.]

**RECOMENDATION:**

Staff recommends that the Mayor and City Councilors/Chairman and Trustees adopt the Resolution.

**SUMMARY:**

The contract for Cobb Avenue project in the amount of \$1,731,862.00 results in a budget shortfall for this project of \$381,657.00. There have been savings on projects in the Stormwater Management Fund and the Street Improvement Sales Tax Fund. These savings totaling \$214,685.00 are already appropriated and can be used to cover a portion of this shortfall. The remaining amount of \$166,972.00 is the amount of savings from the Bryan Street STP project that needs to be reallocated.

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