

SAPULPA MUNICIPAL AUTHORITY MEETING

CITY HALL - 425 EAST DEWEY AVENUE

COUNCIL CHAMBERS, 2ND FLOOR

7:00 P.M., MONDAY, APRIL 17, 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 Board of Trustees 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 AND IDENTIFY THE ITEM(S) THEY WISH TO SPEAK ON. PLEASE COME TO THE PODIUM WHEN THE CHAIRMAN 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 April 3, 2017.
4. **APPOINTMENTS, AWARDS, PRESENTATIONS, AND PROCLAMATIONS.**
5. **CONSENT AGENDA:** All matters under “Consent” are considered by the Municipal Authority to be routine and will be enacted by one motion. Any Municipal Authority Trustee may, however, remove an item from consent by request.
 - A. Consider approving Claims in the amount of \$421,089.53.
(Refer to: Purchase Order Claims Register with City Agenda.)
6. **PUBLIC HEARINGS.**
7. **ADMINISTRATION.**
8. **NEW BUSINESS.**

9. **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.

10. **PUBLIC COMMENTS:** The purpose of the Public Comments Section of the Agenda is for members of the public to speak to the Municipal Authority on any subject not scheduled on the Regular Agenda. The Municipal Authority shall make no decision or action, except to direct the Trust Manager to take action, or to schedule the matter for Municipal Authority discussion at a later date.

Please come to the podium when the Chairman calls your name and keep your comments as brief as possible.

11. **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: April 17, 2017

Submitted By: Anna Jo Fife, City Manager Assistant

Department: City Manager

SUBJECT:

Consider approval of minutes of the regular Municipal Authority Meeting of April 3, 2017.

RECOMMENDATION:

SUMMARY:

Attachments

minutes.04-03-2017

SAPULPA MUNICIPAL AUTHORITY
TRUST PROCEEDINGS
Meeting of April 3, 2017

The Board of Trustees of the Sapulpa Municipal Trust Authority met in regular session Monday, April 3, 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
 Alan Jones
 Hugo Naifeh
 Charles Stephens
 Carla Stinnett

Trustees Absent: Wes Galloway
 Craig Henderson

MINUTES:

Motion was made by Trustee John Anderson, seconded by Trustee Hugo Naifeh, to approve the minutes of the March 20, 2017, regular authority meeting.

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Alan Jones, Louis Martin, Hugo Naifeh, Charles Stephens, Carla Stinnett. NAY-None. Motion carried 8-0.

BUSINESS:

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

1. Approve claims in the amount of \$124,632.37;

2. Approve the order and lease agreements with Document Imaging Solutions, LLC, and DeLage Landen 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 per month to be paid from the General Fund and Sapulpa Municipal Authority.

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Alan Jones, Louis Martin, Hugo Naifeh, Charles Stephens, Carla Stinnett. NAY-None. Motion carried 8-0.

SAPULPA MUNICIPAL AUTHORITY
TRUST PROCEEDINGS
Meeting of April 3, 2017

INFORMATIONAL ITEMS FROM CHAIRMAN, BOARD OF TRUSTEES, TRUST MANAGER OR TRUST ATTORNEY:

The project status report from Tetra Tech, Inc., regarding various city and trust authority projects was submitted for review and discussion only. No action was taken by the board.

ADJOURNMENT:

There being no more business to consider, motion was made by Trustee John Anderson, seconded by Trustee Charles Stephens, to adjourn the meeting. Motion carried unanimously.

Chairman

Attest:

Secretary



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425 EAST DEWEY AVENUE
P.O. BOX 1130•SAPULPA, OK 74067

AGENDA ITEM

Municipal Authority Regular

9.A.

Meeting Date: April 17, 2017

Submitted By: Anna Jo Fife, City Manager Assistant

Department: City Manager

SUBJECT:

Project Status Report from Tetra Tech regarding various City and Authority Projects.

RECOMMENDATION:

SUMMARY:

Attachments

Tetra Tech

STATUS
 O = Operations
 P = Planning
 E = Engineering Design
 C = Construction

TETRA TECH, INC.
 PROJECT STATUS REPORT
 SAPULPA, OKLAHOMA
 APRIL 17, 2017

PROJECT	TETRA TECH CONTACT	STATUS	FUNDING	COMMENTS	RECOMMENDED ACTION
1. Water Atlas Creation	Ryan Mittasch, P.E.	P		Tetra Tech is waiting for atlas markups from city staff to document facilities that were not in the plans previously provided.	City to review draft atlas and provide updated information to Tetra Tech for data entry.
2. N02-N04 Lift Station, Force Main, and Gravity	Ryan Mittasch, P.E.	E		Design was completed and submitted for ODEQ approval on March 1, 2017. Easement exhibits were provided for ROW acquisition.	Acquire the necessary right-of-way for construction.
3. Youth Sports Complex PH1A Waterline Design	Josh Muskopf	E		DC Bass bid the project on 1/11/17. The low bidder was Garro Construction. Tetra Tech will contact contractor and request material submittals.	Proceed with construction.
4. Dewey Ave. Sewer Connection	Ryan Mittasch, P.E.	E		Plans and specs have been approved by ODEQ. There is an ONG gas line in conflict with proposed construction that must be relocated by ONG.	Prepare to advertise for construction once the gas line has been moved.

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