

CITY OF SAPULPA, OKLAHOMA
COUNCIL PROCEEDINGS
Meeting of October 1, 2018

The City Council of Sapulpa, Oklahoma, met in regular session Monday, October 1, 2018, 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
Craig Henderson, Councilor
Hugo Naifeh, Councilor

Absent: Charles Stephens, Councilor
Carla Stinnett, Councilor

Staff Present: Joan Riley, City Manager; Rick Rumsey, Assistant City Manager; Pam Vann, City Treasurer; David Widdoes, City Attorney; Shirley Burzio, City Clerk; Mike Haefner, Police Chief; Nikki White, Urban Development Director

1. INVOCATION.

The invocation was given by Mrs. Mary Walters.

2. PLEDGE OF ALLEGIANCE.

Mayor Reg Green led the Pledge of Allegiance.

3. MINUTES.

- A.** Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Marty Cummins, to approve the minutes of the September 17, 2018, regular City Council meeting.

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

4. APPOINTMENTS, AWARDS, PRESENTATIONS, AND PROCLAMATIONS.

- A.** Motion was made by Councilor Craig Henderson, seconded by Vice-Mayor Louis Martin, to approve a proclamation recognizing Councilor Charles Stephens for his years of service to the City of Sapulpa.

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

- B.** Motion was made by Councilor Craig Henderson, seconded by Councilor John Anderson, to declare City Council Seat 1 Ward 2 vacant and to approve the nomination of Carla K. Gunn to fill the position for the remaining unexpired term.

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

City Clerk Shirley Burzio administered the oath of office to Ms. Carla K. Gunn.

5. CONSENT ITEMS:

Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Craig Henderson, to approve the following consent items.

- A.** Approve claims in the amount of \$281,975.36;
- B.** Approve prepaid claims in the amount of \$22,442.83.

ROLL CALL: AYE-John Anderson, Bruce Bledsoe, Marty Cummins, Wes Galloway, Reg Green, Carla Gunn, Craig Henderson, Louis Martin, Hugo Naifeh. NAY-None. Motion carried 9-0.

6. COMMUNITY DEVELOPMENT.

- A.** Motion was made by Councilor John Anderson, to approve the adoption of an ordinance amending the zoning ordinance of the City of Sapulpa; changing the zone and district of property located east of the southeast corner of East McLeod Avenue and North Moccasin Place, City of Sapulpa, Creek County, State of Oklahoma, from AG (Agriculture) to RS-3 (Residential Single Family High Density), per SAZ-950; and directing the city clerk to show each change upon the official zoning map; repealing all ordinance or parts of ordinances in conflict herewith; providing for severability; and declaring an emergency. (Ordinance No. 2807)

ROLL CALL: AYE-John Anderson, Bruce Bledsoe, Marty Cummins, Wes Galloway, Reg Green, Carla Gunn, Craig Henderson, Louis Martin, Hugo Naifeh. NAY-None. Motion carried 9-0.

Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Hugo Naifeh, to approve the passage and adoption of the emergency clause.

ROLL CALL: AYE-John Anderson, Bruce Bledsoe, Marty Cummins, Wes Galloway, Reg Green, Carla Gunn, Craig Henderson, Louis Martin, Hugo Naifeh. NAY-None. Motion carried 9-0.

7. ADMINISTRATION.

- A.** Discussion and possible action regarding Sales Tax Agency Agreements with the following subcontractors providing materials, supplies, and equipment for the Animal Shelter Project and Sapulpa Youth Sports Complex Project:

Animal Shelter Project

Ark Wrecking
Arnold Brothers Cabinets
Commercial Waterproofing
Contract Drapery & Blind
Epoxy Coating Specialists
Felix Thomson
Glassco Glass & Glazing
L & M Office Furniture
Mac System
Metal Roof Contractors
RCI Electric
Rooks Fabrication Inc.
Talon Commercial Services
United Concrete Construction Inc.
Vision Air Services Inc.

B. Sapulpa Youth Sports Complex Project

Able Plumbing Inc.
Air Comfort Inc.
Alred Glass Inc.
Commercial Waterproofing
D-Kerns Construction
Emtec Pest Control Inc.
Fadco Inc.
H & H Frame
Jackson Construction
Jones Commercial Services
Metalsbetter Roofing
Play By Design
RCI Electric Inc.
Rooks Fabrication
Skyco Painting Corp
Third Generation Electric

ROLL CALL: AYE-John Anderson, Bruce Bledsoe, Marty Cummins, Wes Galloway, Reg Green, Carla Gunn, Craig Henderson, Louis Martin, Hugo Naifeh. NAY-None. Motion carried 9-0.

- C.** Motion was made by Councilor Hugo Naifeh, seconded by Councilor Wes Galloway, to approve the adoption of an ordinance closing to public use that portion of West 52nd Street lying adjacent to Tracts 17 through 23 and Tract 24 of the M.A. Younkman's Subdivision, City of Sapulpa, Tulsa County, Oklahoma; and declaring an emergency. (Ordinance No. 2808)

ROLL CALL: AYE-John Anderson, Bruce Bledsoe, Marty Cummins, Wes Galloway, Reg Green, Carla Gunn, Craig Henderson, Louis Martin, Hugo Naifeh. NAY-None. Motion carried 9-0.

Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Hugo Naifeh, to approve the passage and adoption of the emergency clause.

ROLL CALL: AYE-John Anderson, Bruce Bledsoe, Marty Cummins, Wes Galloway, Reg Green, Carla Gunn, Craig Henderson, Louis Martin, Hugo Naifeh. NAY-None. Motion carried 9-0.

- D.** Motion was made by Councilor John Anderson, seconded by Councilor Hugo Naifeh, to approve the adoption of a resolution of the City of Sapulpa, Oklahoma, establishing a common consumption area of the city golf course for the possession and consumption of alcoholic beverages within its boundaries. (Resolution No. 4545)

ROLL CALL: AYE-John Anderson, Bruce Bledsoe, Marty Cummins, Wes Galloway, Reg Green, Carla Gunn, Craig Henderson, Louis Martin, Hugo Naifeh. NAY-None. Motion carried 9-0.

- E. Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Marty Cummins, to approve the adoption of a resolution of the City of Sapulpa, Oklahoma, amending the FY 2018-2019 annual budget by increasing appropriations in the Federal Seizure and Forfeiture Fund in the amount of \$24,210.00 for the purpose of providing additional funds for the purchase of tactical body armor. (Resolution No. 4546)

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

- F. Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Marty Cummins, to approve the adoption of a resolution of the City of Sapulpa, Oklahoma, and the Sapulpa Municipal Authority, Sapulpa, Oklahoma, amending the FY 2018-2019 annual budget by increasing budgeted beginning fund balance in the cumulative amount of \$137,185.00, revenues in the amount of \$9,709,399.00, and appropriations in the amount of \$9,695,338.00 in various funds for the purpose of rolling forward FY 2017-2018 funds for items that were expected to be received or expensed in FY 2017-2018 but were not received until after June 30, 2018, the end of FY 2017-2018. (Resolution No. 4547)

ROLL CALL: AYE-John Anderson, Bruce Bledsoe, Marty Cummins, Wes Galloway, Reg Green, Carla Gunn, Craig Henderson, Louis Martin, Hugo Naifeh. NAY-None. Motion carried 9-0.

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

- A. Assistant City Manager Rick Rumsey reminded the council about the tour of the Skiatook Raw Water Conveyance System scheduled for October 17, 2018.

9. **PUBLIC COMMENTS.**

There were no comments made to the council.

10. **ADJOURNMENT.**

There being no further business to consider, motion was made by Councilor John Anderson, seconded by Vice-Mayor Louis Martin, to adjourn the meeting.

ROLL CALL: AYE-John Anderson, Bruce Bledsoe, Marty Cummins, Wes Galloway, Reg Green, Carla Gunn, Craig Henderson, Louis Martin, Hugo Naifeh.
NAY-None. Motion carried 9-0

Mayor

Attest:

City Clerk



AGENDA ITEM

City Council Regular

5.A.

Meeting Date: October 1, 2018

Submitted By: Shirley Burzio, City Clerk

Department: City Clerk

Presented By:

SUBJECT:

Consider approving the minutes of the September 17, 2018, regular City Council meeting.

BACKGROUND:

RECOMMENDATION:

Attachments

[minutes.09-17-2018 city](#)

CITY OF SAPULPA, OKLAHOMA
COUNCIL PROCEEDINGS
Meeting of September 17, 2018

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

Absent: Bruce Bledsoe, Councilor
Charles Stephens, Councilor

Staff Present: Joan Riley, City Manager; Rick Rumsey, Assistant City Manager; Pam Vann, City Treasurer; David Widdoes, City Attorney; Shirley Burzio, City Clerk; Nikki White, Urban Development Director

1. INVOCATION.

The invocation was given by Vice-Mayor Louis Martin.

2. PLEDGE OF ALLEGIANCE.

Mayor Reg Green led the Pledge of Allegiance.

3. MINUTES AND CONSENT ITEM

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

- A.** Approve the minutes of the September 4, 2018, regular City Council meeting;
- B.** Approve claims in the amount of \$998,459.96.

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

4. CONSENT ITEMS:

- A. Motion was made by Councilor Hugo Naifeh, seconded by Councilor Wes Galloway, to accept the Assistance to Firefighters Grant from the Federal Emergency Management Agency (FEMA) in the amount of \$293,191.00.

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

5. COMMUNITY DEVELOPMENT.

- A. Motion was made by Councilor Craig Henderson, seconded by Councilor Marty Cummins, to approve the adoption of an ordinance amending the Zoning Ordinance of the City of Sapulpa; changing the zone and district of property located at the Northwest corner of East Gordon Avenue and South Water Street, City of Sapulpa, Creek County, State of Oklahoma, from RS-3 (Residential Single-Family High Density District) to RM-2 (Residential Multi-Family), per SAZ-949; 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. (Ordinance No. 2805)

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

Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Craig Henderson, to approve the adoption and passage of the emergency clause.

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

- B. Motion as made by Councilor Craig Henderson, seconded by Councilor Wes Galloway, to approve the adoption of an ordinance of the City of Sapulpa, Oklahoma, amending the Sapulpa City Code Part 12, Chapter 8, Section 12-802, Specific Use Permit List, by adding "Short Term Rental" as a use; and amending the Master Fee Schedule to the Sapulpa City Code, Appendix A, adding Section 12.12-802, providing fees for Short Term Rental License; repealing all ordinances or parts of ordinances in conflict with this ordinance; and providing that if any part or parts of this ordinance are held invalid or ineffective, the remaining portions shall not be affected; providing an effective date; and declaring an emergency. (Ordinance No. 2806)

ROLL CALL: AYE-John Anderson, Wes Galloway, Reg Green, Craig Henderson, Louis Martin, Hugo Naifeh, Carla Stinnett. NAY-Marty Cummins.
Motion carried 7-1.

Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Craig Henderson, to approve the passage and adoption of the emergency clause.

ROLL CALL: AYE-John Anderson, Wes Galloway, Reg Green, Craig Henderson, Louis Martin, Hugo Naifeh, Carla Stinnett. NAY-Marty Cummins. Motion carried 7-1.

6. ADMINISTRATION.

- A.** Motion was made by Councilor Craig Henderson, seconded by Vice-Mayor Louis Martin, to approve the award of bids for the Youth Sports Complex Project to the following vendors as being the lowest and most responsive bidder(s), in the collective amount of \$100,587.73.

FIELD CONSTRUCTION:

Earthwork & Site Grading.....Ram Site Services
Electrical Site (VE-Change-Lighting).....Third Gen Electric

BUILDING CONSTRUCTION:

Masonry (Building).....Sun Valley Masonry
Rough Trusses/Rough Carpentry.....Bass Construction

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

- B.** Motion was made by Councilor John Anderson, seconded by Vice-Mayor Louis Martin, to approve Amendment No. 2 to the Agreement for Construction Management of the Youth Sports Complex with DC Bass & Sons Construction Company at a cost of \$33,725.77 for a guaranteed maximum price of \$1,233,278.64.

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

- C.** Motion was made by Councilor Marty Cummins, seconded by Vice-Mayor Louis Martin, to approve the agreement between the City of Sapulpa and Uptown Sapulpa Action, Inc., d/b/a Sapulpa Main Street, to provide economic development programs to enhance the growth of downtown Sapulpa, Oklahoma, in an amount not to exceed \$30,000.00.

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

- D.** Motion was made by Councilor Hugo Naifeh, seconded by Councilor Marty Cummins, to approve the adoption of a Resolution of the City of Sapulpa, Oklahoma, amending the FY 2018-2019 annual budget by increasing revenues and appropriations in the Library Fund in the amount of \$6,928.00 for the purpose of recognizing grant funds awarded and appropriating such funds for the purpose of technology upgrades. (Resolution No. 4542)

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

- E.** Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Hugo Naifeh, to approve the adoption of a Resolution of the City of Sapulpa, Oklahoma, amending the FY 2018-2019 annual budget by increasing appropriations in the amount of \$26,741.00 in the Street Improvement Sales Tax Fund to provide additional funding for the Cobb Street Project. (Resolution No. 4543)

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

Councilor Hugo Naifeh departed from the council meeting.

- F.** Motion was made by Councilor Craig Henderson, seconded by Councilor Marty Cummins, to approve the award of bid for the purchase and replacement of golf carts at the Sapulpa Golf Course to Yamaha, as being the lowest and most responsive bidder, in the amount of \$175,000.00.

ROLL CALL: AYE-John Anderson, Marty Cummins, Wes Galloway, Reg Green, Craig Henderson, Louis Martin, Carla Stinnett. NAY-None.
ABSENT- Hugo Naifeh. Motion carried 7-0.

- G.** Motion was made by Councilor John Anderson, seconded by Vice-Mayor Louis Martin, to approve the award of financing of 50 gas powered Yamaha golf carts to American Heritage Bank (AHB) at a rate of 3.5% for 4 years.

ROLL CALL: AYE-John Anderson, Marty Cummins, Wes Galloway, Reg Green, Craig Henderson, Louis Martin, Carla Stinnett. NAY-None.
ABSENT-Hugo Naifeh. Motion carried 7-0.

Councilor Hugo Naifeh returned to the council meeting.

- H. Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Wes Galloway, to approve the adoption of a Resolution of the City of Sapulpa, Oklahoma, amending the FY 2018-2019 Capital Improvement Fund annual budget by increasing revenue and appropriations in the amount of \$175,000.00 for the purchase of golf carts. (Resolution No. 4544)

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

- I. Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Hugo Naifeh, to approve the Golf Course Concession License and Operating Agreement with El Valle, LLC, dba Senor Pablo's, and Juan Pablo Ascencio for operation and management of the clubhouse concessions at the City Golf Course, with the agreement modified as follows: *"Twelve percent (12%) of the gross receipts from all concession income, inclusive of four percent (4%) sales tax, so that the city receives eight percent (8%) on gross receipts direct from Licensee, payable monthly as provided, or in the event of expiration or termination of the License for any reason, within 15 days after said expiration or termination of the License."*

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

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

- A. Notice of Final Administrative Order from Code Enforcement Officer concerning demolition of structure located at 521 N. Leonard, Sapulpa, Oklahoma, 74066.
- B. Update from Finance Director regarding estimate of needs and millage calculation for FY 2018-19 being submitted to both the Creek County and Tulsa County Excise boards for their certifications. Sinking fund requirements for FY 18-19 is \$2,178,249.00 which is an increase of \$244,266.00 from FY 17-18. The property valuation increased 5.56%, or \$837,862.00, above last year valuations bringing the total valuation for FY 18-19 to \$151,832,504.00. This results in a mill levy of 14.35 which is an increase of .9 mills.

8. **PUBLIC COMMENTS.**

There were no comments made to the council.

9. ADJOURNMENT.

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

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

Mayor

Attest:

City Clerk



AGENDA ITEM

Presentations & Proclamations 6.A.

City Council Regular

Meeting Date: October 1, 2018

Submitted By: Shirley Burzio, City Clerk

Department: City Clerk

Presented By:

SUBJECT:

Consider approving a proclamation recognizing Councilor Charles Stephens for his years of service to the City of Sapulpa

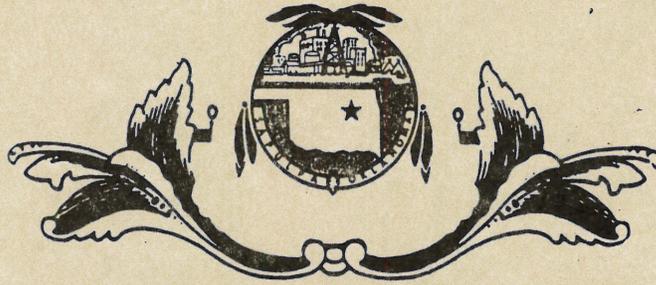
BACKGROUND:

RECOMMENDATION:

Attachments

Proclamation

CITY OF SAPULPA



BOARD OF COUNCILORS

Proclamation

HONORING CHARLES STEPHENS, COUNCILOR, AND SHOWING APPRECIATION FOR FIFTEEN YEARS OF DEDICATED SERVICE TO THE CITY OF SAPULPA

WHEREAS,

The City of Sapulpa, a Municipal Corporation, is one of the great cities in Oklahoma and acknowledging the greatness of a City must be attributed in large part to the devoted service of our City Councilors and,

WHEREAS,

It is the pleasure and responsibility of the City of Sapulpa to recognize its Councilors for outstanding service and commitment; and,

WHEREAS,

Councilor Stephens, who was appointed in 2003 as Councilor in Ward 2 of the City of Sapulpa. Charles served on the Public Works and Transportation Committee, Sapulpa Development Authority and Booker T. Washington Advisory Board in addition to regularly scheduled City Council and Sapulpa Municipal Authority meetings; and,

NOW, THEREFORE, BE IT RESOLVED:

That the City Council of the City of Sapulpa, Oklahoma, hereby extends its greatest appreciation, praise and admiration to Councilor Stephens, for his fifteen years of service to the City; and,

BE IT FURTHER RESOLVED:

That the City of Sapulpa hereby honors Councilor Stephens for his steadfast service to Ward 2 as well as the entire City.

In Witness Whereof, I have hereunto set my hand and caused the Seal of Sapulpa of the State of Oklahoma to be affixed.

*Done at the City of Sapulpa this _____ day
of _____ in the Year of Our Lord
two thousand and _____.*

City Clerk

Mayor



AGENDA ITEM

Administration 10.A.

City Council Regular

Meeting Date: October 1, 2018

Submitted For: David Widdoes, City Attorney

Submitted By: Amy Hoehner, Legal Assistant

Department: Legal

Presented By: David Widdoes

SUBJECT:

Consider declaring City Council Seat 1 Ward 2 vacant and take action regarding nomination of Carla K. Gunn to fill the position for its remaining unexpired term.

BACKGROUND:

After 15 years of dedicated service to the City, Ward 2 Councilor, Charles Stephens, has given notice of resignation from elective office. Per the City Charter, the Council is required to recognize the vacancy created by this resignation and should entertain the nomination of a successor to the position which has been made by remaining Ward 2 Councilor, John Anderson. For pertinent information concerning the qualification of the nominee, Carla K. Gunn, please refer to the attached resume and letters of recommendation.

RECOMMENDATION:

Per Council discretion.

Attachments

Letter - John Anderson

Resume and Recommendations

September 26, 2018

Dear Mayor:

It is my privilege to nominate Carla Gunn to fill City Council Seat 1 in Ward 2. Ms. Gunn has been a lifelong member of this community. Councilor Charles Stephens and I recently met to discuss possible candidates. He and I both agree Ms. Gunn is the most willing and qualified person to fill the Ward 2 seat.

Sincerely,

John Anderson

A handwritten signature in blue ink that reads "John Anderson". The signature is written in a cursive style with a large initial "J" and a long horizontal stroke at the end.

CARLA K. GUNN

305 W. MUSKOGEE AVE
SAPULPA, OK 74066
(918) 206-6178
CKGUNN2@YAHOO.COM

Skills Summary:

Plans, develops and direct all phases of operations for multi-specialty, multi-site medical clinics through coordination and synthesization of business and clinical activities to achieve exemplary patient care, great satisfaction and sound financial viability in compliance with industry regulations and standards. I've spent 27 years as a nurse and administrator in healthcare working with physicians and staff and I have a passion for the operational and financial side of the business

Essential Functions and Responsibilities:

1. Serves as a liaison between physicians, staff and administration to accomplish desired goals. Participated in corporate planning process, and in special task forces and subcommittees.
2. Forecasts, communicate, monitor and evaluate financial performance and achievements of multiple clinic sites. Determines capital needs through collaboration with physicians and staff.
3. Assures quality of patient services and patient satisfaction by effective recruitment, training, mentoring and retention of staff.
4. Development of policies, procedures and protocols for business and clinical processes in conjunction with physician's needs. Researches, pilots and evaluate new technologies, products, supplies and services to cost effectively enhance clinic operations and improve clinical outcomes.
5. Ensures efficient office processes to maximize collections of patient accounts. Monitors and evaluates receivable and billing data for each physician and coordinates with Patient Account Services to identify and resolve billing and collections problems.
6. Plans, implements and monitors development of new physician practices and practice sites by preparing proformas and overseeing construction, relocation, credentialing, contracting, marketing, orientation and financial reviews.

Education

- 1984 Sapulpa High School, Sapulpa OK
 High School Graduate
- 1984-1988 Lincoln University, Jefferson City MO
 Bachelor of Business Administration

1990-1994 Morningside University, Sioux City Iowa
BSN Nursing

Experience

Epic System: Served as an Epic Super user for the last 2 ½ years. Knowledgeable in all Epic workflows on both ambulatory, and In-patient side of healthcare. I served as elbow support for staff and providers in transition to the Epic System.

Managed and Directed: 10 locations (Primary Care and Specialty) – 30 providers, 10 supervisors and 75 plus staff members

MACRA & Clinical Quality Education Measures: I've overseen 2 CPCI offices and all physicians were meeting the clinical quality education measures and meaningful use.

Healthcare Systems: Over the years I've worked in numerous systems. Knowledgeable in Epic, Nextgen, Athena, IDX, SAP, and McKesson.

In-Patient and Office Coding: Over the last decade I've been responsible for coding both hospital and office coding. Certificates in ICD-10 coding.

Medical Assistant and Back Office Workflow: Knowledgeable in Nursing, injections, IV's and other back office duties.

Medical Work Experience:

01/2017-Current	Utica Park Clinic, Tulsa, OK Practice Manger
4/2012- 11/2016	Warren Clinic, Tulsa, OK Clinic Manager Director Multi-Sited

1/2006 – 4/ 2012

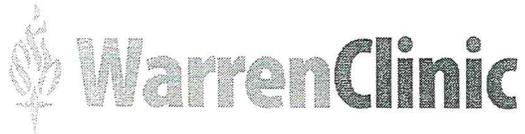
SouthCrest Hospital Medical Group
Clinic Manager

7/1999 - 1/2006

Family Medical Care, Tulsa OK
Satellite Manager

References

See Attached



To Whom It May Concern:

This is a letter of highest recommendation for Carla Gunn. I have been blessed with the great pleasure of working with Carla for over 3 years at Warren Clinic. Carla served as one of our clinic managers and was on our administrative team.

Carla had accountability for multiple offices. She was responsible for general management, operations, patient experience and account receivable management. She has a tremendous ability to explain complicated financials to her providers and assist them in lowering their overhead through innovative system redesigns. Carla also greatly assisted us in the conversion from an ambulatory only electronic medical record (NextGen) to a system-wide implementation of an EPIC system.

One of her roles was to represent the needs of her physicians and lobby on their behalf. She did this exceedingly well and I received positive reviews of her performance from each of her offices. I heavily relied upon her expertise and counsel throughout my tenure at Warren Clinic. Her integrity, personal values and faith was evident every day to all that worked around her. Carla is dedicated to any position she holds and I believe she will be a tremendous asset to any organization. Please do not hesitate to contact me directly if you have any questions.

Sincerely,

Steve P. Sanders, D.O., MBA
Vice President Medical Affairs – Saint Francis Health System
Chief Medical Officer – Warren Clinic
6600 South Yale Avenue, Suite 1200
Tulsa, OK 74136
(918) 488-6053
spsanders@saintfrancis.com

To whom it may concern –

I am writing to offer my strongest, unconditional support of Ms. Carla Gunn's candidacy for employment as an Administrative Director. Ms. Gunn has served as my clinic manager at Warren Clinic for 1.5 years as well as for the duration of my employment in the Utica Park Clinic system. Her tireless work ethic, ability to anticipate and correct problems, and attention to detail make her one of the most outstanding employees with whom I have had the pleasure of working.

I originally came into contact with Carla when I agreed to move to Tulsa to accept a position with Warren Clinic as an Interventional Pain Management Physician. I was the first physician in my specialty to practice in the Warren Clinic system, which presented some unique challenges that would not have been encountered by providers in well-established fields within the network. Carla facilitated my transition seamlessly. By the first day that I arrived, we were able to conduct business as usual without issue. Remarkably, even the medical record system had been prepared in advance to suit the needs of our practice. In all of my experiences with starting new programs, this has never before been the case. Furthermore, Carla had the foresight to set up meetings with individuals in our billing department to ensure that our billing and coding was done correctly.

After my practice got underway, Carla's value became even more apparent. As a new physician in a new specialty within a large organization like the Warren Clinic, I frequently had questions and was unsure of whom to ask them. Invariably, Carla either had an answer for me immediately, or she took it upon herself to track down the answer and implement a solution on my behalf. Whether that meant facilitating a meeting between myself and an administrator or provider, or identifying ways to improve marketing the services that we offer, Carla facilitated those solutions quickly and effectively.

Carla knows how to maintain an efficient work environment. She has a knack for identifying personalities that will interact well with one another. She identified and hired a staff for my clinic who work well together, and who offer the type of patient interaction that is needed in a chronic pain population. In addition, she helped establish an efficient work flow pattern that allows us to take care of a large patient population without unnecessary overhead expenses and manpower. Carla eventually recruited me to come work for the Utica Park Clinic system, and I have had the same level of satisfaction with her work here.

Carla's ability to foresee issues is impressive. Carla checked in at frequent intervals to inquire about issues that she saw coming down the road. Whether those issues related to budget planning, staffing, billing changes, or even personal issues like ensuring that we were all aware about changes to our benefits, Carla was always ahead of the game. Not only did she anticipate potential problems, she came prepared with strategies to proficiently address them. Many may not realize how many pitfalls there are with billing and coding for Pain Management within Epic. Carla identified those issues immediately and ensured that we recovered all of the revenue that would have otherwise been lost. She also implemented fixes for those problems to prevent them from happening again. When it comes to the financial health of a clinic, Carla's diligence and commitment are as impressive as they are invaluable.

Summarily, I have come believe that Carla is not satisfied with being adequate; rather, that she is only satisfied with excellence. Instead of being content to simply fulfill her job requirements, she quickly learns her assigned tasks and then searches for ways to do even more. She is flexible and learns new skills quickly. She responds well under pressure, and is always quick to find a solution to any problem. She has skills that translate well to any field, and any organization that chooses to hire her will quickly consider her one of their strongest assets. It is a great cost to our office to lose her.

Should you have any questions about Ms. Gunn or the contents of this letter, please feel free to contact me personally by e-mail, fax, or on my personal phone number. She is the type of candidate that I would be happy to discuss at any time.

Regards,

Andrew Barker

Phone: 254.564.9757

Fax: 918.307.5461

e-mail: albarker@saintfrancis.com



Consent Agenda 7.A.

City Council Regular

Meeting Date: October 1, 2018

Submitted By: Amber Fisher, Accounts Payable Clerk

SUBJECT:

Consider approving Claims in the amount of \$281,975.36

Attachments

Claims List 10-1-18

FUND: 10 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
124481	99-10099	SAYRE, ROBERT	MEAL REIMBURSEMENT	9/2018	9/10-14 9/17-21/18	429.00
123968	99-10159	LAWRENCE COUNTY NEWSPAPERS,	PUBLISH ORDINANCES	9/2018	18387	809.11
124361	99-10160	MERRIFIELD OFFICE SOLUTIONS	BUSINESS CARDS	9/2018	0152428-001	56.00
124520	99-10194	HOLLON FIRE PROTECTION, LLC	CO2 REFILLS	9/2018	12489	144.24
123998	99-10315	CINTAS CORPORATION NO.2	MEDICAL SUPPLIES	9/2018	5011775322	214.46
124750	99-10324	GREEN COUNTRY INTERSTATE	BAASSORTED BATTERIES	9/2018	1925702019177	36.80
123333	99-10343	RILEY, JOAN	LODGING REIMBURSEMENT	9/2018	84523/84643	506.33
124476	99-10351	THE BOYD GROUP (US) INC	WINDSHIELD REPAIR	9/2018	1260946777	65.00
123862	99-10377	GREEN COUNTRY SHREDDING &	RCONFIDENTIAL SHREDDING	9/2018	0052988	30.00
123841	99-10454	MARSHALL, ADAM	MEAL REIMBURSEMENT	9/2018	9/17-21/18 123841	60.00
123041	99-10488	ADMIRAL EXPRESS LLC	OFFICE SUPPLIES	9/2018	1983383-0	119.44
123237	99-10488	ADMIRAL EXPRESS LLC	MISC OFFICE SUPPLIES	9/2018	1985145-0	64.40
123844	99-10629	TAYLOR, KEVIN	MEAL REIMBURSEMENT	9/2018	9/17-21/18 123844	60.00
124114	99-10657	MCDONALD, MCCANN & METCALF	ATTORNEY FEES	9/2018	7227	2,500.00
124116	99-10657	MCDONALD, MCCANN & METCALF	OUTSIDE COUNCIL	9/2018	7227A	3,650.00
124399	99-10665	A. HOPE COMPANY dba THE	BUISERVICE/REPAIR HVAC SYS	9/2018	30033	2,500.00
123842	99-10716	MASTERS, KYLE	MEAL REIMBURSEMENT	9/2018	9/17-21/18 123842	60.00
124494	99-10744	LKQ CORPORATION INC	NEW ENGINE	9/2018	662966	2,974.00
124382	99-10749	PULSE TECHNOLOGY PARTNERS	LHAND HELD RADAR	9/2018	1590	424.00
124239	99-1112	WASTE MANAGEMENT OF OKLAHOMA	RENTAL-30 YD ROLLOFF	9/2018	2209400-1006-3	786.93
122428R	99-1206	REASOR'S INC.	FOOD	9/2018	7708 8/28/18	71.28
123444	99-1206	REASOR'S INC.	FOOD FOR PRISONERS	9/2018	2918 8/4/18	555.43
123587	99-1206	REASOR'S INC.	SNACKS FOR MEETINGS	9/2018	0664 8/6/18	58.38
124397	99-1206	REASOR'S INC.	PRISONER FOOD	9/2018	5483 9/2/18	194.34
123986	99-141	LOCKE SUPPLY CO.	BUILDING MAINTENANCE	9/2018	35339245-00	78.25
124292	99-28	OG&E	MONTHLY ELECTRIC	9/2018	9/21/18 124292	7,683.32
123985	99-3707	O'REILLY AUTOMOTIVE INC	PARTS FOR ALL VEHICLES	9/2018	153-128143	14.74
124359	99-3707	O'REILLY AUTOMOTIVE INC	VEHICLE MAINTENANCE	9/2018	153-130160	84.94
124631	99-3707	O'REILLY AUTOMOTIVE INC	ALTERNATOR	9/2018	153-127787	151.99
124634	99-3707	O'REILLY AUTOMOTIVE INC	A/C COMPRESSOR & FREON	9/2018	153-128002	290.03
124637	99-3707	O'REILLY AUTOMOTIVE INC	SENSOR/OIL FILTERS	9/2018	153-129044	60.63
124483	99-3755	ED PARTIN, INC	3 POLYGRAPHS	9/2018	180921	525.00
123266	99-3822	TYLER TECHNOLOGIES, INC	ONLINE CREDIT CARD FEES	9/2018	025-236807	125.00
123207	99-39	WAL-MART	MISC OFFICE SUPPLIES	9/2018	010579 9/10/18	52.00
123208	99-39	WAL-MART	MISC SUPPLIES FOR STATION	9/2018	030552 8/30/18	58.50
123988	99-39	WAL-MART	JANITORIAL SUPPLIES	9/2018	024311 8/24/18	35.18
124398	99-39	WAL-MART	CAT LITTER	9/2018	012184 9/12/18	76.32
123670	99-4022	OKLAHOMA STATE UNIVERSITY	OFFICER II CLASSES	9/2018	68651	3,200.00
123966	99-4047	SHOW, INC.	LAWN CLEAN-UP	9/2018	19143	40.00
124485	99-4047	SHOW, INC.	TRASH CLEAN UP	9/2018	19144	20.00
123971	99-4183	UPTOWN SAPULPA ACTION, INC.	REVITALIZATION PROGRAM	9/2018	JULY 2018 123971	10,000.00
124477	99-4295	HENSON, BRETT	MEAL REIMBURSEMENT	9/2018	9/18-21/18 124477	214.00
124289	99-4319	AT&T	MONTHLY PHONE CHARGES	9/2018	918A164006 9/5/18	5,249.36
124232	99-4677	OKLAHOMA FLOODPLAIN MANAGEM	MEMBERSHIP/CONFERENCE	9/2018	2331	425.00
124287	99-4700	COX COMMUNICATIONS	MONTHLY PHONE CHARGES	9/2018	067201101 8/31/18	10,680.89
124632	99-4743	B & M OIL COMPANY, INC.	ANTIFREEZE PUMP	9/2018	0474933-IN	35.37
124752	99-4779	CITY WIDE PLUMBING, INC.	TOILET REPAIRS	9/2018	5130	110.00
124435	99-4866	CREEK COUNTY TREASURER OFF	VISUAL INSPECTION FEE	9/2018	2018-2019 124435	13,322.89
124517	99-5120	T & W TIRE	TWO TIRES	9/2018	1080007865	1,679.10
123697	99-6457	CRAWFORD & ASSOCIATES, PC	CONSULT/ADVISE SERIES	9/2018	11875	6,079.64

FUND: 10 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
124110	99-6477	WEST PUBLISHING CORPORATION	WESTLAW SUBSCRIPTION	9/2018	838898323	12.00
123447	99-6575	STATE OF OKLAHOMA	OLETS MONTHLY FEE	9/2018	21-1900756	350.00
123336	99-6671	SAPULPA AREA CHAMBER OF COM	CHAMBER LUNCHEON	9/2018	J RILEY 8/28/18	15.00
123790	99-7011	LOWE'S HOME CENTERS, INC.	JANITORIAL SUPPLIES	9/2018	12324 9/17/18	184.06
123792	99-7011	LOWE'S HOME CENTERS, INC.	OPERATING SUPPLIES	9/2018	11336A 9/17/18	101.91
123800	99-7011	LOWE'S HOME CENTERS, INC.	AIR FILTERS	9/2018	11336 9/17/18	64.45
124579	99-7011	LOWE'S HOME CENTERS, INC.	SAFETY HELMETS	9/2018	83247	233.95
124514	99-7044	SAPULPA DRIVE IN PHARMACY	ISELF ADHERING WRAP	9/2018	117647 9/10/18	84.00
123860	99-7216	US CELLULAR	MONTHLY CELL PHONE	9/2018	0266757227	37.24
124434	99-7310	BOND LOGISTIX LLC DBA BLX	GARBITRAGE SERVICE	9/2018	42182-3500/071718	1,500.00
124478	99-7505	SWAFFORD, MARK	MEAL REIMBURSEMENT	9/2018	9/18-21/18 124478	214.00
124238	99-76	JD YOUNG COMPANY INC	REPAIR OF PLOTTER	9/2018	785484	467.14
123209	99-7868	WESTLAKE HARDWARE INC	MISC NUTS/BOLTS/FASTENERS	9/2018	8138200	17.98
123211	99-7868	WESTLAKE HARDWARE INC	MISC SUPPLIES	9/2018	8138235	37.78
124510	99-8016	NORTHERN SAFETY COMPANY	INSCBA REPAIR	9/2018	903111756	147.00
123445	99-8216	HILAND DAIRY FOODS CO.LLC	MILK FOR PRISONERS	9/2018	9061178	40.00
124371	99-8457	AIR CLEANING TECHNOLOGIES,	REPAIR EXHAUST HOSE	9/2018	32332	457.50
124640	99-8539	CROW BURLINGAME COMPANY	BATTERY	9/2018	106-11676	99.00
124228	99-8712	PRESCOTT CARL	MILEAGE	9/2018	9/24/18 124228	35.00
124231	99-8712	PRESCOTT CARL	MILEAGE	9/2018	9/17-19/18 124231	75.50
124366	99-8936	CONRAD FIRE EQUIPMENT, INC.	VEHICLE MAINTENANCE	9/2018	530383	224.09
124519	99-8936	CONRAD FIRE EQUIPMENT, INC.	FOUR (4) GAUGES	9/2018	530287	470.06
124487	99-9388	MULTI SERVICE TECHNOLOGY	SOCOMPUTER & MONITOR	9/2018	3394020	779.98
124751	99-9398	THE UPS STORE #3965	POSTAGE-HEADSET REPAIR	9/2018	2549 9/19/18	35.00
123951	99-9690	INTEGRITY CLIENT SERVICES,	ACTUARIAL VALUATIONS	9/2018	18090601	3,900.00
124120	99-9842	KELLPRO, INC.	ODCI SUBSCRIPTION	9/2018	180917-1239-37	660.00
123456	99-9859	VERIZON WIRELESS SERVICES	LMOBILE BROADBAND	9/2018	9814331965	40.01
FUND TOTAL:						86,943.94

FUND: 20 - SMA-AUTHORITY FUND

SUMMARY REPORT

123949	99-10074	CONTROL SYSTEM SOLUTIONS	LLTROUBLESHOOTING	9/2018	18023	575.00
124088	99-10302	LAMPTON WELDING SUPPLY CO,	PROPANE/TIP CLEANER	9/2018	04710504	84.16
122992	99-10558	TECHNICAL PROGRAMMING SERV	MAILING OF UTILITY BILLS	9/2018	102214	1,416.58
124638	99-10734	CLASSIC TULSA BG LLC	KEY CYLINDER	9/2018	161933	610.27
124087	99-1443	BRENNTAG SOUTHWEST, INC.	NONIONIC POLYMER	9/2018	BSW024460	3,534.00
124623	99-1443	BRENNTAG SOUTHWEST, INC.	SODIUM PERMANGANATE	9/2018	BSW024458	4,220.10
124624	99-1443	BRENNTAG SOUTHWEST, INC.	FLUORIDE	9/2018	BSW024459	2,430.00
124292	99-28	OG&E	MONTHLY ELECTRIC	9/2018	9/21/18 124292	32,879.47
123927	99-3437	ADVANCE ELECTRICAL SERVICES	ELECTRICIAN TROUBLESHOOTI	9/2018	17176	1,332.71
122891	99-3593	CITY OF TULSA	METER FEES	9/2018	107001042 9/7/18	908.09
123266	99-3822	TYLER TECHNOLOGIES, INC	ONLINE CREDIT CARD FEES	9/2018	025-236807	301.00
122995	99-39	WAL-MART	CUSHION/FLASH DRIVES	9/2018	004105 9/4/18	85.99
124096	99-39	WAL-MART	LAB PHONE & WIPER BLADES	9/2018	014123 8/14/18	109.46
124288	99-3908	VERDIGRIS VALLEY ELEC COOP	SWRCE ELECTRIC	9/2018	2621103200 7/31/18	25.49
123966	99-4047	SHOW, INC.	LAWN CLEAN-UP	9/2018	19143	40.00
123948	99-4112	ACCURATE ENVIRONMENTAL INC.	COPPER STUDY	9/2018	AI07015	165.00
124527	99-4112	ACCURATE ENVIRONMENTAL INC.	CLASS D WASTEWATER OPR	9/2018	S14507	240.00
124602	99-4112	ACCURATE ENVIRONMENTAL INC.	OPED'S TESTING	9/2018	AI05086	335.00
123274	99-4319	AT&T	DEDICATED PHONE-SKIATOOK	9/2018	9182462544 8/15/18	116.30

FUND: 20 - SMA-AUTHORITY FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
119574	99-5388	OFFICE DEPOT 25022426	FILE FOLDERS	9/2018	201536150001	5.46
124079	99-5388	OFFICE DEPOT 25022426	OFFICE SUPPLIES	9/2018	181144170001	304.78
123718	99-6528	UNIFIRST HOLDINGS, INC.	UNIFORMS FOR CREWS	9/2018	8241511892	103.75
123947	99-68	A & M ELECTRIC, INC	MOTOR STARTER	9/2018	6026	5,871.00
124532	99-68	A & M ELECTRIC, INC	FUSES	9/2018	6034	289.50
124579	99-7011	LOWE'S HOME CENTERS, INC.	SAFETY HELMETS	9/2018	83247	233.95
123860	99-7216	US CELLULAR	MONTHLY CELL PHONE	9/2018	0266757227	110.55
123870	99-7821	CREEK COUNTY RURAL WATER #2	WATER	9/2018	2084 7/27-8/20/18	85.50
123933	99-7868	WESTLAKE HARDWARE INC	MISC PARTS/SUPPLIES	9/2018	8138191	22.77
124636	99-8539	CROW BURLINGAME COMPANY	BATTERY	9/2018	106-11407	102.00
123676A	99-9207	S2 ENGINEERING SERVICES,	PLCOPPER EFF EVALUATION	9/2018	06-629	960.00
123958	99-9207	S2 ENGINEERING SERVICES,	PLCHLORAMINATION SYSTEM	9/2018	06-630	3,584.00
122890	99-9393	AIRLINK INTERNET SVCS	NETWORK FEE	9/2018	75475	599.80
124091	99-9890	EMPIRE PAPER CO	TP & PAPER TOWELS	9/2018	0435643	154.36
FUND TOTAL:						61,836.04

FUND: 29 - STORMWATER MANAGEMENT

SUMMARY REPORT

124126	99-10704	VERMEER GREAT PLAINS INC	BRUSH CHIPPER	9/2018	E00434	81,391.00
124328	99-2223	MAXWELL SUPPLY, INC.	MARKER PAINT & FLAGS	9/2018	471998	498.12
124292	99-28	OG&E	MONTHLY ELECTRIC	9/2018	9/21/18 124292	184.68
121316	99-5367	SOUTHSIDE MOWERS, INC.	CHAINS/PARTS FOR CHAINSAW	9/2018	141994	108.72
123860	99-7216	US CELLULAR	MONTHLY CELL PHONE	9/2018	0266757227	26.86
124641	99-8539	CROW BURLINGAME COMPANY	OIL BATH SEAL	9/2018	106-11707	43.26
123695	99-9738	JACQUELYN BROOKE KONONCHUK	STORMWATER MNGMT SERVICE	9/2018	SEP-18	4,614.00
FUND TOTAL:						86,866.64

FUND: 30 - STREET & ALLEY

SUMMARY REPORT

124633	99-10247	ATC HOLDCO	ATC FREIGHTLIN AIR BAG	9/2018	125245097	64.30
124305	99-10451	NCH CORPORATION	PREMA LUBE GREASE	9/2018	3259350	335.95
124306	99-10488	ADMIRAL EXPRESS LLC	TISSUE AND HAND TOWELS	9/2018	1985657-0	178.69
124292	99-28	OG&E	MONTHLY ELECTRIC	9/2018	9/21/18 124292	296.63
124639	99-3707	O'REILLY AUTOMOTIVE INC	AIR & FUEL FILTER	9/2018	153-129404	81.63
124630	99-7114	MAC'S HYDRAULIC JACK SERVICE	CYLINDER REPAIR DOZER	9/2018	35465	697.54
123860	99-7216	US CELLULAR	MONTHLY CELL PHONE	9/2018	0266757227	26.86
FUND TOTAL:						1,681.60

FUND: 31 - CEMETERY MAINTENANCE

SUMMARY REPORT

124142	99-10065	KUBOTA OF NORTHWEST ARKANSAS	ROCK TEETH & PINS	9/2018	P19449	110.00
124145	99-191	FARMERS FEED, INC.	5 GAL BRASH	9/2018	9/20/18 124145	140.00
124292	99-28	OG&E	MONTHLY ELECTRIC	9/2018	9/21/18 124292	301.38
124137	99-39	WAL-MART	ICE CHEST	9/2018	017692 8/17/18	31.76
124136	99-5477	LAFEVERS CARPET LLC	FLOORING	9/2018	31532	300.00
124143	99-6503	MARTIN SALES & RENTAL, LLC	RENTAL OF SKID LOADER	9/2018	70778	212.63
123718	99-6528	UNIFIRST HOLDINGS, INC.	UNIFORMS FOR CREWS	9/2018	8241511889	15.84
123420	99-8372	SAWYER ENTERPRISES	MOWING-FLOWING FLOOD PROP	9/2018	300092618	950.00
124144	99-9974	BOWERS OIL CO.	GAS	9/2018	35935	737.55
FUND TOTAL:						2,799.16

FUND: 32 - HUNTING & FISHING

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
123878	99-10516	HINSCH MARY	CARETAKER AGREEMENT	9/2018	730468	155.50
124292	99-28	OG&E	MONTHLY ELECTRIC	9/2018	9/21/18 124292	1,106.77
123888	99-7876	DEWAYNE MOTE	STOCK CHANNEL CATFISH	9/2018	9/11/18 123888	1,266.00
124554	99-9370	OKLAHOMA STATE DEPARTMENT	OPERMIT FOR CONCESSIONS	9/2018	104075 7/26/18	150.00
FUND TOTAL:						2,678.27

FUND: 33 - GOLF COURSE

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
124033	99-10303	KEELING COMPANY	FITTINGS & ADAPTORS	9/2018	S3466939.001	406.66
124292	99-28	OG&E	MONTHLY ELECTRIC	9/2018	9/21/18 124292	996.75
124035	99-286	EWING IRRIGATION PRODUCTS	IDRAINAGE PIPE	9/2018	6135645	176.65
123733	99-39	WAL-MART	RESTOCK GRILL	9/2018	016409 8/16/18	55.96
124259	99-39	WAL-MART	RESTOCK GRILL	9/2018	024140 8/24/18	199.39
124037	99-5278	R & R PRODUCTS, INC.	GOLF PRODUCTS	9/2018	CD2274560	1,448.70
123718	99-6528	UNIFIRST HOLDINGS, INC.	UNIFORMS FOR CREWS	9/2018	8241511894	19.72
123747	99-8108	AT&T ADVERTISING & PUBLISHI	ADVERTISING	9/2018	1300020635 9/13/18	33.00
124267	99-8442	SYSCO FOODS SERVICES OF OKLA	PRONS FOR THE GRILL	9/2018	126506052	55.41
123736	99-9173	ALL MAINTENANCE SUPPLY, INC	RESTOCK CLEANING PRODUCTS	9/2018	72605-01	7.15
124042	99-9558	WINFIELD SOLUTIONS, LLC	INSECTICIDE	9/2018	62719645	93.00
FUND TOTAL:						3,492.39

FUND: 34 - LIBRARY

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
124062	99-10488	ADMIRAL EXPRESS LLC	OFFICE SUPPLIES	9/2018	1982555-0	353.70
124656	99-10646	MARTIN, MONA	TRNG & TRVL REIMBURSEMENT	9/2018	9/18/18 124656	77.08
124653	99-10647	MITCHELL, SCOTT	TRNG & TRVL REIMBURSEMENT	9/2018	9/18/18 124653	77.08
124059	99-10710	BABCOCK, BOBBY	LIBRARY PERFORMANCE	9/2018	072420183	365.00
124068	99-10731	FRY LINDA MICHELLE	AUTHOR SIGNING	9/2018	001	300.00
124292	99-28	OG&E	MONTHLY ELECTRIC	9/2018	9/21/18 124292	2,290.70
124051	99-4047	SHOW, INC.	RECYCLING	9/2018	19129	30.00
124067	99-9890	EMPIRE PAPER CO	TP, CLEANING SUPPLIES	9/2018	0436347	346.56
FUND TOTAL:						3,840.12

FUND: 35 - PARKS & RECREATION

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
124420	99-10065	KUBOTA OF NORTHWEST ARKANSA	EQUIPMENT MAINTENANCE	9/2018	P19375	97.01
124415	99-10086	SWANK MOTION PICTURES, INC	MOVIES IN THE PARK	9/2018	DB 2568229	265.00
124010	99-10160	MERRIFIELD OFFICE SOLUTIONS	JANITORIAL SUPPLIES	9/2018	0153710-001	75.98
124424	99-10225	CARLTON E CLINE	MAINTENANCE DAVIS PARK	9/2018	1389	495.00
124552	99-10225	CARLTON E CLINE	AUTOMATIC DOOR LOCKS	9/2018	1388	325.00
124635	99-10252	CECIL COX ENTERPRISES	TWO TIRES	9/2018	3032594	144.90
124410	99-10344	AIM TO PLEASE LLC dba ATP	SPORTA POTTY	9/2018	14369	140.00
124555	99-10562	FUN EXPRESS, LLC	PRIZES & DECORATIONS	9/2018	691946234-01	198.31
124560	99-10592	WOOTEN PLUMBING & UTILITIES	INSTALL GAS STOVE	9/2018	11045	167.00
124292	99-28	OG&E	MONTHLY ELECTRIC	9/2018	9/21/18 124292	3,965.50
124423	99-2805	SPORT SUPPLY GROUP, INC	RECREATIONAL SUPPLIES	9/2018	902954675	96.50
124002	99-39	WAL-MART	CONTROLLERS/GAMES	9/2018	010704 9/10/18	237.30
124411	99-39	WAL-MART	CONCESSION SUPPLIES	9/2018	021870 8/21/18	321.10
124402	99-4700	COX COMMUNICATIONS	CABLE SERVICE	9/2018	065575601 9/19/18	14.23
124558	99-4839	GELLCO UNIFORMS & SHOES, IN	3 PAIR WORKBOOTS	9/2018	236885	404.97

FUND: 35 - PARKS & RECREATION

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
123718	99-6528	UNIFIRST HOLDINGS, INC.	UNIFORMS FOR CREWS	9/2018	8241511893	14.88
124553	99-7011	LOWE'S HOME CENTERS, INC.	GAS RANGE	9/2018	82768	445.55
123860	99-7216	US CELLULAR	MONTHLY CELL PHONE	9/2018	0266757227	26.86
123879	99-9595	CAMPBELL WENDY	CONTRACT SRVCS-TRACK PROG	9/2018	8/30-9/13/18	345.00
FUND TOTAL:						7,780.09

FUND: 36 - SWIMMING POOL

SUMMARY REPORT

124292	99-28	OG&E	MONTHLY ELECTRIC	9/2018	9/21/18 124292	820.79
FUND TOTAL:						820.79

FUND: 40 - FIRE CASH

SUMMARY REPORT

123657R	99-8269	NAFECO, INC.	BUNKERS	9/2018	945993	3,990.80
FUND TOTAL:						3,990.80

FUND: 41 - POLICE CASH

SUMMARY REPORT

123471	99-8696	GT DISTRIBUTORS, INC.	AMMO	9/2018	INV0676450	363.51
FUND TOTAL:						363.51

FUND: 44 - MAJOR THOROFARE

SUMMARY REPORT

122833	99-2507	SIGNALTEK, INC	EMERGENCY LIGHT REPLACEME	9/2018	14844	627.44
123869	99-2507	SIGNALTEK, INC	MAINTENANCE AGREEMENT	9/2018	14845	725.00
124292	99-28	OG&E	MONTHLY ELECTRIC	9/2018	9/21/18 124292	1,641.32
122835	99-8909	DUNHAM'S ASPHALT SERVICE, IPATCH		9/2018	250596	140.40
FUND TOTAL:						3,134.16

FUND: 45 - CAPITAL IMPROVEMENTS

SUMMARY REPORT

123386A	99-10074	CONTROL SYSTEM SOLUTIONS	LLREPLACE HARDWARE	9/2018	18024	11,139.95
124172	99-10488	ADMIRAL EXPRESS LLC	CHAIRS	9/2018	1980341-0	897.00
123822	99-10705	ALLCOMM WIRELESS INC	WEATHER WARNING SYS	9/2018	EJC517	14,300.00
124136	99-5477	LAFEVERS CARPET LLC	FLOORING	9/2018	31532	6,750.00
124575	99-9572	YELLOWHOUSE MACHINERY CO	OFASPHALT MILLING MACHINE	9/2018	TD51239	35,605.42
FUND TOTAL:						68,692.37

FUND: 46 - WATER & SEWER SALES TAX

SUMMARY REPORT

124726	99-10560	CORE & MAIN LP	BRASS PARTS	9/2018	J517303	637.35
124727	99-10560	CORE & MAIN LP	SWIVELS	9/2018	J526579	430.00
124700	99-10741	CAIN, JEREMY	ADVANCEMENT FOR MEALS	9/2018	11/27-29/18 124700	36.00
124292	99-28	OG&E	MONTHLY ELECTRIC	9/2018	9/21/18 124292	475.08
124197	99-39	WAL-MART	SUPPLIES	9/2018	029841 8/29/18	15.25
123718	99-6528	UNIFIRST HOLDINGS, INC.	UNIFORMS FOR CREWS	9/2018	8241511895	14.88
123860	99-7216	US CELLULAR	MONTHLY CELL PHONE	9/2018	0266757227	101.55
123912	99-8477	BELK CONSTRUCTION	180 FT DIRECTIONAL BORE	9/2018	3426	2,000.00
124199	99-8965	CHERRY TRUCKING & DIRT SALES	SANDY LOOM	9/2018	6623	260.00
FUND TOTAL:						3,970.11

FUND: 47 - VAC/SPAY/NEUTR ESCRW FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
123816	99-8803	SPAY OKLAHOMA, INC	SPAY & NEUTER FEES	9/2018	8/6-27/18 123816	1,320.00
					FUND TOTAL:	1,320.00
FUND: 48 - WATER RESOURCE						SUMMARY REPORT
124726	99-10560	CORE & MAIN LP	BRASS PARTS	9/2018	J517303	821.55
					FUND TOTAL:	821.55
FUND: 49 - SEWER EXT & DEV FUND						SUMMARY REPORT
123678R	99-3881	FHC, INC. DBA TETRA TECH FHENGINEERING SERVICES		9/2018	51354198	23,800.00
					FUND TOTAL:	23,800.00
FUND: 57 - E-911 FUND						SUMMARY REPORT
123453	99-133	INCOG	E-911 CHARGES	9/2018	E-001326	4,422.18
					FUND TOTAL:	4,422.18
FUND: 60 - GRANTS AND AID						SUMMARY REPORT
122072R	99-3881	FHC, INC. DBA TETRA TECH FHENGINEERING		9/2018	51354197	27,900.00
					FUND TOTAL:	27,900.00
FUND: 65 - STREET IMP.SALES TAX						SUMMARY REPORT
123713	99-10282	UNITED RENTALS (NORTH AMERICONCRETE STINGER		9/2018	158803172-003	518.00
					FUND TOTAL:	518.00
FUND: 83 - G.O.BOND CONSTR FUND						SUMMARY REPORT
123704R	99-3881	FHC, INC. DBA TETRA TECH FHPROFESSIONAL SERVICES		9/2018	51354196	6,500.00
114688B	99-5348	PLANNING DESIGN GROUP	SPORTS COMPLEX	9/2018	4512	5,050.00
123957A	99-8855	DC BASS & SONS CONSTRUCTIONCONST OF ANIMAL SHELTER		9/2018	#2 9/25/18	25,426.43
					FUND TOTAL:	36,976.43
					GRAND TOTAL:	434,648.15

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
9/2018	10	501-301	TRAINING & TRAVEL	58.38	
9/2018	10	501-311	PROFESSIONAL SERVICES	10,000.00	
9/2018	10	502-301	TRAINING AND TRAVEL	521.33	
9/2018	10	504-302	DUES AND SUBSCRIPTIONS	660.00	
9/2018	10	504-311	PROFESSIONAL SERVICES	6,150.00	
9/2018	10	504-407	BOOKS	12.00	
9/2018	10	506-301E	EMPLOYEE TRAINING/RECOGNITION	71.28	
9/2018	10	508-331	UTILITIES	373.05	
9/2018	10	508-351	MAINTENANCE-EQUIPMENT	35.37	
9/2018	10	509-201	OFFICE SUPPLIES	119.44	
9/2018	10	509-311	PROFESSIONAL SERVICES	11,479.64	
9/2018	10	510-351	MAINTENANCE-EQUIPMENT	125.00	
9/2018	10	511-201	OFFICE SUPPLIES	153.20	
9/2018	10	511-211	JANITORIAL SUPPLIES	35.18	
9/2018	10	511-214E	EMS SUPPLIES	298.46	
9/2018	10	511-301	TRAINING AND TRAVEL	3,200.00	
9/2018	10	511-313	PRINTING	56.00	
9/2018	10	511-331	UTILITIES	3,003.80	
9/2018	10	511-351	MAINTENANCE-EQUIPMENT	657.48	
9/2018	10	511-352	MAINTENANCE-VEHICLES	2,472.93	
9/2018	10	511-353	MAINT-BUILDINGS & FIXTURE	428.77	
9/2018	10	512-214	OPERATIONAL SUPPLIES	1,223.98	
9/2018	10	512-301	TRAINING AND TRAVEL	1,037.00	
9/2018	10	512-311	PROFESSIONAL SERVICES	525.00	
9/2018	10	512-321	PRISONER CARE	789.77	
9/2018	10	512-331	UTILITIES	2,995.46	
9/2018	10	512-332	COMMUNICATIONS	40.01	
9/2018	10	512-351	MAINTENANCE-EQUIPMENT	350.00	
9/2018	10	512-352	MAINTENANCE-VEHICLES	3,640.65	
9/2018	10	512-353	MAINTENANCE-BUILDINGS	2,500.00	
9/2018	10	513-211	JANITORIAL SUPPLIES	184.06	
9/2018	10	513-214	OPERATIONAL SUPPLIES	178.23	
9/2018	10	513-331	UTILITIES	620.29	
9/2018	10	513-332	COMMUNICATIONS	37.24	
9/2018	10	513-353	MAINT - BUILDINGS	64.45	
9/2018	10	514-331	UTILITIES	338.39	
9/2018	10	515-301	TRAINING AND TRAVEL	460.50	
9/2018	10	515-302	DUES AND SUBSCRIPTIONS	75.00	
9/2018	10	515-351	MAINTENANCE-EQUIPMENT	467.14	
9/2018	10	518-317	ABATEMENT DEMOLITION	786.93	
9/2018	10	590-141	CONTRACT LABOR	40.00	
9/2018	10	590-312	ADVERTISING	809.11	
9/2018	10	590-315	FEES & OTHER CHARGES	13,352.89	
9/2018	10	590-331	UTILITIES	352.33	

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
9/2018	10	590-332	COMMUNICATIONS	15,930.25	
9/2018	10	591-390	CONTINGENCY FOR EXP NOT BUDGET	233.95	86,943.94
9/2018	20	522-201	OFFICE SUPPLIES	5.46	
9/2018	20	523-201	OFFICE SUPPLIES	85.99	
9/2018	20	523-311	PROFESSIONAL SERVICES	1,416.58	
9/2018	20	523-314	UNIFORM CLEANING	33.67	
9/2018	20	523-332	COMMUNICATIONS	110.55	
9/2018	20	523-351	MAINTENANCE-EQUIPMENT	301.00	
9/2018	20	524-201	OFFICE SUPPLIES	304.78	
9/2018	20	524-211	JANITORIAL SUPPLIES	154.36	
9/2018	20	524-212	CHEMICALS	10,184.10	
9/2018	20	524-214	OPERATIONAL SUPPLIES	34.97	
9/2018	20	524-221	FUEL & OIL	40.78	
9/2018	20	524-231	MINOR TOOLS	43.38	
9/2018	20	524-311	PROFESSIONAL SERVICES	3,919.00	
9/2018	20	524-314	UNIFORM CLEANING	39.48	
9/2018	20	524-315B	FEES & OTHR CHGS-SKIATOOK	116.30	
9/2018	20	524-322	WATER PURCHASE	908.09	
9/2018	20	524-331	UTILITIES	10,648.98	
9/2018	20	524-332	COMMUNICATIONS	599.80	
9/2018	20	524-352	MAINTENANCE-VEHICLE	74.49	
9/2018	20	525-301	TRAINING AND TRAVEL	240.00	
9/2018	20	525-311	PROFESSIONAL SERVICES	960.00	
9/2018	20	525-311D	PROF SERVICES-TESTING	165.00	
9/2018	20	525-314	UNIFORM CLEANING	30.60	
9/2018	20	525-331	UTILITIES	21,989.16	
9/2018	20	525-351	MAINTENANCE-EQUIPMENT	124.77	
9/2018	20	525-352	MAINT-VEHICLES	610.27	
9/2018	20	525-354	MAINTENANCE-FACILITIES	8,068.21	
9/2018	20	590-331	UTILITIES	352.32	
9/2018	20	591-141	CONTRACT LABOR	40.00	
9/2018	20	591-390	CONTINGENCY NOT BUDGETED	233.95	61,836.04
9/2018	29	529-101	SALARIES	4,614.00	
9/2018	29	529-214	OPERATING SUPPLIES	498.12	
9/2018	29	529-231	MINOR TOOLS	108.72	
9/2018	29	529-331	UTILITIES	184.68	
9/2018	29	529-332	COMMUNICATIONS	26.86	
9/2018	29	529-352	MAINTENANCE-VEHICLES	43.26	
9/2018	29	529-401	EQUIPMENT	81,391.00	86,866.64
9/2018	30	530-211	JANITORIAL SUPPLIES	178.69	
9/2018	30	530-331	UTILITIES	296.63	
9/2018	30	530-332	COMMUNICATIONS	26.86	

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
9/2018	30	530-351	MAINTENANCE-EQUIPMENT	1,033.49	
9/2018	30	530-352	MAINTENANCE-VEHICLES	145.93	1,681.60
9/2018	31	531-141	CONTRACT LABOR	950.00	
9/2018	31	531-212	CHEMICALS	140.00	
9/2018	31	531-221	FUEL & OIL	737.55	
9/2018	31	531-241	SAFETY SUPPLIES	31.76	
9/2018	31	531-314	UNIFORM CLEANING	15.84	
9/2018	31	531-331	UTILITIES	301.38	
9/2018	31	531-341	RENTAL OF EQUIPMENT	212.63	
9/2018	31	531-351	MAINTENANCE-EQUIPMENT	110.00	
9/2018	31	531-404	BUILDING AND FIXTURES	300.00	2,799.16
9/2018	32	532-142	PERMIT SALES COMMISSION	155.50	
9/2018	32	532-331	UTILITIES	1,106.77	
9/2018	32	532-353	MAINT-BUILDINGS/FIXTURES	150.00	
9/2018	32	532-405A	FISH STOCKINGS	1,266.00	2,678.27
9/2018	33	533-212	CHEMICALS	93.00	
9/2018	33	533-213	CONCESSION SUPPLY	317.91	
9/2018	33	533-312	ADVERTISING	33.00	
9/2018	33	533-314	UNIFORM CLEANING	19.72	
9/2018	33	533-331	UTILITIES	996.75	
9/2018	33	533-354	MAINTENANCE-FACILITIES	2,032.01	3,492.39
9/2018	34	534-201	OFFICE SUPPLIES	353.70	
9/2018	34	534-211	JANITORIAL SUPPLIES	346.56	
9/2018	34	534-301	TRAINING AND TRAVEL	154.16	
9/2018	34	534-311	PROFESSIONAL SERVICES	665.00	
9/2018	34	534-331	UTILITIES	2,290.70	
9/2018	34	534-353	MAINT/BUILDINGS	30.00	3,840.12
9/2018	35	535-141	CONTRACT LABOR	345.00	
9/2018	35	535-213	CONCESSION SUPPLIES	321.10	
9/2018	35	535-241	SAFETY SUPPLIES	404.97	
9/2018	35	535-243	RECREATIONAL SUPPLIES	797.11	
9/2018	35	535-314	UNIFORM CLEANING	14.88	
9/2018	35	535-331	UTILITIES	3,965.50	
9/2018	35	535-332	COMMUNICATIONS	41.09	
9/2018	35	535-341	RENTAL OF EQUIPMENT	140.00	
9/2018	35	535-351	MAINTENANCE-EQUIPMENT	854.46	
9/2018	35	535-353	MAINT-BUILDINGS/FIXTURES	895.98	7,780.09
9/2018	36	536-331	UTILITIES	820.79	820.79
9/2018	40	540-401	EQUIPMENT	3,990.80	

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
					3,990.80
9/2018	41	541-401	EQUIPMENT	363.51	363.51
9/2018	44	544-331	UTILITIES	1,641.32	
9/2018	44	544-354	MAINTENANCE-FACILITIES	1,492.84	3,134.16
9/2018	45	514-401	EQUIPMENT	14,300.00	
9/2018	45	525-405	FACILITIES	11,139.95	
9/2018	45	530-401	ST & ALLEY-EQUIPMENT	35,605.42	
9/2018	45	531-404	BUILDING & FIXTURES	6,750.00	
9/2018	45	590-402	FURNITURE	897.00	68,692.37
9/2018	46	1699	INVENTORY PURCHASED	840.10	
9/2018	46	546-211	JANITORIAL SUPPLEIS	15.25	
9/2018	46	546-301	TRAINING AND TRAVEL	36.00	
9/2018	46	546-314	UNIFORM CLEANING	14.88	
9/2018	46	546-331	UTILITIES	475.08	
9/2018	46	546-332	COMMUNICATIONS	101.55	
9/2018	46	546-354	MAINTENANCE-FACILITIES	2,487.25	3,970.11
9/2018	47	547-315	OTHER SERVICES & CHARGES	1,320.00	1,320.00
9/2018	48	1699	INVENTORY PURCHASED	821.55	821.55
9/2018	49	526-311	PROFESSIONAL SERVICES	23,800.00	23,800.00
9/2018	57	557-315-.01	FEES & OTHER CHARGES-WIRELESS	4,422.18	4,422.18
9/2018	60	592-311A	PROF SVCS - DESGN & BID	27,900.00	27,900.00
9/2018	65	565-405B	FACILITIES-CONTRACT	518.00	518.00
9/2018	83	571-311B	PROF SVCS-ENG (C.A. & INSP)	6,500.00	
9/2018	83	577-405B	FACILITIES-CONTRACT	25,426.43	
9/2018	83	578-311A	PROF SVCS-ENG (DESIGN, BID)	5,050.00	36,976.43
			GRAND TOTAL ESTIMATE:		0.00
			GRAND TOTAL ACTUAL:		434,648.15
			REPORT TOTAL:		434,648.15



Consent Agenda 7.B.

City Council Regular

Meeting Date: October 1, 2018

Submitted By: Amber Fisher, Accounts Payable Clerk

SUBJECT:

Consider approving Prepaid Claims in the amount of \$22,442.83

Attachments

Prepaid Claims 10-1-18

Prepaid Claims for Agenda 10/01/18
Submitted by: Amber Fisher A/P

City:

AT&T for phone and internet service at Sahoma Bait Shop.

Wright Express for fuel & oil to all departments.

SMA:

Total Amount \$22,442.83

DATE	DESCRIPTION	INVOICE AMOUNT # :	INVOICE AMOUNT
9/19/18	157257122 9/7/18 BAIT SHOP INTERNET SERVIC	60.74	60.74
*** TOTALS ***			60.74

TREASURER OF
THE CITY OF SAPULPA
 P.O. BOX 1130
 SAPULPA, OK 74067-1130

VEND: 8762

--- SIXTY & 74/100 DOLLARS ---
 TO THE ORDER OF

DATE 9/19/2018

CHECKWARRANT NUMBER 124460

AMOUNT 60.74

AT&T
 P.O. BOX 5014
 CAROL STREAM, IL 60197-5014

⑈ 124460⑈ ⑆ 03100815⑆ ⑈ 180 928 2⑈

Paula Korman
Shirley Bennis
 VOID AFTER ONE YEAR

AMERICAN HERITAGE BANK AND TRUST
 SAPULPA, OK 74066

CHECK NO#: 124460

DATE	DESCRIPTION	INVOICE AMOUNT # :	1206 OTHER AMOUNT
9/19/18	55894611 FUEL & OIL	22,382.09	22,382.09
*** TOTALS ***		22,382.09	

TREASURER OF
THE CITY OF SAPULPA

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

CHECK NO# : 124461

VEND: 9836

124461

TO THE ORDER OF TWENTY TWO THOUSAND THREE HUNDRED EIGHTY CHECK NUMBER 9/19/2018

DATE 9/19/2018

AMOUNT 22,382.09

WRIGHT EXPRESS FINANCIAL SVCS

MEX BANK
PO BOX 4337
CAROL STREAM, IL 60197-4337

⑈ 124461 ⑆ ⑆ 1031005461 ⑆ ⑆ 180 928 211 ⑆

Shirley Williams
VOID AFTER ONE YEAR

AMERICAN HERITAGE BANK AND TRUST
SAPULPA, OK 74066



AGENDA ITEM

Community Development 9.A.

City Council Regular

Meeting Date: October 1, 2018

Submitted For: Nikki White, Urban Development Director

Submitted By: Nikki White, Urban Development Director

Department: Planning & Development

Presented By: Nikki White

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 East of the Southeast corner of East McLeod Avenue and North Moccasin Place, City of Sapulpa, Creek County, State of Oklahoma, from AG (Agriculture) to RS-3 (Residential Single Family High Density), per SAZ-950; and directing the City Clerk to show each change upon the Official Zoning Map; Repealing all Ordinance or parts of Ordinances in conflict herewith providing for severability and declaring an emergency.

BACKGROUND:

The subject property is located East of the Southeast Corner of East McLeod Avenue and North Moccasin Place. The property is part of Lot One (1), Block (2), Berry Park Estates. The lot currently has one single family dwelling. The purpose of the proposed Lot-Split and Rezoning is to accommodate the construction of three single family dwellings. The proposed dwellings will be built to match the characteristics of the surrounding residences. The project is in compliance with the Comprehensive Plan. There were no interested parties in attendance at SMAPC.

RECOMMENDATION:

The Sapulpa Metropolitan Area Planning Commission met on September 25, 2018 and voted unanimously to recommend approval to City Council, staff concurs with this recommendation.

Attachments

[SMAPC case report](#)

[maps and photos](#)

[Ordinance](#)



SAPULPA METROPOLITAN PLANNING COMMISSION (SMAPC)
September 25, 2018

FILE: SAZ-950 | Rezoning
OWNERS: James & Kathy Berryhill
ADDRESS: East of the Southeast corner of East McLeod Avenue and North Moccasin Place
PARCEL: 1021-00-002-000-0-010-00
STR: Section 36, Township 18 North, Range 11 East
LEGAL: A tract of land beginning at the Northwest Quarter of said Lot 1, Block, 2, Berry Park Estates; Thence N88°46'01"E a distance of 241.90; Thence S14°42'22"W a distance of 96.59 feet; Thence S46°18'06"W a distance of 65.22 feet; Thence S63°11'43"W a distance of 57.76 feet; Thence S78°36'55"W a distance of 60.94 feet; Thence S84°29'23"W a distance of 65.18 feet; Thence N01°17'29"W a distance of 177.44 feet to the Point of Beginning.
LOT SIZE: 42,657 square feet more or less
ZONING: AG Agriculture
EXISTING USE: Vacant
APPLICANT: Jim Berryhill
CC WARD: Ward #4 Mayor Reg Green and Mr. Craig Henderson
PREPARED BY: Nikki White – Urban Development Director

REQUEST:

The applicant requests to rezone the subject property from Agriculture (AG) to Residential Single-Family (RS-3) for the construction of three single family dwellings.

APPLICABLE STATE AND MUNICIPAL CODE SECTIONS:

City of Sapulpa Zoning Code, Chapter 4, Residential.

BACKGROUND: The subject property is located East of the Southeast corner of East McLeod Avenue and North Moccasin Place. The property is part of Lot One (1), Block Two (2), Berry Park Estates. The lot currently has one single family dwelling. The applicant would like to construct three single family dwellings on the subject property with the approval of SLS-1093.

SURROUNDING LAND USE AND ZONING:

North:	RS-3 Residential Single Family
East:	RS-3 Residential Single Family
South:	AG (Agriculture) –Remainder of Lot 1, Block 2, Berry Park Estates
West:	RS-3 Residential Single Family

(Attached to this Staff Report, is a Zoning Map of the subject property)

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:

As of writing this report, staff has not received any public comments.

STAFF RECOMMENDATION:

Recommended motion for SMAPC:

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

ATTACHMENTS:

1. Vicinity & Zoning Maps
2. Site photos
3. Survey

SAZ-950

James & Kathy
Berryhill
1601 E Dewey Ave
Sapulpa, OK 74066

CITY OF SAPULPA MAP PRODUCTS

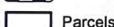
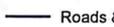
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Legend

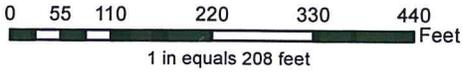
-  Zoning
-  Subject Property
-  Parcels
-  Highways
-  Roads & Streets
-  Railroads



Property Description

Rezoning for a portion of
Lot 1, Block 2, Berry Park Estates,
Sapulpa, Creek County, Oklahoma

E-911: Addresses have not yet been assigned.



Map Prepared by:
City of Sapulpa
Date: 8/24/2018

Source Data:
Creek County Assessors
City of Sapulpa, INCOG



SAZ-950

James & Kathy
Berryhill
1601 E Dewey Ave
Sapulpa, OK 74066

**CITY OF SAPULPA
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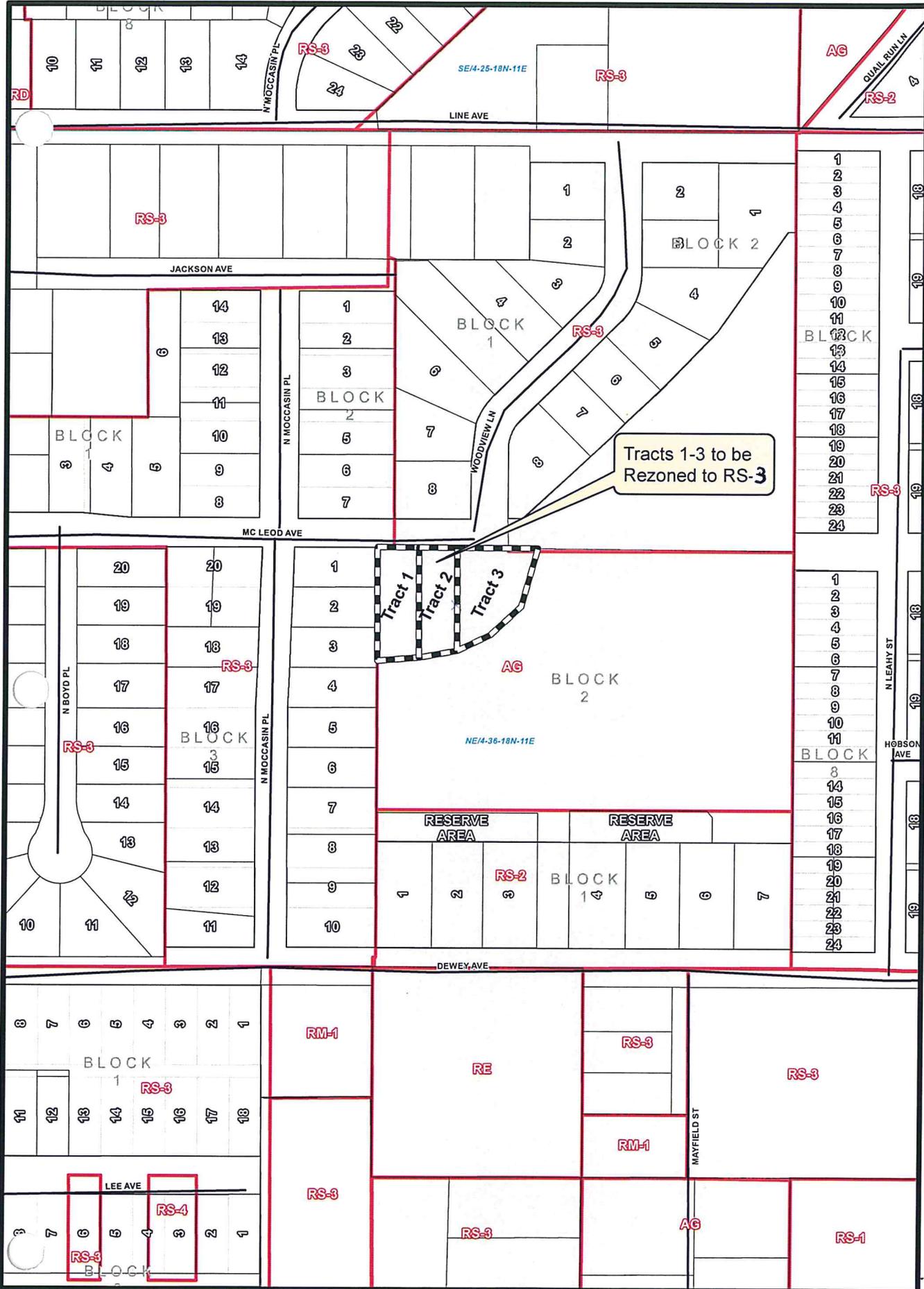
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Legend

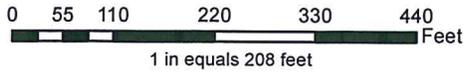
-  Zoning
-  Subject Property
-  Parcels
-  Highways
-  Roads & Streets
-  Railroads



Property Description

Rezoning for a portion of
Lot 1, Block 2, Berry Park Estates,
Sapulpa, Creek County, Oklahoma

E-911: Addresses have not yet been assigned.



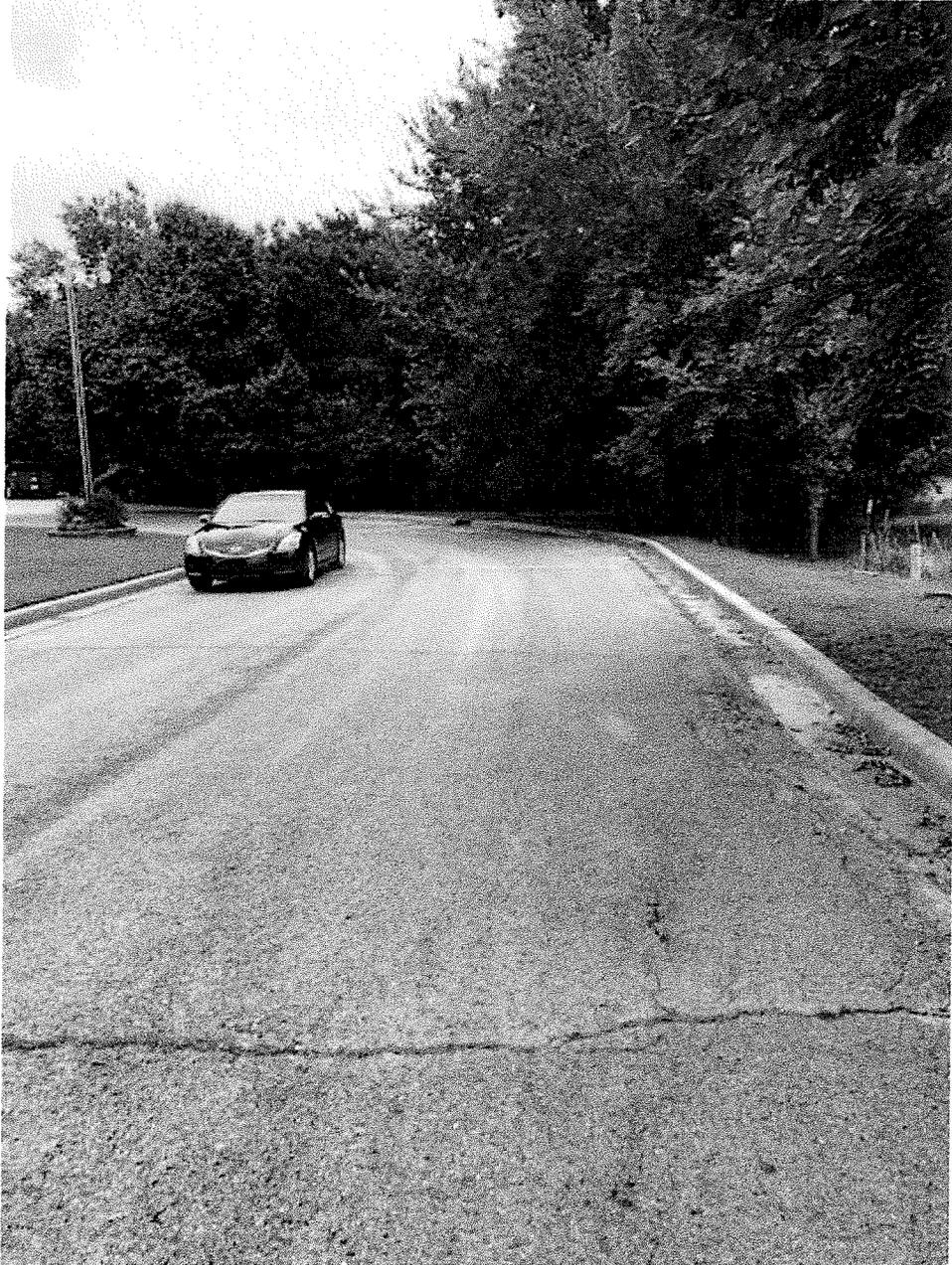
Map Prepared by:
City of Sapulpa
Date: 8/24/2018

Source Data:
Creek County Assessors
City of Sapulpa, INCOG





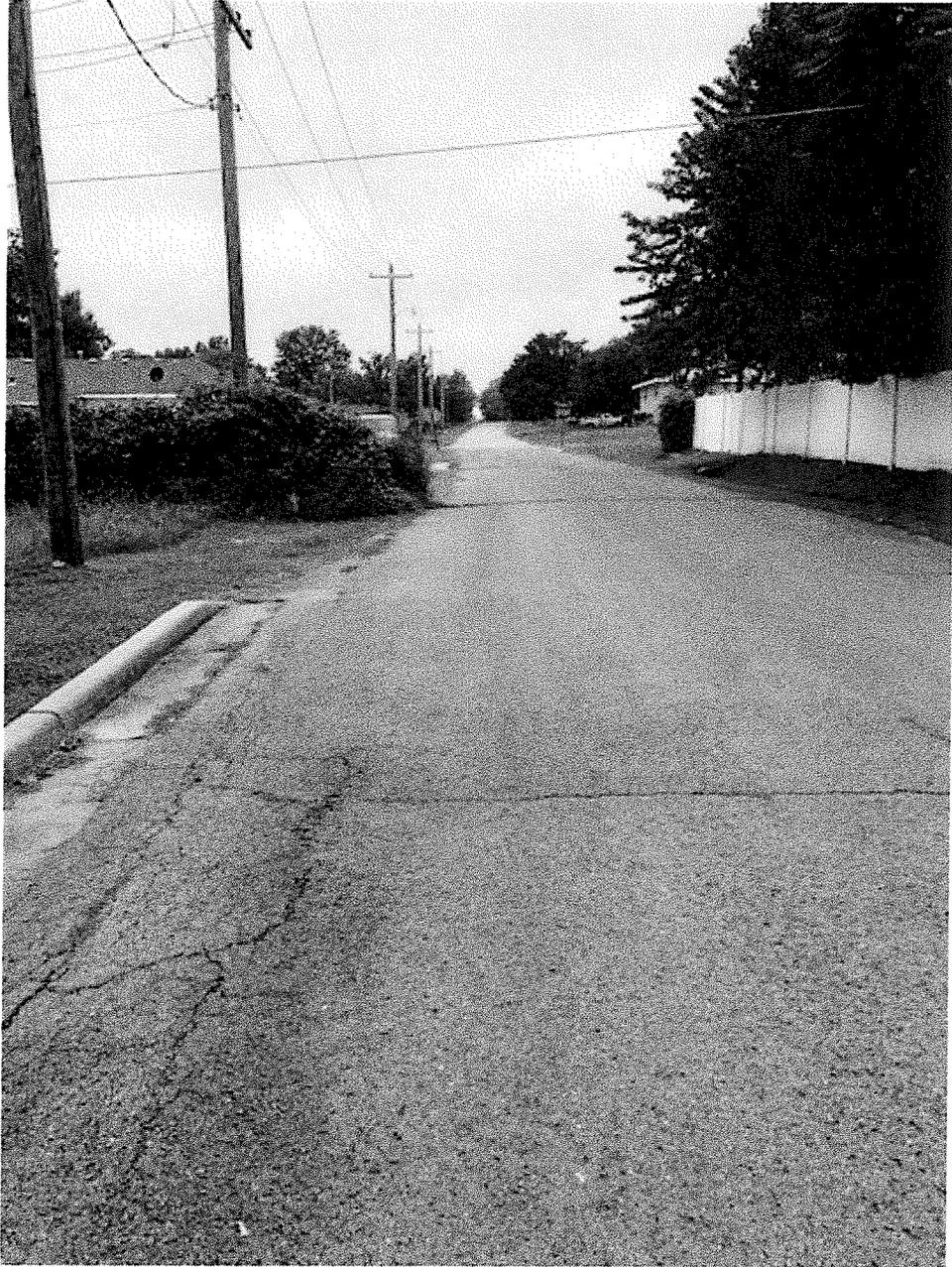
Overall site



East on
McLeod



Looking East
From McLeod



Looking West
ON McLeod

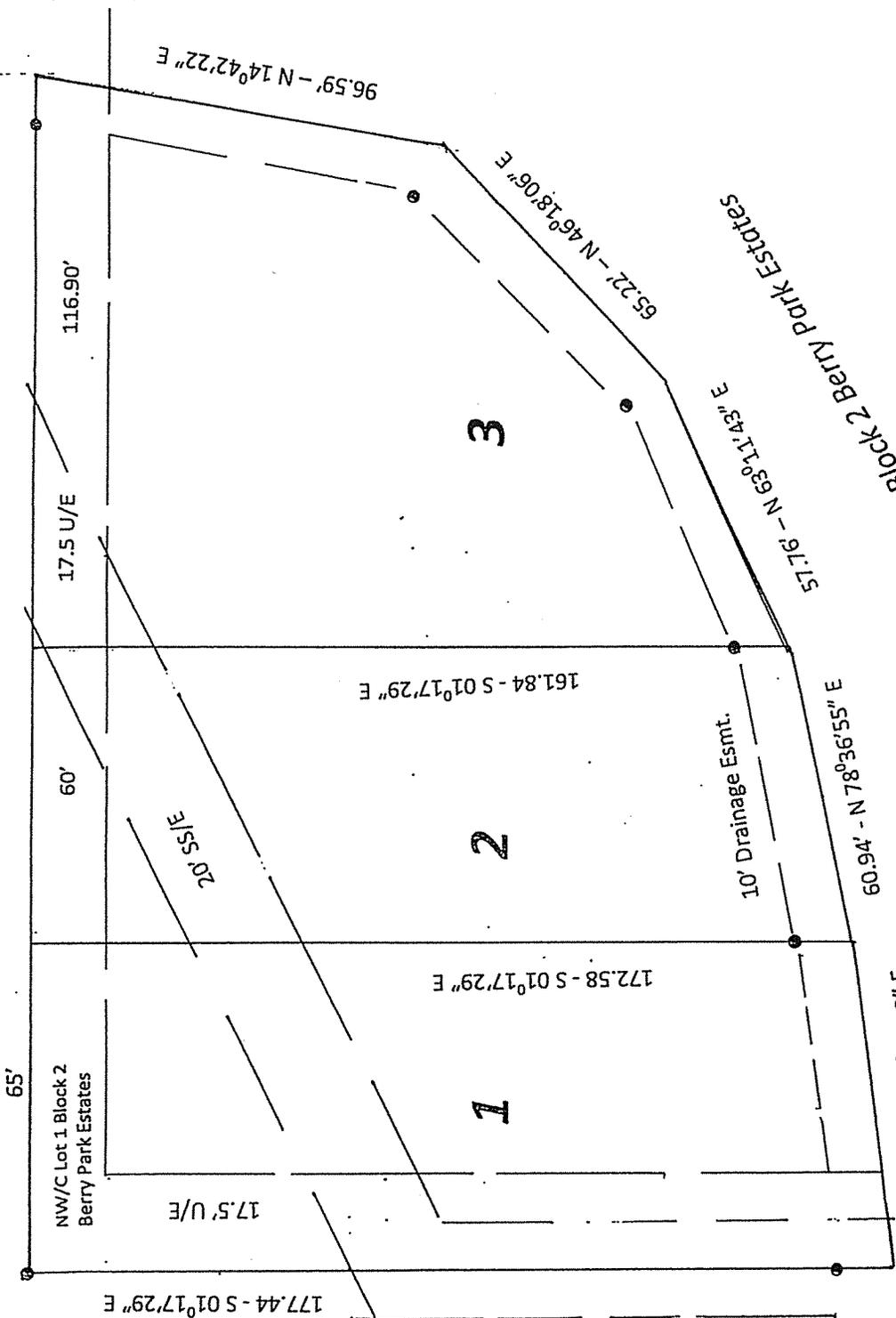
Plat of Survey for: Jim Berryhill

Page 1 of 2 pages

McCleod Street

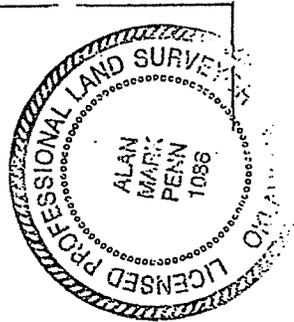
Woodland Estates

N 88°46'01" E



North

Oak View Add.



Legal Description: Lot 1 of Block 2 of BERRY PARK ESTATES a subdivision of the City of Sapulpa, Creek County, State of Oklahoma according to the recorded plat thereof see attached

Bearings: North Line of Lot 1 Block 2 of Berry Park Estates Bearing = N 88°46'01" E

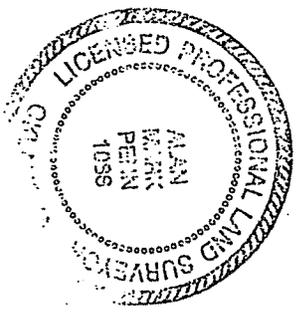
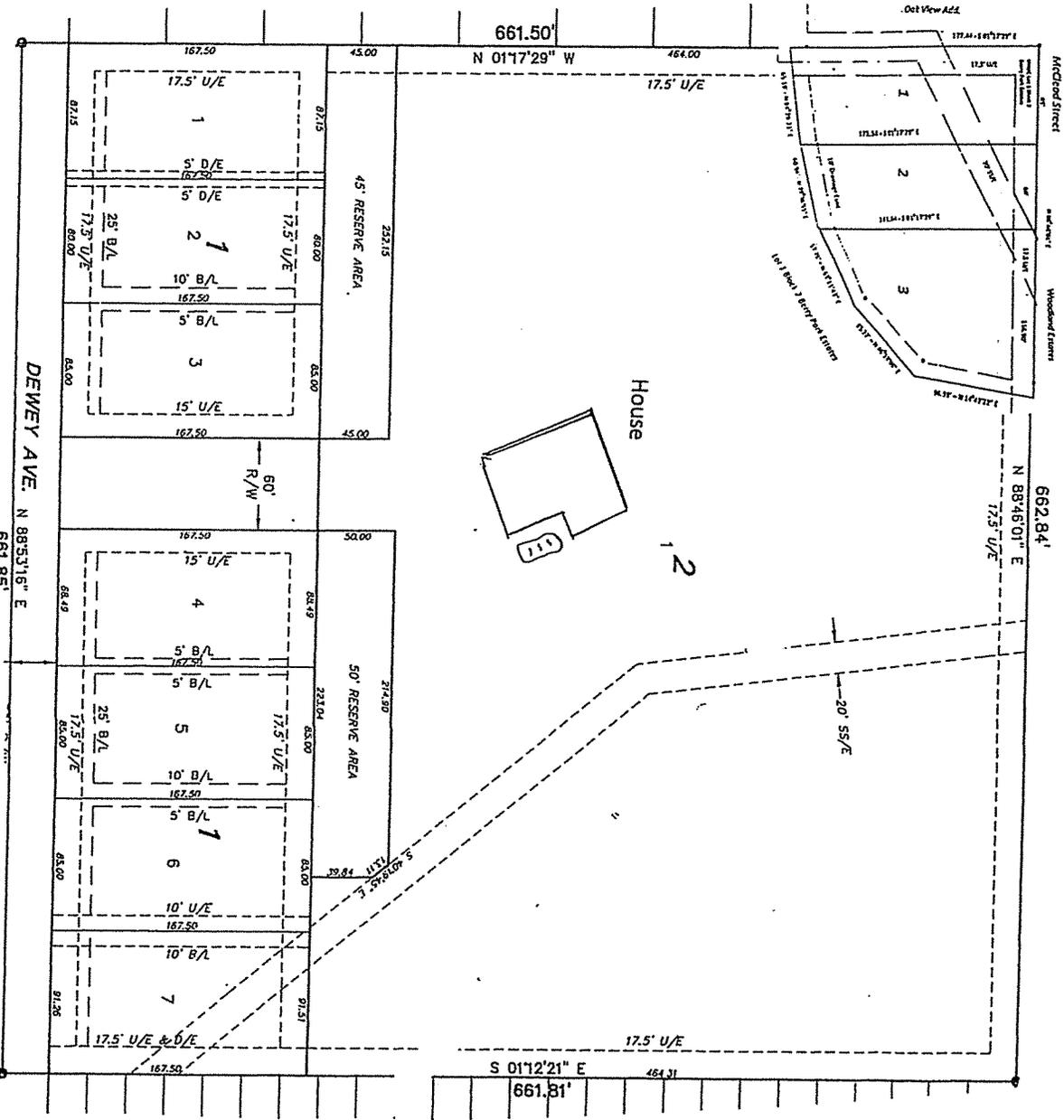
CERTIFICATE OF SURVEY: THIS PLAT MEETS THE MINIMUM TECHNICAL STANDARDS AS ADOPTED BY THE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS FOR THE STATE OF OKLAHOMA.

Alan Mark Penn 8-17-2018

ALAN MARK PENN SURVEYING, P.O. BOX 657, BRISTOW, OK, 74010; 918-850-2942; CA #7506 CERTIFICATION EXPRESSED OR IMPLIED HEREIN APPLIES ONLY TO THE INDIVIDUAL(S), ASSOCIATIONS, AGENCY AND OR CORPORATIONS EXPLICITLY LISTED AND NO OTHER PARTIES. ANY CERTIFICATION EXPRESSED OR IMPLIED HEREIN IS INVALID WITHOUT THE ORIGINAL SIGNATURE OF ALAN MARK PENN, AND THE OFFICIAL SEAL OF ALAN MARK PENN, LICENSED LAND SURVEYOR, STATE OF OKLAHOMA, #1086. ALTERATION OF THIS DOCUMENT EXCEPT BY ALAN MARK PENN, IS ILLEGAL. THIS PROPERTY MAY BE SUBJECT TO EASEMENTS AND/OR RIGHTS OF WAYS OF RECORD. NO RESEARCH OF ABSTRACT OR RECORDER'S OFFICE HAS BEEN CONDUCTED AND NO OPINION IS VERSED AS TO THE OWNERSHIP OF FENCES OR ANY OTHER APPURTENANCE ON SAID PROPERTY. COPYRIGHT 2018. ALL RIGHTS RESERVED. NO PART OF THIS PLAT MAY BE REPRODUCED WITHOUT THE PRIOR WRITTEN PERMISSION OF ALAN MARK PENN.

Plat of Survey for:
Jim Berryhill

North



Legal Description: Lot 1 of Block 2 of BERRY PARK ESTATES a subdivision of the City of Sapulpa, Creek County, State of Oklahoma according to the recorded plat thereof see attached Bearings: North Line of Lot 1 Block 2 of Berry Park Estates Bearing = N 88°46'01" E
CERTIFICATE OF SURVEY: THIS PLAT MEETS THE MINIMUM TECHNICAL STANDARDS AS ADOPTED BY THE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS FOR THE STATE OF OKLAHOMA.

8-18-2018 last site visit 8-14-2018

ALAN MARK PENN SURVEYING, P.O. BOX 657, BRISTOW, OK 74010, 918-850-2942; CA #7506 CERTIFICATION EXPRESSED OR IMPLIED HEREIN APPLIES ONLY TO THE INDIVIDUAL(S), ASSOCIATIONS, AGENCY AND OR CORPORATIONS EXPLICITLY LISTED AND NO OTHER PARTIES. ANY CERTIFICATION EXPRESSED OR IMPLIED HEREIN IS INVALID WITHOUT THE ORIGINAL SIGNATURE OF ALAN MARK PENN, AND THE OFFICIAL SEAL OF ALAN MARK PENN, LICENSED LAND SURVEYOR, STATE OF OKLAHOMA, #10986. ALTERATION OF THIS DOCUMENT EXCEPT BY ALAN MARK PENN, IS ILLEGAL. THIS PROPERTY MAY BE SUBJECT TO EASEMENTS AND/OR RIGHTS OF COVENANTS OF RECORD, NO RESEARCH OR ABSTRACT OR RECORDER'S OFFICE HAS BEEN CONDUCTED AND NO OPINION IS VERSED AS TO THE OWNERSHIP OF FENCES OR ANY OTHER APPURTENANCE ON SAID PROPERTY. COPYRIGHT © 2018. ALL RIGHTS RESERVED. NO PART OF THIS PLAT MAY BE REPRODUCED WITHOUT THE WRITTEN PERMISSION OF ALAN MARK PENN.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF SAPULPA; CHANGING THE ZONE AND DISTRICT OF PROPERTY LOCATED AT EAST OF THE SOUTHEAST CORNER OF EAST MCLEOD AVENUE AND NORTH MOCCASIN PLACE, CITY OF SAPULPA, CREEK COUNTY, STATE OF OKLAHOMA, FROM AG (AGRICULTURE) TO RS-3 (RESIDENTIAL SINGLE FAMILY HIGH DENSITY), PER SAZ-950; 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-950 James and Kathy Berryhill: A tract of land beginning at the Northwest Quarter of said Lot One (1), Block Two (2), Berry Park Estates; Thence N88°46'01"E a distance of 241.90 feet; Thence S14°42'22"W a distance of 96.59 feet; Thence S46°18'06"W a distance of 65.22 feet; Thence S63°11'43"W a distance of 57.76 feet; Thence S78°36'55"W a distance of 60.94 feet; Thence S84°29'23"W a distance of 65.18 feet; Thence N01°17'29"W a distance of 177.44 feet to the Point of Beginning be and are hereby rezoned from AG (Agriculture) 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.

PASSED AND APPROVED in regular session this ____ day of _____, 2018.

Mayor

ATTEST:

City Clerk

APPROVED:

City Attorney



AGENDA ITEM

Administration 10.B.

City Council Regular

Meeting Date: October 1, 2018

Submitted By: Pam Vann, Finance Director

Department: Finance

Presented By: Pam Vann

SUBJECT:

Discussion and possible action regarding Sales Tax Agency Agreements with the following subcontractors providing materials, supplies, and equipment for the Animal Shelter Project:

Ark Wrecking
Arnold Brothers Cabinets
Commercial Waterproofing
Contract Drapery & Blind
Epoxy Coating Specialists
Felix Thomson
Glassco Glass & Glazing
L & M Office Furniture
Mac System
Metal Roof Contractors
RCI Electric
Rooks Fabrication Inc.
Talon Commercial Services
United Concrete Construction Inc.
Vision Air Services Inc.

BACKGROUND:

Council has previously awarded bids to the various subcontractors through the construction manager, D.C. Bass & Sons Construction Co. Bids were awarded based on the assumption that all purchases of materials and supplies for the project would be tax exempt. These agreements are needed to insure that the purchases will be tax exempt.

RECOMMENDATION:

Staff recommends approval of the agreements.

Attachments

Sales Tax Agency Agreement - Animal Shelter

SALES TAX AGENCY AGREEMENT

This is an Agency Agreement made and entered into as of the 1st day of February 2016, between CITY OF SAPULPA of CREEK COUNTY, OKLAHOMA, a political subdivision of the State of Oklahoma (hereinafter referred to as "Owner"), and _____ hereinafter referred to as "Subcontractor" and/or "Vendor")

RECITALS

1. Owner has solicited Subcontractor and/or Vendor bids for the construction of the CITY OF SAPULPA – ANIMAL SHELTER the "Project" in Sapulpa, Creek County, Oklahoma; and such facilities as are necessary and appropriate for the operation thereof; which Project, on or before completion shall be owned by the Owner.
2. Subcontractor and/or Vendor bid directly to the Owner and has been awarded the Subcontract or Purchase Order by the Construction Manager, D. C. Bass & Sons Construction Co. for the construction of a portion of the Project.
3. Owner desires to purchase all materials, supplies and equipment for the Project in its own name and to take immediate title to all materials, supplies and equipment, and to have Subcontractor and/or Vendor, as a Subcontractor and/or Vendor for the Project, perform portions of such purchasing duties.

NOW THEREFORE, in consideration of the premises and in order to constitute and appoint Subcontractor and/or Vendor as agent of Owner for the purchase of equipment and materials for the Project,

IT IS AGREED AS FOLLOWS:

1. Owner, as Principal, hereby constitutes and appoints Subcontractor and/or Vendor as Owner's agent, for it and in its name, to acquire materials and equipment for use in constructing the Project.
2. Title to all materials and equipment purchased by Subcontractor and/or Vendor as agency for Owner will pass directly from the seller thereof to Owner.
3. Subcontractor and/or Vendor acknowledge that it is an agency for Owner and agrees to act as agent for Owner in connection with the acquisition of materials and equipment for the Project in the manner above described.
4. The relationship of principal and agent created by this Agreement shall continue until terminated by either party by notice in writing to the other. The parties hereto agree that all sellers or vendors of materials and equipment for the Project shall be entitled to rely upon the existence of the Agreement until they have received written notice of its revocation.
5. Subcontractor and/or Vendor agree that it will not purchase any material or equipment pursuant to this Agreement except that authorized and intended for inclusion of the Project.
6. In executing purchase orders for equipment and materials for the Project, Subcontractor and/or Vendor shall include in each purchase order a statement, to be approved as to form by Owner, that Subcontractor and/or Vendor is acting as Owner's agent, individually and without power of re-designation, for the purchase of the equipment and materials covered by the purchase order.

7. All equipment and materials purchased by Subcontractor and/or Vendor under this Agreement shall be delivered to owner at the Project job-site.
8. Only equipment and materials to be incorporated in the Project shall be purchased by Subcontractor and/or Vendor as Owner's agent under this Agreement and no equipment and materials will be purchased except the items required by the plans and specifications for the Project. Subcontractor and/or Vendor will not purchase, as agent hereunder, any equipment or materials to be used only incidentally in connection with the Project. Nothing contained herein shall alter the obligation and responsibility of Subcontractor and/or Vendor under the contract from the Owner via a Subcontract or Purchase between Construction Manager and Subcontractor and/or Vendor for the construction of the Project.
9. All reimbursement by Owner through Construction Manager to Subcontractor and/or Vendor for materials and equipment purchased by Subcontractor and/or Vendor as Owner's agent hereunder shall be deemed to be a part payment on the Project contract price.
10. Subcontractor and/or Vendor shall not be entitled to any compensation for its services as Owner's agent hereunder.
11. Subcontractor and /or Vendor shall defend, indemnify and hold City harmless from all losses, damages, fines, penalties, judgments, and claims of every kind, including attorney's fees, costs of suit, settlements, and all other expenses to which City may be subjected to on account of, or in connection with, or in way related to, this Agency Agreement.

IN WITNESS WHEREOF, The parties have executed this Agency Agreement as of the date first above written.

CITY OF SAPULPA
CREEK COUNTY, OKLAHOMA

BY _____

Print Name

BY _____

Signature

Jobs/animal shelter/tax agreement/subc



AGENDA ITEM

Administration 10.C.

City Council Regular

Meeting Date: October 1, 2018

Submitted By: Pam Vann, Finance Director

Department: Finance

Presented By: Pam Vann

SUBJECT:

Discussion and possible action regarding Sales Tax Agency Agreements with the following subcontractors providing materials, supplies, and equipment for the Sapulpa Youth Sports Complex Project:

Able Plumbing Inc.
Air Comfort Inc.
Alred Glass Inc.
Commercial Waterproofing
D-Kerns Construction
Emtec Pest Control Inc.
Fadco Inc.
H & H Frame
Jackson Construction
Jones Commercial Services
Metalsbetter Roofing
Play By Design
RCI Electric Inc.
Rooks Fabrication
Skyco Painting Corp
Third Generation Electric

BACKGROUND:

Council has previously awarded bids to the various subcontractors through the construction manager, D.C. Bass & Sons Construction Co. Bids were awarded based on the assumption that all purchases of materials and supplies for the project would be tax exempt. These agreements are needed to insure that the purchases will be tax exempt.

RECOMMENDATION:

Staff recommends approval of the agreements.

Attachments

Sales Tax Agency Agreements - Youth Sports Complex

SALES TAX AGENCY AGREEMENT

This is an Agency Agreement made and entered into as of the 1st day of February 2016, between CITY OF SAPULPA of CREEK COUNTY, OKLAHOMA, a political subdivision of the State of Oklahoma (hereinafter referred to as "Owner"), and _____ hereinafter referred to as "Subcontractor" and/or "Vendor")

RECITALS

1. Owner has solicited Subcontractor and/or Vendor bids for the construction of the CITY OF SAPULPA – YOUTH SPORTS COMPLEX the "Project" in Sapulpa, Creek County, Oklahoma; and such facilities as are necessary and appropriate for the operation thereof; which Project, on or before completion shall be owned by the Owner.
2. Subcontractor and/or Vendor bid directly to the Owner and has been awarded the Subcontract or Purchase Order by the Construction Manager, D. C. Bass & Sons Construction Co. for the construction of a portion of the Project.
3. Owner desires to purchase all materials, supplies and equipment for the Project in its own name and to take immediate title to all materials, supplies and equipment, and to have Subcontractor and/or Vendor, as a Subcontractor and/or Vendor for the Project, perform portions of such purchasing duties.

NOW THEREFORE, in consideration of the premises and in order to constitute and appoint Subcontractor and/or Vendor as agent of Owner for the purchase of equipment and materials for the Project,

IT IS AGREED AS FOLLOWS:

1. Owner, as Principal, hereby constitutes and appoints Subcontractor and/or Vendor as Owner's agent, for it and in its name, to acquire materials and equipment for use in constructing the Project.
2. Title to all materials and equipment purchased by Subcontractor and/or Vendor as agency for Owner will pass directly from the seller thereof to Owner.
3. Subcontractor and/or Vendor acknowledge that it is an agency for Owner and agrees to act as agent for Owner in connection with the acquisition of materials and equipment for the Project in the manner above described.
4. The relationship of principal and agent created by this Agreement shall continue until terminated by either party by notice in writing to the other. The parties hereto agree that all sellers or vendors of materials and equipment for the Project shall be entitled to rely upon the existence of the Agreement until they have received written notice of its revocation.
5. Subcontractor and/or Vendor agree that it will not purchase any material or equipment pursuant to this Agreement except that authorized and intended for inclusion of the Project.
6. In executing purchase orders for equipment and materials for the Project, Subcontractor and/or Vendor shall include in each purchase order a statement, to be approved as to form by Owner, that Subcontractor and/or Vendor is acting as Owner's agent, individually and without power of re-designation, for the purchase of the equipment and materials covered by the purchase order.

7. All equipment and materials purchased by Subcontractor and/or Vendor under this Agreement shall be delivered to owner at the Project job-site.
8. Only equipment and materials to be incorporated in the Project shall be purchased by Subcontractor and/or Vendor as Owner's agent under this Agreement and no equipment and materials will be purchased except the items required by the plans and specifications for the Project. Subcontractor and/or Vendor will not purchase, as agent hereunder, any equipment or materials to be used only incidentally in connection with the Project. Nothing contained herein shall alter the obligation and responsibility of Subcontractor and/or Vendor under the contract from the Owner via a Subcontract or Purchase between Construction Manager and Subcontractor and/or Vendor for the construction of the Project.
9. All reimbursement by Owner through Construction Manager to Subcontractor and/or Vendor for materials and equipment purchased by Subcontractor and/or Vendor as Owner's agent hereunder shall be deemed to be a part payment on the Project contract price.
10. Subcontractor and/or Vendor shall not be entitled to any compensation for its services as Owner's agent hereunder.
11. Subcontractor and /or Vendor shall defend, indemnify and hold City harmless from all losses, damages, fines, penalties, judgments, and claims of every kind, including attorney's fees, costs of suit, settlements, and all other expenses to which City may be subjected to on account of, or in connection with, or in way related to, this Agency Agreement.

IN WITNESS WHEREOF, The parties have executed this Agency Agreement as of the date first above written.

CITY OF SAPULPA
CREEK COUNTY, OKLAHOMA

BY _____

Print Name

BY _____
Signature



AGENDA ITEM

Administration 10.D.

City Council Regular

Meeting Date: October 1, 2018

Submitted For: David Widdoes, City Attorney

Submitted By: Amy Hoehner, Legal Assistant

Department: Legal

Presented By: David Widdoes

SUBJECT:

Discussion and possible action regarding an Ordinance Closing to Public Use That Portion of West 52nd Street Lying Adjacent to Tracts 17 Through 23 and Tract 24 of the M.A. Younkman's Subdivision, City of Sapulpa, Tulsa County, Oklahoma and Declaring an Emergency.

BACKGROUND:

The City of Sapulpa has received a request from Bryan B. Close LLC for an Ordinance closing to public use all of West 52nd Street that runs eastward from South 49th West Ave located generally between Tracts 17 and 24 of M.A. Younkman's Subdivision (see attached map). This portion of the roadway is located in the City of Sapulpa's fenceline. Bryan B. Close LLC is the record owner of the properties on both sides of the roadway in question. This request has been forwarded to all utility providers and pertinent city staff. Based on responses received back, closure is predicated and contingent upon maintaining existing utilities in said roadway. A map reflecting the area to be closed is attached to the ordinance.

RECOMMENDATION:

Staff recommends Council approve this Ordinance and authorize Mayor to execute same.

Attachments

Letter of Request for Street Closure

Aerial

Utility Responses to Request to Close

Ordinance

Ordinance Map



Stephen A. Schuller
Direct Line: (918) 595-4864
SSchuller@GableLaw.com

1100 ONEOK Plaza
100 West Fifth Street
Tulsa, Oklahoma 74103-4217
Telephone (918) 595-4800
Fax (918) 595-4990
www.GableLaw.com

31 August 2018

David Widdoes, Esq.
City Attorney
City of Sapulpa, Oklahoma
P.O. Box 1130
Sapulpa, OK 74067

Via E-Mail
DWiddoes@CityofSapulpa.net

Re: Request for ordinance closing portion of platted street right-of-way:
West 52nd Street as shown on the Plat of M.A. Younkman's Subdivision

Dear David:

As we discussed recently, please consider this letter the formal request of my client, **Bryan B. Close L.L.C.**, for an ordinance of the City of Sapulpa, Oklahoma closing the portion of West 52nd Street that is situated within the municipal corporate limits of the City. My client is the owner of the lands on both sides of the street, and it appears that a portion of the street right-of-way may be situated inside a Sapulpa "fence line" annexation.

The street is a stub or "dead end" street that extends eastward from South 49th West Avenue. It is depicted on the 1946 subdivision plat of "M.A. Younkman's Subdivision," a copy of which is enclosed. The legal description of the street, which you may use for the closure ordinance, is the following:

All of that part of the right-of-way of West 52nd Street depicted on the Plat of M.A. Younkman's Subdivision dated 15 November 1946 and filed for record on 14 January 1949 in the Office of the County Clerk of Tulsa County, Oklahoma, recorded as Plat No. 1439, that is situated within the municipal corporate limits of the City of Sapulpa, Oklahoma, the same being 25 feet in width, located generally between (on the North) Tracts 17 to 23 and (on the South) Tract 24 of M.A. Younkman's Subdivision.

The street is not used or required for county or municipal purposes or for the use of the holders of any franchise or anyone else having a special right or privilege granted by



David Widdoes, Esq.
31 August 2018
Page 2

ordinance or legislative enactment; in fact, the street has not been used by the public, or anyone besides my client, for many years and has not been maintained by the City or by Tulsa County. Accordingly, such street right-of-way is no longer required for public purposes, and it is necessary and expedient and in the public interest, for the health, welfare and best interests of the citizens of the City of Sapulpa, to manage and facilitate appropriate pedestrian and vehicular traffic flow, to facilitate the efficient provision and disposition of utility services, and to eliminate unnecessary maintenance, that the portion of the street right-of-way described above should be closed, discontinued and abandoned.

Please keep me apprised of the progress of this matter and any hearing dates before the City Council that I should plan to attend. As always, you may feel free to contact me by telephone or e-mail if you have any questions, or if I may be of any further assistance to you in this matter.

Very truly yours,

Stephen A. Schuller
For the Firm

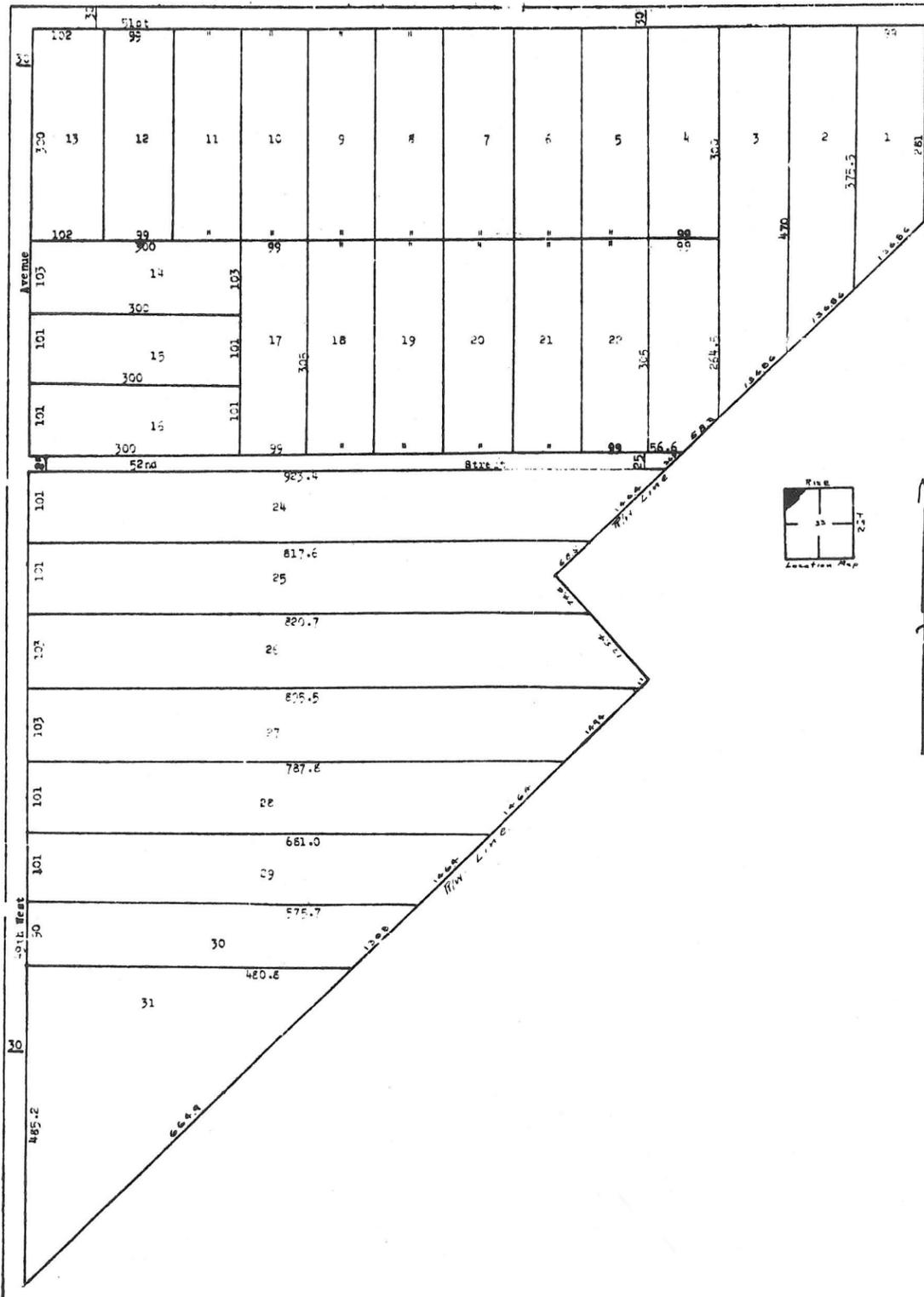
SAS:me
Enclosure

SURVEY OF THE NORTH-EAST QUARTER (NE $\frac{1}{4}$), NORTH-WEST QUARTER (NW $\frac{1}{4}$) AND PART OF THE SOUTH-EAST QUARTER (SE $\frac{1}{4}$) NORTHWEST QUARTER (NW $\frac{1}{4}$) OF SECTION THIRTY-THREE (33), TOWNSHIP SEVENTEEN (17) NORTH, RANGE TWENTY (20) EAST, TULSA COUNTY, OKLAHOMA.

NOVEMBER 15, 1946

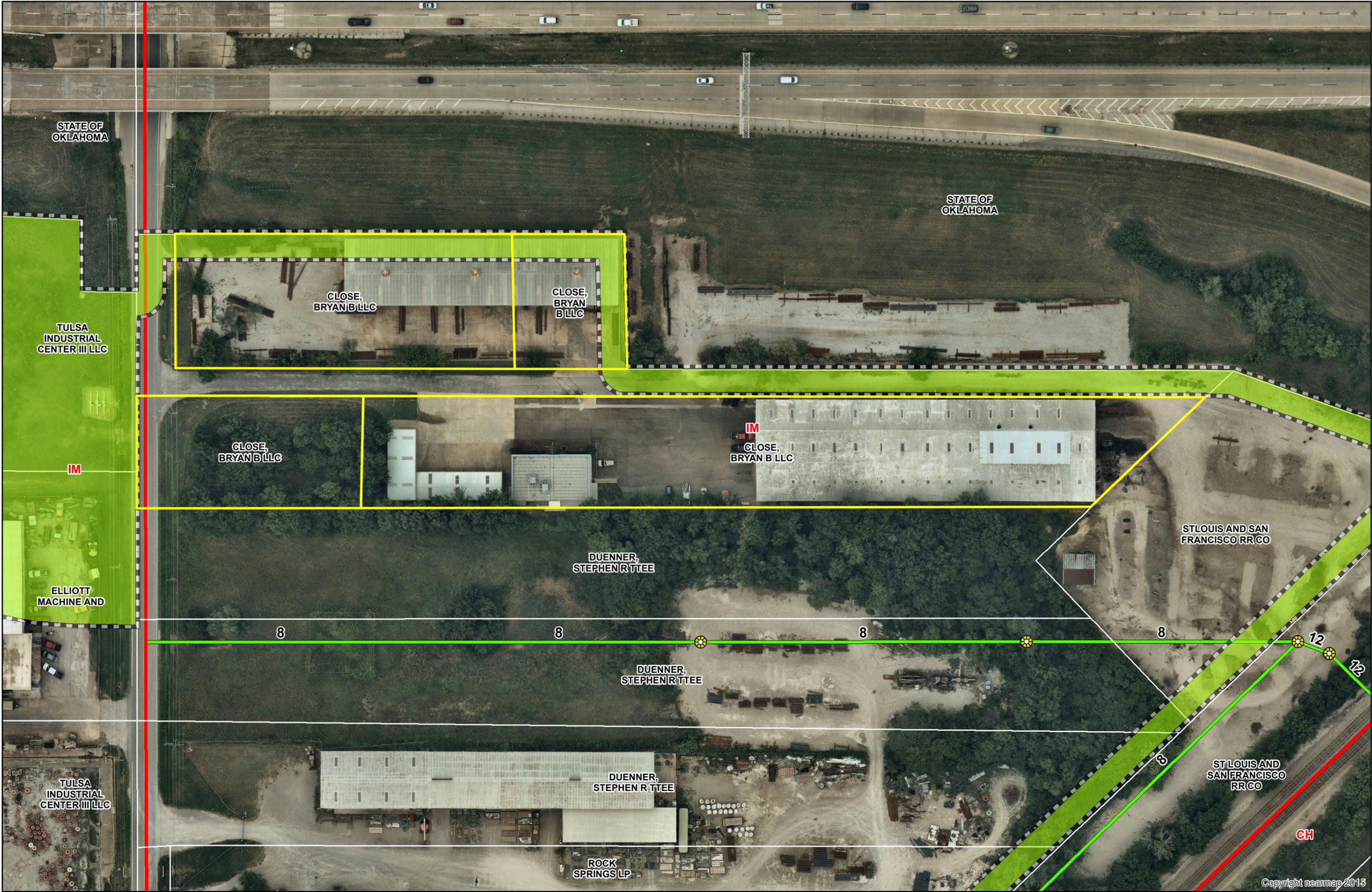
ARTHUR MURPHY, ENGINEER

SCALE 1"=120'



- Tract 1 - East 99' S $\frac{1}{2}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E, less the right-of-way of the St. L & S.F. R/R and Tulsa County.
- Tract 2 - West 99' of the East 198' E $\frac{1}{2}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E, less the right-of-way of the St. L & S.F. R/R and Tulsa County.
- Tract 3 - West 99' of the East 297' W $\frac{1}{2}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E, less the right-of-way of the St. L & S.F. R/R and Tulsa County.
- Tract 4 - South 300' of the West 99' of the East 346' N $\frac{1}{2}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E.
- Tract 5 - South 300' of the West 99' of the East 495' N $\frac{1}{2}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E.
- Tract 6 - South 300' of the West 99' of the East 594' N $\frac{1}{2}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E.
- Tract 7 - South 300' of the West 99' of the East 693' N $\frac{1}{2}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E.
- Tract 8 - South 300' of the West 99' of the East 792' N $\frac{1}{2}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E.
- Tract 9 - South 300' of the West 99' of the East 891' N $\frac{1}{2}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E.
- Tract 10 - South 300' of the West 99' of the East 990' N $\frac{1}{2}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E.
- Tract 11 - South 300' of the East 99' NW $\frac{1}{4}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E.
- Tract 12 - South 300' of the West 99' of the East 198' NW $\frac{1}{4}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E.
- Tract 13 - South 300' of the East 102' of the West 132' NW $\frac{1}{4}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E.
- Tract 14 - East 300' of the North 103' of the SW $\frac{1}{4}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E.
- Tract 15 - East 300' of the North 101' of the South 227' SW $\frac{1}{4}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E.
- Tract 16 - East 300' of the North 101' of the South 126' SW $\frac{1}{4}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E.
- Tract 17 - North 305' of the East 99' of the West 429' S $\frac{1}{2}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E.
- Tract 18 - North 305' of the East 99' of the West 528' S $\frac{1}{2}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E.
- Tract 19 - North 305' of the East 99' of the West 627' S $\frac{1}{2}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E.
- Tract 20 - North 305' of the East 99' of the West 726' S $\frac{1}{2}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E.
- Tract 21 - North 305' of the East 99' of the West 825' S $\frac{1}{2}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E.
- Tract 22 - North 305' of the East 99' of the West 924' S $\frac{1}{2}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E.
- Tract 23 - North 305' of the East 198' of the West 1122' S $\frac{1}{2}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E, less the right-of-way of the St. L & S.F. R/R.
- Tract 24 - North 101' S $\frac{1}{2}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E, less the right-of-way of the St. L & S.F. R/R and Tulsa County.
- Tract 25 - South 101' of the North 202' S $\frac{1}{2}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E, less the right-of-way of the St. L & S.F. R/R and Tulsa County.
- Tract 26 - South 101' of the North 305' S $\frac{1}{2}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E, less the right-of-way of the St. L & S.F. R/R and Tulsa County.
- Tract 27 - South 101' S $\frac{1}{2}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ & North 75' S $\frac{1}{2}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E, less the right-of-way of the St. L & S.F. R/R and Tulsa County.
- Tract 28 - South 101' of the North 179' S $\frac{1}{2}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E, less the right-of-way of the St. L & S.F. R/R and Tulsa County.
- Tract 29 - South 101' of the North 280' S $\frac{1}{2}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E, less the right-of-way of the St. L & S.F. R/R and Tulsa County.
- Tract 30 - South 50' S $\frac{1}{2}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ & North 40' S $\frac{1}{2}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E, less the right-of-way of the St. L & S.F. R/R and Tulsa County.
- Tract 31 - Beginning at a point 25' East and 40' South of the Northwest corner of the SW $\frac{1}{4}$ NW $\frac{1}{4}$ Sec. 33, T19N, R12E; thence East and parallel with the North line of said Quarter a distance of 400.0' to the right-of-way line of the St. L & S.F. R/R; thence South along the right-of-way line of the St. L & S.F. R/R a distance of 56.6' to a point; thence North and parallel with the West line of said Quarter a distance of 456.0' to the point of beginning.





STATE OF OKLAHOMA

STATE OF OKLAHOMA

TULSA INDUSTRIAL CENTER III LLC

CLOSE, BRYAN B LLC

CLOSE, BRYAN B LLC

CLOSE, BRYAN B LLC

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CLOSE, BRYAN B LLC

ST LOUIS AND SAN FRANCISCO RR CO

DUENNER, STEPHEN R TTEE

ELLIOTT MACHINE AND

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DUENNER, STEPHEN R TTEE

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TULSA INDUSTRIAL CENTER III LLC

DUENNER, STEPHEN R TTEE

ST LOUIS AND SAN FRANCISCO RR CO

ROCK SPRINGS LP

CH

Amy Hoehner

From: Dobrinski, Tim <DobrinTD@oge.com>
Sent: Friday, September 07, 2018 10:45 AM
To: Amy Hoehner
Subject: RE: Request to close roadway

Amy, OGE does not have any facilities in this area. Therefore we do not have any objections to this closing. Please note that AEP does.

Thanks

Tim Dobrinski
OGE

Lead Engineering Tech.
Sapulpa District
Office 918-227-6203
Email dobrintd@oge.com
18511 W. Highway 33
Sapulpa OK 74066

From: Amy Hoehner [mailto:ahoehner@cityofsapulpa.net]
Sent: Friday, September 07, 2018 9:39 AM
To: lucas.mares@cox.com; justing.rich@cox.com; rh7687@att.com; Donald.Kafer@onegas.com; anthony.gedminas@oneok.com; shitehsd@oge.com; Dobrinski, Tim <DobrinTD@oge.com>; swmoreload@aep.com; nwhite@cityofsapulpa.net; bbillingsly@cityofsapulpa.net; inspector@cityofsapulpa.net; jvickerysfd@cityofsapulpa.net; jwalker@cityofsapulpa.net; brooke@konscience.net; rpettit@cityofsapulpa.net; dnorris@cityofsapulpa.net
Cc: dwiddoes@cityofsapulpa.net
Subject: Request to close roadway

EXTERNAL EMAIL - Use caution with links and attachments - REPORT ANYTHING SUSPICIOUS TO
SuspiciousEmail@oge.com

EXTERNAL EMAIL - Use caution with links and attachments - REPORT ANYTHING SUSPICIOUS TO
SuspiciousEmail@oge.com

Dear TAC/Utility Member:

The City of Sapulpa has received a request from Stephen A. Schuller on behalf of Bryan B. Close LLC for an Ordinance closing to public use all of West 52nd Street that runs eastward from South 49th West Ave located generally between Tracts 17 and 24 of M.A. Subdivision (see attached plat and map). This portion of the roadway is located in the City of Sapulpa's fenceline. Bryan B. Close LLC is the record owner of the properties on both sides of the roadway in question.

The applicants request is set to be on the City Council Agenda October 1, 2018. Any information objecting to the request should be provided by email to me at ahoener@cityofsapulpa.net no later than September 17, 2018.

Thank you for your assistance in this matter. Should you have any questions, please feel free to contact me at 918-248-5921.

Amy Hoehner
Legal Assistant

Amy Hoehner

From: HURST, ROGER W <RH7687@att.com>
Sent: Friday, September 07, 2018 10:00 AM
To: Amy Hoehner
Cc: GROOM, WAYNE E
Subject: RE: Request to close roadway

Follow Up Flag: Follow up
Flag Status: Flagged

Amy,

Good morning, it is in the Sapulpa city limits, but is served by the Hickory WC , so am sending to Wayne Groom to handle.

Thanks,

Roger W. Hurst

AT&T Technology Operations

Mgr. OSP Engineering & Design
509 S Detroit Ave, Floor 9
Tulsa , OK 74120
O 539.444.1078 | M 918.859.9453

From: Amy Hoehner <ahoehner@cityofsapulpa.net>
Sent: Friday, September 07, 2018 9:39 AM
To: lucas.mares@cox.com; justing.rich@cox.com; HURST, ROGER W <RH7687@att.com>; Donald.Kafer@onegas.com; anthony.gedminas@oneok.com; shitehsd@oge.com; dobrintd@oge.com; swmoreloand@aep.com; nwhite@cityofsapulpa.net; bbillingsly@cityofsapulpa.net; inspector@cityofsapulpa.net; jvickerysfd@cityofsapulpa.net; jwalker@cityofsapulpa.net; brooke@konscience.net; rpettit@cityofsapulpa.net; dnorris@cityofsaplulpa.net
Cc: dwiddoes@cityofsapulpa.net
Subject: Request to close roadway

Dear TAC/Utility Member:

The City of Sapulpa has received a request from Stephen A. Schuller on behalf of Bryan B. Close LLC for an Ordinance closing to public use all of West 52nd Street that runs eastward from South 49th West Ave located generally between Tracts 17 and 24 of M.A. Subdivision (see attached plat and map). This portion of the roadway is located in the City of Sapulpa's fenceline. Bryan B. Close LLC is the record owner of the properties on both sides of the roadway in question.

The applicants request is set to be on the City Council Agenda October 1, 2018. Any information objecting to the request should be provided by email to me at ahoehner@cityofsapulpa.net no later than September 17, 2018.

Thank you for your assistance in this matter. Should you have any questions, please feel free to contact me at 918-248-5921.

Amy Hoehner
Legal Assistant

Amy Hoehner

From: Amy Hoehner <ahoehner@cityofsapulpa.net>
Sent: Monday, September 10, 2018 01:14 PM
To: 'Rich, Justin (CCI-Central Region)'
Subject: RE: Request to close roadway

Thank you.

And yes, the ordinance the City will be written to read "This closure is specifically made subject to any retained easements and/or existing utilities located in the said roadway."

From: Rich, Justin (CCI-Central Region) [mailto:Justin.Rich@cox.com]
Sent: Monday, September 10, 2018 01:00 PM
To: Amy Hoehner <ahoehner@cityofsapulpa.net>
Cc: Rich, Justin (CCI-Central Region) <Justin.Rich@cox.com>
Subject: RE: Request to close roadway

Hi Amy,

Cox has no objections to closure of public use of road way West 52nd Street east of 49th West Ave. Will they be providing a Utility easement for the utility companies that currently have facilities occupying the street's right of way of proposed street closure?

From: Amy Hoehner <ahoehner@cityofsapulpa.net>
Sent: Friday, September 7, 2018 11:52 AM
To: Rich, Justin (CCI-Central Region) <Justin.Rich@cox.com>
Subject: Request to close roadway

Please see below - I had a typo in your original email address.

Amy

From: Amy Hoehner [mailto:ahoehner@cityofsapulpa.net]
Sent: Friday, September 07, 2018 09:39 AM

Dear TAC/Utility Member:

The City of Sapulpa has received a request from Stephen A. Schuller on behalf of Bryan B. Close LLC for an Ordinance closing to public use all of West 52nd Street that runs eastward from South 49th West Ave located generally between Tracts 17 and 24 of M.A. Subdivision (see attached plat and map). This portion of the roadway is located in the City of Sapulpa's fenceline. Bryan B. Close LLC is the record owner of the properties on both sides of the roadway in question.

The applicants request is set to be on the City Council Agenda October 1, 2018. Any information objecting to the request should be provided by email to me at ahoehner@cityofsapulpa.net no later than September 17, 2018.

Thank you for your assistance in this matter. Should you have any questions, please feel free to contact me at 918-248-5921.

Amy Hoehner
Legal Assistant



Pat Mason, Manager
Engineering/ROW

AT&T Oklahoma
607 N. Miller Blvd.
Oklahoma City, OK 73107

T: 405.246.7018
F: 405.290.6566
pm8484@att.com

September 10, 2018

Via Electronic Mail ahoener@cityofsapulpa.net

Ms. Amy Hoehner
Legal Department / City of Sapulpa
425 East Dewey Avenue
Sapulpa, OK 74067

Re: Request to Vacate – Bryan B. Close LLC

Dear Ms. Hoehner:

In response to your E-mail of September 7, 2018 to TAC/Utility Members, requesting to close all of West 52nd Street, that runs eastward from South 49th West Avenue, located generally between Tracts 17 and 24 of M.A. Subdivision, Southwestern Bell Telephone Company, d/b/a AT&T Oklahoma ("AT&T") must **object**.

AT&T currently has existing facilities within this ROW, serving buildings currently on the property. SWBT will need to use the area sought to be closed for the provisioning of telephone and communications services, and therefore **objects** to having the right-of-way closed. If property owner agrees to allow AT&T to retain their presence, or in the alternative to pay to relocate, we would agree to this closure.

Should you have any questions or need other assistance, please feel free to contact our Engineer for this area, Wayne Groom at (539) 444-1084.

Yours truly,

A handwritten signature in blue ink that reads "Pat Mason".

Pat Mason

c: Wayne Groom, Manager

ORDINANCE NUMBER _____

AN ORDINANCE CLOSING TO PUBLIC USE THAT PORTION OF WEST 52ND STREET LYING ADJACENT TO TRACTS 17 THROUGH 23 AND TRACT 24 OF THE M.A. YOUNKMAN'S SUBDIVISION, CITY OF SAPULPA, TULSA COUNTY, OKLAHOMA AND DECLARING AN EMERGENCY.

BE IT ORDAINED BY THE CITY COUNCIL, CITY OF SAPULPA, OKLAHOMA:

Section 1. The M.A. Younkman's Subdivision, City of Sapulpa, Tulsa County, Oklahoma, reflects the existence of a 25' dedicated roadway lying adjacent to Tracts 17 through 23 and Tract 24, M.A. Younkman's Subdivision, City of Sapulpa, Tulsa County, Oklahoma, commonly known as West 52nd Street, according to the recorded plat thereof; The City has received a request from the owner of the adjacent property to formally close that portion to public use.

Section 2. The City has considered and investigated this request. It is deemed necessary and expedient that a portion of the platted roadway as set forth below be closed to public use subject to all existing utilities and other easements, to wit:

All of that part of the right-of-way of West 52nd Street lying adjacent to Tracts 17 through 23 and Tract 24 of the M.A. Younkman's Subdivision, City of Sapulpa, Tulsa County, Oklahoma, according to the recorded plat thereof.

A map depicting the subject area closed by this ordinance is attached hereto as Exhibit 1.

This closure is specifically made subject to any retained easements and/or existing utilities located in the said roadway.

Section 3. All ordinances or parts of ordinances in conflict with this ordinance are repealed to the extent of conflict only.

Section 4. If any part or parts of this ordinance are held invalid or ineffective, the remaining portion shall not be affected but remain in full force and effect.

Section 5. EMERGENCY. Being immediately necessary that the provisions of this ordinance be put into full force and effect for the preservation of the public peace, health, and safety of the City of Sapulpa, Oklahoma, an emergency is hereby declared to exist and this ordinance shall be in full force and effect after its passage, approval, and

publication as required by law.

PASSED AND APPROVED in regular session this ____ day of _____
2018, with emergency clause considered and voted upon separately.

Reg Green, Mayor

ATTEST:

APPROVED AS TO FORM:

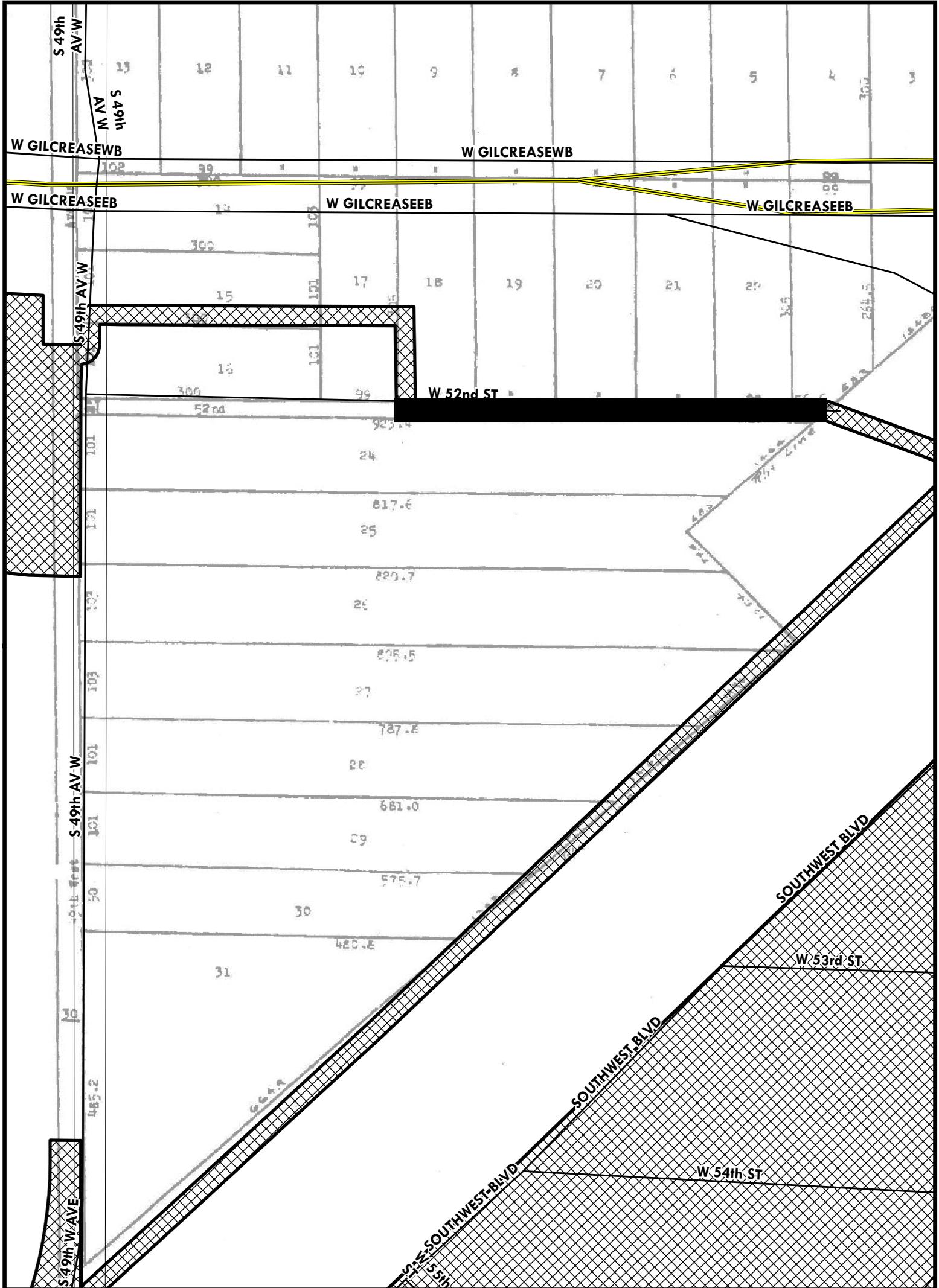
Shirley Burzio, City Clerk

David R. Widdoes, City Attorney

City of Sapulpa

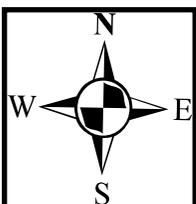
Tulsa County, Oklahoma
Road Closure Ordinance

Ordinance # _____



Ordinance # _____

GENERAL DESCRIPTION:
All that portion of W. 52nd Street South lying adjacent to Lots 18-24, M.A. Younkman's, Subdivision, Tulsa County, Oklahoma, according to the recorded plat thereof. This portion of W 52nd St S is the only portion of this platted street within the City of Sapulpa, Tulsa County, Oklahoma



Legend	
	Sapulpa City Limits
	Closed Road Location



AGENDA ITEM

Administration 10.E.

City Council Regular

Meeting Date: October 1, 2018

Submitted For: David Widdoes, City Attorney

Submitted By: Amy Hoehner, Legal Assistant

Department: Legal

Presented By: David Widdoes

SUBJECT:

Discussion and possible action regarding a Resolution of the City of Sapulpa, Oklahoma, Establishing a Common Consumption Area of the City Golf Course for the Possession and Consumption of Alcoholic Beverages Within its Boundaries.

BACKGROUND:

To avoid any issue with consumption of beer and wine outside the clubhouse on the City golf course, the governing body should designate the course area as a common area for consumption of such beverages purchased from the city's licensee. Such action may be taken under the new law effective October 1, 2018, provided it is in the form of a resolution from the governing body.

RECOMMENDATION:

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

Attachments

Resolution

Exhibit "A"

RESOLUTION _____

**A RESOLUTION OF THE CITY OF SAPULPA, OKLAHOMA,
ESTABLISHING A COMMON CONSUMPTION AREA OF THE CITY
GOLF COURSE FOR THE POSSESSION AND CONSUMPTION OF
ALCOHOLIC BEVERAGES WITHIN ITS BOUNDARIES.**

WHEREAS, state law allows a city to establish a common consumption area and to authorize the possession and consumption of alcoholic beverages within the confines of the designated consumption area; and

WHEREAS, Title 37A, Oklahoma Statutes, Section 6-109, further allows a licensee on property owned by a political subdivision to transport alcoholic beverages from one licensed premises to another within the same property, provided the property has been defined as a common drinking area for consumption of alcoholic beverages by resolution of the governing body; and

WHEREAS, the property commonly known as the Sapulpa municipal golf course should be designated as a common drinking area for consumption as depicted on the map attached as Exhibit "A"; and

WHEREAS, the designation of the common drinking area described above should become effective from and after October 1, 2018.

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

Section 1. Effective October 1, 2018, the area reflected on Exhibit "A" attached hereto is designated as a common consumption area as allowed by 37 O.S. § 6-109.

Section 2. That an emergency is hereby declared to exist for the preservation the public peace, health, and safety, by reason whereof this Resolution shall be in full force and effect immediately from and after its adoption and approval as provided by law.

PASSED AND APPROVED by the City Council of the City of Sapulpa, Oklahoma on this _____ day of _____, 2018, with emergency measure voted upon separately.

Reg Green, Mayor

ATTEST:

APPROVED AS TO FORM:

Shirley Burzio, City Clerk

David Widdoes, City Attorney

City of Sapulpa

Creek County, Oklahoma
Sapulpa Municipal Golf Course Area

EXHIBIT "A"

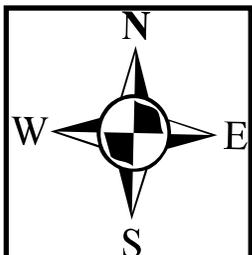
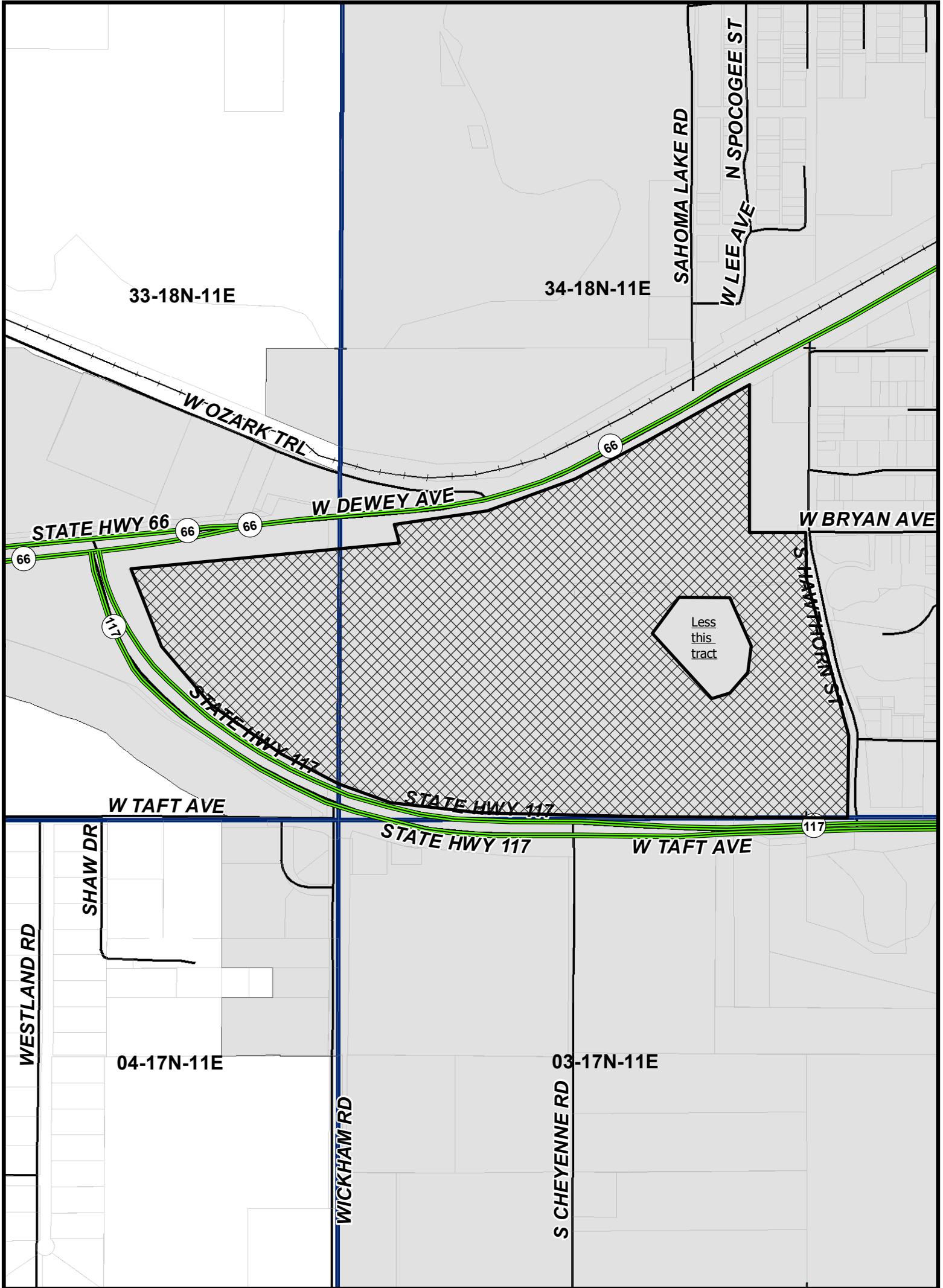


EXHIBIT "A"

0 212.5 425 850 1,275 1,700 Feet

1 inch = 650 feet

Legend	
	Golf Course Area
	Sapulpa City Limits



AGENDA ITEM

Administration 10.F.

City Council Regular

Meeting Date: October 1, 2018

Submitted By: Pam Vann, Finance Director

Department: Finance

Presented By: Pam Vann

SUBJECT:

Discussion and possible action regarding a Resolution of the City of Sapulpa, Oklahoma, amending the FY 2018-2019 annual budget by increasing appropriations in the Federal Seizure and Forfeiture Fund in the amount of \$24,210.00 for the purpose of providing additional funds for the purchase of tactical body armor.

BACKGROUND:

The tactical body armor that is currently being used is becoming out of date and needs to be replaced at this time. Federal seizure and forfeiture revenue can be used for this type of purchase.

RECOMMENDATION:

Staff recommends approval of the resolution.

Attachments

Fed Seizure & Forfeiture Reso 100118

Fed Seizure & Forfeiture budget adjustment 100118

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF SAPULPA, OKLAHOMA AMENDING THE FY 2018-2019 ANNUAL BUDGET BY INCREASING APPROPRIATIONS IN THE FEDERAL SEIZURE AND FORFEITURE FUND IN THE AMOUNT OF \$24,210.00 FOR THE PURPOSE OF PROVIDING ADDITIONAL FUNDS FOR THE PURCHASE OF TACTICAL BODY ARMOR.

WHEREAS, The City has been advised that the tactical body armor currently being used is becoming out of date; and

WHEREAS, the Federal Seizure & Forfeiture Fund has a current unappropriated fund balance of \$103,657 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:

FEDERAL SEIZURE AND FORFEITURE FUND

(Increase)	42-542-401 Equipment	<u>\$24,210.00</u>
	Total Appropriations Increase:	\$24,210.00

PASSED BY THE CITY COUNCIL FOR THE CITY OF SAPULPA, OKLAHOMA and signed by the Mayor this 1st day of October 2018.

Reg Green, Mayor

ATTEST:

Shirley Burzio, City Clerk

David Widdoes, City Attorney



AGENDA ITEM

Administration 10.G.

City Council Regular

Meeting Date: October 1, 2018

Submitted By: Pam Vann, Finance Director

Department: Finance

Presented By: Pam Vann

SUBJECT:

Discussion and possible action regarding a Resolution of the City of Sapulpa, Oklahoma, and the Sapulpa Municipal Authority, Sapulpa, Oklahoma, amending the FY 2018-2019 annual budget by increasing budgeted beginning fund balance in the cumulative amount of \$137,185.00, revenues in the amount of \$9,709,399.00, and appropriations in the amount of \$9,695,338.00 in various funds for the purpose of rolling forward FY 2017-2018 funds for items that were expected to be received or expensed in FY 2017-2018 but were not received until after June 30, 2018, the end of FY 2017-2018.

BACKGROUND:

The City of Sapulpa has financial commitments by means of contracts, projects, grants, and/or purchase orders which were not completed or received by June 30, 2018. The funds identified for such commitments should be rolled forward from FY 2017-2018 to the FY 2018-2019 budget.

RECOMMENDATION:

Staff recommends approval of the resolution.

Attachments

[Rollforward Resolution 100118](#)

[Rollforward budget adjustment 100118](#)

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF SAPULPA, OKLAHOMA AND THE SAPULPA MUNICIPAL AUTHORITY, SAPULPA, OKLAHOMA AMENDING THE FY 2018-2019 ANNUAL BUDGET BY INCREASING BUDGETED BEGINNING FUND BALANCE IN THE CUMULATIVE AMOUNT OF \$137,185.00, REVENUES IN THE AMOUNT OF \$9,709,339.00, AND APPROPRIATIONS IN THE AMOUNT OF \$9,695,338.00 IN VARIOUS FUNDS FOR THE PURPOSE OF ROLLING FORWARD FY 2017-2018 FUNDS FOR ITEMS THAT WERE EXPECTED TO BE RECEIVED OR EXPENSED IN FY 2017-2018 BUT WERE NOT RECEIVED UNTIL AFTER JUNE 30, 2018, THE END OF FY 2017-2018.

WHEREAS, the City of Sapulpa, has financial commitments by means of contracts, projects, grants and/or purchase orders which were not completed or received by June 30, 2018 for FY 2017-2018, and

WHEREAS, the City of Sapulpa, should roll forward funds committed in FY 2017-2018 to FY 2018-2019 to cover such financial commitments, and

WHEREAS, these items were estimated to be expensed in FY 2017-2018 and were not which resulted in a greater beginning fund balance for FY 2018-2019, and

WHEREAS, grant funds and reimbursements were not received in FY 2017-2018 but will be received in FY 2018-2019, and

WHEREAS, various funds are affected by such financial commitments and budget roll forwards,

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Sapulpa, Oklahoma and the Sapulpa Municipal Authority, Sapulpa, Oklahoma, that the following budget amendments be made:

GENERAL FUND

(Increase)	10-4000 Budgeted Beginning Fund Balance	<u>\$ 25,152.00</u>
	Total Fund Balance Increase:	\$ 25,152.00
(Increase)	10-502-260 Minor Equipment & Furnishings	\$ 7,521.00
(Increase)	10-502-201 Office Supplies	63.00
(Increase)	10-506-301E Employee Training/Recognition	330.00
(Increase)	10-511-241 Safety Equipment	1,263.00
(Increase)	10-511-314 Uniforms	786.00
(Increase)	10-511-352 Maintenance-Vehicles	373.00
(Increase)	10-512-301 Travel & Training	456.00

(Increase)	10-512-314 Uniforms	7,180.00
(Increase)	10-512-352 Maintenance-Vehicles	800.00
(Increase)	10-512-353 Maintenance-Building	1,580.00
(Increase)	10-515-311 Prof Svcs-Eng	1,000.00
(Increase)	10-591-390 Contingency	<u>3,800.00</u>
	Total Expenditures Increase:	\$ 25,152.00

SAPULPA DEVELOPMENT AUTHORITY

(Increase)	15-4086 Reimbursements	<u>\$ 35,000.00</u>
	Total Fund Balance/Revenue Increase:	\$ 35,000.00

(Increase)	15-515-311 Prof Svcs	<u>\$ 35,000.00</u>
	Total Appropriations Increase:	\$ 35,000.00

SAPULPA MUNICIPAL AUTHORITY

(Increase)	20-4000 Budgeted Beginning Fund Balance	<u>\$ 79,217.00</u>
	Total Fund Balance Increase:	\$ 79,217.00

(Increase)	20-524-315A Fees & Other Charges ODEQ	\$ 700.00
(Increase)	20-524-315B Fees & Other Charges	21,120.00
(Increase)	20-524-354 Maintenance-Facilities	609.00
(Increase)	20-524-405 Facilities	39,848.00
(Increase)	20-525-311 Professional Services	8,640.00
(Increase)	20-525-354 Maintenance-Facilities	2,500.00
(Increase)	20-525-405 Facilities	4,000.00
(Increase)	20-528-311E Prof Svcs-Industry Testing	<u>1,800.00</u>
	Total Appropriations Increase:	\$ 79,217.00

STORMWATER MANAGEMENT

(Increase)	29-4000 Budgeted Beginning Fund Balance	<u>\$ 486.00</u>
	Total Fund Balance Increase:	\$ 486.00

(Increase)	29-529-390 Contingency	<u>\$ 486.00</u>
	Total Appropriations Increase:	\$ 486.00

GOLF COURSE FUND

(Increase)	33-4000 Budgeted Beginning Fund Balance	<u>\$ 900.00</u>
	Total Fund Balance Increase:	\$ 900.00

(Increase)	33-533-354 Maintenance – Facilities	<u>\$ 900.00</u>
	Total Appropriations Increase:	\$ 900.00

LIBRARY FUND

(Increase)	34-4000 Budgeted Beginning Fund Balance	\$ 21,236.00
	Total Fund Balance Increase:	\$ 21,236.00
(Increase)	34-534-290 Grant Expense-Other	\$ 5,946.00
(Increase)	34-534-301B Training & Travel-State Aid	2,427.00
(Increase)	34-534-401A Equipment-State Aid	6,372.00
(Increase)	34-534-402A Furniture-State Aid	3,710.00
(Increase)	34-534-407A Books-State Aid	<u>2,781.00</u>
	Total Appropriations Increase:	\$ 21,236.00

PARKS AND RECREATIONAL SERVICES FUND

(Increase)	35-4000 Budgeted Beginning Fund Balance	\$ 5,650.00
	Total Fund Balance Increase:	\$ 5,650.00
(Increase)	35-535-311 Prof Services	\$ 1,250.00
(Increase)	35-535-341 Rental of Equipment	150.00
(Increase)	35-535-405 Facilities	<u>4,250.00</u>
	Total Appropriations Increase:	\$ 5,650.00

SAPULPA AQUATICS FUND

(Increase)	36-4000 Budgeted Beginning Fund Balance	\$ 200.00
	Total Fund Balance Increase:	\$ 200.00
(Increase)	36-536-353 Maintenance – Building/Fixtures	\$ 200.00
	Total Appropriations Increase:	\$ 200.00

PARK DEVELOPMENT FUND

(Increase)	38-4000 Budgeted Beginning Fund Balance	\$ 67,147.00
(Increase)	38-4082 Donations	<u>43,784.00</u>
	Total Fund Balance/Revenue Increase:	\$110,931.00
(Increase)	38-538-405 Facilities	<u>\$110,931.00</u>
	Total Appropriations Increase:	\$110,931.00

FIRE CASH FUND

(Increase)	40-4000 Budgeted Beginning Fund Balance	\$ 34,352.00
	Total Fund Balance Increase:	\$ 34,352.00
(Increase)	40-540-311 Prof Services	\$ 8,407.00
(Increase)	40-540-401 Equipment	<u>25,945.00</u>
	Total Appropriations Increase:	\$ 34,352.00

CAPITAL IMPROVEMENT FUND

(Increase)	45-4000 Budgeted Beginning Fund Balance	\$ 119,711.00
	Total Fund Balance Increase:	\$119,711.00
(Increase)	45-525-405 Facilities	\$ 67,135.00
(Increase)	45-535-404 Building & Fixtures	23,776.00
(Increase)	45-546-311B Prof Svcs	9,300.00
(Increase)	45-546-405B Facilities-Contract	<u>19,500.00</u>
	Total Appropriations Increase:	\$119,711.00

WATER & SEWER SALES TAX FUND

(Increase)	46-4000 Budgeted Beginning Fund Balance	\$ 8,250.00
	Total Fund Balance Increase:	\$ 8,250.00
(Increase)	46-546-311 Professional Services	<u>\$ 8,250.00</u>
	Total Appropriations Increase:	\$ 8,250.00

SEWER EXTENSION & DEVELOPMENT FEE FUND

(Increase)	49-4203 Loan Proceeds	\$7,677,688.00
	Total Revenue Increase:	\$7,677,688.00
(Increase)	49-525-311 Prof Svcs	\$ 729,400.00
(Increase)	49-525-405B Facilities-Contract	3,817,650.00
(Increase)	49-526-311 Prof Svcs	568,580.00
(Increase)	49-526-405B Facilities-Contract	2,468,520.00
(Increase)	49-549-401 Equipment	<u>86,737.00</u>
	Total Appropriations Increase:	\$7,670,887.00

GRANTS AND AID FUND

(Decrease)	60-4000 Budgeted Beginning Fund Balance	(\$ 776,148.00)
(Increase)	60-4082 Donations	31,530.00
(Increase)	60-4361.21 Grant-CDBG-Tulsa County	130,955.00
(Increase)	60-4369-20 Grant: OHSO 17-18	23,503.00
(Increase)	60-4376 BJA-Vest Grant	4,179.00
(Increase)	60-4384 Grant: LWCF-Kelly Lane	160,000.00
(Increase)	60-4392 EDA-Grant	<u>1,500,000.00</u>
	Total Fund Balance/Revenue Increase:	\$1,074,019.00

(Increase)	60-561-401P21 Projects	\$ 130,955.00
(Increase)	60-569-102-20 Overtime	19,342.00
(Increase)	60-584-311 Prof Svcs	8,548.00
(Increase)	60-592-311 Prof Svcs	30,000.00
(Increase)	60-592-311A Prof Svcs-Eng	<u>740,789.00</u>
	Total Appropriations Increase:	\$ 929,634.00

SERIES 2014 STREET CAPITAL IMPROVEMENT FUND

(Increase)	63-4000 Budgeted Beginning Fund Balance	<u>\$ 189,641.00</u>
	Total Fund Balance Increase:	\$189,641.00
(Increase)	63-563-311B Prof Svcs-Eng (CA & Insp)	\$ 75,000.00
(Increase)	63-563-405C Facilities-R-O-W Acquisitions	56,881.00
(Increase)	63-564-311B Prof Svcs-Eng (CA & Insp)	12,760.00
(Increase)	63-565-311B Prof Svcs-Eng (CA & Insp)	<u>45,000.00</u>
	Total Appropriations Increase:	\$189,641.00

STREET IMPROVEMENT SALES TAX FUND

(Increase)	65-4000 Budgeted Beginning Fund Balance	<u>\$ 221,795.00</u>
	Total Fund Balance Increase:	\$ 221,795.00
(Increase)	65-565-311A Prof Svcs-Design & Bid	\$ 110,481.00
(Increase)	65-565-401 Equipment	113.00
(Increase)	65-565-405A Facilities – In House	35,331.00
(Increase)	65-565-405B Facilities – Contract	45,720.00
(Increase)	65-565-405D Facilities- Utility Relocations	<u>30,150.00</u>
	Total Appropriations Increase:	\$ 221,795.00

GO BOND CONSTRUCTION FUND

(Increase)	83-4000 Budgeted Beginning Fund Balance	\$ 139,596.00
(Increase)	83-4378 Grant-LWCF	<u>102,700.00</u>
	Total Fund Balance Increase:	\$ 242,296.00
(Increase)	83-576-311B Prof Svcs – CA	\$ 1,400.00
(Increase)	83-576-405B Facilities-Contract	96,928.00
(Increase)	83-577-311A Prof Svcs- Design, Bid	28,875.00
(Increase)	83-577-311B Prof Svcs – CA	35,159.00
(Increase)	83-578-311A Prof Svcs- Design, Bid	13,650.00
(Increase)	83-578-311B Prof Svcs – CA	<u>66,284.00</u>
	Total Appropriations Increase:	\$242,296.00

**PASSED BY THE CITY COUNCIL FOR THE CITY OF SAPULPA,
OKLAHOMA AND THE SAPULPA MUNICIPAL AUTHORITY, SAPULPA, OKLAHOMA**
and signed by the Mayor/Chairman this 1st day of October 2018.

Reg Green, Mayor/Chairman

ATTEST:

Shirley Burzio, City Clerk/Trust Secretary

David Widdoes, City Attorney/Trust Attorney

BUDGET TRANSFER REQUEST

DEPARTMENT	Department Head Signature	Date Requested
VARIOUS		10/1/2018

TO PROVIDE FUNDS FOR ROLL FORWARD OF FY 2017-2018 FUNDS
TO FY 2018-2019

RESOLUTION #

Account #	Account Name	Amount Budgeted	Amount of Increase	Amount of Decrease	Adjusted Budget
10-4000	BEGINNING FUND BALANCE	\$1,170,458	\$25,152		\$1,195,610
10-502-260	MINOR EQUIPMENT & FURN	\$5,000	\$7,521		\$12,521
10-502-201	OFFICE SUPPLIES	\$700	\$63		\$763
10-506-301E	EMPLOYEE TRAINING/REC	\$4,500	\$330		\$4,830
10-511-241	SAFETY EQUIPMENT	\$28,000	\$1,263		\$29,263
10-511-314	UNIFORMS	\$9,618	\$786		\$10,404
10-511-352	MAINTENANCE-VEHICLES	\$50,000	\$373		\$50,373
10-512-301	TRAVEL & TRAINING	\$30,000	\$456		\$30,456
10-512-314	UNIFORMS	\$2,500	\$7,180		\$9,680
10-512-352	MAINTENANCE-VEHICLES	\$35,000	\$800		\$35,800
10-512-353	MAINTENANCE-BUILDING	\$25,000	\$1,580		\$26,580
10-515-311	PROF SVCS-ENG	\$25,000	\$1,000		\$26,000
10-591-390	CONTINGENCY	\$100,000	\$3,800		\$103,800
15-4086	REIMBURSEMENTS	\$0	\$35,000		\$35,000
15-515-311	PROF SVCS	\$0	\$35,000		\$35,000
20-4000	BEGINNING FUND BALANCE	\$709,216	\$79,217		\$788,433
20-524-315A	FEES & OTHER CHARGES-OD	\$10,000	\$700		\$10,700
20-524-315B	FEES & OTHER CHARGES-SV	\$316,139	\$21,120		\$337,259
20-524-354	MAINTENANCE-FACILITIES	\$100,000	\$609		\$100,609
20-524-405	FACILITIES	\$119,988	\$39,848		\$159,836
20-525-311	PROF SVCS	\$15,000	\$8,640		\$23,640
20-525-354	MAINTENANCE-FACILITIES	\$64,000	\$2,500		\$66,500
20-525-405	FACILITIES	\$0	\$4,000		\$4,000
20-528-311E	PROF SVCS-IND TESTING	\$3,790	\$1,800		\$5,590

Date Approved	Finance Director	Date Rejected	Reason
Date Approved	City Manager	Date Rejected	Reason

FY18-19

Transfer #: 18-

BUDGET TRANSFER REQUEST

DEPARTMENT	Department Head Signature	Date Requested
VARIOUS		10/1/2018

TO PROVIDE FUNDS FOR ROLL FORWARD OF FY 2017-2018 FUNDS
TO FY 2018-2019

RESOLUTION #

Account #	Account Name	Amount Budgeted	Amount of Increase	Amount of Decrease	Adjusted Budget
29-4000	BEGINNING FUND BALANCE	\$1,148,751	\$486		\$1,149,237
29-529-390	CONTINGENCY	\$50,000	\$486		\$50,486
33-4000	BEGINNING FUND BALANCE	\$192,784	\$900		\$193,684
33-533-354	MAINTENANCE-FACILITIES	\$20,000	\$900		\$20,900
34-4000	BEGINNING FUND BALANCE	\$32,846	\$21,236		\$54,082
34-534-290	GRANT EXP-OTHER	\$0	\$5,946		\$5,946
34-534-301B	TRAINING & TRAVEL-STATE A	\$0	\$2,427		\$2,427
34-534-401A	EQUIPMENT-STATE AID	\$0	\$6,372		\$6,372
34-534-402A	FURNITURE-STATE AID	\$0	\$3,710		\$3,710
34-534-407A	BOOKS-STATE AID	\$0	\$2,781		\$2,781
35-4000	BEGINNING FUND BALANCE	\$66,116	\$5,650		\$71,766
35-535-311	PROF SERVICES	\$6,000	\$1,250		\$7,250
35-535-341	RENTAL OF EQUIPMENT	\$1,500	\$150		\$1,650
35-535-405	FACILITIES	\$10,800	\$4,250		\$15,050
					\$0
36-4000	BEGINNING FUND BALANCE	\$37,482	\$200		\$37,682
36-536-353	MAINTENANCE-BUILDING/FIX	\$2,000	\$200		\$2,200
38-4000	BEGINNING FUND BALANCE	\$35,648	\$67,147		\$102,795
38-4082	DONATIONS	\$0	\$43,784		\$43,784
38-538-405	FACILITIES	\$50,000	\$110,931		\$160,931
40-4000	BEGINNING FUND BALANCE	\$449,190	\$34,352		\$483,542
40-540-311	PROF SERVICES	\$0	\$8,407		\$8,407
40-540-401	EQUIPMENT	\$50,000	\$25,945		\$75,945
45-4000	BEGINNING FUND BALANCE	\$358,749	\$119,711		\$478,460
45-525-405	FACILITIES	\$0	\$67,135		\$67,135
45-535-404	BUILDING & FIXTURES	\$15,500	\$23,776		\$39,276
45-546-311B	PROF SERVICES	\$0	\$9,300		\$9,300
45-546-405B	FACILITIES-CONTRACT	\$248,350	\$19,500		\$267,850

Date Approved	Finance Director	Date Rejected	Reason

Date Approved	City Manager	Date Rejected	Reason

FY18-19

Transfer #: 18-

BUDGET TRANSFER REQUEST

DEPARTMENT	Department Head Signature	Date Requested
VARIOUS		10/1/2018

TO PROVIDE FUNDS FOR ROLL FORWARD OF FY 2017-2018 FUNDS
TO FY 2018-2019

RESOLUTION #

Account #	Account Name	Amount Budgeted	Amount of Increase	Amount of Decrease	Adjusted Budget
46-4000	BEGINNING FUND BALANCE	\$239,921	\$8,250		\$248,171
46-546-311	PROF SVCS	\$0	\$8,250		\$8,250
49-4203	LOAN PROCEEDS	\$0	\$7,677,688		\$7,677,688
49-525-311	PROF SVCS	\$0	\$729,400		\$729,400
49-525-405B	FACILITIES-CONTRACT	\$0	\$3,817,650		\$3,817,650
49-526-311	PROF SVCS	\$0	\$568,580		\$568,580
49-526-405B	FACILITIES-CONTRACT	\$0	\$2,468,520		\$2,468,520
49-549-401	EQUIPMENT	\$0	\$86,737		\$86,737
60-4000	BEGINNING FUND BALANCE	\$776,148		\$776,148	\$0
60-4082	DONATIONS	\$1,505,370	\$31,530		\$1,536,900
60-4361.21	GRANT-CDBG TULSA COUNTY	\$0	\$130,955		\$130,955
60-4369-20	OHSO 17-18	\$0	\$23,503		\$23,503
60-4376	BJA-VEST GRANT	\$0	\$4,179		\$4,179
60-4384	GRANT: LWCF-KELLY LANE	\$0	\$160,000		\$160,000
60-4392	EDA-GRANT	\$0	\$1,500,000		\$1,500,000
60-561-410P.21	PROJECTS	\$0	\$130,955		\$130,955
60-569-102-20	OVERTIME	\$0	\$19,342		\$19,342
60-584-311	PROF SVCS	\$0	\$8,548		\$8,548
60-592-311	PROF SVCS	\$0	\$30,000		\$30,000
60-592-311A	PROF SVCS-ENG	\$0	\$740,789		\$740,789

Date Approved	Finance Director	Date Rejected	Reason
Date Approved	City Manager	Date Rejected	Reason

FY18-19

Transfer #: 18-

BUDGET TRANSFER REQUEST

DEPARTMENT	Department Head Signature	Date Requested
VARIOUS		10/1/2018

TO PROVIDE FUNDS FOR ROLL FORWARD OF FY 2017-2018 FUNDS
TO FY 2018-2019

RESOLUTION #

Account #	Account Name	Amount Budgeted	Amount of Increase	Amount of Decrease	Adjusted Budget
63-4000	BEGINNING FUND BALANCE	\$1,823,975	\$189,641		\$2,013,616
63-563-311B	PROF SVCS-ENG (CA & INSP)	\$0	\$75,000		\$75,000
63-563-405C	FACILITIES-R-O-W ACQUISITI	\$0	\$56,881		\$56,881
63-564-311B	PROF SVCS-ENG (CA & INSP)	\$0	\$12,760		\$12,760
63-565-311B	PROF SVCS-ENG (CA & INSP)	\$0	\$45,000		\$45,000
65-4000	BEGINNING FUND BALANCE	\$1,181,086	\$221,795		\$1,402,881
65-565-311A	PROF SVCS-ENG (DESIGN, B	\$50,000	\$110,481		\$160,481
65-565-401	EQUIPMENT	\$0	\$113		\$113
65-565-405A	FACILITIES-IN HOUSE	\$70,000	\$35,331		\$105,331
65-565-405B	FACILITIES-CONTRACT	\$558,000	\$45,720		\$603,720
65-565-405D	FACILITIES-UTILITY RELOCA	\$57,000	\$30,150		\$87,150
83-4000	BEGINNING FUND BALANCE	\$4,629,070	\$139,596		\$4,768,666
83-4378	GRANT: LWCF	\$0	\$102,700		\$102,700
83-576-311B	PROF SVCS-ENG (CA & INSP)	\$0	\$1,400		\$1,400
83-576-405B	FACILITIES-CONTRACT	\$0	\$96,928		\$96,928
83-577-311A	PROF SVCS-ENG (DESIGN, B	\$0	\$28,875		\$28,875
83-577-311B	PROF SVCS-ENG (CA & INSP)	\$0	\$35,159		\$35,159
83-578-311A	PROF SVCS-ENG (DESIGN, B	\$0	\$13,650		\$13,650
83-578-311B	PROF SVCS-ENG (CA & INSP)	\$0	\$66,284		\$66,284

Date Approved	Finance Director	Date Rejected	Reason
Date Approved	City Manager	Date Rejected	Reason

FY18-19	Transfer #: 18-
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Informational Items 12.A.

City Council Regular

Meeting Date: October 1, 2018

Submitted For: Rick Rumsey, Assistant City Manager

Submitted By: Amy Hoehner, Legal Assistant

SUBJECT:

Tour of the Skiatook Raw Water Conveyance System scheduled for October 17, 2018.

Attachments

Memo - Rick Rumsey



Upcoming Tour

Skiatook Raw Water Conveyance System

Wednesday, October 17, 2018

Sapulpa & Sand Springs - City Councils

Leave City Hall	8:30 a.m.
System Overview (Sand Springs Public Works Building)	9:00 a.m.
Begin Tour	9:20 a.m.
Lunch	11:00 a.m.
After Lunch Return To City Hall	

This will be a very informative tour which will provide a better understanding of the operation and components of our Skiatook Water System to our City Councilors and Staff.

Please RSVP to Asst. City Manager Rick Rumsey if you are able to attend so a head count can be known for lunch.