

**SAPULPA CITY COUNCIL MEETING**

CITY HALL - 425 EAST DEWEY AVENUE

COUNCIL CHAMBERS, 2ND FLOOR

7:00 P.M., TUESDAY, SEPTEMBER 3, 2019

Notice is hereby given that the Mayor and City Council of the City of Sapulpa, Oklahoma, will meet in regular session at 7:00 p.m. on the 3rd day of September, 2019, in the Council Chambers, Sapulpa City Hall, 425 East Dewey Avenue, Sapulpa, Oklahoma, with the agenda for said meeting as follows:

MEETING PROCEDURE: Comments from the public are welcome at two different times during the course of the meeting. A **Sign in Sheet** is located at the back of the room. Those wishing to address the City Council are to sign in prior to the start of the meeting and identify the item(s) they wish to address. Comments concerning items scheduled on the Agenda will be heard immediately following the presentation by staff or petitioner. Comments concerning items not scheduled on the Agenda will only be heard under the Public Comments section. The City Council will not act on any matter discussed in the Public Comments section and will act on the Item on the Agenda after all comments have been heard.

**Please come to the podium when the Mayor calls your name.**

**- AGENDA -**

1. **CALL TO ORDER.**
2. **INVOCATION.**
3. **PLEDGE OF ALLEGIANCE.**
4. **ROLL CALL.**
5. **MINUTES.**
  - A. Consider approving the minutes of the August 19, 2019, regular city council meeting.
6. **APPOINTMENTS, AWARDS, PRESENTATIONS, AND PROCLAMATIONS.**
7. **CONSENT ITEMS:** 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 \$364,158.61
  - B. Consider approving pre-paid claims in the amount of \$256,039.63

**8. PUBLIC HEARINGS.**

- A. Conduct a Public Hearing regarding the issuance of General Obligation Refunding Bonds in the amount of not to exceed \$4,000,000.00 designated General Obligation Refunding Bonds of 2019, Series A of the City of Sapulpa, Oklahoma for the purpose of refunding the outstanding principal amount of General Obligation Bonds of the City of Sapulpa, Oklahoma, Series 2010.

**9. COMMUNITY DEVELOPMENT.**

- A. Discussion and possible action regarding an Ordinance amending the Zoning Ordinance of the City of Sapulpa; Changing the Zone and District of property located at 1107 East McKinley Avenue, City of Sapulpa, Creek County, State of Oklahoma, from RS-3 (Residential Single Family) to CS (Commercial Shopping) per SAZ-956; and directing the City Clerk to show each change upon the Official Zoning Map; Repealing all Ordinances or parts of Ordinances in conflict herewith providing for severability and declaring an emergency.
- B. Discussion and possible action regarding an Ordinance amending the Zoning Ordinance of the City of Sapulpa; Changing the Zone and District of property located at 10716, 10720, 10724, and 10728 South 49th West Avenue, City of Sapulpa, Creek County, State of Oklahoma, from RMH (Residential Mobile Home Park) to RE (Residential Estate) per SAZ-957; and directing the City Clerk to show each change upon the Official Zoning Map; Repealing all Ordinances or parts of Ordinances in conflict herewith providing for severability and declaring an emergency.
- C. Discussion and possible action regarding an Ordinance amending the Zoning Ordinance of the City of Sapulpa; Changing the Zone and District of property located at 102 South Poplar Street, City of Sapulpa, Creek County, State of Oklahoma, from OL (Office Low Intensity) to RS-3 (Residential Single Family) per SAZ-959; and directing the City Clerk to show each change upon the Official Zoning Map; Repealing all Ordinances or parts of Ordinances in conflict herewith providing for severability and declaring an emergency.
- D. Discussion and possible action regarding the applicaiton by Kelan Patel, R & D Green Grass Corporation, for a Specific Use Permit, SUP-040, to allow a Commercial Medicinal Marijuana Grow Facility located at 5526 South 48th West Avenue, City of Sapulpa, Tulsa County.
- E. Discussion and possible action regarding an application by Michael McSweeney, Stranded on Earth, LLC, for a Specific Use Permit, SUP-043, to allow a Commercial Medicinal Marijuana Dispensary located at 6 West Teel Road, Sapulpa.

10. **ADMINISTRATION.**

- A. Discussion and possible action regarding a Resolution Authorizing the Sale of Not to Exceed Four Million and No/100s Dollars (\$4,000,000.00) General Obligation Refunding Bonds of 2019, Series A, of the City of Sapulpa, Oklahoma; Fixing the Amount of Bonds to Mature Each Year; Waiving Competitive Bidding on Said Bonds and Authorizing the Sale of Such Bonds at Par; Approving a Bond Purchase Agreement; and Containing Other Provisions Relating Thereto.
- B. Discuss and possible action regarding a Resolution of the City of Sapulpa, Oklahoma, amending the FY 2019-2020 annual budget by increasing appropriations in the Fire Cash Fund in the amount of \$40,000.00 for the purpose of providing funds to purchase 15 tablets including software and installation.
- C. Discussion and possible action regarding Intergovernmental Agreement with the City of Tulsa for regional household pollutant collection facility and participation at a cost of \$4,000.00.

11. **NEW BUSINESS.** (Items that were not known about at the time of posting the agenda.)

12. **INFORMATIONAL ITEMS FROM MAYOR, CITY COUNCIL, CITY MANAGER, OR CITY ATTORNEY.**

- A. Status Report from Tetra Tech regarding various City and SMA projects.

13. **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.*

14. **EXECUTIVE SESSION.**

- A. Consider entering into Executive Session for the purpose of discussing:
  - 1. Discuss the purchase or appraisal of real property located in the SW 1/2 of Section 34, Township 18N, Range 11E [25 O.S. Section 307 B (3)].
- B. Consider action in open session regarding matters discussed in Executive Session.

**15.      ADJOURNMENT.**

Posted this 30th day of August, 2019 at or before 5:00 p.m., at the Sapulpa City Hall, 425 East Dewey Avenue, Sapulpa, Oklahoma.

Name: *Mikaila Stepp*

Title: *Administrative Assistant*



**AGENDA ITEM**

**City Council Regular**

**5.A.**

**Meeting Date:** September 3, 2019

**Submitted By:** Shirley Burzio, City Clerk

**Department:** City Clerk

**Presented By:**

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**SUBJECT:**

Consider approving the minutes of the August 19, 2019, regular city council meeting.

**BACKGROUND:**

**RECOMMENDATION:**

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**Attachments**

[minutes.08-19-2019 city](#)

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**CITY OF SAPULPA, OKLAHOMA**  
**COUNCIL PROCEEDINGS**  
Meeting of August 19, 2019

The City Council of Sapulpa, Oklahoma, met in regular session Monday, August 19, 2019, at 7:00 o'clock P.M. in the City Hall Council Chambers, 425 East Dewey Avenue, Sapulpa, Oklahoma.

Present: Reg Green, Mayor  
Louis Martin, Jr., Vice-Mayor  
John Anderson, Councilor  
Bruce Bledsoe, Councilor  
Marty Cummins, Councilor  
Wes Galloway, Councilor  
Carla Gunn, Councilor  
Craig Henderson, Councilor  
Hugo Naifeh, Councilor  
John Suggs, Councilor

Staff Present: City Manager Joan Riley; City Treasurer / Finance Director Pam Vann; City Attorney David Widdoes; City Clerk Shirley Burzio; Police Chief Mike Haefner

**1. INVOCATION.**

The invocation was given by Rev. Gary Brown.

**2. PLEDGE OF ALLEGIANCE.**

Mayor Reg Green led the Pledge of Allegiance.

**3. MINUTES AND CONSENT ITEMS.**

Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Wes Galloway, to approve the following items of business:

- A.** Approve minutes of the August 5, 2019, regular city council meeting;
- B.** Approve claims in the amount of \$496,788.91;
- C.** Approve pre-paid claims in the amount of \$4,718.83.

AYE: Reg Green, Louis Martin, Jr., John Anderson, Bruce Bledsoe,  
Marty Cummins, Wes Galloway, Carla Gunn, Craig  
Henderson, Hugo Naifeh, John Suggs

**Vote:** 10 - 0 MOTION CARRIED

**4. APPOINTMENTS, AWARDS, PRESENTATIONS, AND PROCLAMATIONS.**

- A.** Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Wes Galloway, to approve the adoption of a resolution commending Major Nate Norton, Police Service Division Major, and showing appreciation for thirty-five years of dedicated service to the City of Sapulpa. (Resolution #4583)

AYE: Reg Green, Louis Martin, Jr., John Anderson, Bruce Bledsoe,  
Marty Cummins, Wes Galloway, Carla Gunn, Craig  
Henderson, Hugo Naifeh, John Suggs

**Vote:** 10 - 0 MOTION CARRIED

- B.** A framed copy of the resolution, a watch and Major Norton's service revolver were presented to Major Norton by Mayor Reg Green, City Manager Joan Riley and Police Chief Mike Haefner.

**5. ADMINISTRATION.**

Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Marty Cummins, to approve the following items of business:

- A.** Accept and award the bid for supplying materials to the Utility Maintenance Department for Fiscal Year 2019-2020 to Core & Main, who was the lowest and most responsible bidder on all bid items, and approve all contract documents related thereto;
- B.** Approve the agreements with successful bidders Apac-Central, Inc., Maxwell Supply, Hutchinson Salt Co., Dunham Asphalt Services, Mohawk Material, and Core & Main, for the purchase of major thoroughfare materials and supplies;
- C.** Approve the agreements with successful bidders Brenntag Southwest, Inc., and Hawkins, Inc., for the purchase of materials and supplies for the water treatment plant.

AYE: Reg Green, Louis Martin, Jr., John Anderson, Bruce Bledsoe,  
Marty Cummins, Wes Galloway, Carla Gunn, Craig  
Henderson, Hugo Naifeh, John Suggs

**Vote:** 10 - 0 MOTION CARRIED

- D. Motion was made by Vice-Mayor Louis Martin, seconded by Councilor John Anderson, to approve the amendment to the 2009 Human Resources Policies and Procedures Manual (Section 307, Drug and Alcohol Policy).

AYE: Reg Green, Louis Martin, Jr., John Anderson, Bruce Bledsoe, Marty Cummins, Wes Galloway, Carla Gunn, Craig Henderson, Hugo Naifeh, John Suggs

**Vote:** 10 - 0 MOTION CARRIED

6. **INFORMATIONAL ITEMS FROM MAYOR, CITY COUNCIL, CITY MANAGER, OR CITY ATTORNEY.**

- A. The status report from Tetra Tech regarding various city and trust projects was presented for discussion only. There was no action taken by the board.

7. **PUBLIC COMMENTS.**

There were no comments made to the council.

8. **ADJOURNMENT.**

There being no further business to consider, motion was made by Councilor John Anderson, seconded by Councilor Wes Galloway, to adjourn the meeting.

AYE: Reg Green, Louis Martin, Jr., John Anderson, Bruce Bledsoe, Marty Cummins, Wes Galloway, Carla Gunn, Craig Henderson, Hugo Naifeh, John Suggs

**Vote:** 10 - 0 MOTION CARRIED

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Mayor

Attest:

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City Clerk



**AGENDA ITEM**

**City Council Regular**

**7.A.**

**Meeting Date:** September 3, 2019

**Submitted By:** Amber Fisher, Accounts Payable Clerk

**Department:** Finance

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**SUBJECT:**

Consider approving claims in the amount of \$364,158.61

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**Attachments**

**Claims List 9/3/19**

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FUND: 10 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
127827	99-10099	SAYRE, ROBERT	MEAL REIMBURSEMENT	8/2019	8/13-8/15/19	42.00
126993	99-10125	BELL, RODNEY	MEAL REIMBURSEMENT	8/2019	8/20-8/23 126993	67.00
126193	99-10159	LAWRENCE COUNTY NEWSPAPERS,	EMPLOYMENT ADVERTISE	8/2019	22048	29.14
127297	99-10159	LAWRENCE COUNTY NEWSPAPERS,	PUBLISH BID/SEWER PROJ	8/2019	22051	40.20
127704	99-10159	LAWRENCE COUNTY NEWSPAPERS,	PUBLISH ORDINANCES	8/2019	22061	181.30
126423	99-10160	MERRIFIELD OFFICE SOLUTIONS	NAME PLATES	8/2019	174574-001	69.93
126956	99-10160	MERRIFIELD OFFICE SOLUTIONS	JANITORIAL SUPPLIES	8/2019	176613-001	164.45
127702	99-10160	MERRIFIELD OFFICE SOLUTIONS	DESKS/MOBILE PEDASTELS	8/2019	176266-001	1,500.00
127556	99-10191	AVAILABLE WRECKER	MOVE POD	8/2019	1049	250.00
126919	99-10235	HULETT, MARK	MEAL REIMBURSEMENT	8/2019	8/28/19 126919	14.00
126943	99-10252	CECIL COX ENTERPRISES	REPAIR FLATS, STEMS, ETC	8/2019	3047959	10.00
127836	99-10252	CECIL COX ENTERPRISES	FOR TIRES	8/2019	3048008	553.60
127468	99-10377	GREEN COUNTRY SHREDDING &	RSHREDDING	8/2019	72347	62.50
127013	99-10399	AMELIA HOEHNER	REIM PACER CRT RECORDS	8/2019	442629	18.20
127477	99-10412	BH MEDIA GROUP INC	PUBLICATION RE: GO BOND	8/2019	1016541 8/22/19	26.88
127834	99-10435	PITTINGER, BAYLOR	WIPER BLADES	8/2019	545095	45.97
127562	99-10454	MARSHALL, ADAM	MEAL REIMBURSEMENT	8/2019	7/30-8/2/19	56.00
127087	99-10488	ADMIRAL EXPRESS LLC	OFFICE SUPPLIES	8/2019	2051178-0	67.12
127584	99-10488	ADMIRAL EXPRESS LLC	CALCULATOR	8/2019	2051120-0	53.66
127661	99-10488	ADMIRAL EXPRESS LLC	PAPER TOWELS, ETC	8/2019	2051121-0	30.08
127708	99-10488	ADMIRAL EXPRESS LLC	OFFICE SUPPLIES	8/2019	2052378	163.36
127831	99-10667	WELSH, BRANDAN	MEAL REIMBURSEMENT	8/2019	8/21/19 127831	14.00
127772	99-10765	ADVANCED ELECTRIC REBUILDER	REBUILD STARTER ENG. 2	8/2019	60106	245.00
127673	99-10767	SAP TOWN T'S LLC	5 T-SHIRTS/GYM SHORTS	8/2019	82319	104.50
127231	99-10787	LEADSONLINE LLC	POWER PLUS INVEST SYS	8/2019	250587	3,227.00
127566	99-10844	PRESORT FIRST CLASS	TEMPORARY LIC PLATE TAG	8/2019	300137	52.55
127668	99-10846	TOK ENTERPRISES INC dba	HOLLODGING FOR ATF TRAINING	8/2019	45895	282.00
127706	99-10856	DALE SORRELL dba ADVANTAGE	A/C REPAIRS/UNIT 5	8/2019	33549	50.00
127710	99-10856	DALE SORRELL dba ADVANTAGE	HEAT & AIR REPAIR	8/2019	59580	182.50
127559	99-1563	THE PEAVEY CORPORATION	POUCH DRUG TEST KITS	8/2019	361208	181.50
127826	99-1699	TULSA OVERHEAD DOOR LLC	SEAL REPAIR PROP ROOM	8/2019	30126526	250.00
127293	99-175	STANDARD DISTRIBUTING INC	EMPLOYEE LUNCH	8/2019	377393	339.78
126989	99-3113	FIRE MARSHALS ASSOCIATION	ODUES/CONFERENCE	8/2019	1 8/26/19	450.00
126944	99-3707	O'REILLY AUTOMOTIVE INC	MISC. VEHICLE MAINT.	8/2019	153-186230	158.49
127731	99-3707	O'REILLY AUTOMOTIVE INC	VEHICLE MAINT/UNIT 0613	8/2019	153-187626	914.52
127955	99-3707	O'REILLY AUTOMOTIVE INC	VEHICLE MAINTENANCE	8/2019	153-185190	229.11
127956	99-3707	O'REILLY AUTOMOTIVE INC	BRAKE PADS/A/C ADAPTRS	8/2019	153-185638	27.92
127959	99-3707	O'REILLY AUTOMOTIVE INC	FRONT BRAKE PADS	8/2019	153-186207	60.75
127961	99-3707	O'REILLY AUTOMOTIVE INC	VEHICLE MAINTENANCE	8/2019	153-187091	64.16
127963	99-3707	O'REILLY AUTOMOTIVE INC	TWO MOTOR MOUNTS	8/2019	153-187449	99.30
126190	99-3797	OCCUPATIONAL HEALTH CENTER	DRUG TESTING	8/2019	256428332	254.00
121416	99-39	WAL-MART	WATER FILTER	8/2019	6449 7/18/19	47.84
126957	99-39	WAL-MART	JANITORIAL SUPPLIES	8/2019	7213 7/30/19	117.85
126958	99-39	WAL-MART	EQUIPMENT MAINTENANCE	8/2019	6417A 8/6/19	6.80
126975	99-39	WAL-MART	PAINT AND GAS CANS	8/2019	1227 7/15/19	168.94
127085	99-39	WAL-MART	CHROME CAST	8/2019	6744 7/30/19	35.00
127402	99-39	WAL-MART	OFFICE SUPPLIES	8/2019	2707 7/17/19	33.69
127537	99-39	WAL-MART	TAPE, PINS, SHARPIES	8/2019	5661 8/6/19	59.39
127538	99-39	WAL-MART	PAPER TOWEL, SANITIZER	8/2019	5661B 8/6/19	343.82
127541	99-39	WAL-MART	BLEACH, CAT LITTER	8/2019	5661C 8/6/19	491.38

FUND: 10 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
127545	99-39	WAL-MART	FIRST AID KIT	8/2019	5661A 8/6/19	15.88
127547	99-39	WAL-MART	BATTERIES, SAFETY MASK	8/2019	5661D 8/6/19	79.74
127551	99-39	WAL-MART	DUCT TAPE	8/2019	5661E 8/6/19	7.94
127434	99-4700	COX COMMUNICATIONS	MONTHLY PHONE CHARGE	8/2019	1101 8/1/19	4,694.61
127014	99-4866	CREEK COUNTY TREASURER OFFI	2018 TAXES/EDMONDSON	8/2019	20366/20367	92.12
127549	99-5391	ANIMAL CARE EQUIP & SERVICE	POOPER SCOOPER	8/2019	74563	177.49
127470	99-5438	JP COOKE CO	100 DOG TAGS	8/2019	578468	47.90
127405	99-6130	EXPRESS TEST CORP	FIT TEST FOR SCBA GEAR	8/2019	4294	150.00
124448	99-6457	CRAWFORD & ASSOCIATES, PC	CONSULTING SRV FY 18/19	8/2019	12775	962.50
127011	99-6477	WEST PUBLISHING CORPORATION	INFO/DATABASE CHARGES	8/2019	840775151	12.60
127773	99-6543	QUALITY RAGS, INC.	120 BATH TOWELS	8/2019	33614	210.00
126968	99-6646	FASTENAL COMPANY INC	NUTS, BOLTS, PLUGS	8/2019	OKSAP168145	18.38
127583	99-7070	MO' PIZZA RESTAURANTS, LLC	FOOD FOR STUDY SESSION	8/2019	819192	100.00
127806	99-7216	US CELLULAR	MTHLY CELL -AUGUST 19	8/2019	323281847	26.84
126977	99-7868	WESTLAKE HARDWARE INC	EQUIPMENT MAINTENANCE	8/2019	8141074	91.31
127565	99-7868	WESTLAKE HARDWARE INC	SPARE KEYS	8/2019	8141136	36.05
127674	99-7868	WESTLAKE HARDWARE INC	BLDG MAINTENANCE	8/2019	8141162	134.99
127837	99-7868	WESTLAKE HARDWARE INC	BIKE STORAGE HARDWRE	8/2019	8141165	54.05
127298	99-7927	CENTRAL OKLAHOMA PUBLICATIO	BID POSTING/SEWER PRJT	8/2019	114175	31.05
126949R	99-8074	SPECIAL OPS UNIFORMS, INC	STATION UNIFORM	8/2019	790745	83.92
126951R	99-8074	SPECIAL OPS UNIFORMS, INC	STATION UNIFORM	8/2019	790746	83.92
127406	99-8074	SPECIAL OPS UNIFORMS, INC	STATION UNIFORM	8/2019	790743	822.78
127407	99-8074	SPECIAL OPS UNIFORMS, INC	STATION UNIFORM	8/2019	790744	822.78
127408	99-8074	SPECIAL OPS UNIFORMS, INC	STATION UNIFORM	8/2019	790742	822.78
127658	99-8074	SPECIAL OPS UNIFORMS, INC	CADET BADGES	8/2019	790827	278.00
127761	99-8074	SPECIAL OPS UNIFORMS, INC	STATION UNIFORM	8/2019	790828	839.77
126894	99-8216	HILAND DAIRY FOODS CO.LLC	MILK FOR PRISONERS	8/2019	9062696	150.50
126103R	99-8254	PROFESSIONAL ENGINEERING	CORE-APPLYING STP FUNDING	8/2019	520292	1,125.00
127825	99-8381	NEWEGG.COM	EXTERNAL HARD DRIVE	8/2019	1302341751	73.68
127832	99-8381	NEWEGG.COM	2 HARD DRIVES & STORAGE	8/2019	1302344414	466.97
127707	99-8400	DENNIS WAYNE JACKSON	LED REPLACEMENT BULBS	8/2019	1575	255.00
127563	99-8564	CLAYTON, DERRICK	MEAL REIMBURSEMENT	8/2019	7/30-8/2/19 127563	56.00
128075	99-8945	VOSS ELECTRIC CO dba VOSS	L80 LED BULBS/CITY HALL	8/2019	30184671	249.30
126994	99-9072	VICKREY JAMES	MEAL REIMBURSEMENT	8/2019	8/20-8/23 126994	67.00
127767	99-9294	AFFORDABLE PRECISION GLASS,	WINDSHIELD REPLACEMENT	8/2019	957296	260.00
127672	99-9398	THE UPS STORE #3965	RETURN TWO SETS BOOKS	8/2019	3902 8/14/19	23.54
126902	99-9859	VERIZON WIRELESS SERVICES	LMTHLY MOBILE BROADBAND	8/2019	9835751429	40.01
126992	99-9876	WOOD, JOSH MARK	MEAL REIMBURSEMENT	8/2019	8/20-8/23 126992	67.00
FUND TOTAL:						25,468.58

FUND: 20 - SMA-AUTHORITY FUND

SUMMARY REPORT

127468	99-10377	GREEN COUNTRY SHREDDING & R	SHREDDING	8/2019	72347	62.50
127500	99-10488	ADMIRAL EXPRESS LLC	FILE FOLERS & BIC PENS	8/2019	2051177-0	29.06
128076	99-10488	ADMIRAL EXPRESS LLC	40 X 60 CHAIR MAT	8/2019	2052560	106.85
127785	99-10540	ENVIRONMENTAL IMPROVEMENTS	PUMP & SPARE PUMP HEAD	8/2019	44711-IN	2,175.00
127289	99-10558	TECHNICAL PROGRAMMING SERV	VIYRLY PRNT/MAILING BILLS	8/2019	104370	3,397.59
127478	99-10729	OWRB	INTEREST PMT OWRB LOAN	8/2019	20CW 9/13/19	6,353.38
127296	99-10753	MIKE J NAIFEH	DECAL FOR DURANGO	8/2019	1387	30.00
127221	99-10850	NORRIS, ZANE	CDL PERMIT	8/2019	566728	79.24

FUND: 20 - SMA-AUTHORITY FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
127706	99-10856	DALE SORRELL dba	ADVANTAGE A/C REPAIRS/UNIT 5	8/2019	33549	50.00
127710	99-10856	DALE SORRELL dba	ADVANTAGE HEAT & AIR REPAIR	8/2019	59580	182.50
127777	99-1443	BRENNTAG SOUTHWEST, INC.	NONIONIC POLYMER	8/2019	BSW124744	3,744.50
127778	99-1443	BRENNTAG SOUTHWEST, INC.	12 CHLORINE TOTES	8/2019	BSW131866	2,081.00
127206	99-3437	ADVANCE ELECTRICAL SERVICES	24/7 ELECTRICIAN	8/2019	17635	82.50
127432	99-3593	CITY OF TULSA	METER CONNECT/USE FEE	8/2019	01042 8/7/19	1,796.96
127956	99-3707	O'REILLY AUTOMOTIVE INC	BRAKE PADS/A/C ADAPTRS	8/2019	153-185734	9.81
122058B	99-3881	FHC, INC. DBA TETRA TECH	FENGINEERING SRVC SRWCS	8/2019	51475063	231.00
127286	99-39	WAL-MART	OFFICE SUPPLIES/SAFETY	8/2019	3043 7/18/19	126.31
127336	99-39	WAL-MART	JANITORIAL SUPPLIES	8/2019	2829 7/30/19	213.02
127808	99-3908	VERDIGRIS VALLEY ELEC COOP	SWRCS JOINT ELECTRIC	8/2019	3200 7/31/19	12.24
122082	99-4112	ACCURATE ENVIRONMENTAL INC.	COPPER TESTING	8/2019	BG31045	960.00
127202	99-4112	ACCURATE ENVIRONMENTAL INC.	IN-HOUSE TESTING SUPPLIES	8/2019	SU30601	143.28
127204	99-4112	ACCURATE ENVIRONMENTAL INC.	DEQ TESTING	8/2019	BH02004	155.00
127219	99-4112	ACCURATE ENVIRONMENTAL INC.	UNIVERSAL CONTROLLER	8/2019	SU30573	2,178.68
127340	99-4112	ACCURATE ENVIRONMENTAL INC.	LAB SUPPLIES	8/2019	SU30556	5,963.08
127780	99-4112	ACCURATE ENVIRONMENTAL INC.	OPEP FOR AUGUST 2019	8/2019	BH06079	365.00
127781	99-4112	ACCURATE ENVIRONMENTAL INC.	UCMR TESTING/AUG 2019	8/2019	BH06081	275.00
127786	99-7011	LOWE'S HOME CENTERS, INC.	WEEDEATER/SPARE HEAD	8/2019	12783	269.74
127806	99-7216	US CELLULAR	MTHLY CELL -AUGUST 19	8/2019	323281847	152.73
127800	99-7821	CREEK COUNTY RURAL WATER	#2WATER BILL	8/2019	1586 7/24/19	85.50
127222	99-8059	ACE AIR, INC.	TROUBLESHOOT A/C	8/2019	103838	233.08
127707	99-8400	DENNIS WAYNE JACKSON	LED REPLACEMENT BULBS	8/2019	1575	255.00
127789	99-8526	RAVEN MATERIALS, INC.	CLEANING SLUDGE LAGOON	8/2019	3047-19	18,500.00
127957	99-8539	CROW BURLNGAME COMPANY	BATTERY7/FILTER/OIL	8/2019	106-25268	99.96
128075	99-8945	VOSS ELECTRIC CO dba VOSS	L80 LED BULBS/CITY HALL	8/2019	30184671	249.30
123676R	99-9207	S2 ENGINEERING SERVICES,	PLCOPPER EFFLUENT EVAL	8/2019	06-755	1,920.00
127473	99-9207	S2 ENGINEERING SERVICES,	PLIND PRETREATMENT SRVCS	8/2019	06-757	5,000.00
125424	99-9393	AIRLINK INTERNET SVCS	CAMERA NETWORK FEES	8/2019	94752	599.80
128028	99-9577	TRACTOR SUPPLY COMPANY	AIR COMPRESSOR	8/2019	455408	999.99
127807	99-9859	VERIZON WIRELESS SERVICES	LDEDICATED PHONE LINE	8/2019	9834700847	16.00
127343	99-99	W W GRAINGER, INC	SAMPLE STATION LOCKS	8/2019	9246529854	92.76
FUND TOTAL:						59,277.36

FUND: 29 - STORMWATER MANAGEMENT

SUMMARY REPORT

126232	99-10737	SCREENVISION DIRECT INC dba	EDUCATION COMMERCIAL	8/2019	LOC-000216810	140.00
127964	99-2959	DAVIDSON AND DAVIDSON ENTER	HYDRAULIC HOSE	8/2019	147345-IN	56.16
127052	99-3707	O'REILLY AUTOMOTIVE INC	TRUCK PARTS	8/2019	153-187240	8.68
127965	99-3707	O'REILLY AUTOMOTIVE INC	10 GAL HYDRAULIC OIL	8/2019	153-187486	99.98
127061	99-4733	KIRBY-SMITH MACHINERY, INC	BOLTS & TAIL LIGHT	8/2019	P60443	517.22
127050	99-5367	SOUTHSIDE MOWERS, INC.	CHAINS/BARS FOR SAWS	8/2019	152063	48.40
127806	99-7216	US CELLULAR	MTHLY CELL -AUGUST 19	8/2019	323281847	84.40
126228	99-8928	SYBERTECH WASTE REDUCTION	LPET WASTE STATIONS	8/2019	U10782	646.00
126231	99-9738	JACQUELYN BROOKE KONONCHUK	SW MANAGEMENT SERVICES	8/2019	AUG-19	4,614.00
FUND TOTAL:						6,214.84

## FUND: 30 - STREET &amp; ALLEY

## SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
127185	99-10354	MAXWELL OIL CORP	HYDRAULIC FLUID & OIL	8/2019	103035	326.97
127175	99-3707	O'REILLY AUTOMOTIVE INC	OIL, FILTERS, HOSES	8/2019	153-187241	75.79
127745	99-3707	O'REILLY AUTOMOTIVE INC	VEHICLE MAINTENANCE	8/2019	153-183693	200.58
126169R	99-4733	KIRBY-SMITH MACHINERY, INC	FULL SERVICE/ADJ GRADE	8/2019	W18183	2,062.35
127806	99-7216	US CELLULAR	MTHLY CELL -AUGUST 19	8/2019	323281847	26.84
127501	99-8484	SHERWIN WILLIAMS COMPANY,	14 GALLONS TRAFFIC PAINT	8/2019	6479-3	116.76
127957	99-8539	CROW BURLINGAME COMPANY	BATTERY7/FILTER/OIL	8/2019	106-25268	89.20
127958	99-8539	CROW BURLINGAME COMPANY	10 DRIVE BELTS	8/2019	106-25284	580.00
FUND TOTAL:						3,478.49

## FUND: 31 - CEMETERY MAINTENANCE

## SUMMARY REPORT

127677	99-10252	CECIL COX ENTERPRISES	TIRES FOR BACKHOE	8/2019	3047636	985.80
127683	99-10488	ADMIRAL EXPRESS LLC	SHEET PROTECTORS	8/2019	2051820	51.30
128077	99-10753	MIKE J NAIFEH	DECALS FOR NEW TRUCK	8/2019	1439	100.00
127684	99-175	STANDARD DISTRIBUTING INC	PALLET OF WATER	8/2019	377596	255.00
127114	99-3707	O'REILLY AUTOMOTIVE INC	MISC EQUIP MAINTENANCE	8/2019	153-187462	51.46
127115	99-3707	O'REILLY AUTOMOTIVE INC	MISC. VEHICLE MAINT	8/2019	153-187071	281.26
127124	99-39	WAL-MART	WASP SPRAY/AA BATTERIES	8/2019	2179 7/19/19	29.18
127111A	99-4608	STEWART MARTIN INC	REGULATOR-RTV	8/2019	491145	105.00
127117	99-8372	SAWYER ENTERPRISES	MOWING	8/2019	300082819	1,600.00
127680	99-8543	SUTTON TRACTOR	MOWER BLADES	8/2019	613142	113.94
127682	99-8543	SUTTON TRACTOR	BLADE SPINDLE	8/2019	737529	223.74
127681	99-8965	CHERRY TRUCKING & DIRT SALE	12 LOADS OF DIRT	8/2019	7034	1,620.00
FUND TOTAL:						5,416.68

## FUND: 32 - HUNTING &amp; FISHING

## SUMMARY REPORT

126823	99-10516	HINSCH MARY	CARETAKER COMMISSION	8/2019	832871	92.00
127908	99-7011	LOWE'S HOME CENTERS, INC.	FILTERS FOR MINNOW TANK	8/2019	01021	90.36
127396	99-7876	DEWAYNE MOTE	FISH STOCKING	8/2019	1468	1,250.00
FUND TOTAL:						1,432.36

## FUND: 33 - GOLF COURSE

## SUMMARY REPORT

126849	99-2199	PROFESSIONAL TURF PRODUCTS,	RENTAL/FAIRWAY MOWER	8/2019	4022177-0	1,825.00
126843	99-39	WAL-MART	PADLOCKS	8/2019	5478 8/9/19	90.79
128000	99-4700	COX COMMUNICATIONS	BLANKET-TV'S & GRILL	8/2019	67801 7/29/19	57.98
127806	99-7216	US CELLULAR	MTHLY CELL -AUGUST 19	8/2019	323281847	27.20
128001	99-8108	AT&T ADVERTISING & PUBLISH	ADS IN YELLOW PAGES	8/2019	20635 7/13/19	66.11
126841	99-8717	P & K EQUIPMENT	2 HUB ASSEMBLY'S	8/2019	3400045	246.12
128002	99-9974	BOWERS OIL CO.	GAS FOR GOLF CARTS	8/2019	38988	610.70
FUND TOTAL:						2,923.90

## FUND: 34 - LIBRARY

## SUMMARY REPORT

127315	99-10488	ADMIRAL EXPRESS LLC	OFFICE/BATHROO SUPPLIES	8/2019	2051819	411.85
127926	99-3901	TULSA WORLD	SUBSCRIPTION RENEWAL	8/2019	9292 8/6/19	231.75
127320	99-4047	SHOW, INC.	RECYCLING FOR LIBRARY	8/2019	20572	30.00
127301	99-8259	AIRCO SERVICE, INC.	H/A MAINT CONT RENEWAL	8/2019	7/1/19-6/30/20 301	4,106.48

FUND: 34 - LIBRARY

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
127324	99-8400	DENNIS WAYNE JACKSON	BALASTS AND BULBS	8/2019	1542	456.53
FUND TOTAL:						5,236.61
FUND: 35 - PARKS & RECREATION						SUMMARY REPORT
127617	99-10225	CARLTON E CLINE	INSTALL NEW BB GOALS	8/2019	1450	499.00
127607	99-10488	ADMIRAL EXPRESS LLC	DEET BUG SPRAY	8/2019	2047107-0	87.32
127616	99-10488	ADMIRAL EXPRESS LLC	JANITORIAL SUPPLIES	8/2019	2050610-0	203.33
127916	99-10488	ADMIRAL EXPRESS LLC	JANITORIAL SUPPLIES	8/2019	2052558	84.60
127910	99-10753	MIKE J NAIFEH	T-SHIRTS FOR CREW	8/2019	1421	497.97
127609	99-10856	DALE SORRELL dba ADVANTAGE	SERVICE CALL	8/2019	33535	365.00
127906	99-10858	CASSIE LATSHAW	MUSIC/ROCK CK FESTIVAL	8/2019	9/28/19 127906	200.00
127601	99-39	WAL-MART	PS4 CONTROLLERS	8/2019	6006 7/23/19	93.92
127608	99-39	WAL-MART	CONCESSION ITEMS	8/2019	0584 7/23/19	313.75
127623	99-4700	COX COMMUNICATIONS	CABLE/BTW& SENIOR CTR	8/2019	5601 8/21/19	14.23
127911	99-4839	GELLCO UNIFORMS & SHOES, IN4	PAIRS OF WORK BOOTS	8/2019	135485 8/16/19	611.96
127912	99-68	A & M ELECTRIC, INC	CONDUIT/CONNECT DOCK	8/2019	6863	351.70
127914	99-68	A & M ELECTRIC, INC	REPLACE BREAKERS	8/2019	6862	290.00
127806	99-7216	US CELLULAR	MTHLY CELL -AUGUST 19	8/2019	323281847	26.84
127957	99-8539	CROW BURLNGAME COMPANY	BATTERY7/FILTER/OIL	8/2019	106-25268	6.77
FUND TOTAL:						3,646.39
FUND: 36 - SWIMMING POOL						SUMMARY REPORT
127387	99-39	WAL-MART	CONCESSIONS	8/2019	1233 7/25/19	1,004.84
127386	99-9977	SUNBELT POOLS, INC.	CHLORINE	8/2019	44017-2	455.50
FUND TOTAL:						1,460.34
FUND: 40 - FIRE CASH						SUMMARY REPORT
127764	99-10160	MERRIFIELD OFFICE SOLUTIONS	FILE CABINET/5 DRAWER	8/2019	177044-001	1,149.99
126983R	99-8269	NAFECO, INC.	45 SETS WILDLAND GEAR	8/2019	997583	1,350.60
FUND TOTAL:						2,500.59
FUND: 41 - POLICE CASH						SUMMARY REPORT
127528	99-8696	GT DISTRIBUTORS, INC.	AMMUNITION	8/2019	INV0722577	363.51
FUND TOTAL:						363.51
FUND: 42 - FED.SIEZED & FORFIETURE						SUMMARY REPORT
127573	99-10809	MOBILEDEMAND LC	15 TABLETS/MODEL T1680	8/2019	SI63805	48,103.87
FUND TOTAL:						48,103.87
FUND: 44 - MAJOR THOROFARE						SUMMARY REPORT
126873A	99-2507	SIGNALTEK, INC	STREET SIGNAL REPAIRS	8/2019	16185	725.00
127177	99-2507	SIGNALTEK, INC	TRAFFIC LIGHT CALLOUTS	8/2019	16184	300.00
127121	99-6159	LOT MAINTENANCE OF OKLAHOMAWING OF RIGHT OF WAYS		8/2019	37069	7,255.63
127197	99-727	BARCO MUNICIPAL PRODUCTS	INBLANK SIGNS/STOP SIGNS	8/2019	IN-234429	1,083.80

FUND: 44 - MAJOR THOROFARE

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
FUND TOTAL:						9,364.43
FUND: 45 - CAPITAL IMPROVEMENTS						SUMMARY REPORT
126548	99-10840	INFOSENSE INC	SEWER ASSESSMENT	8/2019	2185	26,420.00
127299	99-10853	GLOVER CHEVROLET WEST LLC	2019 CHEVY CREW CAB	8/2019	19850	26,333.90
128078	99-10853	GLOVER CHEVROLET WEST LLC	19 CHEVROLET SILVERADO	8/2019	19914	30,000.00
126695	99-1850	AMERICAN HERITAGE BANK	QRTLY DEBT PAYMENTS	8/2019	8/28/19 126695	11,696.09
FUND TOTAL:						94,449.99
FUND: 46 - WATER & SEWER SALES TAX						SUMMARY REPORT
127141	99-10077	RED WING BRANDS OF AMERICA,	STEEL TOED BOOTS	8/2019	19213	204.99
127137	99-10560	CORE & MAIN LP	MARKING FLAGS	8/2019	K997913	140.00
127884	99-10560	CORE & MAIN LP	SUBMERSIBLE PUMP	8/2019	L021409	970.00
127138	99-10849	J.A.M DISTRIBUTING COMPANY	55 GAL HYDRAULIC OIL	8/2019	JAM19-005370	297.00
127883	99-1268	A-1 RENTAL & SUPPLY INC	STIHL 14" CUT OFF SAW	8/2019	372706-1	1,149.99
127145	99-141	LOCKE SUPPLY CO.	PRIMER AND GLUE	8/2019	38050349	47.75
127951	99-3707	O'REILLY AUTOMOTIVE INC	SIDE MIRROR/FILTERS	8/2019	153-184979	528.21
127960	99-3707	O'REILLY AUTOMOTIVE INC	OIL FILTER	8/2019	153-189353	4.70
127962	99-3707	O'REILLY AUTOMOTIVE INC	BLOWER MOTOR/RESISTER	8/2019	153-187265	52.41
127142	99-4839	GELCO UNIFORMS & SHOES,	INSTEEL TOED BOOTS	8/2019	840186363	332.98
127806	99-7216	US CELLULAR	MTHLY CELL -AUGUST 19	8/2019	323281847	67.66
127143	99-8059	ACE AIR, INC.	REPAIR A/C DRAIN	8/2019	103920	85.00
FUND TOTAL:						3,880.69
FUND: 49 - SEWER EXT & DEV FUND						SUMMARY REPORT
123678A	99-3881	FHC, INC. DBA TETRA TECH	FHFRK RD SANI SEWER EXT	8/2019	51474934	9,700.00
123969R	99-3881	FHC, INC. DBA TETRA TECH	FHWTP ENGINEERING SRVC	8/2019	51474935	38,900.00
FUND TOTAL:						48,600.00
FUND: 57 - E-911 FUND						SUMMARY REPORT
126895	99-133	INCOG	MONTHLY E-911 CHARGES	8/2019	E-001459	4,728.01
FUND TOTAL:						4,728.01
FUND: 59 - HOTEL/MOTEL TAX FUND						SUMMARY REPORT
128078	99-10853	GLOVER CHEVROLET WEST LLC	19 CHEVROLET SILVERADO	8/2019	19914	1,965.00
FUND TOTAL:						1,965.00
FUND: 60 - GRANTS AND AID						SUMMARY REPORT
122072A	99-3881	FHC, INC. DBA TETRA TECH	FHWESTSIDE SEWER/SENEGE	8/2019	51474933	5,400.00
FUND TOTAL:						5,400.00

FUND: 65 - STREET IMP.SALES TAX

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
114533B	99-2223	MAXWELL SUPPLY, INC.	ROAD BASE CONSTRUCTION	8/2019	496623	8,229.00
111312D	99-7633	TRAFFIC ENGINEERING CONSULTANTS	TRAFF SIG/TAFT/HICKORY	8/2019	12440	145.00
FUND TOTAL:						8,374.00
FUND: 83 - G.O.BOND CONSTR FUND						SUMMARY REPORT
127429R	99-10784	PALMERTON & PARRISH INC	INSPEC/SPORTS COMPLEX	8/2019	255692-7	999.77
114688C	99-5348	PLANNING DESIGN GROUP	SPORTS COMPLEX	8/2019	4756	2,600.00
127877	99-7178	T-G EXCAVATING, INC.	SEWER LINE REPLACEMENT	8/2019	219000-03	22,500.00
123679C	99-8855	DC BASS & SONS CONSTRUCTION	CONST/SPORTS COMPLEX	8/2019	11 8/25/19	65,146.09
FUND TOTAL:						91,245.86
GRAND TOTAL:						433,531.50

## G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
8/2019	10	501-301	TRAINING & TRAVEL	100.00	
8/2019	10	502-201	OFFICE SUPPLIES	102.12	
8/2019	10	503-260	MINOR EQUIPMENT & FURNISHINGS	1,500.00	
8/2019	10	503-313	PRINTING	47.90	
8/2019	10	504-311	PROFESSIONAL SERVICES	18.20	
8/2019	10	504-315	FEES & OTHER CHARGES	92.12	
8/2019	10	504-407	BOOKS	12.60	
8/2019	10	506-201	OFFICE SUPPLIES	53.66	
8/2019	10	506-301E	EMPLOYEE TRAINING/RECOGNITION	339.78	
8/2019	10	506-311P	PHYSICALS	254.00	
8/2019	10	506-312	ADVERTISING	29.14	
8/2019	10	509-311	PROFESSIONAL SERVICES	962.50	
8/2019	10	509-312	ADVERTISING	26.88	
8/2019	10	511-201	OFFICE SUPPLIES	33.69	
8/2019	10	511-211	JANITORIAL SUPPLIES	312.38	
8/2019	10	511-301	TRAINING AND TRAVEL	896.54	
8/2019	10	511-302	DUES AND SUBSCRIPTIONS	60.00	
8/2019	10	511-311	PROFESSIONAL SERVICES	150.00	
8/2019	10	511-314	UNIFORMS	3,858.45	
8/2019	10	511-351	MAINTENANCE-EQUIPMENT	116.49	
8/2019	10	511-352	MAINTENANCE-VEHICLES	883.49	
8/2019	10	511-353	MAINT-BUILDINGS & FIXTURE	303.93	
8/2019	10	512-214	OPERATIONAL SUPPLIES	828.75	
8/2019	10	512-301	TRAINING AND TRAVEL	182.00	
8/2019	10	512-311	PROFESSIONAL SERVICES	3,227.00	
8/2019	10	512-321	PRISONER CARE	150.50	
8/2019	10	512-332	COMMUNICATIONS	40.01	
8/2019	10	512-352	MAINTENANCE-VEHICLES	1,380.98	
8/2019	10	512-353	MAINTENANCE-BUILDINGS	250.00	
8/2019	10	513-201	OFFICE SUPPLIES	59.39	
8/2019	10	513-211	JANITORIAL SUPPLIES	343.82	
8/2019	10	513-214	OPERATIONAL SUPPLIES	777.43	
8/2019	10	513-241	SAFETY SUPPLIES	95.62	
8/2019	10	513-260	MINOR EQUIPMENT & FURNISHINGS	177.49	
8/2019	10	513-332	COMMUNICATIONS	26.84	
8/2019	10	513-352	MAINT - VEHICLES	614.35	
8/2019	10	513-353	MAINT - BUILDINGS	7.94	
8/2019	10	515-260	MINOR EQUIPMENT & FURNISHINGS	69.93	
8/2019	10	516-312	ADVERTISING	71.25	
8/2019	10	590-201	OFFICE SUPPLIES	211.20	
8/2019	10	590-312	ADVERTISING	181.30	
8/2019	10	590-315	FEES & OTHER CHARGES	62.50	
8/2019	10	590-332	COMMUNICATIONS	4,694.61	
8/2019	10	590-353	MAINT-BUILDING & FIXTURES	736.80	

## G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
8/2019	10	591-390	CONTINGENCY FOR EXP NOT BUDGET	1,125.00	25,468.58
8/2019	20	522-201	OFFICE SUPPLIES	29.06	
8/2019	20	523-201	OFFICE SUPPLIES	180.48	
8/2019	20	523-241	SAFETY SUPPLIES	52.68	
8/2019	20	523-311	PROFESSIONAL SERVICES	3,397.59	
8/2019	20	523-332	COMMUNICATIONS	125.49	
8/2019	20	523-352	MAINTENANCE-VEHICLES	39.81	
8/2019	20	524-211	JANITORIAL SUPPLIES	99.86	
8/2019	20	524-212	CHEMICALS	5,825.50	
8/2019	20	524-214	OPERATIONAL SUPPLIES	5,963.08	
8/2019	20	524-260	MINOR EQUIPMENT & FURNISHINGS	217.56	
8/2019	20	524-311	PROFESSIONAL SERVICES	640.00	
8/2019	20	524-315B	FEES & OTHR CHGS-SKIATOOK	247.00	
8/2019	20	524-322	WATER PURCHASE	1,796.96	
8/2019	20	524-331	UTILITIES	12.24	
8/2019	20	524-332	COMMUNICATIONS	599.80	
8/2019	20	524-345	DISPOSAL OF SLUDGE	18,500.00	
8/2019	20	524-351	MAINTENANCE-EQUIPMENT	52.18	
8/2019	20	524-354	MAINTENANCE-FACILITIES	430.92	
8/2019	20	524-401	EQUIPMENT	1,950.00	
8/2019	20	525-214-.01	OPERATING SUPPLIES-LAB	143.28	
8/2019	20	525-260	MINOR EQUIPMENT & FURNISHINGS	999.99	
8/2019	20	525-301	TRAINING AND TRAVEL	79.24	
8/2019	20	525-311	PROFESSIONAL SERVICES	1,920.00	
8/2019	20	525-311D	PROF SERVICES-TESTING	155.00	
8/2019	20	525-331	UTILITIES	85.50	
8/2019	20	525-332	COMMUNICATIONS	27.24	
8/2019	20	525-352	MAINT-VEHICLES	99.96	
8/2019	20	525-353	MAINT-BUILDING/FIXTURES	233.08	
8/2019	20	525-354	MAINTENANCE-FACILITIES	2,261.18	
8/2019	20	528-141	CONTRACT LABOR	5,000.00	
8/2019	20	528-311E	PROF SERV - INDUSTRY TESTING	960.00	
8/2019	20	590-315	OTHER FEES & CHARGES	62.50	
8/2019	20	590-353	BUILDING MAINTENANCE	736.80	
8/2019	20	590-503	NOTE PAYMENTS	6,353.38	59,277.36
8/2019	29	529-101	SALARIES	4,614.00	
8/2019	29	529-231	MINOR TOOLS	48.40	
8/2019	29	529-242	PUBLIC EDUCATION MATERIALS	786.00	
8/2019	29	529-332	COMMUNICATIONS	84.40	
8/2019	29	529-351	MAINTENANCE-EQUIPMENT	517.22	
8/2019	29	529-352	MAINTENANCE-VEHICLES	164.82	6,214.84
8/2019	30	530-214	OPERATING SUPPLIES	116.76	

## G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
8/2019	30	530-221	FUEL & OIL	326.97	
8/2019	30	530-332	COMMUNICATIONS	26.84	
8/2019	30	530-351	MAINTENANCE-EQUIPMENT	3,007.92	3,478.49
8/2019	31	531-141	CONTRACT LABOR	1,600.00	
8/2019	31	531-201	OFFICE SUPPLIES	51.30	
8/2019	31	531-214	OPERATING SUPPLIES	267.78	
8/2019	31	531-241	SAFETY SUPPLIES	16.40	
8/2019	31	531-351	MAINTENANCE-EQUIPMENT	1,374.94	
8/2019	31	531-352	MAINTENANCE-VEHICLES	486.26	
8/2019	31	531-354	MAINTENANCE-FACILITIES	1,620.00	5,416.68
8/2019	32	532-142	PERMIT SALES COMMISSION	92.00	
8/2019	32	532-351	MAINTENANCE-EQUIPMENT	90.36	
8/2019	32	532-405A	FISH STOCKINGS	1,250.00	1,432.36
8/2019	33	533-221	FUEL & OIL	610.70	
8/2019	33	533-312	ADVERTISING	66.11	
8/2019	33	533-332	COMMUNICATIONS	27.20	
8/2019	33	533-351	MAINTENANCE-EQUIPMENT	2,071.12	
8/2019	33	533-354	MAINTENANCE-FACILITIES	148.77	2,923.90
8/2019	34	534-201	OFFICE SUPPLIES	411.85	
8/2019	34	534-302	DUES AND SUBSCRIPTIONS	231.75	
8/2019	34	534-351	MAINTENANCE-EQUIPMENT	4,106.48	
8/2019	34	534-353	MAINT/BUILDINGS	486.53	5,236.61
8/2019	35	535-141	CONTRACT LABOR	200.00	
8/2019	35	535-211	JANITORIAL SUPPLIES	287.93	
8/2019	35	535-213	CONCESSION SUPPLIES	313.75	
8/2019	35	535-241	SAFETY SUPPLIES	699.28	
8/2019	35	535-243	RECREATIONAL SUPPLIES	93.92	
8/2019	35	535-314	UNIFORM CLEANING	497.97	
8/2019	35	535-332	COMMUNICATIONS	41.07	
8/2019	35	535-352	MAINT-VEHICLES	6.77	
8/2019	35	535-353	MAINT-BUILDINGS/FIXTURES	365.00	
8/2019	35	535-354	MAINTENANCE-FACILITIES	1,140.70	3,646.39
8/2019	36	536-212	CHEMICALS	455.50	
8/2019	36	536-213	CONCESSION SUPPLIES	1,004.84	1,460.34
8/2019	40	540-401	EQUIPMENT	1,350.60	
8/2019	40	540-402	FURNITURE	1,149.99	2,500.59
8/2019	41	541-401	EQUIPMENT	363.51	

## G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
					363.51
8/2019	42	542-401	EQUIPMENT	48,103.87	48,103.87
8/2019	44	544-251	SIGN SUPPLIES	1,083.80	
8/2019	44	544-354	MAINTENANCE-FACILITIES	8,280.63	9,364.43
8/2019	45	522-403	VEHICLES	30,000.00	
8/2019	45	531-403	VECHICLES	26,333.90	
8/2019	45	533-501C	NOTE PAYMENTS	11,696.09	
8/2019	45	546-401	EQUIPMENT	26,420.00	94,449.99
8/2019	46	1699	INVENTORY PURCHASED	140.00	
8/2019	46	546-214	OPERATIONAL SUPPLIES	47.75	
8/2019	46	546-241	SAFETY SUPPLIES	537.97	
8/2019	46	546-260	MINOR EQUIPMENT & FURNISHINGS	2,119.99	
8/2019	46	546-332	COMMUNICATIONS	67.66	
8/2019	46	546-351	MAINTENANCE-EQUIPMENT	297.00	
8/2019	46	546-352	MAINTENANCE-VEHICLES	585.32	
8/2019	46	546-353	MAINTENANCE-BUILDINGS	85.00	3,880.69
8/2019	49	525-311	PROFESSIONAL SERVICES	38,900.00	
8/2019	49	526-311	PROFESSIONAL SERVICES	9,700.00	48,600.00
8/2019	57	557-315-.01	FEES & OTHER CHARGES-WIRELESS	4,728.01	4,728.01
8/2019	59	559-390	CONTINGENCY FOR ITEMS NOT BUD	1,965.00	1,965.00
8/2019	60	592-311A	PROF SVCS - DESGN & BID	5,400.00	5,400.00
8/2019	65	565-311A	PROF SERVICES - ENGINEERING	145.00	
8/2019	65	565-405A	FACILITIES-IN HOUSE	8,229.00	8,374.00
8/2019	83	575-405B	FACILITIES-CONTRACT	22,500.00	
8/2019	83	578-311B	PROF SVCS-ENG (CA & INSP)	3,599.77	
8/2019	83	578-405B	FACILITIES-CONTRACT	65,146.09	91,245.86
			GRAND TOTAL ESTIMATE:		0.00
			GRAND TOTAL ACTUAL:		433,531.50
			REPORT TOTAL:		433,531.50



**Consent Agenda 7.B.**

**City Council Regular**

**Meeting Date:** September 3, 2019

**Submitted By:** Amber Fisher, Accounts Payable Clerk

---

**SUBJECT:**

Consider approving pre-paid claims in the amount of \$256,039.63

---

**Attachments**

Pre-paid Claims 9/3/19

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Prepaid Claims for Agenda 09/03/19  
Submitted by: Hailey Sharp A/P

City:

Sawyer Enterprises- Cherokee Lawn Service- \$1,600.00

AT&T Internet for Sahoma Lake -\$72.60

HUB International- August 2019- \$226,603.03

Wright Express- August 2019- \$22,764.00

Pitney Bowes Inc- Postage- \$5,000.00

Total Amount \$ 256,039.63



## AGENDA ITEM

### Community Development 9.A.

#### City Council Regular

**Meeting Date:** September 3, 2019

**Submitted By:** Nikki Howard, Urban Development Director

**Department:** Planning & Development

**Presented By:** Nikki Howard

---

#### **SUBJECT:**

Discussion and possible action regarding an Ordinance amending the Zoning Ordinance of the City of Sapulpa; Changing the Zone and District of property located at 1107 East McKinley Avenue, City of Sapulpa, Creek County, State of Oklahoma, from RS-3 (Residential Single Family) to CS (Commercial Shopping) per SAZ-956; and directing the City Clerk to show each change upon the Official Zoning Map; Repealing all Ordinances or parts of Ordinances in conflict herewith providing for severability and declaring an emergency.

#### **BACKGROUND:**

The subject property is located east of the Northeast corner of East McKinley Avenue and South Mission Street. The rezoning is to bring the property into compliance. It is used as office space/car detailing for the adjoining car lot (previously Henshaw's Used Cars). The lot to the west was owned by the City of Sapulpa and was rezoned to Commercial in 1976 for a proposed used car lot.

The application is in compliance with the comprehensive plan.

#### **RECOMMENDATION:**

The Sapulpa Planning Commission met on August 27, 2019, and voted unanimously to recommend approval of the rezoning. Staff concurs with the recommendation.

---

#### **Attachments**

SPC staff report

case maps

site photo

Ordinance

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**SAPULPA PLANNING COMMISSION (SPC)**  
**August 27, 2019**

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**FILE:** SAZ-956 | Rezoning

**OWNERS:** Davood and Jalil Mortazavi

**ADDRESS:** 1107 East McKinley Avenue

**PARCEL:** 1630-00-013-000-0-130-00

**STR:** Section 36, Township 18 North, Range 11 East

**LEGAL:** Lot Fourteen (14), Block Thirteen (13), Woodlawn Addition to the City of Sapulpa, Creek County, State of Oklahoma, according to the recorded plat thereof.

**LOT SIZE:** 8250 square feet more or less

**ZONING:** RS-3

**EXISTING USE:** Commercial Car Lot

**APPLICANT:** Jerry Mortazavi

**CC WARD:** Ward #1 Mr. Wes Galloway and Mr. John Suggs

**PREPARED BY:** Nikki Howard – Urban Development Director

---

**REQUEST:**

The applicant requests to rezone the subject property from RS-3 (Residential Single Family) to CS (Commercial Shopping).

**APPLICABLE STATE AND MUNICIPAL CODE SECTIONS:**

City of Sapulpa Zoning Code, Chapter 6, Commercial

**BACKGROUND:** The subject property is located east of the Northeast corner of East McKinley Avenue and South Mission Street. The rezoning is to bring the property in compliance. It is used as office space/car detailing of the adjoining car lot (previously Henshaw’s Used Cars). The lot to the West was owned by the City of Sapulpa and rezoned to commercial in 1976 for a proposed used car lot.

**SURROUNDING LAND USE AND ZONING:**

- North: CS Donut Shop
- East: RS-3 Residential Single Family
- South: CS Office
- West: CS Car lot

Comprehensive Plan: The subject property is designated Office/Commercial on the Future Land Use Map (FLUM).

Flood Zone: The subject property is not located within a flood zone.

**PUBLIC COMMENTS:**

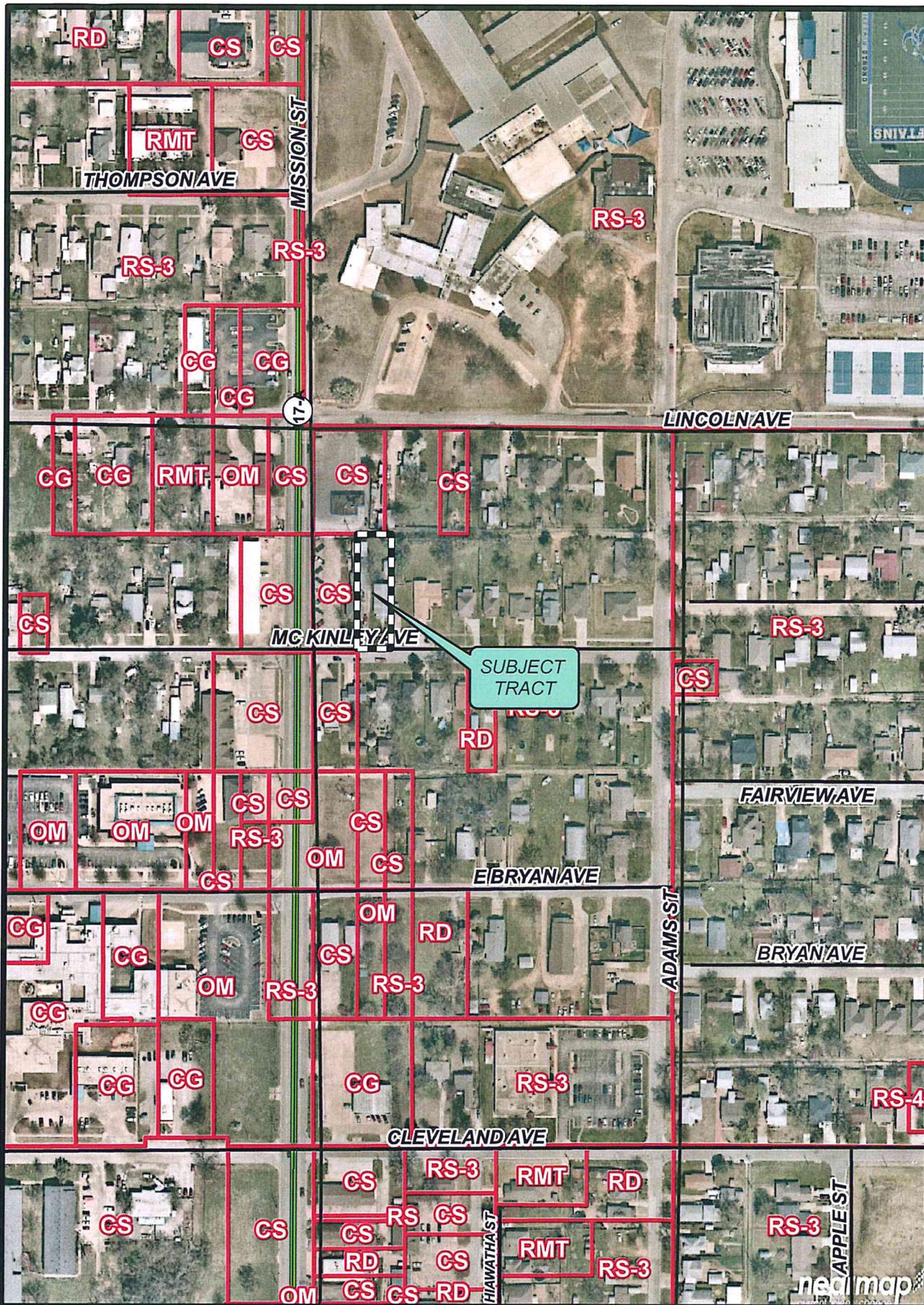
Staff has not received any inquiries regarding the application.

**STAFF RECOMMENDATION: Recommended motion for SPC:**

Staff is recommending **APPROVAL** of the application.

# SAZ-956

Jerry Mortazavi  
307 S Mission St  
Sapulpa, OK



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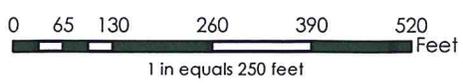
### Legend

- Zoning
- Subject Property
- Parcels
- Highways
- Roads & Streets
- Railroads



## Property Description

Property located on Lot 14, Block 13,  
Woodlawn Addition, Sapulpa,  
Creek County, Oklahoma.



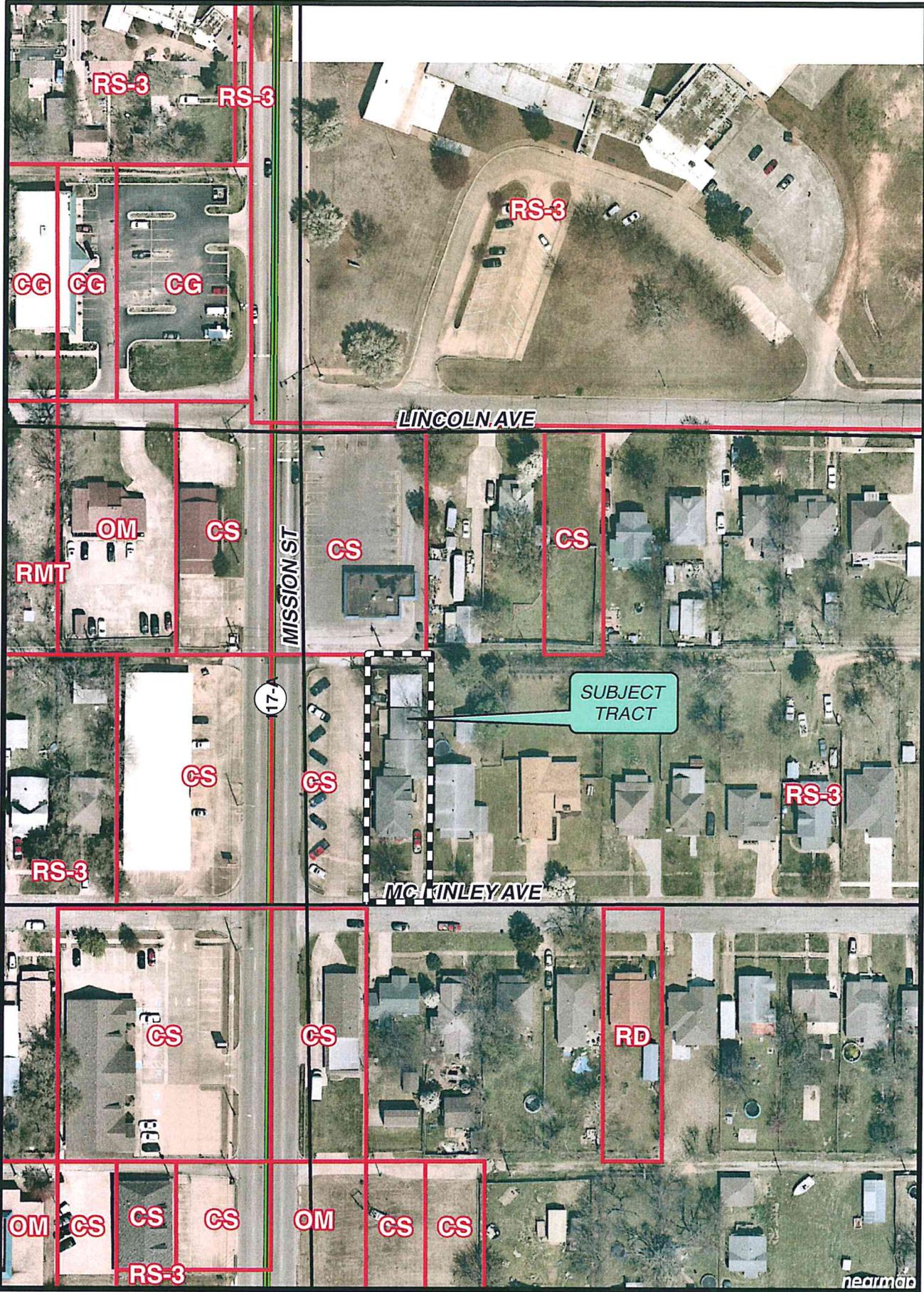
Map Prepared by:  
City of Sapulpa  
Date: 7/16/2019

Source Data:  
Creek County Assessors  
City of Sapulpa, INCOG



# SAZ-956

Jerry Mortazavi  
307 S Mission St  
Sapulpa, OK



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**Legend**

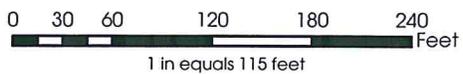
- Zoning
- Subject Property
- Parcels
- Highways
- Roads & Streets
- Railroads



## Property Description

Property located on Lot 14, Block 13,  
Woodlawn Addition, Sapulpa,  
Creek County, Oklahoma.

E-911: 1107 E McKinley Ave, Sapulpa, OK 74066



Map Prepared by:  
City of Sapulpa

Date: 7/22/2019

Source Data:  
Creek County Assessors  
City of Sapulpa, INCOG

# SAZ-956

Jerry Mortazavi  
307 S Mission St  
Sapulpa, OK

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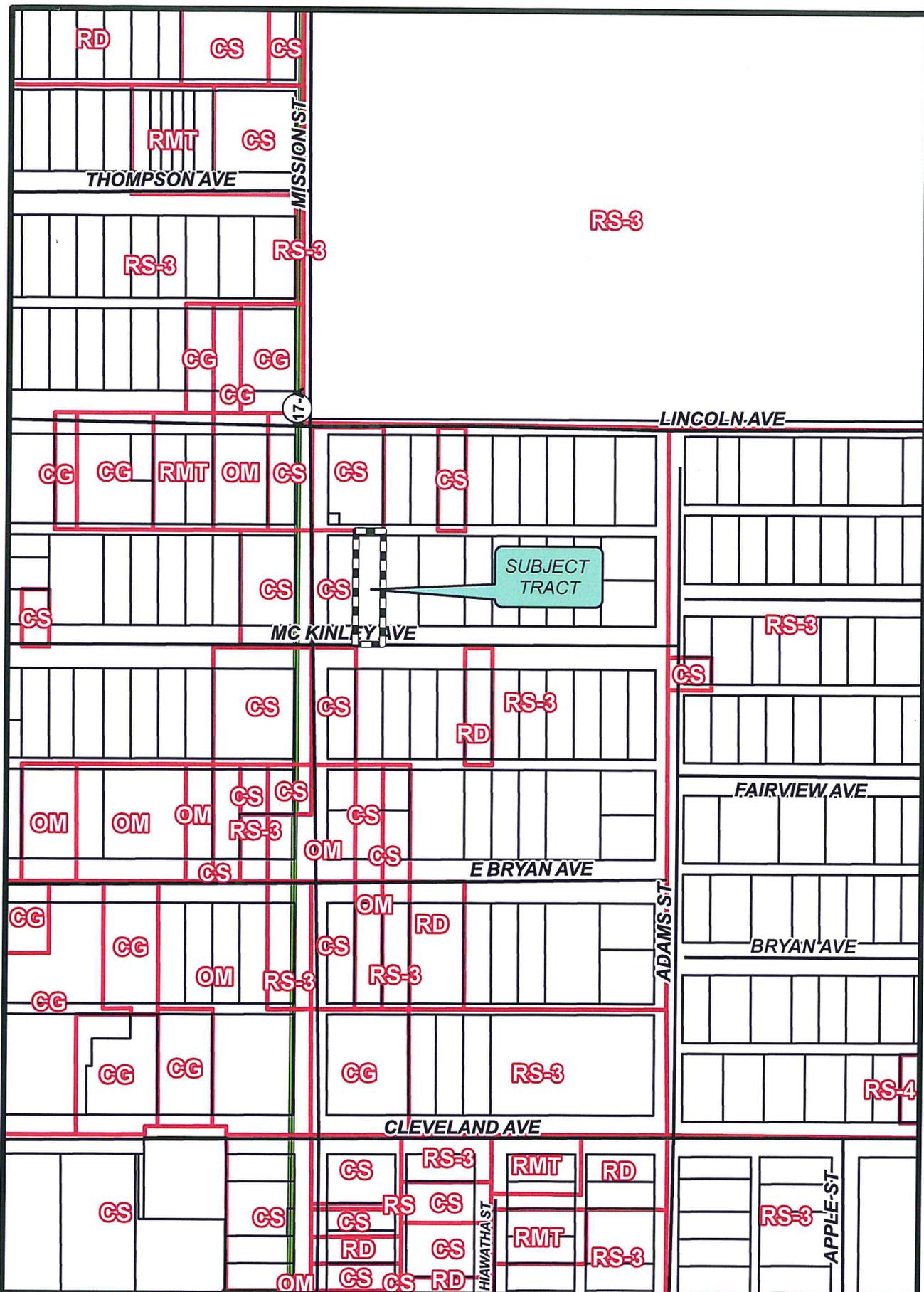
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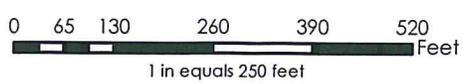
**Legend**

-  Zoning
-  Subject Property
-  Parcels
-  Highways
-  Roads & Streets
-  Railroads



## Property Description

Property located on Lot 14, Block 13,  
Woodlawn Addition, Sapulpa,  
Creek County, Oklahoma.



Map Prepared by:  
City of Sapulpa

Date: 7/16/2019

Source Data:  
Creek County Assessors  
City of Sapulpa, INCOG

E-911: 1107 E McKinley Ave, Sapulpa, OK 74066



ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF SAPULPA; CHANGING THE ZONE AND DISTRICT OF PROPERTY LOCATED AT THE 1107 EAST MCKINLEY AVENUE, CITY OF SAPULPA, CREEK COUNTY, STATE OF OKLAHOMA, FROM RS-3 (RESIDENTIAL SINGLE FAMILY) TO CS (COMMERCIAL SHOPPING CENTER), PER SAZ-956; AND DIRECTING THE CITY CLERK TO SHOW EACH CHANGE UPON THE OFFICIAL ZONING MAP; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH PROVIDING FOR SEVERABILITY AND DECLARING AN EMERGENCY.

BE IT ORDAINED by the City Council of the City of Sapulpa,

**SECTION 1.** That the Zoning Ordinance of the City of Sapulpa is hereby amended in the following particulars, to-wit:

A. SAZ-956 Davood and Jalil Mortazavi: Lot Fourteen (14), Block Thirteen (13), Woodlawn Addition to the City of Sapulpa, Creek County, State of Oklahoma, according to the recorded plat thereof, be and are hereby rezoned from RS-3 (Residential Single Family) to CS (Commercial Shopping Center)

**SECTION 2.** That the City Clerk of the City of Sapulpa is hereby directed to make the proper changes upon the official zoning map of said City to show thereon the change of zone and district of the above described property.

**SECTION 3.** That all ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 4.** Should any section, subsection sentence, provision, clause or phrase hereof be held invalid, void or unconstitutional for any reason, such holding shall not render invalid, void or unconstitutional any other section, subsection, sentence, provision, clause or phrase of this ordinance, and the same are deemed severable for this purposes.

**SECTION 5. EMERGENCY.** This ordinance being designated to protect the public health, safety, and welfare of the inhabitants of the City of Sapulpa, Oklahoma, and its passage being immediately necessary, an emergency is hereby deemed to exist and by reason whereof this ordinance shall take effect immediately upon its passage, approval, and publication as provided by law.

PASSED AND APPROVED in regular session this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED:

\_\_\_\_\_  
City Attorney



## AGENDA ITEM

### Community Development 9.B.

#### City Council Regular

**Meeting Date:** September 3, 2019

**Submitted By:** Nikki Howard, Urban Development Director

**Department:** Planning & Development

**Presented By:** Nikki Howard

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#### SUBJECT:

Discussion and possible action regarding an Ordinance amending the Zoning Ordinance of the City of Sapulpa; Changing the Zone and District of property located at 10716, 10720, 10724, and 10728 South 49th West Avenue, City of Sapulpa, Creek County, State of Oklahoma, from RMH (Residential Mobile Home Park) to RE (Residential Estate) per SAZ-957; and directing the City Clerk to show each change upon the Official Zoning Map; Repealing all Ordinances or parts of Ordinances in conflict herewith providing for severability and declaring an emergency.

#### BACKGROUND:

The subject property is west of 49th West Avenue and South of Hilton Road. The four parcels were created via Lots Split 1094 in September 2018. Since the approval of the lot-split, one single family residential structure is complete and occupied. The far west tract is currently under construction. The owner would like to ensure that there are no mobile homes places on the four lots, thus the reasoning for the request.

The two easternmost tracts have a significant amount of grass, weeds, and tree debris. Those lots will need to be cleaned prior to the issuance of a building permit.

Per CCZ-578 (1982) the original 40 acre tract was rezoned to RMH for a 190 unit mobile home park.

#### RECOMMENDATION:

The Sapulpa Planning Commission met on August 27, 2019, and voted unanimously to recommend approval of the rezoning. Staff concurs with this recommendation.

---

#### Attachments

SPC staff report

Case maps

site photo of east lots

site photo of west lots

Ordinance

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**SAPULPA PLANNING COMMISSION (SPC)**  
**August 27, 2019**

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**FILE:** SAZ-957 | Rezoning

**OWNERS:** Chad Lafevers

**ADDRESS:** 10716,10720,10724,10728 South 49<sup>th</sup> West Avenue

**PARCEL:** 1999-29-018-012-0-790-00  
1999-29-018-012-0-950-00

**STR:** Section 29, Township 18 North, Range 12 East

**LEGAL:** A tract of land located in the Northeast Quarter of the Southeast Quarter (NE/4 SE/4) of Section 29, Township 18 North, Range 12 East of the Indian Base and Meridian, Creek County, State of Oklahoma, according to the U.S. Government Survey thereof, being more particularly described as follows, to-wit: Beginning at a point 339.25 feet South and 623 feet East of the Northwest corner of the said NE/4 SE/4; thence East 191.32 feet; thence South 227.65 feet; thence West 191.32 feet; thence North 227.65 feet to the Point of Beginning. Subject to a 25 foot road easement on the South boundary. AND a tract of land located in the Northeast Quarter of the Southeast Quarter (NE/4 SE/4) of Section 29, Township 18 North, Range 12 East of the Indian Base and Meridian, Creek County, State of Oklahoma, according to the U.S. Government Survey thereof, described as: Beginning at a point 566.8 feet South and 248.07 feet West of the Northeast corner of said NE/4 SE/4; thence West 262.63 feet; thence North 227.65 feet; thence S84°07'E 178 34 feet; thence East 83.2 feet; thence South 208.7 feet to the Point of Beginning. Subject to a 25 foot

**LOT SIZE:** 2.29 acres

**ZONING:** RMH

**EXISTING USE:** Residential

**APPLICANT:** Chad Lafevers

**CC WARD:** Ward #5 Mr. Bruce Bledsoe and Mr. Hugo Naifeh

**PREPARED BY:** Nikki Howard – Urban Development Director

---

**REQUEST:**

The applicant requests to rezone the subject property from RMH (Residential Mobile Home Park) to RE (Residential Estate).

**APPLICABLE STATE AND MUNICIPAL CODE SECTIONS:**

City of Sapulpa Zoning Code, Chapter 4, Residential

**BACKGROUND:** The subject property is west of 49<sup>th</sup> West Avenue South of Hilton Road. The four parcels were created via Lot-Split 1094 in September of 2018. Since the approval of a lot-split, one single family residential structure is complete and occupied. The far west tract is currently under construction. The owner would like to ensure that there are no mobile homes placed on the four lots, thus the reasoning for the rezoning request. The two easternmost tracts have a significant amount of grass, weeds, and tree debris. Those lots will need to be cleaned prior to the issuance of a building permit. Per CCZ-578 (1982) the original 40 acre tract was rezoned to RMH for a 190 unit mobile home park.

**SURROUNDING LAND USE AND ZONING:**

North:	RMH Single Family Dwelling
East:	RMH Single Family Dwelling
South:	RMH Single Family Dwelling
West:	RMH non-conforming storage of a mobile home

Comprehensive Plan: The subject property is designated REsidential on the Future Land Use Map (FLUM).

Flood Zone: The subject property is not located within a flood zone.

**PUBLIC COMMENTS:**

Staff has not received any inquires regarding the application.

**STAFF RECOMMENDATION: Recommended motion for SPC:**

Staff is recommending **APPROVAL** of the application.

**Request to Re-Zone  
from RMH to RE**

**SAZ-957**

Chad LaFavers  
6405 Lindsay Dr.  
Sapulpa, OK

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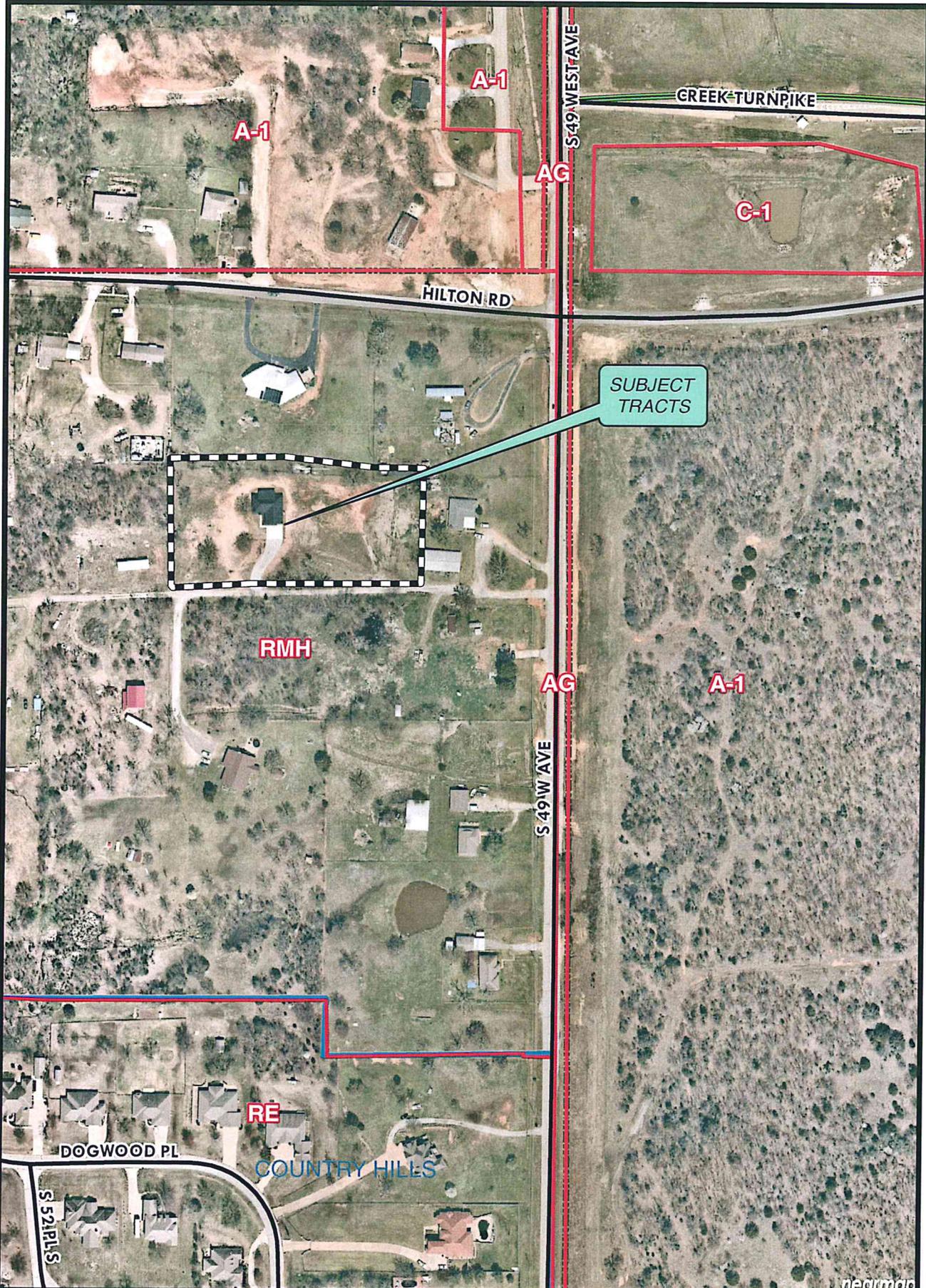
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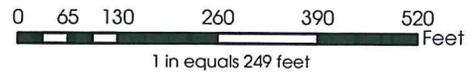
**Legend**

-  Zoning
-  Subject Property
-  Parcels
-  Highways
-  Roads & Streets
-  Railroads



**Property Description**

Property located in Sec 29-T18N-R12E  
See case file for full legal description,  
Sapulpa, Creek County, Oklahoma.



Map Prepared by:  
City of Sapulpa

Date: 7/24/2019

Source Data:  
Creek County Assessors  
City of Sapulpa, INCOG

E-911: 10716,10720,10724,10728 S. 49th W Ave. Sapulpa, OK 74066

Request to Re-Zone  
from RMH to RE

**SAZ-957**

Chad LaFavers  
6405 Lindsay Dr.  
Sapulpa, OK

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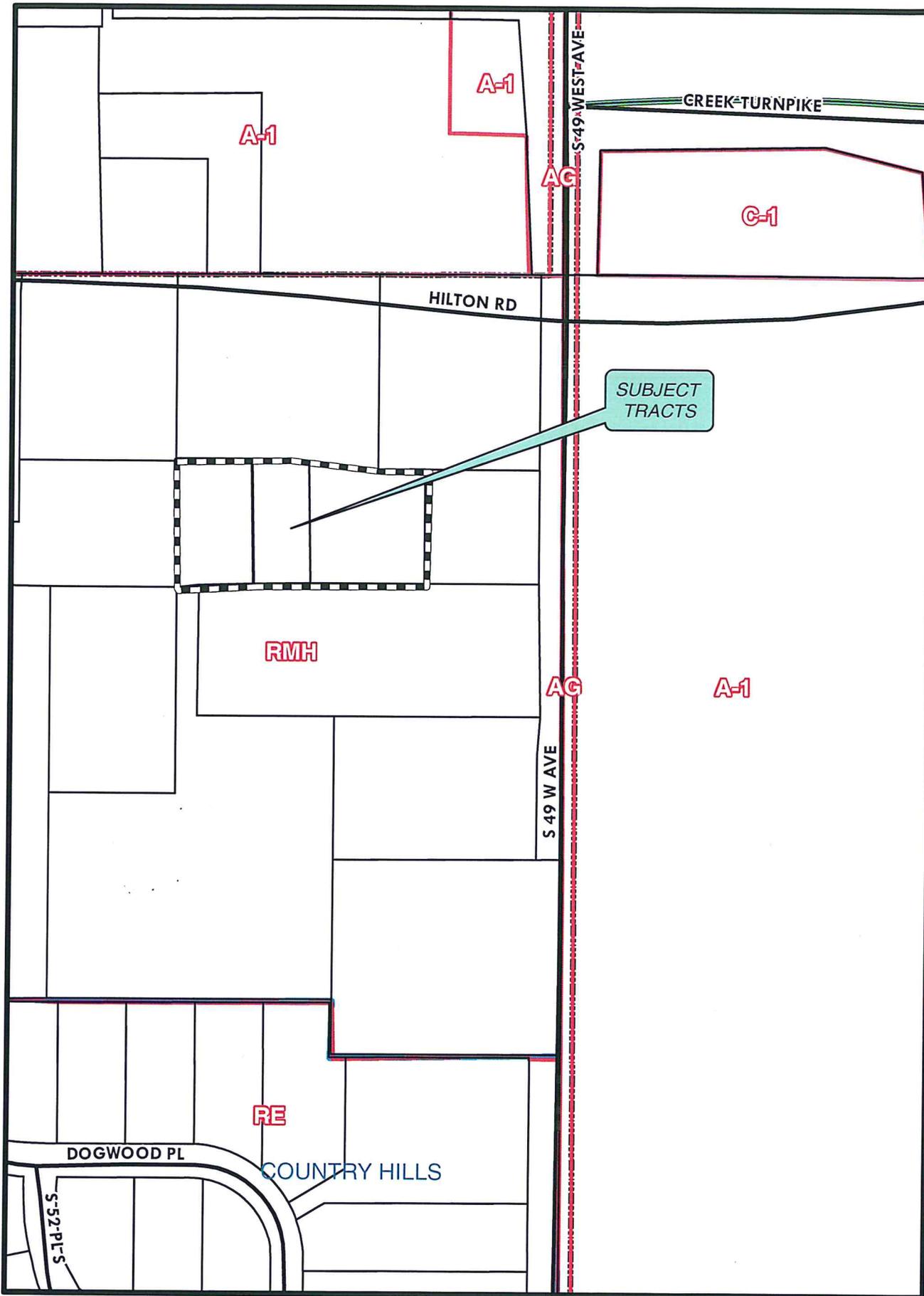
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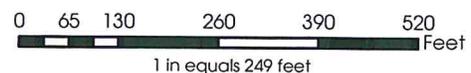
**Legend**

-  Zoning
-  Subject Property
-  Parcels
-  Highways
-  Roads & Streets
-  Railroads



**Property Description**

Property located in Sec 29-T18N-R12E  
See case file for full legal description,  
Sapulpa, Creek County, Oklahoma.

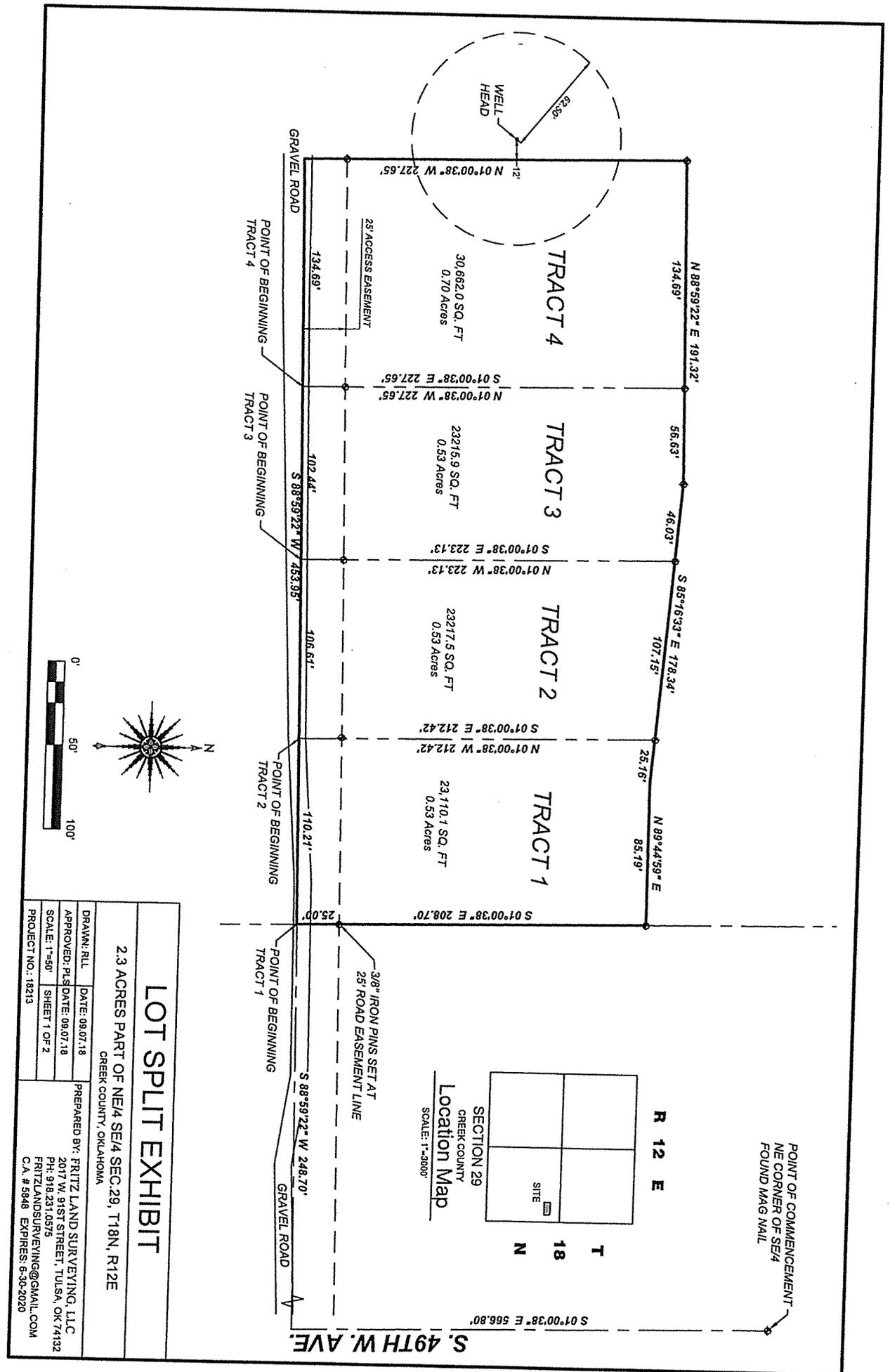


Map Prepared by:  
City of Sapulpa

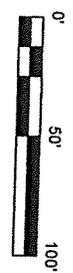
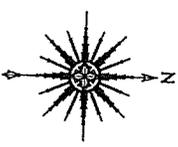
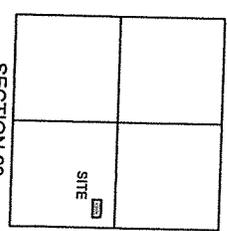
Date: 7/24/2019

Source Data:  
Creek County Assessors  
City of Sapulpa, INCOG

E-911: 10716,10720,10724,10728 S. 49th W Ave. Sapulpa, OK 74066



POINT OF COMMENCEMENT  
NE CORNER OF SE/4  
FOUND MAG NAIL



<b>LOT SPLIT EXHIBIT</b>	
2.3 ACRES PART OF NE/4 SE/4 SEC. 29, T18N, R12E	
CREEK COUNTY, OKLAHOMA	
DRAWN: RLL	DATE: 09.07.18
APPROVED: PLS	DATE: 09.07.18
SCALE: 1"=50'	SHEET 1 OF 2
PROJECT NO.: 18213	
PREPARED BY: FRITZ LAND SURVEYING, LLC	
2017 W. 91ST STREET, TULSA, OK 74132	
PH: 918.231.0575	
FRITZLANDSURVEYING@GMAIL.COM	
C.A. # 5848 EXPIRES: 6-30-2020	





ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF SAPULPA; CHANGING THE ZONE AND DISTRICT OF PROPERTY LOCATED AT 10716, 10720, 10724, and 10728 SOUTH 49<sup>TH</sup> WEST AVENUE, CITY OF SAPULPA, CREEK COUNTY, STATE OF OKLAHOMA, FROM RMH (RESIDENTIAL MOBILE HOME PARK) TO RE (RESIDENTIAL ESTATE), PER SAZ-957; AND DIRECTING THE CITY CLERK TO SHOW EACH CHANGE UPON THE OFFICIAL ZONING MAP; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH PROVIDING FOR SEVERABILITY AND DECLARING AN EMERGENCY.

BE IT ORDAINED by the City Council of the City of Sapulpa,

**SECTION 1.** That the Zoning Ordinance of the City of Sapulpa is hereby amended in the following particulars, to-wit:

A. SAZ-957 Chad Lafevers: A tract of land in the Northeast Quarter of the Southeast Quarter (NE/4 SE/4) of Section 29, Township 18 North, Range 12 East of the Indian Base and Meridian, Creek County, State of Oklahoma, according to the U.S. Government survey thereof, being more particularly described as follows, to-wit: Beginning at a point 339.25 feet South and 623 feet East of the Northwest Corner of the said NE/4 SE/4; thence East 191.32 feet; thence South 227.65 feet; thence West 191.32 feet; thence North 227.65 feet to the Point of Beginning, Subject to a 25 foot road easement on the South boundary, AND A tract of land located in the Northeast Quarter of the Southeast Quarter (NE/4 SE/4) of Section 29, Township 18 North, Range 12 East of the Indian Base and Meridian, Creek County, State of Oklahoma, according to the U.S. Government Survey thereof, described as: Beginning at a point 566.8 feet South and 248.07 feet West of the Northeast corner of said NE/4 SE/4; thence West 262.63 feet; thence North 227.65 feet; thence S84°07'E 178.34 feet; thence East 83.2 feet; thence South 208.7 feet to the Point of Beginning. Subject to a 25 foot roadway easement on the South boundary, be and are hereby rezoned from RMH (Residential Mobile Home Park) to RE (Residential Estate)

**SECTION 2.** That the City Clerk of the City of Sapulpa is hereby directed to make the proper changes upon the official zoning map of said City to show thereon the change of zone and district of the above described property.

**SECTION 3.** That all ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 4.** Should any section, subsection sentence, provision, clause or phrase hereof be held invalid, void or unconstitutional for any reason, such holding shall not render invalid, void or unconstitutional any other section, subsection, sentence, provision, clause or phrase of this ordinance, and the same are deemed severable for this purposes.

**SECTION 5. EMERGENCY.** This ordinance being designated to protect the public health, safety, and welfare of the inhabitants of the City of Sapulpa, Oklahoma, and its passage being immediately necessary, an emergency is hereby deemed to exist and by reason whereof this ordinance shall take effect immediately upon its passage, approval, and publication as provided by law.

PASSED AND APPROVED in regular session this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED:

\_\_\_\_\_  
City Attorney



## AGENDA ITEM

### Community Development 9.C.

#### City Council Regular

**Meeting Date:** September 3, 2019

**Submitted By:** Nikki Howard, Urban Development Director

**Department:** Planning & Development

**Presented By:** Nikki Howard

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#### **SUBJECT:**

Discussion and possible action regarding an Ordinance amending the Zoning Ordinance of the City of Sapulpa; Changing the Zone and District of property located at 102 South Poplar Street, City of Sapulpa, Creek County, State of Oklahoma, from OL (Office Low Intensity) to RS-3 (Residential Single Family) per SAZ-959; and directing the City Clerk to show each change upon the Official Zoning Map; Repealing all Ordinances or parts of Ordinances in conflict herewith providing for severability and declaring an emergency.

#### **BACKGROUND:**

The subject property is located at the southwest corner of West Lee Avenue and South Poplar Street. The property was rezoned to OL in December 2002 per SAZ-849 for "Frazier Legal Center". The new owner will be utilizing the structure as a residence and would like to be in compliance with the zoning code.

The application is in compliance with the comprehensive plan.

#### **RECOMMENDATION:**

On August 27, 2019, the Sapulpa Planning Commission voted unanimously to recommend approval of the rezoning. Staff concurs with the recommendation.

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#### **Attachments**

[SPC staff report](#)

[case maps](#)

[site photo](#)

[Ordinance](#)

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**SAPULPA PLANNING COMMISSION (SPC)**  
**August 27, 2019**

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**FILE:** SAZ-959 | Rezoning

**OWNERS:** JAV, LLC

**ADDRESS:** 102 South Poplar Street

**PARCEL:** 1000-00-068-000-0-010-00

**STR:** Section 35, Township 18 North, Range 11 East

**LEGAL:** The North 64.9 feet of Lot 1, Block 68, Original Town now City of Sapulpa, Creek County, State of Oklahoma, according to the recorded plat thereof.

**LOT SIZE:** 9750 square feet more or less

**ZONING:** OL

**EXISTING USE:** Law Office

**APPLICANT:** Bob Nale

**CC WARD:** Ward #2 Mr. John Anderson and Ms. Carla Gunn

**PREPARED BY:** Nikki Howard – Urban Development Director

---

**REQUEST:**

The applicant requests to rezone the subject property from OL (Office Low Intensity) to RS-3 (Residential Single Family).

**APPLICABLE STATE AND MUNICIPAL CODE SECTIONS:**

City of Sapulpa Zoning Code, Chapter 4, Residential

**BACKGROUND:** The subject property is located at the southwest corner of West Lee Avenue and South Poplar Street. The property was rezoned to OL in December 2002 per SAZ-2394 for “Frazier Legal Center”. The new owner will be utilizing the structure as a residence and would like to be in compliance with the zoning code and comprehensive plan.

**SURROUNDING LAND USE AND ZONING:**

North:	CG Elk’s Lodge
East:	CS Dental Office
South:	RS-3 Residential Single Family
West:	RS-3 Residential Single Family

Comprehensive Plan: The subject property is designated Residential on the Future Land Use Map (FLUM).

Flood Zone: The subject property is not located within a flood zone.

**PUBLIC COMMENTS:**

Staff received a call from an adjoining property owner who had no issue with the Residential use.

**STAFF RECOMMENDATION: Recommended motion for SPC:**

Staff is recommending **APPROVAL** of the application.

Request to Re-Zone  
from OL to RS-3

# SAZ-959

Bob Nale  
620 E. Lee Ave.  
Sapulpa, OK

CITY OF SAPULPA  
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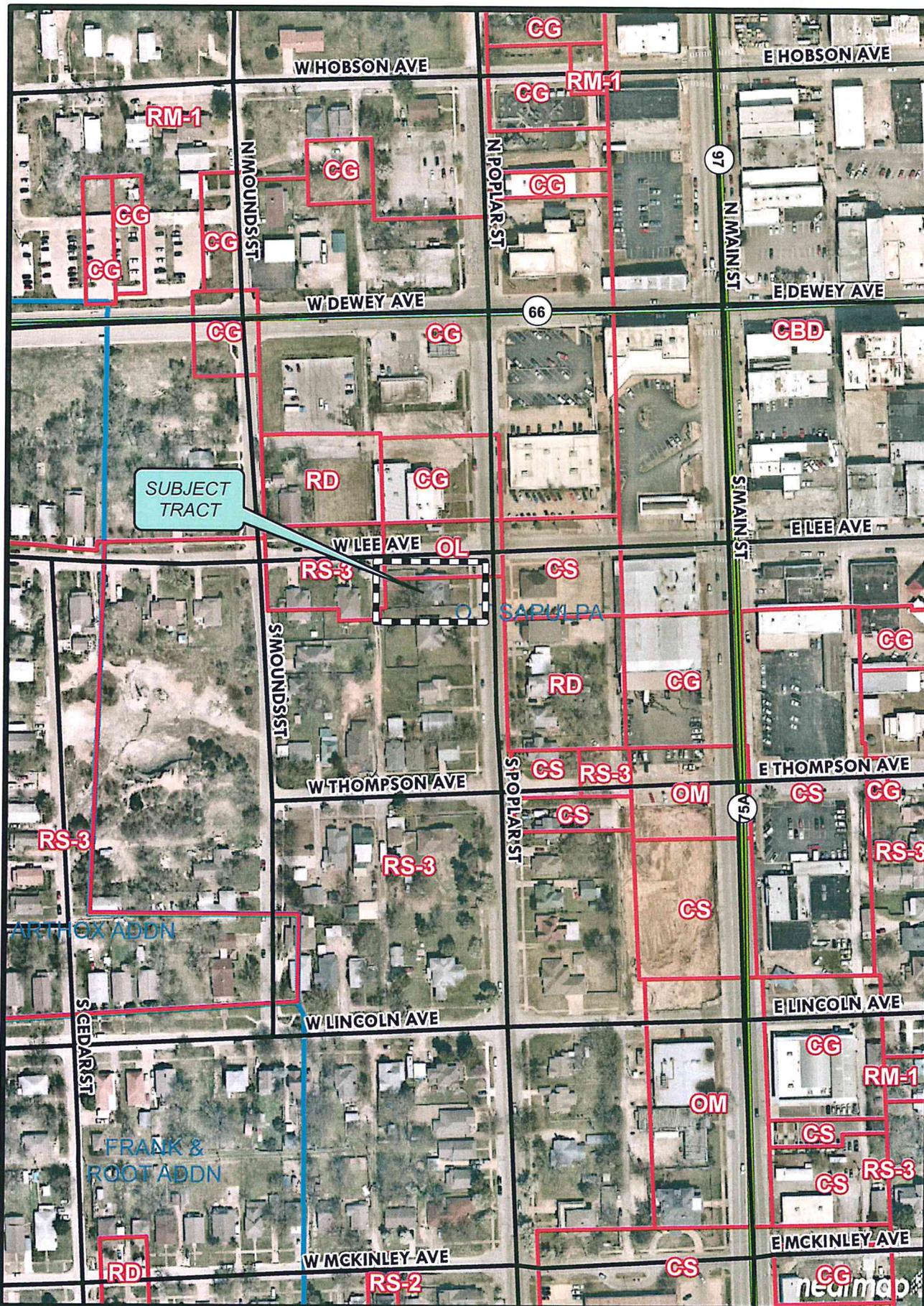
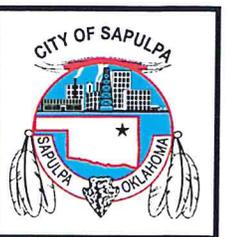
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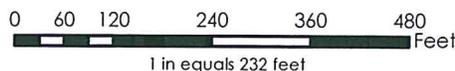
## Legend

-  Zoning
-  Subject Property
-  Parcels
-  Highways
-  Roads & Streets
-  Railroads



## Property Description

Property located at 102 S. Poplar St.  
N. 64.9 ft. of Lot 1 Block 68 O.T Sapulpa  
Sapulpa, Creek County, Oklahoma.



Map Prepared by:  
City of Sapulpa

Date: 7/31/2019

Source Data:  
Creek County Assessors  
City of Sapulpa, INCOG

E-911: 102 S. Poplar St. Sapulpa, OK 74066

Request to Re-Zone  
from OL to RS-3

# SAZ-959

Bob Nale  
620 E. Lee Ave.  
Sapulpa, OK

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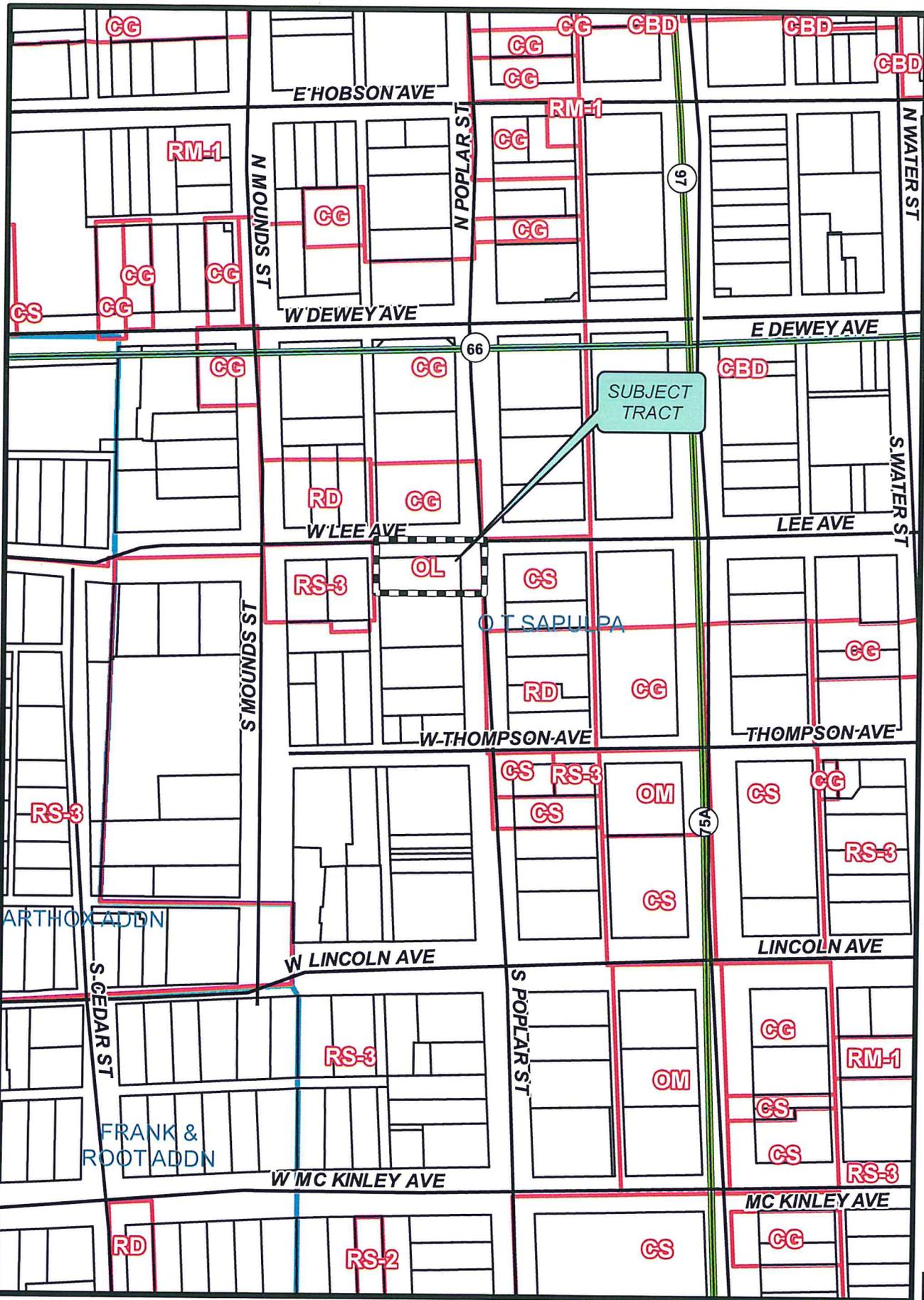
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**Legend**

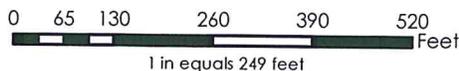
-  Zoning
-  Subject Property
-  Parcels
-  Highways
-  Roads & Streets
-  Railroads



## Property Description

Property located at 102 S. Poplar St.  
N. 64.9 ft. of Lot 1 Block 68 O.T Sapulpa  
Sapulpa, Creek County, Oklahoma.

E-911: 102 S. Poplar St. Sapulpa, OK 74066



Map Prepared by:  
City of Sapulpa

Date: 7/31/2019

Source Data:  
Creek County Assessors  
City of Sapulpa, INCOG



FRAZIER  
LEGAL  
CENTER  
100 S. Poplar

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF SAPULPA; CHANGING THE ZONE AND DISTRICT OF PROPERTY LOCATED AT 102 SOUTH POPLAR STREET, CITY OF SAPULPA, CREEK COUNTY, STATE OF OKLAHOMA, FROM OL (OFFICE LOW INTENSITY) TO RS-3 (RESIDENTIAL SINGLE FAMILY), PER SAZ-959; AND DIRECTING THE CITY CLERK TO SHOW EACH CHANGE UPON THE OFFICIAL ZONING MAP; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH PROVIDING FOR SEVERABILITY AND DECLARING AN EMERGENCY.

BE IT ORDAINED by the City Council of the City of Sapulpa,

**SECTION 1.** That the Zoning Ordinance of the City of Sapulpa is hereby amended in the following particulars, to-wit:

A. SAZ-959 JAV, LLC: The North 64.9 feet of Lot 1, Block 68, in Original Town now City of Sapulpa, Sapulpa, Creek County, State of Oklahoma, according to the recorded plat thereof, be and are hereby rezoned from OL (Office Low Intensity) to RS-3 (Residential Single Family)

**SECTION 2.** That the City Clerk of the City of Sapulpa is hereby directed to make the proper changes upon the official zoning map of said City to show thereon the change of zone and district of the above described property.

**SECTION 3.** That all ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 4.** Should any section, subsection sentence, provision, clause or phrase hereof be held invalid, void or unconstitutional for any reason, such holding shall not render invalid, void or unconstitutional any other section, subsection, sentence, provision, clause or phrase of this ordinance, and the same are deemed severable for this purposes.

**SECTION 5. EMERGENCY.** This ordinance being designated to protect the public health, safety, and welfare of the inhabitants of the City of Sapulpa, Oklahoma, and its passage being immediately necessary, an emergency is hereby deemed to exist and by reason whereof this ordinance shall take effect immediately upon its passage, approval, and publication as provided by law.

ORD # \_\_\_\_\_

PASSED AND APPROVED in regular session this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED:

\_\_\_\_\_  
City Attorney



## AGENDA ITEM

### Community Development 9.D.

#### City Council Regular

**Meeting Date:** September 3, 2019

**Submitted By:** Nikki Howard, Urban Development Director

**Department:** Planning & Development

**Presented By:** Nikki Howard

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#### **SUBJECT:**

Discussion and possible action regarding the applicaiton by Kelan Patel, R & D Green Grass Corporation, for a Specific Use Permit, SUP-040, to allow a Commercial Medicinal Marijuana Grow Facility located at 5526 South 48th West Avenue, City of Sapulpa, Tulsa County.

#### **BACKGROUND:**

The proposed Commercial Marijuana Grow Facility is located North and East of the "Town West" shopping center. The area is a mix of Heavy Commercial, Industrial, and motel uses. The applicants are approved by OMMA for this location.  
The application is in compliance with the comprehensive plan.

#### **RECOMMENDATION:**

The Sapulpa Planning Commission met on August 27, 2019, and voted 5-2 to recommend approval to City Council, with conditions listed on the SPC staff report per Findings of Fact and Conclusions of Law. Staff concurs with the recommendation.

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#### **Attachments**

Staff report

Case maps

site photo

Findindings of Fact and Conclusions of Law

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**SAPULPA PLANNING COMMISSION**  
**August 27, 2019**  
**STAFF REPORT**

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**FILE:** SUP-040 | Specific Use Permit

**APPLICANT:** Kelan Patel

**ADDRESS:** 5526 South 48<sup>th</sup> West Avenue, Tulsa

**PARCEL:** 30750-92-33-08190

**STR:** Section 33, Township 19 North, Range 12 East

**LEGAL:** Lots One (1), Two (2), Three (3), Four (4), and Five (5), Block Twelve (12), Opportunity Heights, an addition to the City of Sapulpa, Tulsa County, State of Oklahoma, according to the recorded plat thereof

**LOT SIZE:** 1.36 acres more or less

**ZONING:** CG Commercial General

**EXISTING USE:** Vacant building

**OWNER:** 1803, LLC

**CC WARD:** Ward #5 Mr. Bruce Bledsoe and Mr. Hugo Naifeh

**PREPARED BY:** Nikki Howard – Urban Development Director

---

**REQUEST:**

The applicant requests a Specific Use Permit to allow a Commercial Marijuana Growth Facility in a CG (Commercial General).

**APPLICABLE STATE AND MUNICIPAL CODE SECTIONS:**

As provided in O.S. § 11-43-113, the utilization of the SUP process is designed to address uses which are specialized in nature. The Specific Use list are so clarified because of the size of the land they require or the specialized nature of the use, or they may more intensely dominate the area in which they are located, or their effects on the general public are broader in scope than other types of uses permitted in the district.

**BACKGROUND:**

The proposed Commercial Marijuana Growth Facility is located North and East of the “Town West” shopping center. The general area is primarily a mix of Heavy Commercial, Industrial, and motel uses. They have approval from the OMMA for the proposed location. Fastenal is located on the same parcel as the proposed grow facility. They are an Industrial supply company.

**SURROUNDING LAND USE AND ZONING:**

North:	CG Fastenal
East:	CG Vacant lot
South:	CG Interstate Inn
West:	CG Interstate Inn

Comprehensive Plan: The subject property is designated Commercial/Industrial on the Future Land Use Map (FLUM).

Flood Zone: The subject property is not within a flood zone.

**PUBLIC COMMENTS:** As of writing this report, staff has not received any public comment.

**STAFF RECOMMENDATION:**

**Recommended motion for SPC:**

Staff is recommending **APPROVAL** of the application with the following conditions:

- a. Each Commercial Medical Marijuana Facility shall be operated from the permitted premises on the permitted property. No Commercial medical Marijuana Facility

shall be permitted to operate from a moveable, mobile or transitory location, except for a permitted and licensed secure transporter when engaged in the lawful transport of Marijuana.

- b. Commercial operators will need to submit their security plan and shall include the following:
  - Security surveillance cameras installed to monitor all entrances, along with the interior and exterior of the permitted premises;
  - Alarm systems which are professionally monitored and operated 24 hours a day, seven days a week;
  - A locking safe permanently affixed to the permitted premises that shall store all marijuana and cash remaining in the facility overnight;
  - All marijuana in whatever form stored at the permitted premises shall be kept in a secure manner and shall not be visible from outside the permitted premises, nor shall it be grown, processed, exchanged, displayed or dispensed outside of the permitted premises;
  - All security recordings shall be preserved for at least seven (7) days by the permit holder and made available to any law enforcement officer upon request for inspection
- c. Signs: No pictures, photographs, drawings or other depictions of marijuana or marijuana paraphernalia shall appear on the outside of any permitted premises nor be visible outside of the permitted premises on the permitted property. The words "marijuana", "cannabis" and any other words used or intended to convey the presence or availability of marijuana shall not appear on the outside of the permitted premises nor be visible outside of the permitted premises on the permitted property.
- d. All activities of Commercial Medical Marijuana facilities, including without limitation, distribution, growth, cultivation, or the sale of marijuana, and all other related activity under the permit holder's license or permit must occur indoors. The facility's operation and design shall minimize any impact to adjacent uses, including the control of any odor by maintaining and operating an air filtration system so that no odor is detectable outside of the permitted premises.
- e. All necessary building, electrical, plumbing, and mechanical permits and inspections must be obtained for any part of the permitted premises.
- f. The permit holder, owner and operator of the facility shall use lawful methods in controlling waste or by-products from any activities allowed under the license or permit.

# SUP-040

Kelan Patel  
5526 S 48th W Ave  
Tulsa, OK 74107

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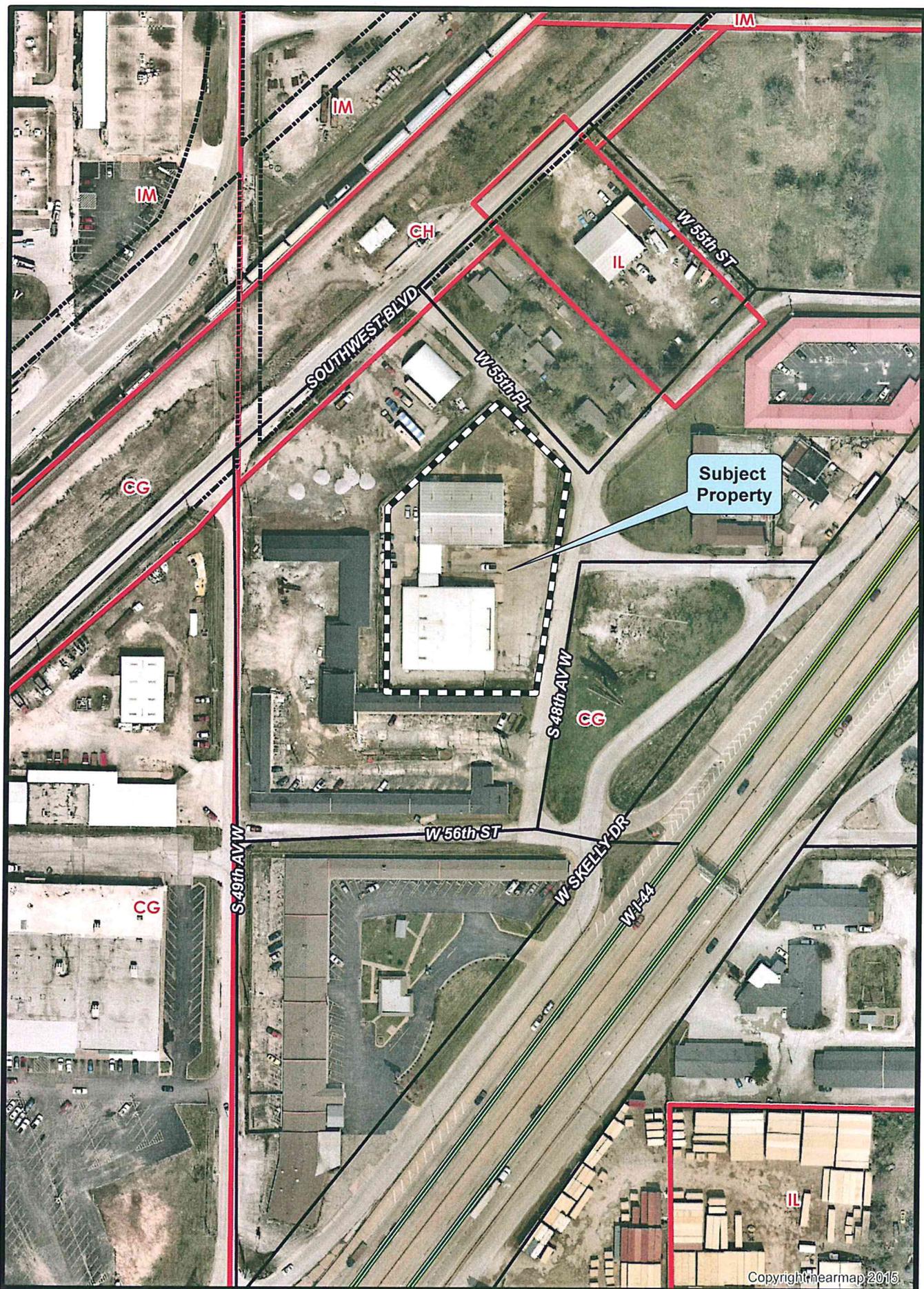
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### Legend

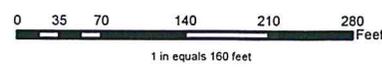
-  Zoning
-  Subject Property
-  City Limits
-  Parcels
-  Highways
-  Roads & Streets
-  Railroads



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## Property Description

Property located in Lots 1-5,  
Block 12, Opportunity Heights  
Addition, Sapulpa, Tulsa County,  
Oklahoma  
E-911: 5524-5526 S 48th W Ave., Tulsa, OK 74107



Map Prepared by:  
City of Sapulpa  
Date: 6/24/2019

Source Data:  
Creek County Assessors  
City of Sapulpa, Incog

**CITY OF SAPULPA  
MAP PRODUCTS**

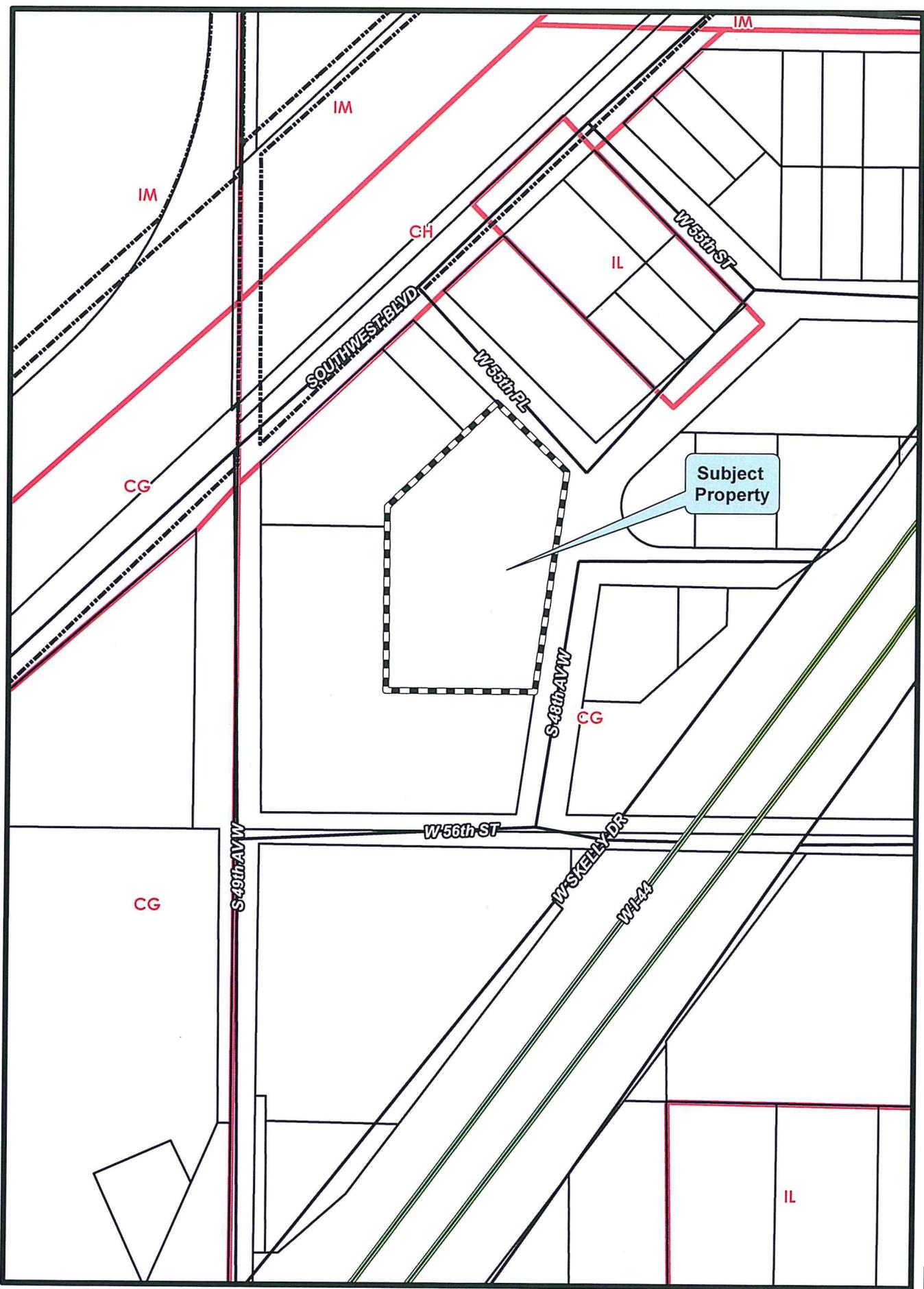
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- Legend**
-  Zoning
  -  Subject Property
  -  City Limits
  -  Parcels
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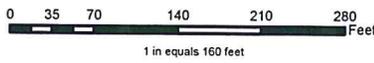


**Property Description**

Property located in Lots 1-5,  
Block 12, Opportunity Heights  
Addition, Sapulpa, Tulsa County,  
Oklahoma  
E-911: 5524-5526 S 48th W Ave., Tulsa, OK 74107

Map Prepared by:  
City of Sapulpa  
Date: 6/24/2019

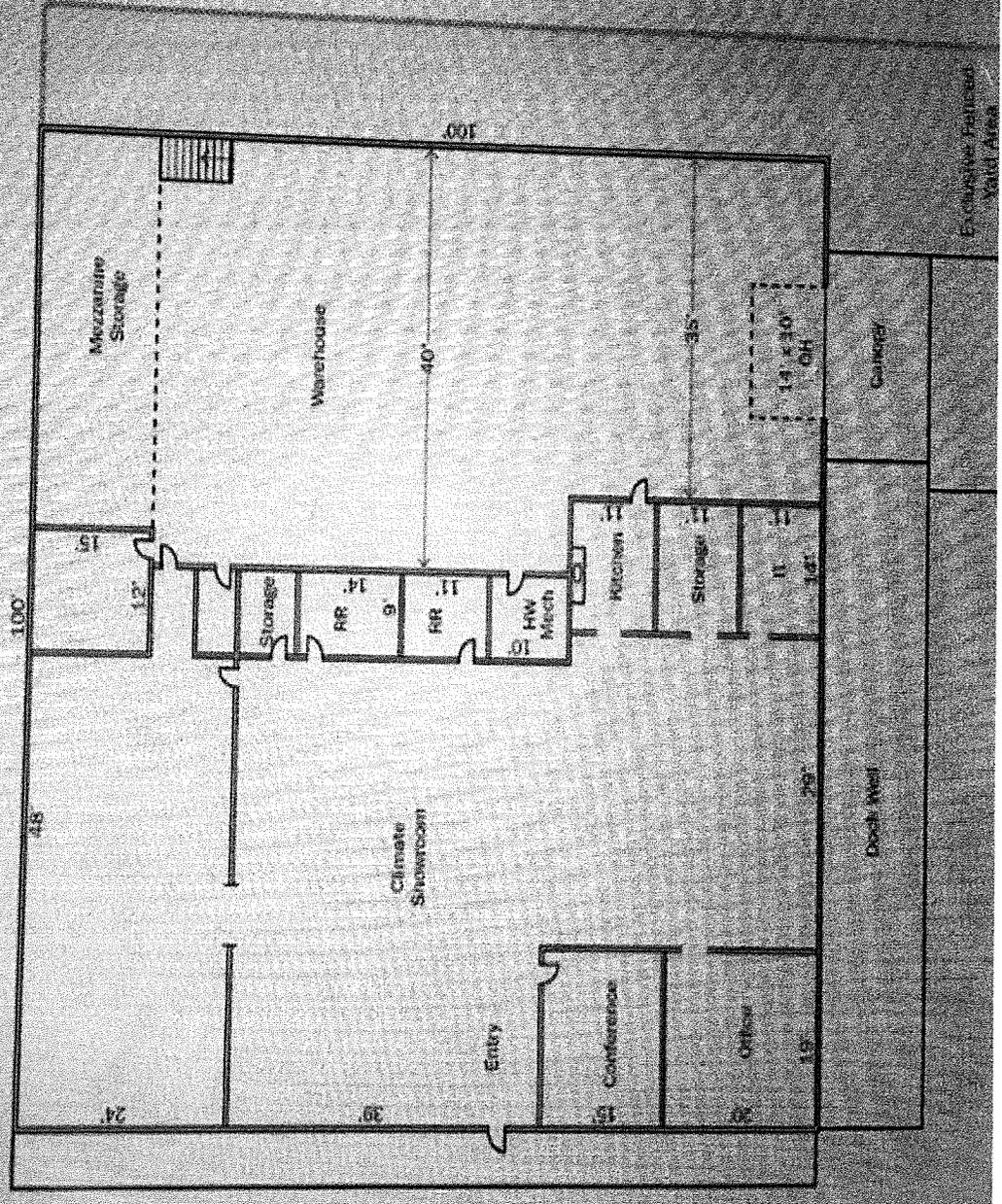
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Creek County Assessors  
City of Sapulpa, Incog





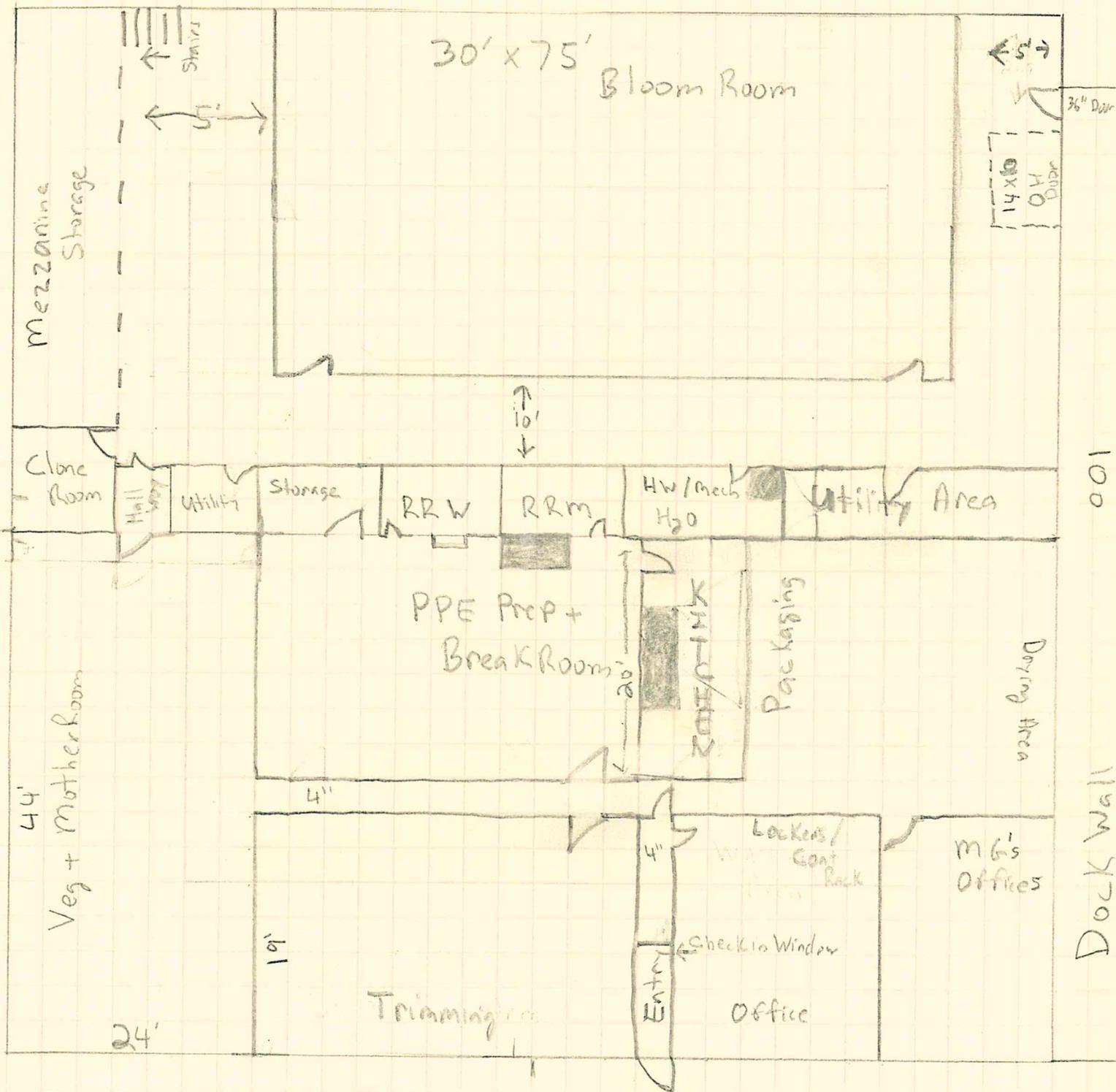
~~Current~~ Current

### EXHIBIT A LEASED PREMISES



Exclusive Painted  
Vault Area

Proposed  
100



← 001 →

-  = Utility Sink
-  = 3 Compartment Sink
-  = Eye Wash

Applicant req. Cont. to Aug 27th.

307509233208190



Ward #5

Comm/Ind

1.36 ac m/1

331912

300 radius report

Sapulpa Metropolitan Area Planning Commission (SMAPC)

Specific Use Permit Application (SUP)

For Office Use

Date Application Submitted 6-19-19 Received by AH Complete? Yes or No
Date of Public Hearing 7-23-19 Case Number SUP-40 Approved? Yes or No

Applicant: Kelan Patel Phone: 847-571-1021
Owner: (if different\*\*) Susie Kelley Phone: 918-636-2622
Address: 5526 S. 48th W. Ave Tulsa, OK Zoning: General Comm S-T-R:
Lot: 1-5 Block: 12 Subdivision: Opportunity Heights

\*\*Does the Applicant have permission from the Owner to request a Specific Use Permit? (Y) or N

The following items must be submitted as part of the application packet for a Specific Use Permit (SUP):

- Site Plan - A site plan shall consist of drawing(s) containing:
A north arrow;
Proposed location of structures, off-street parking, and open space;
Dimensions of buildings and other structures;
Distances between existing and proposed structures, as well as setback dimensions;
Proposed location of buffer areas, screening, and landscaping; and
Sufficient surrounding area to demonstrate the relationship to adjoining uses.
Filed Deed of ownership with the Book & Page stamp from the County Clerk
A signed and sealed 300' property ownership list from a Certified Abstract company (3 sets of labels)
Any additional information required by staff to aid the Sapulpa Are Planning Commission (SMAPC) in making a recommendation to the Sapulpa City Council (CC) - renderings, photos, color swatches, etc.
A check payable to the City of Sapulpa (no cash or money orders) at the time of application
The completed and signed\*\*\* copy of this application

A. Subject Property

1. Size in Acres or Square Feet: Building is Approx 9500sqft 2. Current Use: Commerical / Office
3. Frontage Road (Street): W 55th Pl / S 48th W Ave

4. Identify structures and improvements on the property: Interior Remodeling Only at this time. Minor Repairs to Exterior of Building for improved maintenance.
5. City Water:  Yes  No 6. City Sewer:  Yes  No 7. Basin (if applicable): \_\_\_\_\_

### B. Adjoining Property

1. Provide approximate distances from structures on adjacent lots to the property lines: East of Building is East end about 35 yards. North is Boundary Line with fence. South is Front Entrance of Building and Parking Lot. West is Interstate 44 Znn about 35 yards.
2. Identify adjacent and surrounding land uses: Commercial / Industrial

### C. Specific Use Permit Request

As provided by O.S. §11-43-113, the utilization of the Specific Use Permit process is designed to address land uses, which because of the specialized nature of the use, may dominate the area in which such uses are proposed to be located.

1. Describe the proposed Specific Use as it pertains to your property: Commercial Grow
2. Describe any benefits to the adjacent properties or to the City: Increase in Employment, Workers may decide to reside in the nearby <sup>hotels</sup> ~~hotels~~ <sub>units</sub>, and increase Tax Revenues.
3. Explain how the subject property is well suited for proposed Specific Use. (e.g. advantages such as topography, soil, drainage, access, proximity to populated commercial/residential areas, etc): This property allows us easy access to Highway 44 to deliver our goods.
4. Explain how the proposed Specific Use may affect the road system serving your area: We don't expect too much of an increase of Traffic. It will be the employees and <sup>Deliveries.</sup>
5. Provide the number of additional daily traffic counts the Specific Use may produce: 20-30 VPD
6. If there are increases in traffic, what traffic control measures are proposed? Traffic Increase will not impede any current traffic controls.
7. How could the proposed Special Use be detrimental to properties in the vicinity? Nothing per our Business Plan will be a detrimental factor to our neighbors of the City of Sapulpa.
8. Explain what measures are proposed to minimize any adverse effects: We will abide by all <sup>the</sup> rules and regulations of the City of Sapulpa and The State of Oklahoma. Our goal is to be a State of the Art Facility in this space.

=====

**ADDITIONAL INFORMATION FOR SPECIFIC USE PERMITS (SUP) – Please Read**

- Staff will not accept an incomplete SUP application packet. The application, supporting documentation, and fees must be delivered to the Urban Development offices at least 30 days prior to the next scheduled SMAPC meeting.
- The City Council (CC) reviews and discusses the SUP request and the recommendation from the SMAPC. The CC may approve as recommended, approve with amended conditions, or deny an SUP application.
- A person knowledgeable of the application and the property must attend the meetings to represent the application.
- The approval of a Specific Use Permit does not in any way negate or circumvent the other requirements of development as stated in the City Codes. If approved, the SUP may require meeting(s) with the Technical Advisory Committee (TAC). Additional permits will be required prior to construction.
- Unless otherwise indicated, the Sapulpa Metropolitan Area Planning Commission (SMAPC) meets the 4th Tuesday of each month at 7:00 p.m. in the City Council Chambers
- You may contact the Urban Development Department at 918-248-5917

**\*\*\*A signature acknowledges that the information provided on the application is accurate and as well as an understanding of the required documentation for processing a Specific Use Permit application.**

Signature  Date 6-7-19

=====

Master fee schedule for Specific Use Permit applications within the city limits of Sapulpa, Oklahoma

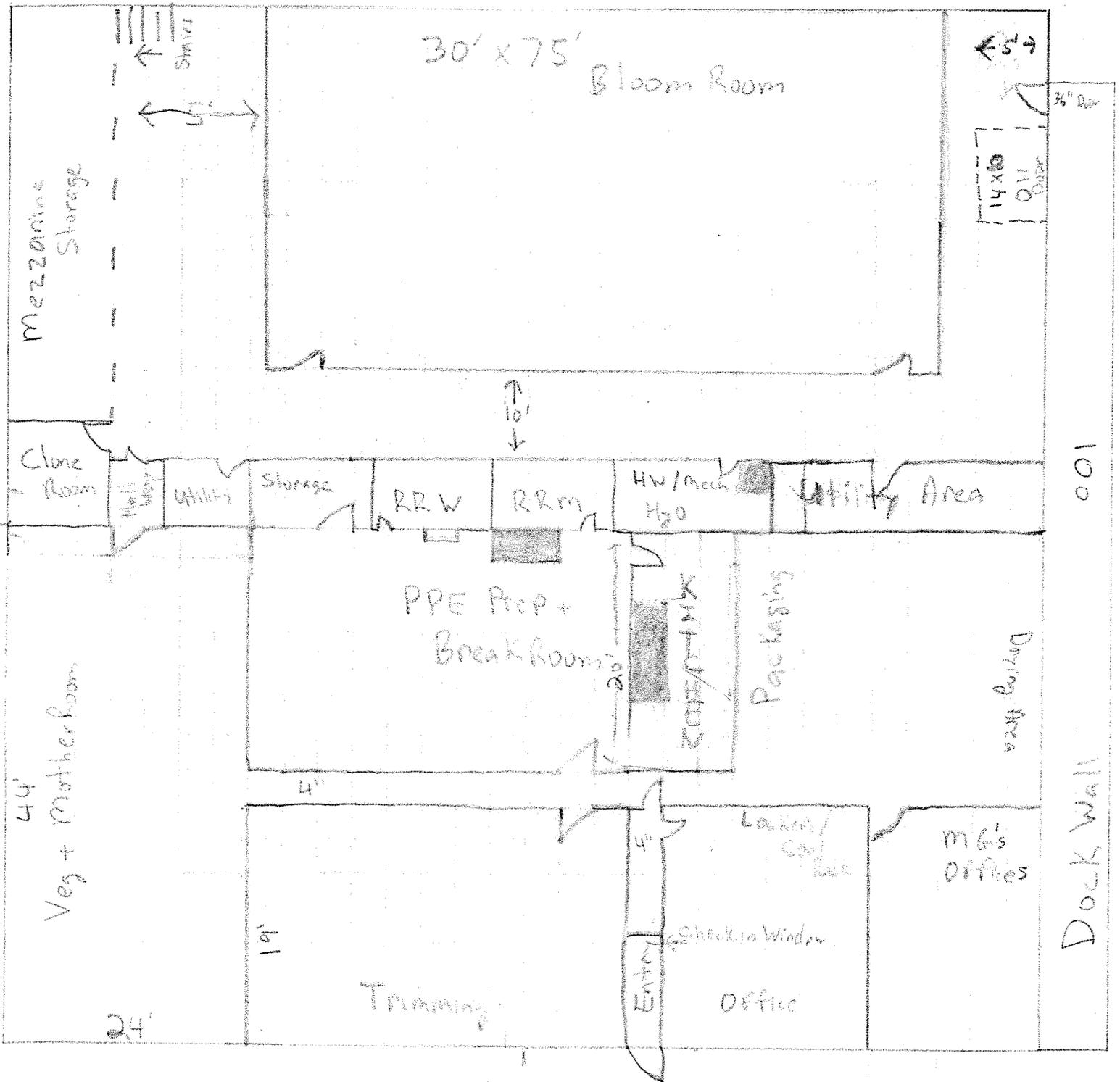
BASE APPLICATION FEE                      **\$170.00**  
 NOTICE PREPARATION                    **\$30.00** flat fee  
 300' or 1320' MAILING LIST              **\$6.xx** for each name on list (postage – certified mail with return)

NEWSPAPER PUBLICATION\*              \*Sapulpa Legal News will bill the applicant directly

*For Office Use*

Application Fees	Totals
Base Application Fee	\$170.00
Notice Preparation 	\$30.00 
Property Owners Mailing & Postage \$6.** x _____	\$
<b>Total Amount Due</b>	<b>\$ <u>200.00</u></b> 
	<b>Date Paid</b>
	<b>Check No.</b>

Proposed  
100



← 001 →

- = Utility Sink
- = 3 Compartment Sink
- = Eye Wash

State of Oklahoma

# License Certificate

NON - TRANSFERABLE

COMMERCIAL GROWER LICENSE

HEREBY GRANTED TO

**R&D GREEN GRASS CORPORATION**

5526 S 48TH WEST AVE, TULSA, OK, 74107

THE LICENSE IS ISSUED BY THE OKLAHOMA STATE DEPARTMENT OF HEALTH, OKLAHOMA MEDICAL MARIJUANA AUTHORITY TO CERTIFY THE ABOVE HAS FULFILLED THE REQUIREMENTS OF TITLE 63 O.S. § 4-20A ET SEQ. AND THE OKLAHOMA ADMINISTRATIVE CODE AT TITLE 310 CHAPTER 681. THE LICENSE IS SUBJECT TO THE REPRESENTATIONS MADE ON THE APPLICATION THEREFOR, AND MAY BE SUSPENDED OR REVOKED FOR CAUSE AS PROVIDED BY LAW AND RULE. LICENSEE SHALL OBSERVE AND COMPLY WITH ALL APPLICABLE LAWS, ORDINANCES, RULES AND REGULATIONS OF THE STATE OF OKLAHOMA.



12/23/2019

LICENSE NUMBER:

GAAA-EK07-6KFX

*Tom Bates*

TOM BATES, J.D.  
Interim Commissioner  
Oklahoma State Department of Health

TRANSPORTATION LICENSE ONLY



# OKLAHOMA MEDICAL MARIJUANA AUTHORITY

Website: [OMMA.ok.gov](http://OMMA.ok.gov) | Email: [OMMA@ok.gov](mailto:OMMA@ok.gov) | Phone: (405) 522-6662

Wednesday, December 19, 2018

License #: GAAA-EKO7-6KFX

R&D GREEN GRASS CORPORATION  
MEDPOINT GROWER TULSA  
5526 S 48TH WEST AVE  
TULSA, OK, 74107

RE: **Approval** of Medical Marijuana Commercial License

The Oklahoma Medical Marijuana Authority (OMMA) has determined that your application has met licensure requirements for a COMMERCIAL GROWER LICENSE license in accordance with Title 63 O.S. § 420 et seq. and the Oklahoma Administrative Code (OAC) 310:681. Your approved licensure start date is:

**12/18/2018** and will expire one(1) year after this date, on **12/23/2019**.

*It is your responsibility to submit a timely renewal application prior to this expiration date.*

Your license number is: **GAAA-EKO7-6KFX**

In addition to submission of timely renewal, it is the responsibility of the licensee to notify the OMMA in the event of:

- 1) changes in contact information; or
- 2) changes that may affect the licensee's qualifications for licensure.

Ongoing monthly yield and/or sales reports are also required by law, and shall be deemed untimely if not received by the OMMA by the fifteenth (15th) of each month, to reflect the applicable data for the preceding month. Reporting tools may be accessed at [OMMA.ok.gov](http://OMMA.ok.gov).

Included with this letter is your license certificate. If you have any questions, please do not hesitate to contact a member of my staff at [omma.ok.gov](http://omma.ok.gov) or by phone at (405) 522-6662.

Sincerely,

A handwritten signature in black ink that reads "Tom Bates".

Tom Bates, J.D.  
Interim Commissioner  
Oklahoma State Department of Health

Attachment: License Certificate



Return to: Commercial Title & Escrow Services  
4739 E 91st St., Suite 200, Tulsa, OK 74137  
68 O.S. Section 3202(3)

**QUIT-CLAIM DEED**

THIS INDENTURE: Made this 29th day of September, 2017, between **EDDIE D. BURNS, JR.**, a single person, party of the first part, and **1803 LLC**, an Oklahoma limited liability company, party of the second part.

WITNESSETH, That said party of the first part, in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration, to him duly paid, receipt of which is hereby acknowledged, does hereby quit-claim, grant, bargain, sell and convey unto said party of the second part, and to its successors or assigns forever, all his right, title, interest and estate, both at law and in equity, of, in and to the following described real estate, situated in the County of TULSA, State of Oklahoma, to wit:

**Lots One (1), Two (2), Three (3), Four (4), and Five (5), Block Twelve (12), OPPORTUNITY HEIGHTS, an Addition in Tulsa County, State of Oklahoma, according to the recorded Plat thereof.**

Together with all and singular the hereditaments and appurtenances thereunto belonging.

To have and to hold the above granted premises unto the said party of the second part, its successors and assigns forever.

IN WITNESS WHEREOF, the party of the first part has hereunto set his hand the day and year first above written.

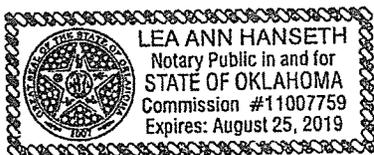
EDDIE D. BURNS, JR.

STATE OF OKLAHOMA        )  
COUNTY OF TULSA        ) ss.

This instrument was acknowledged before me on September 29, 2017 by **EDDIE D. BURNS, JR.**, a single person.

My Commission Expires:

LeAnn Hansel  
Notary Public



RECORDED & RETURN TO:  
COMMERCIAL TITLE & ESCROW SERVICES, INC.  
4739 E. 91ST ST. STE. 200  
TULSA, OK 74137

TULSA ABSTRACT & TITLE CO.  
612 S. DENVER AVE.  
TULSA, OK 74119

17-72714



SUP-40

FINDINGS OF FACT AND CONCLUSIONS OF LAW

NOW on this 27 day of <sup>Aug</sup> ~~October~~, the City of Sapulpa Planning Commission, having considered the above Specific Use Permit request, finds and concludes as follows:

1. PROBABLE EFFECT OF THE PROJECT ON THE ADJACENT PROPERTY: The Planning Commission finds that the proposed use will have ~~(minimal)~~ substantial effect on the adjacent property.

2. COMMUNITY WELFARE AS AFFECTED BY THE PROJECT: The Planning Commission finds that the proposed use ~~(will)~~ will not adversely affect the community welfare.

3. IMPACT OF THE DEVELOPMENT ON PUBLIC FACILITIES, INCLUDING BUT NOT LIMITED TO PARKS, ROADS, AND UTILITIES: The Planning Commission finds that the proposed use (will) will not have an adverse effect on public facilities.

~~X~~ SAFEGUARDS TO DIMINISH THE EFFECT ON THE ADJACENT PROPERTY, COMMUNITY WELFARE, OR PUBLIC FACILITIES/SERVICES:

The Planning Commission finds that the following safeguards (if any) are needed, to diminish the effect of the proposed use:

- (a) with Staff Recommendations
- (b) \_\_\_\_\_
- (c) \_\_\_\_\_

5. All procedural requirements of 11 O.S. 43-113 have been met and SUP-040 is hereby approved/denied for the reasons set forth above, and these findings and conclusions have been approved in open meeting this 27 day of ~~October~~ <sup>AUG</sup>, 2019.  
Recommended for Approval.



## AGENDA ITEM

### Community Development 9.E.

#### City Council Regular

**Meeting Date:** September 3, 2019

**Submitted By:** Nikki Howard, Urban Development Director

**Department:** Planning & Development

**Presented By:** Nikki Howard

---

#### **SUBJECT:**

Discussion and possible action regarding an application by Michael McSweeney, Stranded on Earth, LLC, for a Specific Use Permit, SUP-043, to allow a Commercial Medicinal Marijuana Dispensary located at 6 West Teel Road, Sapulpa.

#### **BACKGROUND:**

The subject property is located at the southwest corner of South Main Street and West Teel Road. The proposed dispensary is a small tenant space between a convenience store and a laundromat. The applicants are approved by OMMA for this location. The application is in compliance with the comprehensive plan.

#### **RECOMMENDATION:**

The Sapulpa Planning met on August 27, 2019, and voted 4-1-1 to recommend approval to City Council, with conditions listed on the SPC staff report per Findings of Fact and Conclusions of Law. Staff concurs with the recommendation.

---

#### **Attachments**

Staff report

Case map

site photo

site photo

Findings of Fact and Conclusions of Law

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**SAPULPA PLANNING COMMISSION**  
**August 27, 2019**  
**STAFF REPORT**

---

**FILE:** SUP-043 | Specific Use Permit

**APPLICANT:** Michael McSweeney

**ADDRESS:** 6 West Teel Road

**PARCEL:** 1999-11-017-011-0-020-00

**STR:** Section 11, Township 17 North, Range 11 East

**LEGAL:** A tract of land in the NW/4 of Section 11, Township 17 North, Range 11 East of the Indian Base and Meridian, Creek County, State of Oklahoma, being more particularly described as follows: Commencing at the NE corner of the NW/4 of Section 11; Thence West along the North line of said Section a distance of 832.69 feet to the Point of Beginning; thence due South a distance of 215 feet to the North line of Lazy H Addition to the City of Sapulpa; Thence due West along the North line of said Addition a distance of 120.00 feet; Thence due North a distance of 215 feet to the North line of said Section; Thence East along the North line of said Section a distance of 120.00 feet to the Point of Beginning.

**LOT SIZE:** 23,980 square feet more or less

**ZONING:** CS – Commercial Shopping Center

**EXISTING USE:** Vacant tenant space

**OWNER:** Robert and Hatsumi Robertson

**CC WARD:** Ward #3 Vice Mayor Lou Martin and Mr. Marty Cummins

**PREPARED BY:** Nikki Howard – Urban Development Director

---

**REQUEST:**

The applicant requests a Specific Use Permit to allow a Retail Medicinal Marijuana Dispensary in the CS (Commercial Shopping Center).

**APPLICABLE STATE AND MUNICIPAL CODE SECTIONS:**

As provided in O.S. § 11-43-113, the utilization of the SUP process is designed to address uses which are specialized in nature. The Specific Use list are so clarified because of the size of the land they require or the specialized nature of the use, or they may more intensely dominate the area in which they are located, or their effects on the general public are broader in scope than other types of uses permitted in the district.

**BACKGROUND:**

A medical marijuana dispensary license allows a business to legally sell medical marijuana and medical marijuana products. Licensed dispensaries can only sell to patient license holders, caregiver license holders, research license holders, and the parent or legal guardian named on a minor patient’s license. Dispensaries engaging in unlawful sales may be fined, or their licenses may be revoked. Licensed dispensaries must comply with Title 63 O.S. § 420A *et seq.* and the Oklahoma Administrative Code (OAC) 310:681.

The subject property is located at the southwest corner of West Teel Road and South Main Street. The proposed dispensary is a small tenant space between a convenience store and laundromat.

**SURROUNDING LAND USE AND ZONING:**

North:	CG Non-conforming residential use
East:	CG Vacant lot
South:	RS-3 Lazy H Addition
West:	CS Mini Storage

Comprehensive Plan: The subject property is designated Office/Commercial on the Future Land Use Map (FLUM).

Flood Zone: The subject property is not within a flood zone.

**PUBLIC COMMENTS:** As of writing this report, staff has not received any public comment.

**STAFF RECOMMENDATION:**

**Recommended motion for SMAPC:**

Staff is recommending **APPROVAL** of the application with the following conditions:

- a. Each Commercial Medical Marijuana Facility shall be operated from the permitted premises on the permitted property. No Commercial medical Marijuana Facility shall be permitted to operate from a moveable, mobile or transitory location, except for a permitted and licensed secure transporter when engaged in the lawful transport of Marijuana.
- b. Commercial operators will need to submit their security plan and shall include the following: see attached security plan
- c. Operating hours shall be between 8:00 am and 8:00 pm.
- d. Signs: No pictures, photographs, drawings or other depictions of marijuana or marijuana paraphernalia shall appear on the outside of any permitted premises nor be visible outside of the permitted premises on the permitted property. The words "marijuana", "cannabis" and any other words used or intended to convey the presence or availability of marijuana shall not appear on the outside of the permitted premises nor be visible outside of the permitted premises on the permitted property.
- e. All activities of Commercial Medical Marijuana facilities, including without limitation, distribution, growth, cultivation, or the sale of marijuana, and all other related activity under the permit holder's license or permit must occur indoors. The facility's operation and design shall minimize any impact to adjacent uses, including the control of any odor by maintaining and operating an air filtration system so that no odor is detectable outside of the permitted premises.
- f. All necessary building, electrical, plumbing, and mechanical permits and inspections must be obtained for any part of the permitted premises.
- g. The permit holder, owner and operator of the facility shall use lawful methods in controlling waste or by-products from any activities allowed under the license or permit.

# SUP-043

Michael McSweeney  
Robert & Hatsumi  
Robertson  
4 W. Teel Rd.  
Sapulpa, Oklahoma

### CITY OF SAPULPA MAP PRODUCTS

These map products and all underlying data were developed for use by the City of Sapulpa for its internal purposes only, and were not designed or intended for general use by members of the public. The City makes no representation or warranty as to its accuracy, timeliness, or completeness, and in particular, its accuracy in labeling or displaying lot size of property boundaries, or placement or location of any map features thereon.

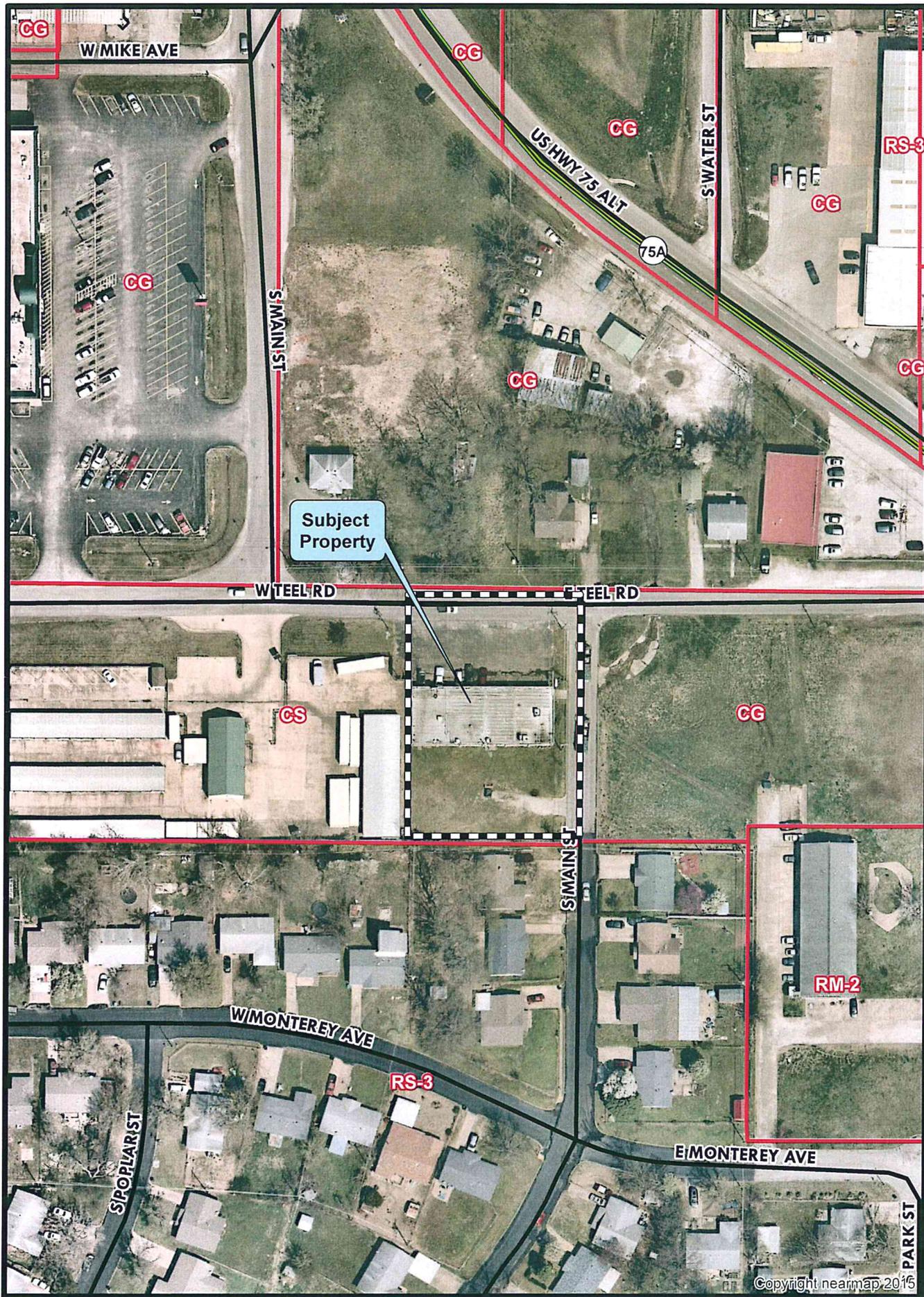
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Any users of these map products, map applications, or data, accepts same AS IS, WITH ALL FAULTS, and assumes all responsibility for the use thereof, and further covenants and agrees to hold the City harmless from and against all damage, loss, or liability arising from any use of this map product, in consideration of the City's having made this information available.

Independent verification of all data contained herein should be obtained by any user of these map products, or the underlying data. The City disclaims, and shall not be held liable for, any and all damage, loss, or liability, whether direct, indirect, or consequential, which arises or may arise from these map products or the use thereof by any person or entity.

### Legend

- Zoning
- Subject Property
- City Limits
- Parcels
- Highways
- Roads & Streets
- Railroads

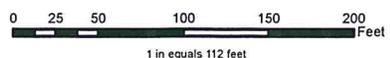


Subject Property

Copyright nearmap 2015

## Property Description

Property within Sec 11-T17N-R11E  
Containing 0.59 Acres, full legal  
description in case file  
Sapulpa, Creek County, Oklahoma  
E 041: 4 W. Teel Rd. Sapulpa, Oklahoma 74066



Map Prepared by:  
City of Sapulpa  
Date: 7/22/2019

Source Data:  
Creek County Assessors  
City of Sapulpa, Incoo

# SUP-043

Michael McSweeney  
Robert & Hatsumi  
Robertson  
4 W. Teel Rd.  
Sapulpa, Oklahoma

**CITY OF SAPULPA  
MAP PRODUCTS**

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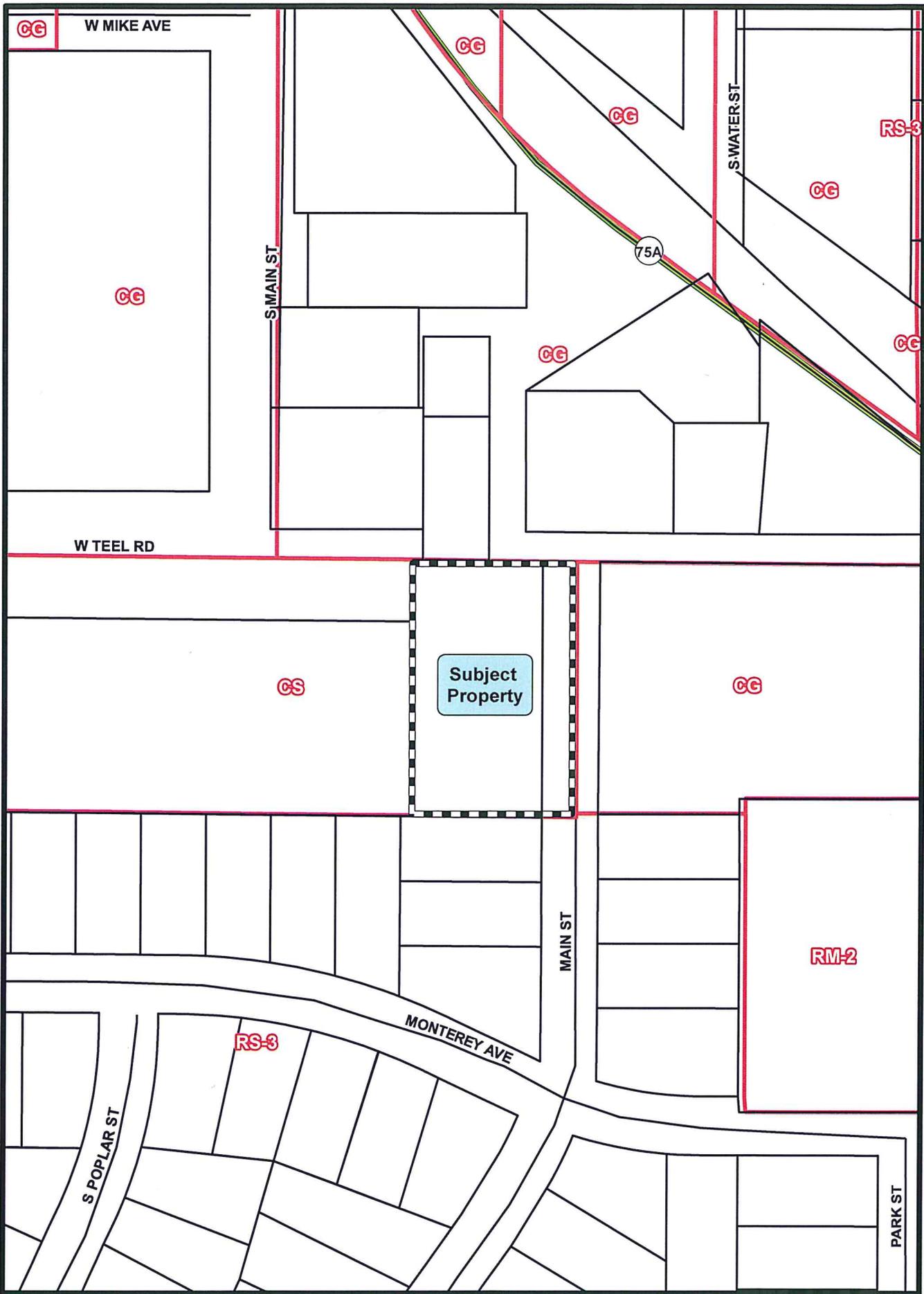
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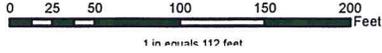
**Legend**

-  Zoning
-  Subject Property
-  City Limits
-  Parcels
-  Highways
-  Roads & Streets
-  Railroads



## Property Description

Property within Sec 11-T17N-R11E  
Containing 0.59 Acres, full legal  
description in case file  
Sapulpa, Creek County, Oklahoma



Map Prepared by:  
City of Sapulpa  
Date: 7/22/2019

Source Data:  
Creek County Assessors  
City of Sapulpa, Inc.



1999-11-017-011-0-020-00

Ø flood

Office Commercial

Sapulpa Metropolitan Area Planning Commission (SMAPC)

Specific Use Permit Application (SUP)

For Office Use
Date Application Submitted 7/19/19 Received by AH Complete? Yes or No
Date of Public Hearing 8/27/19 Case Number SUP-43 Approved? Yes or No

Applicant: Michael McSweeney Phone: 918-691-7284

Owner: (if different\*\*) Robert + Hatsumi Robertson Phone: 918-636-2838

Address: 4 W Teel Rd Zoning: CS S-T-R: 11-T17N-R11E

Lot: Block: Subdivision:

\*\*Does the Applicant have permission from the Owner to request a Specific Use Permit? Y or N

The following items must be submitted as part of the application packet for a Specific Use Permit (SUP):

- Site Plan - A site plan shall consist of drawing(s) containing:
- A north arrow;
- Proposed location of structures, off-street parking, and open space;
- Dimensions of buildings and other structures;
- Distances between existing and proposed structures, as well as setback dimensions;
- Proposed location of buffer areas, screening, and landscaping; and
- Sufficient surrounding area to demonstrate the relationship to adjoining uses.
- Filed Deed of ownership with the Book & Page stamp from the County Clerk
- A signed and sealed 300' property ownership list from a Certified Abstract company (3 sets of labels)
- Any additional information required by staff to aid the Sapulpa Are Planning Commission (SMAPC) in making a recommendation to the Sapulpa City Council (CC) - renderings, photos, color swatches, etc.
- A check payable to the City of Sapulpa (no cash or money orders) at the time of application
- The completed and signed\*\*\* copy of this application

A. Subject Property

1. Size in Acres or Square Feet: 494 Sq Ft 2. Current Use: Vacant

3. Frontage Road (Street): Teel Rd

4. Identify structures and improvements on the property: NO Change

5. City Water: X Yes \_\_\_ No    6. City Sewer: X Yes \_\_\_ No    7. Basin (if applicable): \_\_\_\_\_

### B. Adjoining Property

1. Provide approximate distances from structures on adjacent lots to the property lines: 5' 40 15'

2. Identify adjacent and surrounding land uses: Convenient store & laundromat

### C. Specific Use Permit Request

As provided by O.S. §11-43-113, the utilization of the Specific Use Permit process is designed to address land uses, which because of the specialized nature of the use, may dominate the area in which such uses are proposed to be located.

1. Describe the proposed Specific Use as it pertains to your property: Marijuana Retail Dispensary / establishment

2. Describe any benefits to the adjacent properties or to the City: people may choose that particular Convenient Store over another because of their medical needs.

3. Explain how the subject property is well suited for proposed Specific Use. (e.g. advantages such as topography, soil, drainage, access, proximity to populated commercial/residential areas, etc.): It is in a high traffic location.

4. Explain how the proposed Specific Use may affect the road system serving your area: NO Change. It is already a high traffic area.

5. Provide the number of additional daily traffic counts the Specific Use may produce: 10+

6. If there are increases in traffic, what traffic control measures are proposed? unnecessary  
Control measures have already been taken in this area due to high traffic

7. How could the proposed Special Use be detrimental to properties in the vicinity? NO effect

8. Explain what measures are proposed to minimize any adverse effects: WC will have a 24 hr. video Monitoring System, which will also monitor the surrounding area.



## SPECIFIC USE PERMIT

### “SECURITY PLAN”

- A. SECURITY SERVEILLANCE CAMERAS TO BE INSTALLED:
  - a. (1) ON THE EXTERIOR OF THE MAIN/ONLY ENTRANCE
  - b. (1) ON THE INTERIOR OF THE MAIN/ONLY ENTRANCE
  - c. (2) ADDITIONAL CAMERAS TO BE INSTALLED ON THE INTERIOR OF THE PREMISES
  
- B. COX BUSINESS SECURITY (OR EQUIVELANT PROVIDER)
  - a. PROFESSIONAL 24/7 MONITORING
  - b. WINDOW/DOOR SENSORS
  
- C. (2) SAFES PERMANENTLY AFFIXED TO THE PERMITTED PREMISES:
  - a. (1) 24”X40”X60” LOCKING SAFE FOR ALL MARIJUANA AND CASH LEFT OVER NIGHT
  - b. (1) 14”X14”X20” CASH DROP SAFE FOR FREQUENT DAILY DEPOSITS TO REDUCE CASH IN REGISTER
  
- D. ALL MARIJUANA PRODUCTS WILL BE INSIDE/BEHIND DISPLAY CASES, NO WALKING ACCESS WILL BE POSSIBLE BY PATIENTS.

THE STORE FRONT WINDOWS WILL HAVE A TINT/WRAP TO ENSURE NO MARIJUANA IN ANY FORM CAN BE SEEN FROM OUTSIDE THE PERMITTED PREMISES; NOR WILL IT BE GROWN, PROCESSED, EXCHANGED, DISPLAYED OR DISPENSED OUTSIDE THE PERMITTED PREMISES.

- E. ALL SECURITY RECORDINGS WILL BE PRESERVED FOR AT LEAST (7) DAYS BY THE PERMIT HOLDER AND MADE AVAILABLE TO LAW ENFORCEMENT UPON REQUEST FOR INSPECTION.

State of Oklahoma

# License Certificate

NON - TRANSFERABLE

## COMMERCIAL DISPENSARY LICENSE

HEREBY GRANTED TO

**STRANDEDON EARTH LLC**

6 W TEEL RD , SAPULPA, OK, 74066

THE LICENSE IS ISSUED BY THE OKLAHOMA STATE DEPARTMENT OF HEALTH, OKLAHOMA MEDICAL MANUJANA AUTHORITY TO CERTIFY THE ABOVE HAS FULFILLED THE REQUIREMENTS OF TITLE 63 O.S. § 420A ET SEQ. AND THE OKLAHOMA ADMINISTRATIVE CODE AT TITLE 310 CHAPTER 681. THE LICENSE IS SUBJECT TO THE REPRESENTATIONS MADE ON THE APPLICATION THEREOF, AND MAY BE SUSPENDED OR REVOKED FOR CAUSE AS PROVIDED BY LAW AND RULE. LICENSEE SHALL OBSERVE AND COMPLY WITH ALL APPLICABLE LAWS, ORDINANCES, RULES AND REGULATIONS OF THE STATE OF OKLAHOMA.

07/03/2020

LICENSE NUMBER:

DAAA-VK5G-WLKG



DO NOT COPY

*Tom Bates*

TOM BATES, J.D.  
Interim Commissioner  
Oklahoma State Department of Health



# OKLAHOMA MEDICAL MARIJUANA AUTHORITY

Website: [OMMA.ok.gov](http://OMMA.ok.gov) | Email: [OMMA@ok.gov](mailto:OMMA@ok.gov)

Monday, July 1, 2019

License #: DAAA-VK5G-WLKG

STRANDEDONEARTHLLC  
#ZENBUDZ  
6 W TEEL RD  
SAPULPA, OK, 74066

RE: **Approval** of Medical Marijuana Commercial License

The Oklahoma Medical Marijuana Authority (OMMA) has determined that your application has met licensure requirements for a COMMERCIAL DISPENSARY LICENSE license in accordance with Title 63 O.S. § 420 et seq. and the Oklahoma Administrative Code (OAC) 310:681. Your approved licensure start date is:

**06/28/2019** and will expire one(1) year after this date, on **07/03/2020**.

*It is your responsibility to submit a timely renewal application prior to this expiration date.*

Your license number is: **DAAA-VK5G-WLKG**

In addition to submission of timely renewal, it is the responsibility of the licensee to notify the OMMA in the event of:

- 1) changes in contact information; or
- 2) changes that may affect the licensee's qualifications for licensure.

Ongoing monthly yield and/or sales reports are also required by law, and shall be deemed untimely if not received by the OMMA by the fifteenth (15th) of each month, to reflect the applicable data for the preceding month. Reporting tools may be accessed at [OMMA.ok.gov](http://OMMA.ok.gov).

Included with this letter is your license certificate. If you have any questions, please do not hesitate to contact a member of my staff at [omma.ok.gov](http://omma.ok.gov).

Sincerely,

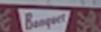
A handwritten signature in black ink that reads "Tom Bates".

Tom Bates, J.D.  
Interim Commissioner  
Oklahoma State Department of Health

Attachment: License Certificate



**SPEED QUEEN**  
EQUIPMENT  
COIN OPERATED  
**LAUNDRY**  
AND  
**DRY CLEANING**

**TEEL CORNER**  
*Coors* LIGHT  
*Coors* 

**OPEN**

WASH

bang  
\$1.19  
\$2.39  
\$2.79  
\$2.59  
\$3.99  
\$1.09  
99c



6

NO  
ROLLERBLADING  
OR  
SKATEBOARDING

Gottlieb

SUP-043

FINDINGS OF FACT AND CONCLUSIONS OF LAW

NOW on this <sup>Aug</sup> ~~27~~ day of Oct, 2019, the City of Sapulpa Planning Commission, having considered the above Specific Use Permit request, finds and concludes as follows:

1. PROBABLE EFFECT OF THE PROJECT ON THE ADJACENT PROPERTY: The Planning Commission finds that the proposed use will have (minimal/substantial) effect on the adjacent property.

2. COMMUNITY WELFARE AS AFFECTED BY THE PROJECT: The Planning Commission finds that the proposed use (will/will not) adversely affect the community welfare.

3. IMPACT OF THE DEVELOPMENT ON PUBLIC FACILITIES, INCLUDING BUT NOT LIMITED TO PARKS, ROADS, AND UTILITIES: The Planning Commission finds that the proposed use (will/will not) have an adverse effect on public facilities.

4. SAFEGUARDS TO DIMINISH THE EFFECT ON THE ADJACENT PROPERTY, COMMUNITY WELFARE, OR PUBLIC FACILITIES/SERVICES: The Planning Commission finds that the following safeguards (if any) are needed, to diminish the effect of the proposed use:

- (a) Staff Recommendations
- (b) \_\_\_\_\_
- (c) \_\_\_\_\_

5. All procedural requirements of 11 O.S. 43-113 have been met and SUP-043 is hereby approved/denied for the reasons set forth above, and these findings and conclusions have been ~~approved~~ in open meeting this 27 day of Oct, 2019.

Recommended for Approval Aug



**AGENDA ITEM**

**Administration 10.A.**

**City Council Regular**

**Meeting Date:** September 3, 2019

**Submitted By:** Amy Hoehner, Legal Assistant

**Department:** City Manager

**Presented By:** Joan Riley

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**SUBJECT:**

Discussion and possible action regarding a Resolution Authorizing the Sale of Not to Exceed Four Million and No/100s Dollars (\$4,000,000.00) General Obligation Refunding Bonds of 2019, Series A, of the City of Sapulpa, Oklahoma; Fixing the Amount of Bonds to Mature Each Year; Waiving Competitive Bidding on Said Bonds and Authorizing the Sale of Such Bonds at Par; Approving a Bond Purchase Agreement; and Containing Other Provisions Relating Thereto.

**BACKGROUND:**

This Resolution allows the City to sell General Obligation Refunding Bonds at this time not to exceed \$4,000,000.00 for the purpose of refunding the Outstanding Bonds and reducing the total principal and interest payable in a net amount of approximately \$450,000.00. This a direct cost savings to the citizens of Sapulpa.

**RECOMMENDATION:**

Staff recommends Council approve the Resolution and authorize the Mayor to execute same.

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**Attachments**

Resolution

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**THE COUNCIL OF THE CITY OF SAPULPA, STATE OF OKLAHOMA, MET IN REGULAR SESSION IN THE COUNCIL CHAMBERS AT THE CITY HALL, 425 E. DEWEY, IN SAID CITY ON THE 3RD DAY OF SEPTEMBER, 2019, AT 7:00 O'CLOCK P.M.**

**PRESENT:**

**ABSENT:**

Written notice of the schedule of regular meetings of the governing body of the municipality for the calendar year 2019 was given in writing to the City Clerk of Sapulpa, Oklahoma on or before December 15, 2018, and public notice of this meeting and agenda of this meeting was posted in prominent public view at City Hall, 425 E. Dewey, Sapulpa, Oklahoma, twenty-four (24) hours prior to this meeting, excluding Saturdays, Sundays and legal holidays, all in compliance with the Oklahoma Open Meeting Act.

**(OTHER PROCEEDINGS)**

**THEREUPON**, a Resolution was introduced which was read in full by the Clerk and considered by sections. Upon motion by Councilman \_\_\_\_\_, seconded by Councilman \_\_\_\_\_, the Resolution was finally passed with the following vote:

**AYE:**

**NAY:**

**THEREUPON**, the Resolution was signed by the Mayor, attested by the Clerk, sealed with the seal of said municipality and is as follows:

**RESOLUTION NO.**

**A RESOLUTION AUTHORIZING THE SALE OF NOT TO EXCEED FOUR MILLION AND NO/100S DOLLARS (\$4,000,000.00) GENERAL OBLIGATION REFUNDING BONDS OF 2019, SERIES A, OF THE CITY OF SAPULPA, OKLAHOMA; FIXING THE AMOUNT OF BONDS TO MATURE EACH YEAR; WAIVING COMPETITIVE BIDDING ON SAID BONDS AND AUTHORIZING THE SALE OF SUCH BONDS AT PAR; APPROVING A BOND PURCHASE AGREEMENT; AND CONTAINING OTHER PROVISIONS RELATING THERETO.**

**WHEREAS**, it is deemed advisable by the governing body of the City to issue general obligation refunding bonds as authorized by Title 62, Oklahoma Statutes 2011, Sections 751 et seq., to refund the outstanding City of Sapulpa General Obligation Bonds, Series 2010, (the “Outstanding Bonds”) for the purpose of reducing the total principal and interest payable on the obligations evidenced by the Outstanding Bonds; and

**WHEREAS**, it has been determined that the issuance of such general obligation refunding bonds will reduce the total principal and interest payable on the obligations evidenced by Outstanding Bonds as provided in Title 62, Oklahoma Statutes 2011, Section 753(A)(4), and that the total of the principal and interest payable over the life of the general obligation refunding bonds and the expenses incurred in issuing such general obligation refunding bonds will be less than the total of the principal and interest payable over the life of the Outstanding Bonds as provided in Title 62, Oklahoma Statutes 2011, Section 754(F); and

**WHEREAS**, the Council of the City of Sapulpa, Oklahoma, pursuant to Title 62, Oklahoma Statutes 2001, Section 354, desires to sell at this time not to exceed \$4,000,000.00 in General Obligation Refunding Bonds of 2019, Series A for the purpose of refunding the Outstanding Bonds and reducing the total principal and interest payable on the obligations evidenced by the Outstanding Bonds; and

**WHEREAS**, Hilborne & Weidman, a professional corporation, Tulsa, Oklahoma has been engaged as Bond Counsel by the City (the “Bond Counsel”) and Municipal Finance Services, Inc., (the “Financial Advisor”)has been engaged as the financial advisor to the City in connection with the issuance sale and delivery of the Bonds, pursuant to the contracts presented to this meeting; and

**WHEREAS**, there has been presented to this meeting a form of Contract of Purchase (the "Purchase Agreement") between the City and Wells, Nelson & Associates, LLC., (the “Purchaser”), pursuant to which the Purchaser will purchase the Bonds at par and under the terms and conditions set forth in the Purchase Agreement; and

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF SAPULPA, OKLAHOMA:**

**Section 1.** That not to exceed \$4,000,000.00 in General Obligation Refunding Bonds of 2019, Series A, of the City of Sapulpa, Oklahoma, shall be issued and the issuance thereof is hereby authorized and approved. It is further hereby determined to be necessary and in the best interest of the City that the Bonds be issued and sold to the Purchaser at a price of not less than one hundred percent (100%)

of the principal amount thereof, and competitive bidding is hereby specifically waived with respect to the sale of the Bonds for the purchase price aforesaid. The Bonds shall become due serially on: October 1, 2020 and each October 1 thereafter to October 1, 2030 in such principal amounts as set forth in the resolution authorizing the issuance of the Bonds to be adopted by the City Council at a future meeting. The Bonds shall bear interest at the rates per annum set forth in the Resolution of the Authority providing for the issuance of the Bonds.

**Section 2.** The form of Purchase Agreement presented to this meeting be, and the same hereby is, approved, and the Mayor and the City Clerk of the City be, and they hereby are, authorized, directed and empowered to execute and deliver in the name of the City the Purchase Agreement in said form and containing the terms and provisions therein contained, and to approve, execute and deliver in the name and on behalf of the City all documents, agreements, closing papers, certificates and such other closing documents as are necessary to accomplish the issuance and sale of the Bonds in such forms and containing such terms and provisions as shall be approved by the officers executing the same.

**Section 3.** The signatures of the officers of the City appearing on the Purchase Agreement and other documents, instruments, closing papers and certificates executed and delivered pursuant to this Resolution shall be conclusive evidence of their approval thereof and of their authority to execute and deliver such agreements and documents on behalf of the City.

**Section 4.** The Mayor is hereby authorized and empowered for and on behalf of the City, to execute and deliver an official statement in preliminary or final form describing the issuance and sale of the Bonds and to authorize the Purchaser to use such official statement in preliminary or final form to offer the Bonds for sale.

**Section 5.** For reasons of financial savings available in connection with the sale of the Bonds at this time, it is deemed and hereby declared necessary for the preservation of the public health, peace and safety that this Resolution shall become operative immediately; wherefore, an emergency is hereby declared to exist, and this Resolution shall be in full force and effect immediately from and after its passage and approval.

**ADOPTED AND APPROVED** this 3rd day of September, 2019.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

(SEAL)

I, the undersigned, the duly qualified and acting Clerk of the City of Sapulpa, Oklahoma hereby certify that the foregoing is a true and complete copy of a Resolution relating to the sale of Bonds adopted by the governing body of said municipality and transcript of proceedings of said governing body at a regular meeting thereof held on the date therein set out, insofar as the same relates to the introduction, reading and adoption thereof as the same appears of record in my office.

I further certify that attached hereto as Exhibit "A" is a true and complete copy of the agenda for said meeting which was posted in prominent public view at the street level viewing area, 425 E. Dewey, in said municipality at least twenty-four (24) hours prior to the date of the meeting wherein said Resolution was adopted, excluding Saturdays, Sundays and legal holidays. I further certify that attached hereto as Exhibit "B" is a true and complete copy of the regular meeting notice for said meeting which was filed with the City Clerk of the City of Sapulpa, Oklahoma in accordance with the Oklahoma Open Meeting Act.

**WITNESS** my hand and seal this 3rd day of September, 2019.

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City Clerk



**AGENDA ITEM**

**Administration 10.B.**

**City Council Regular**

**Meeting Date:** September 3, 2019

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

**Department:** Finance

**Presented By:** Pam Vann

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**SUBJECT:**

Discuss and possible action regarding a Resolution of the City of Sapulpa, Oklahoma, amending the FY 2019-2020 annual budget by increasing appropriations in the Fire Cash Fund in the amount of \$40,000.00 for the purpose of providing funds to purchase 15 tablets including software and installation.

**BACKGROUND:**

The City previously purchased a Spillman CAD System that is currently being installed. This system will require computer tablets in each of the emergency vehicles. The Fire Department requires 15 tablets for their vehicles. The estimated cost of these tablets is \$40,000.00 including software and installation. The Fire Cash Fund has a current unappropriated balance of \$433,318.00 which can be used for this purchase.

**RECOMMENDATION:**

Staff recommends approval of the Resolution.

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**Attachments**

Fire Cash Fund Resolution-090319

Fire Cash Fund Budget Adjustment-090319

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RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY OF SAPULPA, OKLAHOMA AMENDING THE FY 2019-2020 ANNUAL BUDGET BY INCREASING APPROPRIATIONS IN THE FIRE CASH FUND IN THE AMOUNT OF \$40,000.00 FOR THE PURPOSE OF PROVIDING FUNDS TO PURCHASE 15 TABLETS INCLUDING SOFTWARE AND INSTALLATION.

**WHEREAS,** The City is in the process of installing a Spillman CAD system that was purchased earlier; and

**WHEREAS,** this system will require computer tables in each of the emergency vehicles; and

**WHEREAS,** the Fire Department requires 15 tables for an estimated total cost of \$40,000.00; and

**WHEREAS,** the Fire Cash Fund has a current unappropriated fund balance of \$433,318.00 which can be used for this purchase,

**NOW, THEREFORE BE IT RESOLVED,** by the City Council of the City of Sapulpa, Oklahoma, that the following budget amendment be made:

**FIRE CASH FUND**

(Increase)	40-540-401 Equipment	\$40,000.00
	Total Appropriations Increase:	\$40,000.00

**PASSED BY THE CITY COUNCIL FOR THE CITY OF SAPULPA,** OKLAHOMA and signed by the Mayor this 3rd day of September 2019.

\_\_\_\_\_  
Reg Green, Mayor

ATTEST:

\_\_\_\_\_  
Shirley Burzio, City Clerk

\_\_\_\_\_  
David Widdoes, City Attorney





**AGENDA ITEM**

**Administration 10.C.**

**City Council Regular**

**Meeting Date:** September 3, 2019

**Submitted For:** Steve Hardt, Public Works Director

**Submitted By:** Shirley Burzio, City Clerk

**Department:** Public Works

**Presented By:** Steve Hardt

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**SUBJECT:**

Discussion and possible action regarding Intergovernmental Agreement with the City of Tulsa for regional household pollutant collection facility and participation at a cost of \$4,000.00.

**BACKGROUND:**

The agreement will enable citizens of Sapulpa to deliver hazardous waste collection generated from their household to a Tulsa management facility. No products from commercial businesses or institutions will be accepted. The City of Sapulpa's Stormwater Department will issue vouchers to those citizens desiring to dispose of their hazardous waste at an approved Tulsa facility. The City of Sapulpa is responsible for payment for all City of Sapulpa vouchers processed by the City of Tulsa.

**RECOMMENDATION:**

Staff recommends approval of the agreement.

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**Fiscal Impact**

**Amount:** \$4,000.00

**To be paid from:** Stormwater Fund

**Account number:** 29-529-321

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**Attachments**

Agreement

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**Intergovernmental Agreement for Regional  
Household Pollutant  
Collection Facility and Participation**

**THIS AGREEMENT** is made and entered into this \_\_\_ day of \_\_\_\_\_, 2019, to be effective July 1, 2019, by and between The City of Sapulpa to 60 O.S. 176 et seq., and The City of Tulsa, an Oklahoma municipal corporation (hereinafter referred to as “Tulsa”).

**WITNESSETH:**

**WHEREAS**, the parties desire to enter into this Agreement to define the participation and expectations of each party and to coordinate the collection and management of household hazardous waste (HHW); and

**WHEREAS**, the EPA Clean Water Act of 1987 requires the establishment of Hazardous Waste Collection and Disposal Programs for MS4 permits; and

**WHEREAS**, HHW is “a waste which would be chemically or physically classified as a hazardous waste but is excluded from regulation as a hazardous waste pursuant to the regulations of the US Environmental Protection Agency because it is generated by a household.” Such HHW consists of numerous products common to the average household, such as pesticides, paints, polishes, cleaners, and automotive supplies; and

**WHEREAS**, each party has determined that a regional cooperative HHW Education, Collection and Management Facility (“Facility”) will provide increased convenience and participation and possibly result in cost savings to all parties to this Agreement; and

**WHEREAS**, each party to this Agreement has independently researched the possible benefits and obligations of participating in and coordinating activities within the Facility; and

**WHEREAS**, The City of Sapulpa has entered into agreements with The City of Tulsa to enable the citizens of Sapulpa to deliver HHW to the Tulsa facility under the terms and conditions contained in this Agreement. The citizens are referred to in this Agreement as “Participants.”

**NOW, THEREFORE**, in consideration of the mutual goals and covenants contained herein, and the mutual benefits to result therefrom, the parties agree as follows:

1. The purpose of this Agreement is to establish the process by which the City of Sapulpa may participate in the City of Tulsa’s Regional HHW Collection and Management Facility to effect cost savings, increase public convenience and participation, and educate the public about the proper management of HHW.

2. The term of this Agreement shall commence upon the effective date set forth above and conclude June 30, 2020 (which term shall be referred to as the “Initial Term”).

3. Either party shall have the right to terminate its participation in this Agreement for cause after giving 30 days’ notice of its intent to terminate for cause to the other party, and such other party has failed to cure after a reasonable time. Grounds constituting cause include but are not limited to, failure to comply with the provisions of this Agreement, or any applicable laws, ordinances, material regulations or guidelines; one party has been unduly dilatory in executing its duties under this Agreement; or non-payment. The City of Sapulpa must meet all financial and performance commitments and other obligations up to the date of the termination. Termination shall not be effective until all financial commitments and other obligations are satisfied. Either party may terminate this Agreement without cause by giving sixty (60) days’ written notice to the other.

4. This Agreement may be renewed beyond the Initial Term through written notification, with the approval of both the City of Tulsa and The City of Sapulpa by May 30th of the then current year. Upon such written notice, the parties will execute a renewal agreement. Each such renewal shall be for one fiscal year, July 1 to the following June 30; provided however, that if The City of Sapulpa is in arrears in payment of charges for services rendered pursuant to this Agreement the City of Sapulpa shall not be permitted to renew its participation in this Agreement until such financial obligations are paid in full.

5. The City of Tulsa agrees to accept HHW from Participants. The City of Tulsa will maintain an accounting of the amounts received from Participant. Each Participant will be required to produce proof of residency within the City of Sapulpa. This will be in a form agreed upon by both parties, to include voucher, current driver's license, and/or water bill. The City of Sapulpa agrees that the City of Tulsa may, but is not required to, inquire as to or investigate the residency of any person dropping off HHW. In addition, Participants will be required to comply with ordinances and policies for the disposition of HHW established by the City of Tulsa, as may be amended from time to time. It is the responsibility of the City of Tulsa to inform The City of Sapulpa of any changes to its policies within a timely manner. It is The City of Sapulpa responsibility to inform its Participants of the policies for disposition at the Facility. These policies are found in Exhibits A, B and C.

6. The City of Tulsa will invoice The City of Sapulpa and The City of Sapulpa will reimburse the City of Tulsa in accordance with the terms of this Agreement including Exhibit A. The City of Sapulpa hereby agrees to establish and/or encumber funding for the services to be provided under this Agreement, and to timely pay for services provided.

7. Payment is due thirty (30) calendar days after the date the invoice is mailed. If payment is not received by the due date, the City of Tulsa will contact The City of Sapulpa and inquire about the delinquency and inform The City of Sapulpa that payment must be made. This notification will be documented. If the payment is not received within 30 days after this notification, a ten (10%) percent late fee may be assessed to The City of Sapulpa and service to Participants under this will be subject to termination. This action will only be implemented after the delinquent City of Sapulpa has been notified of the termination via email or certified letter.

8. The City of Tulsa shall assess a rate based on weight of HHW received from Participants delivered to the Facility. The City of Sapulpa has agreed to pay the first 45lbs at a cost of \$40 (\$0.89/lbs). Participants are responsible for weights greater than 45lbs, at a rate of \$1.33 per lbs. with payment paid directly to the City of Tulsa at the time of receipt of HHW services. Weight does not include automobile/boat/lawn equipment batteries. This rate shall be re-assessed annually by the City of Tulsa and is subject to change. Any change will be based upon the average disposal cost of the pollutants disposed of at the Facility by the City of Tulsa in addition to the annual operating costs of the Facility. The rate change will be effective upon written amendment to this Agreement signed by the parties.

9. Pursuant to the permit issued by the Oklahoma Department of Environmental Quality, the City of Tulsa is prohibited from taking certain waste that is generated at households. A list of acceptable and non-acceptable waste can be found at Exhibit B. No products from commercial businesses or institutions will be accepted; this includes waste generated by commercially exempt small quantity generators. No products from commercial vehicles or any other waste considered non-acceptable shall be accepted. It is The City of Sapulpa responsibility to inform its Participants of this policy as well as all the policies used to govern the Facility. Further, the City of Tulsa will make the final determination on any materials considered acceptable at the Facility for disposal.

10. This Agreement may be amended only by written agreement signed by all parties.

11. All notices required to be given hereunder, shall be in writing and shall be: delivered in person (and a confirmation copy sent by first class mail); or shall be mailed by registered mail; or shall be delivered by facsimile with a return receipt showing delivery (and a confirmation copy sent by either first class mail or email), to the following addresses:

- (a) Notices to the City of Tulsa:  
City Clerk  
The City of Tulsa  
175 E. 2<sup>nd</sup> Street  
Tulsa, Oklahoma 74103

and

City of Tulsa  
Stormwater Management  
Attn: Scott VanLoo  
4502 S. Galveston Ave.  
Tulsa, Oklahoma 74107

- (b) Notices to The City of Sapulpa:  
City Clerk  
The City of Sapulpa.  
P.O. Box 1130  
Sapulpa, OK 74067

The City of Sapulpa  
Attn: Steve Hardt  
P.O. Box 1130  
Sapulpa, OK 74067

The parties may hereafter designate, in writing and as provided herein, other or different persons or addresses for receipt of notice.

12. When any word in this Agreement is used in the singular, it shall include the plural and the plural, the singular, except where contrary intention plainly appears. When any word is used in the masculine, it shall include the feminine, and the feminine, the masculine, except where a contrary intention plainly appears.

13. The parties hereto agree that it is not their intent to create any rights or benefits to any third parties and that no third-party beneficiaries shall be created or shall be deemed to be created by this Agreement.

14. The parties hereto agree to abide by the applicable and constitutionally valid laws and rules of the City of Tulsa, State of Oklahoma and the United States of America. This Agreement is executed in and shall be governed by and construed in accordance with the laws of State of Oklahoma without regard to its choice of law principles. The parties agree that any dispute regarding the terms or the provisions of this Agreement shall first be resolved by negotiation and mutual agreement between the parties. If the dispute is not resolved thru negotiation, the dispute shall be resolved in a court of competent jurisdiction in Tulsa County, Oklahoma.

15. This is the complete Agreement between the parties and no statements, representations or discussions not set forth herein shall be binding upon the parties and no party is or shall be bound by any statement or representation that does not conform to this Agreement. No agent or any party to this Agreement has authority to alter, modify or change this Agreement except as expressly provided herein. This Agreement shall be read as

a whole and shall not be interpreted either for or against any party. This Agreement may only be amended in writing as approved and executed by the parties hereto.

16. Time shall be deemed to be of the essence of this Agreement.

17. A breach of any provision of this Agreement shall be deemed to be a breach of the entire Agreement provided however the breaching party or parties shall be given thirty (30) days' notice as provided herein during which to cure any breach prior to the termination of this Agreement. The failure of any party hereto to provide notice of a breach of this Agreement shall not be deemed a waiver of that breach or any subsequent breach of a similar or different kind or nature.

18. A determination that any provision or application of any provision of this Agreement to any party is prohibited or contrary to law shall be limited to the specific language and/or party so construed and shall not affect the validity of the remaining provisions of the Agreement or its binding effect on any other party or parties

19. The parties hereto, acting under authority of their respective governing bodies, have caused this Agreement to be executed in multiple counterparts, each of which shall constitute an original, but which together shall constitute one and the same instrument.

In WITNESS WHEREOF this Agreement has been executed on the dates set forth below to be effective during the period recited above.

(SEAL)

ATTEST:

THE CITY OF SAPULPA:

X

X

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Reg Green  
Mayor

DATE: \_\_\_\_\_

APPROVED TO AS FORM:

RECOMMENDED:

X

X

\_\_\_\_\_  
David Widdoes  
City Attorney

\_\_\_\_\_  
Steve Hardt  
Public Works Manager

(SEAL)

ATTEST:

THE CITY OF TULSA, OKLAHOMA

X

X

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

DATE: \_\_\_\_\_

APPROVED TO AS FORM:

RECOMMENDED:

## **Exhibit A – Criteria Specific to The City of Sapulpa.**

The following criteria are agreed upon and implemented with the execution of the attached Agreement between the City of Tulsa and The City of Sapulpa.

1. The City of Sapulpa will field requests via telephone or email, screen, and schedule appointments at the Facility to collect household hazardous waste from citizens from The City of Sapulpa.
2. The City of Sapulpa will work with City of Tulsa to schedule appointment of customers that are City of Sapulpa residents. This includes capturing the information that is required in order to properly schedule an appointment. Each customer scheduled by The City of Sapulpa will be issued a Sapulpa voucher. The City of Sapulpa will forward all scheduling requests to City of Tulsa, Streets and Stormwater Department for scheduling.
3. If the City of Sapulpa receives request to schedule appointments from Tulsa residents, The City of Sapulpa will direct the customer to contact the City of Tulsa, Streets and Stormwater Department for scheduling.
4. The City of Sapulpa will provide vouchers to qualified customers at their discretion in the form of codes mutually agreed to by both parties. The City of Sapulpa will inform the customer that a proof of residency and proper identification matching that of the customer to which the voucher was issued, must be presented to City of Tulsa at the time of the scheduled appointment. City of Tulsa will verify the voucher number and match the customer to the scheduled appointment. Those customers that do not have a voucher or proper identification will be charged the full fee as delineated in the Agreement with no charge to The City of Sapulpa. The City of Sapulpa is responsible for payment for all City of Sapulpa vouchers that are processed by the City of Tulsa.
5. Any citizen with a City of Sapulpa voucher and a prescheduled appointment that has proper credentials will be allowed to drop off acceptable materials up to 45 pounds, excluding the weight of batteries, at no cost to them. The City of Sapulpa will be billed for the first 45lbs, which is \$40. The City of Tulsa will invoice The City of Sapulpa with the total amount for the previous month to be paid within 30 days of the invoice date. Payment will be mailed to:

Household Pollutant Collection Payment  
Stormwater Management

4502 S. Galveston  
City of Tulsa, OK 74011

6. Any materials in excess of 45 pounds excluding batteries will be billed to the citizen at the time of acceptance by City of Tulsa at the rate specified in the Agreement. Acceptable payment will be by major credit card only. The City of Sapulpa will instruct the customer as to the consequences of including more poundage prior to arrival at the Facility.
7. Tulsa will deliver to The City of Sapulpa monthly an itemized invoice in a format approved by The City of Sapulpa showing, the name and address of each customer, total number of appointments, the poundage of waste received, and amount paid by customer and the amount owed by The City of Sapulpa.

8. The City of Sapulpa shall maintain adequate records to indicate the activities undertaken pursuant to this Agreement. Such records shall be maintained at The City of Sapulpa place of business and shall be available to Tulsa during the normal business hours of The City of Sapulpa upon reasonable notice.

## **Exhibit B – Accepted and Non-Accepted Household Hazardous Waste**

The waste list below is to be accepted by Tulsa from citizens of the City of Sapulpa.

- Fluorescent and CFL (Compact Fluorescent Lamp) Light Bulbs
- Oil Based Paints and Paint Thinner
- Flammable Liquids
- Lawn Chemicals
- Automotive Fluids
- Cooking Oil/Grease
- Aerosols
- Household and Car Batteries
- Household Cleaners
- Pool Chemicals
- Latex Paint

The listed wastes below are not accepted by Tulsa

- Medical or Biomedical Waste
- Asbestos
- Food or Organic Waste
- Radioactive Material
- Ammunition/Explosives
- Tires
- Unknown Materials or Substances

These lists are subject to change. Tulsa will notify The City of Sapulpa prior to implementing any changes.



**Informational Items 12.A.**

**City Council Regular**

**Meeting Date:** September 3, 2019

**Submitted By:** Amy Hoehner, Legal Assistant

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**SUBJECT:**

Status Report from Tetra Tech regarding various City and SMA projects.

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**Attachments**

Status Report

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

**TETRA TECH, INC.**  
**PROJECT STATUS REPORT**  
**SAPULPA, OKLAHOMA**  
**SEPTEMBER 3, 2019**

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		Construction is ongoing.	None.
3.	SeneGence/Westside Sewer Plan	Ryan Mittasch, P.E.	E		Preliminary design of revised alignment underway.	None.
4.	Sapulpa Fire Training Facility Waterline	Ryan Mittasch, P.E.	E		Construction has begun.	None.
5.	Hobson Street Study	Ryan Mittasch, P.E.	P		Study completed.	Budget for realignment and Boyd Place circle improvements.
6.	Frankoma Road Sanitary Sewer Extension	Ryan Mittasch, P.E.	P		Design is complete. Easement acquisition underway and BNSF crossing permitting initiated.	None.