

**SAPULPA MUNICIPAL AUTHORITY MEETING**

CITY HALL - 425 EAST DEWEY AVENUE

COUNCIL CHAMBERS, 2ND FLOOR

7:00 P.M., MONDAY, APRIL 3, 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.

**A SIGN IN SHEET IS LOCATED AT THE BACK OF THE ROOM. THOSE WISHING TO ADDRESS THE MUNICIPAL AUTHORITY ARE REQUESTED TO SIGN IN PRIOR TO THE START OF THE MEETING AND IDENTIFY THE ITEM(S) THEY WISH TO SPEAK ON. PLEASE COME TO THE PODIUM WHEN THE MAYOR CALLS YOUR NAME AND KEEP YOUR COMMENTS AS BRIEF AS POSSIBLE.**

**- AGENDA -**

1. **CALL TO ORDER.**
2. **ROLL CALL.**
3. **MINUTES:**
  - A. Consider approval of Minutes of the Regular Municipal Authority Meeting of March 20, 2017.
4. **APPOINTMENTS, AWARDS, PRESENTATIONS, AND PROCLAMATIONS.**
5. **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.
  - A. Consider approving Claims in the amount of \$124,632.37.
6. **ADMINISTRATION.**
  - A. Consider approving the Order and Lease Agreement(s) with Document Imaging Solutions, LLC, and DeLage Landen respectively for maintenance, service and lease of copiers and printers for various departments within the City for the period of April 3, 2017 through April 2, 2022 and approve the first year payments in the amount of \$3,472.00 to be paid from the General Fund and Sapulpa Municipal Authority. **[See Memo with City Agenda.]**
7. **NEW BUSINESS:**

8. **INFORMATIONAL ITEMS FROM CHAIRMAN, BOARD OF TRUSTEES, TRUST MANAGER, OR TRUST ATTORNEY.**

- A. Project Status Report from Tetra Tech regarding various City and Authority Projects. [See Memo with City Agenda.]

9. **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. **PLEASE COME TO THE PODIUM WHEN THE MAYOR CALLS YOUR NAME AND KEEP YOUR COMMENTS AS BRIEF AS POSSIBLE.**

10. **ADJOURNMENT.**

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

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

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



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

**AGENDA ITEM**

**Municipal Authority Regular**

**3.A.**

**Meeting Date:** 04/03/2017

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

**Department:** City Manager

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**SUBJECT:**

Consider approval of Minutes of the Regular Municipal Authority Meeting of March 20, 2017.

**RECOMENDATION:**

**SUMMARY:**

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**Attachments**

minutes

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**SAPULPA MUNICIPAL AUTHORITY**

**TRUST PROCEEDINGS**

Meeting of March 20, 2017

The Board of Trustees of the Sapulpa Municipal Trust Authority met in regular session Monday, March 20, 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  
Marty Cummins  
Wes Galloway  
Craig Henderson  
Alan Jones  
Hugo Naifeh  
Carla Stinnett

Trustees Absent: John Anderson  
Charles Stephens

**BUSINESS:**

Motion was made by Vice-Chairman Louis Martin, seconded by Trustee Hugo Naifeh, to approve the following items of business:

1. Approve the minutes of the March 6, 2017, regular authority meeting;
2. Approve claims in the amount of \$492,645.86;
3. Approve payment to CCR Construction, in the amount of \$4,500.00, for demolition, slab and debris removal at 620 North 8th Street;
4. Approve the adoption of Resolution No. 4476 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 for the purpose of providing funds for the Cobb Avenue Project costs.

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

**SAPULPA MUNICIPAL AUTHORITY**  
TRUST PROCEEDINGS  
Meeting of March 20, 2017

**ADJOURNMENT:**

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

UNOFFICIAL



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**AGENDA ITEM**

**Administration 6.A.  
Contracts**

**Municipal Authority Regular**

**Meeting Date:** 04/03/2017

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

**Department:** Finance

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**SUBJECT:**

Consider approving the Order and Lease Agreement(s) with Document Imaging Solutions, LLC, and DeLage Landen respectively for maintenance, service and lease of copiers and printers for various departments within the City for the period of April 3, 2017 through April 2, 2022 and approve the first year payments in the amount of \$3,472.00 to be paid from the General Fund and Sapulpa Municipal Authority. [See Memo with City Agenda.]

**RECOMENDATION:**

Staff recommends that the Chairman and Board of Trustees approve the agreements.

**SUMMARY:**

See memo with City Agenda

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**AGENDA ITEM**

**Municipal Authority Regular**

**8.A.**

**Meeting Date:** 04/03/2017

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

**Department:** City Manager

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**SUBJECT:**

Project Status Report from Tetra Tech regarding various City and Authority Projects. **[See Memo with City Agenda.]**

**RECOMENDATION:**

**SUMMARY:**

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