

CITY OF SAPULPA, OKLAHOMA
COUNCIL PROCEEDINGS
Meeting of December 3, 2018

The City Council of Sapulpa, Oklahoma, met in regular session Monday, December 3, 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
Carla Gunn, Councilor
Craig Henderson, Councilor
Hugo Naifeh, Councilor

Absent: Wes Galloway, 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

1. INVOCATION.

Rev. Mike Peter, Canyon Road Baptist Church, gave the invocation.

2. PLEDGE OF ALLEGIANCE.

Mayor Reg Green led the Pledge of Allegiance.

3. MINUTES AND CONSENT ITEMS.

Motion was made by Councilor Craig Henderson, seconded by Councilor John Anderson, to approve the following items of business:

- A.** Approve the minutes of the November 19, 2018, city council meeting;
- B.** Approve claims in the amount of \$435,252.34;
- C.** Approve prepaid claims in the amount of \$28,488.90;

- D. Approve calendar year 2019 schedule of meetings for the city council regular meetings and the city council study session meetings.

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

4. ADMINISTRATION.

City Attorney David Widdoes told the council that a lien was filed with the Creek County Clerk's office in 1994 and has not been dismissed. The Creek County Treasurer's records go back to 2000, and they have no record of a lien having been filed or payment of the lien. The city does not have any records.

Rev. Scott Gordon, representing the property owner, explained that there were no lien assessments of record in the Creek County Treasurer's Office. The property taxes have always been paid and any liens would have also been paid. The current property owner lives out-of-state and is wanting to sell the lot to the next door neighbor in the amount of one thousand dollars (\$1,000.00). The next door neighbor has been mowing and maintaining the lot.

- A. Motion was made by Councilor John Anderson, seconded by Vice-Mayor Louis Martin, to deny the request to waive an abatement lien in the amount of \$1,300.00 against Lots 27-30, Block 2, Westport Addition, Sapulpa, Creek County, Oklahoma.

ROLL CALL: AYE-John Anderson, Bruce Bledsoe, Marty Cummins, Louis Martin, Hugo Naifeh. NAY-Reg Green, Carla Gunn, Craig Henderson.
Motion carried 5-3.

Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Hugo Naifeh, to approve the following sales tax agency agreements:

- B. Approve the sales tax agency agreement with Ram Site Services, a subcontractor for D.C. Bass & Sons Construction Co., to provide materials, supplies, and equipment for the Youth Sports Complex Project;
- C. Approve the sales tax agency agreement with Sun Valley Masonry, a subcontractor for D.C. Bass & Sons Construction Co., to provide materials, supplies, and equipment for the Youth Sports Complex Project;

- D. Approve the sales tax agency agreement with Kebko Architectural Signage, a subcontractor for D.C. Bass & Sons Construction Co., to provide materials, supplies, and equipment for the Animal Shelter Project.

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

- E. Motion was made by Councilor Craig Henderson, seconded by Vice-Mayor Louis Martin, to table consideration of a contract for the purchase and sale of real estate with Guardian Capital, LLC, for 65 acres m/l located at the northwest corner of 81st Street and Frankhoma Road in the amount of \$650,000.00.

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

5. **PUBLIC COMMENTS.**

There were no comments made to the council.

6. **ADJOURNMENT.**

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

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

Mayor

Attest:

City Clerk



AGENDA ITEM

City Council Regular

5.A.

Meeting Date: December 3, 2018

Submitted By: Shirley Burzio, City Clerk

Department: City Clerk

Presented By:

SUBJECT:

Consider approving the minutes of the November 19, 2018, city council meeting.

BACKGROUND:

RECOMMENDATION:

Attachments

[minutes.11-19-2018 city](#)

CITY OF SAPULPA, OKLAHOMA
COUNCIL PROCEEDINGS
Meeting of November 19, 2018

The City Council of Sapulpa, Oklahoma, met in regular session Monday, November 19, 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
Carla Gunn, Councilor
Craig Henderson, Councilor
Hugo Naifeh, Councilor
Carla Stinnett, Councilor

Staff Present: Joan Riley, City Manager; Pam Vann, City Treasurer; Shirley Burzio, City Clerk; Mike Haefner, Police Chief; Mike Hoehner, Utility Billing Supervisor

1. INVOCATION.

The invocation was given by Mr. Smokey Hurst.

2. PLEDGE OF ALLEGIANCE.

Scout Troop #225 of the First Methodist Church led the Pledge of Allegiance.

3. MINUTES AND CONSENT ITEMS.

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

- A.** Approve the minutes of the November 5, 2018, regular city council meeting;
- B.** Approve claims in the amount of \$706,710.48;
- C.** Approve prepaid claims in the amount of \$806.40.

ROLL CALL: AYE-John Anderson, Bruce Bledsoe, Marty Cummins, Wes Galloway, Reg Green, Carla Gunn, Craig Henderson, Louis Martin, Hugo Naifeh, Carla Stinnett. NAY-None. Motion carried 10-0.

4. ADMINISTRATION.

- A.** Motion was made by Councilor John Anderson, seconded by Vice-Mayor Louis Martin, to table the agreement with the Humane Society of Tulsa to perform spay and neuter surgeries for the animals at the Sapulpa Animal Shelter.

ROLL CALL: AYE-John Anderson, Bruce Bledsoe, Marty Cummins, Wes Galloway, Reg Green, Carla Gunn, Craig Henderson, Louis Martin, Hugo Naifeh, Carla Stinnett. NAY-None. Motion carried 10-0.

- B.** Motion was made by Councilor Hugo Naifeh, seconded by Vice-Mayor Louis Martin, to approve the agreement with Office Express Janitorial Services for janitorial service for the Police Department, beginning December 10, 2018, in the amount of \$1,495.00 per month.

ROLL CALL: AYE-John Anderson, Bruce Bledsoe, Marty Cummins, Wes Galloway, Reg Green, Carla Gunn, Craig Henderson, Louis Martin, Hugo Naifeh, Carla Stinnett. NAY-None. Motion carried 10-0.

- C.** Motion was made by Vice-Mayor Louis Martin, seconded by Councilor John Anderson, to table the adoption of a resolution to execute the agreement establishing the Oklahoma Municipal Management Services.

ROLL CALL: AYE-John Anderson, Bruce Bledsoe, Marty Cummins, Wes Galloway, Reg Green, Carla Gunn, Craig Henderson, Louis Martin, Hugo Naifeh, Carla Stinnett. NAY-None. Motion carried 10-0.

- D.** 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, 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 \$410,604.00 and increasing appropriations in the amount of \$278,150.00 in various funds for the purpose of adjusting budgeted beginning fund balances to actual and appropriating funds for wage adjustments. (Resolution No. 4551)

ROLL CALL: AYE-John Anderson, Bruce Bledsoe, Marty Cummins, Wes Galloway, Reg Green, Carla Gunn, Craig Henderson, Louis Martin, Hugo Naifeh, Carla Stinnett. NAY-None. Motion carried 10-0.

- E. Motion was made by Councilor Hugo Naifeh, seconded by Vice-Mayor Louis Martin, to approve the adoption of a Resolution of the City of Sapulpa, Oklahoma, and the Sapulpa Municipal Trust Authority amending the FY 2018-2019 annual budget by increasing revenues by \$644,000.00 and increasing appropriations by \$480,000.00 in various funds for the purpose of making adjustments based on current revenue and providing funds for transfers, postage, and the kennel and lab furnishings for the animal shelter. (Resolution No. 4552)

ROLL CALL: AYE-John Anderson, Bruce Bledsoe, Marty Cummins, Wes Galloway, Reg Green, Carla Gunn, Craig Henderson, Louis Martin, Hugo Naifeh, Carla Stinnett. NAY-None. Motion carried 10-0.

- F. Motion was made by Councilor Hugo Naifeh, seconded by Vice-Mayor Louis Martin, to table the request to waive an abatement lien in the amount of \$1,300.00 against Lots 27-30, Block 2, Westport Addition, Sapulpa, Creek County, Oklahoma.

ROLL CALL: AYE-John Anderson, Bruce Bledsoe, Marty Cummins, Wes Galloway, Reg Green, Carla Gunn, Craig Henderson, Louis Martin, Hugo Naifeh, Carla Stinnett. NAY-None. Motion carried 10-0.

5. INFORMATIONAL ITEMS FROM MAYOR, CITY COUNCIL, CITY MANAGER, OR CITY ATTORNEY.

- A. The groundbreaking ceremony for the city's Youth Sports Complex will be held on Tuesday, November 27, 2018, at 10:00 o'clock A.M.

6. PUBLIC COMMENTS.

There were no comments made to the council.

7. ADJOURNMENT.

There being no further business to consider, motion was made by Councilor Craig Henderson, seconded by Councilor John Anderson, 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, Carla Stinnett. NAY-None. Motion carried 10-0.

Mayor

Attest:

City Clerk



Consent Agenda 7.A.

City Council Regular

Meeting Date: December 3, 2018

Submitted By: Amber Fisher, Accounts Payable Clerk

SUBJECT:

Consider approving Claims in the amount of \$435,252.34.

Attachments

Claims List 12-3-18

FUND: 10 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
124501	99-10160	MERRIFIELD OFFICE SOLUTIONS	OFFICE SUPPLIES	11/2018	0158487-001	50.92
124946	99-10160	MERRIFIELD OFFICE SOLUTIONS	OFFICE SUPPLIES	11/2018	0158149-001	84.97
125178	99-10160	MERRIFIELD OFFICE SOLUTIONS	JANITORIAL/OFFICE SUPP	11/2018	0158465-001	391.05
125250	99-10160	MERRIFIELD OFFICE SOLUTIONS	PLASTIC NAME PLATES	11/2018	0157999-001	29.50
123337	99-10343	RILEY, JOAN	OFFICE ARTWORK	11/2018	11/13/18 123337	196.19
124124	99-10488	ADMIRAL EXPRESS LLC	USB FLASH DRIVES	11/2018	1997063-0	74.85
124820	99-10488	ADMIRAL EXPRESS LLC	OFFICE SUPPLIES	11/2018	1996395-0	69.63
125330	99-10586	CHRISTIAN IRRIGATION INC	REPAIR SPRINKLER HEADS	11/2018	446	55.00
125252	99-10767	SAP TOWN T'S LLC	SIX T-SHIRTS	11/2018	292949	99.00
125179	99-2053	BENNETT STEEL, INC.	CRANE RENTAL	11/2018	560	525.00
124121	99-2576	OKLAHOMA MUNICIPAL LEAGUE	IOMAG SEMINAR	11/2018	070201	170.00
124779	99-2576	OKLAHOMA MUNICIPAL LEAGUE	EMPLOYMENT SEMINAR	11/2018	070200	85.00
125060	99-28	OG&E	MONTHLY ELECTRIC	11/2018	11/21/18 125060	6,405.19
123985	99-3707	O'REILLY AUTOMOTIVE INC	PARTS FOR ALL VEHICLES	11/2018	153-140799	113.82
124359	99-3707	O'REILLY AUTOMOTIVE INC	VEHICLE MAINTENANCE	11/2018	153-138942	87.04
125208	99-3707	O'REILLY AUTOMOTIVE INC	WATER PUMP	11/2018	153-138635	91.67
125209	99-3707	O'REILLY AUTOMOTIVE INC	FRONT BRAKE PADS	11/2018	153-138754	61.17
125211	99-3707	O'REILLY AUTOMOTIVE INC	VEHICLE MAINTENANCE	11/2018	153-139112	229.31
123581	99-3797	OCCUPATIONAL HEALTH CENTER	PRE-PLACE PHYSICAL/TESTIN	11/2018	256233445	63.50
123266	99-3822	TYLER TECHNOLOGIES, INC	ONLINE CREDIT CARD FEES	11/2018	025-242095	125.00
125059	99-3822	TYLER TECHNOLOGIES, INC	MAINTENANCE AGREEMNT	11/2018	025-242929	2,321.72
123208	99-39	WAL-MART	MISC SUPPLIES FOR STATION	11/2018	006744A 11/6/18	14.88
123247	99-39	WAL-MART	MISC EQUIP MAINT SUPPLIES	11/2018	030379 10/30/18	33.21
123988	99-39	WAL-MART	JANITORIAL SUPPLIES	11/2018	017645 10/17/18	70.14
124680	99-39	WAL-MART	BULBS, CLEANER, MISC	11/2018	017323C 10/17/18	269.66
124683	99-39	WAL-MART	CAT/DOG FOOD, LITTER	11/2018	017323 10/17/18	705.68
124686	99-39	WAL-MART	FLASHLIGHTS, SHEARS	11/2018	017323A 10/17/18	61.69
124689	99-39	WAL-MART	TONER CARTRIDGES	11/2018	017323B 10/17/18	222.92
124761	99-39	WAL-MART	CASCADE, DAWN, BLEACH	11/2018	006744 11/6/18	10.72
123966A	99-4047	SHOW, INC.	LAWN CLEAN-UP	11/2018	19461	15.00
124485	99-4047	SHOW, INC.	TRASH CLEAN UP	11/2018	19462	20.00
125181	99-4229	HAEFNER, MIKE	REIMBURSE-E-MAIL SRVC	11/2018	11/20/2021 125181	239.64
124699	99-4463	INTEGRIS EMPLOYEE HEALTH	PRE-EMPLOYMENT PHYS	11/2018	2018-24545	1,425.00
123497	99-5388	OFFICE DEPOT 25022426	MISC OFFICE SUPPLIES	11/2018	229863135001	70.46
124685	99-5391	ANIMAL CARE EQUIP & SERVICE	GLOVES & CONTROL VALVE	11/2018	67239A	62.27
124688	99-5391	ANIMAL CARE EQUIP & SERVICE	ANIMAL SUPPLIES	11/2018	67239	398.52
123697	99-6457	CRAWFORD & ASSOCIATES, PC	CONSULT/ADVISE SERIES	11/2018	12050	632.50
124110	99-6477	WEST PUBLISHING CORPORATION	WESTLAW SUBSCRIPTION	11/2018	839246173	12.60
125056	99-6554	PITNEY BOWES INC	POSTAGE FOR MACHINE	11/2018	11/27/18 125056	1,000.00
123447	99-6575	STATE OF OKLAHOMA	OLETS MONTHLY FEE	11/2018	21-1901399	350.00
124772	99-7868	WESTLAKE HARDWARE INC	GAS CANS, STEP STOOLS	11/2018	8138715	124.07
125335	99-7868	WESTLAKE HARDWARE INC	LIGHTS	11/2018	8138719	49.94
124938	99-7912	NASRO, INC	SEMINAR FEE	11/2018	23545CONF	495.00
125267	99-7957	OKLAHOMA WHOLESALE OVERHEAD	BACKET/OVERHEAD DOOR	11/2018	62477	145.00
124995	99-8016	NORTHERN SAFETY COMPANY	IN6 SCOTT AIR MASKS	11/2018	903205569	596.00
125263	99-8016	NORTHERN SAFETY COMPANY	INNOMEX HOODS	11/2018	903212131	165.85
123658	99-8074	SPECIAL OPS UNIFORMS, INC	GOLD BUGLES FOR SHIRT	11/2018	786500	25.98
123668	99-8074	SPECIAL OPS UNIFORMS, INC	UPDATED CLASS A UNIFORMS	11/2018	786501	73.96
124992	99-8074	SPECIAL OPS UNIFORMS, INC	UNIFORMS	11/2018	786484	741.47
125251	99-8074	SPECIAL OPS UNIFORMS, INC	UNIFORMS FOR NEW HIRE	11/2018	786490	741.47

FUND: 10 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
124902	99-8216	HILAND DAIRY FOODS CO.LLC	MILK FOR PRISONERS	11/2018	9060001	41.00
125213	99-8539	CROW BURLINGAME COMPANY	BATTERY	11/2018	106-13924	100.98
124821	99-86	CITY CLERK'S PETTY CASH	PETTY CASH REIMBURSE	11/2018	11/19/18 124821	572.00
124822	99-86	CITY CLERK'S PETTY CASH	PETTY CASH REIMBURSE	11/2018	11/19/18 124822	459.13
124975	99-8936	CONRAD FIRE EQUIPMENT, INC.	HOSES, VALVES, PUMPS	11/2018	531470	70.42-
125058	99-9202	AT&T	MONTHLY PHONE CHARGES	11/2018	918A164006 11/5/18	5,250.58
124817	99-9567	XPRESSIONS AUDIO VIDEO	AMPLIFIER	11/2018	26289	1,472.00
123184A	99-9691	BAYSINGER POLICE SUPPLY	EXTERNAL VEST CARRIERS	11/2018	1019512	6,634.74
123456	99-9859	VERIZON WIRELESS SERVICES	LMOBILE BROADBAND	11/2018	9818081012	40.01
124944	99-99	W W GRAINGER, INC	SCREWS FOR JAIL	11/2018	9000930801	14.59
FUND TOTAL:						34,617.77

FUND: 20 - SMA-AUTHORITY FUND

SUMMARY REPORT

124543	99-10162	JAMES A OZBUN	MOTOR REPAIR	11/2018	21262	196.00
125084	99-10175	MIDWEST TECHNOLOGY, INC	CAMERA REPLACEMENT	11/2018	WO-0105	1,878.00
125325	99-10488	ADMIRAL EXPRESS LLC	OFFICE SUPPLIES	11/2018	1997065-0	48.35
122992	99-10558	TECHNICAL PROGRAMMING SERV	MAILING OF UTILITY BILLS	11/2018	102565	672.83
125079	99-10560	CORE & MAIN LP	FLEX HOSE	11/2018	J769830	121.99
124595	99-10753	CHARLIE'S TEE'S	SAFETY LOGO JACKET	11/2018	110718-01	46.99
125099	99-1443	BRENNTAG SOUTHWEST, INC.	SODIUM PERMANGUNATE	11/2018	BSW044771	4,222.60
125060	99-28	OG&E	MTHLY ELECTRIC	11/2018	11/21/18 125060	25,531.52
124549	99-2959	DAVIDSON AND DAVIDSON ENTER	DUAL Y VALVE	11/2018	0136115-IN	109.15
123925	99-3373	BIO-AQUATIC TESTING INC.	QUARTERLY TESTING	11/2018	53874	1,800.00
123927	99-3437	ADVANCE ELECTRICAL SERVICES	ELECTRICIAN TROUBLESHOOTI	11/2018	17260	146.63
122891	99-3593	CITY OF TULSA	METER FEES	11/2018	107001042 11/6/18	746.96
123266	99-3822	TYLER TECHNOLOGIES, INC	ONLINE CREDIT CARD FEES	11/2018	025-242095	301.00
122058A	99-3881	FHC, INC. DBA TETRA TECH	ENGINEERING SERVICES	11/2018	51375003	843.82
124288	99-3908	VERDIGRIS VALLEY ELEC COOP	SWRCE ELECTRIC	11/2018	2621103 10/1-31/18	12.58
123966A	99-4047	SHOW, INC.	LAWN CLEAN-UP	11/2018	19461	15.00
123398	99-4112	ACCURATE ENVIRONMENTAL INC.	TESTING FOR DEQ PERMIT	11/2018	AK19017	240.00
124541	99-4112	ACCURATE ENVIRONMENTAL INC.	SENSOR/ELECTRODE	11/2018	SU29333	1,631.91
125081	99-4112	ACCURATE ENVIRONMENTAL INC.	OPED FOR NOVEMBER 2018	11/2018	AK07218	220.00
122898	99-4253	US ARMY CORPS OF ENGINEERS	SRWCS STORAGE FEES	11/2018	8695	33,965.56
125097	99-5388	OFFICE DEPOT 25022426	CALENDARS	11/2018	233035496001	118.94
124078	99-5493	AQUARIUS ENTERPRISES INCORP	DI BOTTLE RENTAL	11/2018	264497	139.50
123718	99-6528	UNIFIRST HOLDINGS, INC.	UNIFORMS FOR CREWS	11/2018	8241530682	45.85
123870	99-7821	CREEK COUNTY RURAL WATER	#2WATER	11/2018	4094 9/21-10/25/18	85.50
122899	99-8746	UTILITY SERVICES COMPANY,	ITOWN TANK ANNUAL MAINT	11/2018	460681	48,672.39
123954	99-9207	S2 ENGINEERING SERVICES,	ENGINEERING SERVICES	11/2018	06-648	5,000.00
123958	99-9207	S2 ENGINEERING SERVICES,	PLCHLORAMINATION SYSTEM	11/2018	06-649	2,359.00
122890	99-9393	AIRLINK INTERNET SVCS	NETWORK FEE	11/2018	78944	599.80
124817	99-9567	XPRESSIONS AUDIO VIDEO	AMPLIFIER	11/2018	26289	1,472.00
FUND TOTAL:						131,243.87

FUND: 29 - STORMWATER MANAGEMENT

SUMMARY REPORT

124330	99-10560	CORE & MAIN LP	LIDS/RISERS FOR MANHOLE	11/2018	J623953	151.00
113695	99-10737	SCREENVISION DIRECT INC	PUBLIC EDU COMMERCIAL	11/2018	LOC_000191009	140.00
125060	99-28	OG&E	MTHLY ELECTRIC	11/2018	11/21/18 125060	94.52

FUND: 29 - STORMWATER MANAGEMENT

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
123695	99-9738	JACQUELYN BROOKE KONONCHUK	STORMWATER MNGMT SERVICE	11/2018	NOV-18	4,614.00
					FUND TOTAL:	4,999.52
FUND: 30 - STREET & ALLEY						SUMMARY REPORT
125060	99-28	OG&E	MTHLY ELECTRIC	11/2018	11/21/18 125060	232.17
125210	99-8539	CROW BURLNGAME COMPANY	ELECTRIC SWITCH	11/2018	106-13814	44.00
124822	99-86	CITY CLERK'S PETTY CASH	PETTY CASH REIMBURSE	11/2018	11/19/18 124822	52.00
					FUND TOTAL:	328.17
FUND: 31 - CEMETERY MAINTENANCE						SUMMARY REPORT
124958	99-10302	LAMPTON WELDING SUPPLY CO,	CONTACT TIP & WIRE	11/2018	04739218	63.86
124960	99-2217	DAYS DISCOUNT LUMBER INC	12 SHEETS 3/4 PLYWOOD	11/2018	42546	282.00
125060	99-28	OG&E	MTHLY ELECTRIC	11/2018	11/21/18 125060	231.80
124955	99-3707	O'REILLY AUTOMOTIVE INC	HUSTLER MOWER PARTS	11/2018	153-138815	21.05
124951	99-39	WAL-MART	AA & 9 VOLT BATTERIES	11/2018	018825 10/18/18	21.59
124952	99-39	WAL-MART	OFFICE SUPPLIES	11/2018	023153 10/23/18	29.69
123718	99-6528	UNIFIRST HOLDINGS, INC.	UNIFORMS FOR CREWS	11/2018	8241530679	7.92
124954	99-8543	SUTTON TRACTOR	MOWER FILTER	11/2018	050460	193.98
124822	99-86	CITY CLERK'S PETTY CASH	PETTY CASH REIMBURSE	11/2018	11/19/18 124822	30.00
					FUND TOTAL:	881.89
FUND: 32 - HUNTING & FISHING						SUMMARY REPORT
125060	99-28	OG&E	MTHLY ELECTRIC	11/2018	11/21/18 125060	945.20
124855	99-39	WAL-MART	PRIZES FOR TROUT DERBY	11/2018	001265 11/1/18	212.60
124869	99-5482	CRYSTAL LAKE FISHERIES,	INCTROUT STOCKING	11/2018	17347	1,125.00
					FUND TOTAL:	2,282.80
FUND: 33 - GOLF COURSE						SUMMARY REPORT
125060	99-28	OG&E	MTHLY ELECTRIC	11/2018	11/21/18 125060	859.67
124877	99-3719	PATRIOT SECURITY SYSTEMS,	ISECURITY UPGRADE	11/2018	115808	1,175.00
124259	99-39	WAL-MART	RESTOCK GRILL	11/2018	023676 10/23/18	57.69
125026	99-39	WAL-MART	COMPUTER	11/2018	031643 10/31/18	410.60
123747	99-8108	AT&T ADVERTISING & PUBLISHIA	ADVERTISING	11/2018	130020635 11/13/18	33.00
125030	99-9267	OKLAHOMA DEPARTMENT OF AGRIL	LICENSE RENEWAL	11/2018	2722 HUGHES 013673	50.00
					FUND TOTAL:	2,585.96
FUND: 34 - LIBRARY						SUMMARY REPORT
125060	99-28	OG&E	MTHLY ELECTRIC	11/2018	11/21/18 125060	1,783.37
124063	99-39	WAL-MART	CLEANING SUPPLIES	11/2018	019608 10/19/18	211.88
124664	99-39	WAL-MART	TWO LAPTOP COMPUTERS	11/2018	019565 10/19/18	1,078.00
124668	99-9887	THE SHOPPER INC	VIDEO CASES	11/2018	IN769444	476.65
					FUND TOTAL:	3,549.90

FUND: 35 - PARKS & RECREATION

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
124562	99-10748	BRYTON ENTERPRISE LLC	SEAL COATING PRKG LOT	11/2018	2774a	2,485.00
125060	99-28	OG&E	MTHLY ELECTRIC	11/2018	11/21/18 125060	3,506.95
124418	99-39	WAL-MART	CANDY	11/2018	024620 10/24/18	194.30
124853	99-39	WAL-MART	RECREATIONAL SUPPLIES	11/2018	024302 10/24/18	82.26
124858	99-39	WAL-MART	BINGO BRUNCH	11/2018	024236 10/24/18	100.83
124402	99-4700	COX COMMUNICATIONS	CABLE SERVICE	11/2018	065575601 11/21/18	14.23
124421	99-6410	OKLAHOMA RECREATION & PARK	OKPS CONFERENCE	11/2018	00661 C BILBY	900.00
123718	99-6528	UNIFIRST HOLDINGS, INC.	UNIFORMS FOR CREWS	11/2018	8241530683	7.44
124573	99-68	A & M ELECTRIC, INC	BREAKER REPAIR	11/2018	6159	80.00
124422	99-9395	JOHN Q HAMMONS RVOC TR 1228	HOTEL EXPENSE	11/2018	522850B RM829	416.00
FUND TOTAL:						7,787.01

FUND: 36 - SWIMMING POOL

SUMMARY REPORT

125060	99-28	OG&E	MTHLY ELECTRIC	11/2018	11/21/18 125060	241.35
FUND TOTAL:						241.35

FUND: 40 - FIRE CASH

SUMMARY REPORT

124982	99-5356	CHANNING BETE COMPANY INC	BASIC LIFE SUPPORT ITEMS	11/2018	53602626	99.00
125253	99-6181	IFSTA-FIRE PROTECTION	PUBLIBOOKS-FOR TRAINING	11/2018	117431	226.50
FUND TOTAL:						325.50

FUND: 41 - POLICE CASH

SUMMARY REPORT

123825	99-4690	TOTAL RADIO, INC	NEW RECORDING SYSTEM	11/2018	113002103-1	26,605.00
124903	99-8497	APPLIED CONCEPTS	THREE (3) RADARS	11/2018	337952	8,908.98
FUND TOTAL:						35,513.98

FUND: 44 - MAJOR THOROFARE

SUMMARY REPORT

123869	99-2507	SIGNALTEK, INC	MAINTENANCE AGREEMENT	11/2018	15059	725.00
125060	99-28	OG&E	MTHLY ELECTRIC	11/2018	11/21/18 125060	1,625.78
FUND TOTAL:						2,350.78

FUND: 45 - CAPITAL IMPROVEMENTS

SUMMARY REPORT

124440	99-1850	AMERICAN HERITAGE BANK	GOLF CART PAYMENTS	11/2018	12/1/18 GOLF CARTS	11,696.09
125152	99-39	WAL-MART	SAMSUNG 50" TV	11/2018	001340 11/1/18	448.00
FUND TOTAL:						12,144.09

FUND: 46 - WATER & SEWER SALES TAX

SUMMARY REPORT

124708	99-10139	GRIFFITH, CARROLL ERIC	CDL RENEWAL	11/2018	11/26/18 124708	56.50
124744	99-10560	CORE & MAIN LP	PVC PIPE	11/2018	J761269	379.45
124746	99-10560	CORE & MAIN LP	INSERTS & TUBING	11/2018	J771153	296.00
125279	99-10560	CORE & MAIN LP	SEWER BOOT	11/2018	J814383	84.00
125060	99-28	OG&E	MTHLY ELECTRIC	11/2018	11/21/18 125060	313.04
125212	99-3707	O'REILLY AUTOMOTIVE INC	SPEED SENSOR	11/2018	153-139301	58.84
124749	99-3844	SAF-T-GLOVE, INC	GLOVES, JERSEY, RAINCOAT	11/2018	887901-00	186.97

FUND: 46 - WATER & SEWER SALES TAX

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
124743	99-39	WAL-MART	BATTERIES	11/2018	006124 11/6/18	20.44
125275	99-39	WAL-MART	THREE KEYS	11/2018	009033 11/9/18	5.34
124180	99-4839	GELLCO UNIFORMS & SHOES,	INSAFETY BOOTS	11/2018	00238396	179.99
125277	99-68	A & M ELECTRIC, INC	OUTSIDE SOCKET REPAIRS	11/2018	6162	146.00
FUND TOTAL:						1,726.57

FUND: 57 - E-911 FUND

SUMMARY REPORT

123453	99-133	INCOG	E-911 CHARGES	11/2018	E-001351	4,496.32
FUND TOTAL:						4,496.32

FUND: 59 - HOTEL/MOTEL TAX FUND

SUMMARY REPORT

125126	99-10735	HARDT, STEVE	2019 ICSC CONFERENCE	11/2018	1/8-1/11/19 125126	202.40
125127	99-10735	HARDT, STEVE	ICSC CONFERENCE	11/2018	ICSC FEE	989.98
FUND TOTAL:						1,192.38

FUND: 65 - STREET IMP.SALES TAX

SUMMARY REPORT

123702A	99-10075	DOLESE BROS CO	160 YRDS-4500 PSI CONCRET	11/2018	RM18037555	1,134.00
124294	99-10282	UNITED RENTALS (NORTH AMERI	WATER PUMP RENTAL	11/2018	158154217-006	3,019.42
124309	99-10282	UNITED RENTALS (NORTH AMERI	CONCRETE STINGER	11/2018	158803172-006	222.00
122051R	99-10599	STEVEN M HAGOOD	SAHOMA LAKE BRIDGE	11/2018	1033-A	13,500.00
124594	99-2217	DAYS DISCOUNT LUMBER INC	PLYWOOD	11/2018	42304	216.84
125329	99-3537	AAA RENTAL & SALES CORP	EMERGENCY SPACE HEATER	11/2018	26079	35.00
122645	99-5431	FIRST UNITED BANK AND TRUST	PAVER/ASPHALT FINANCING	11/2018	1915	6,735.70
119149A	99-9629	GUY ENGINEERING SERVICES,	ENGINEERING SERVICES	11/2018	840C-12	916.01
FUND TOTAL:						25,778.97

FUND: 83 - G.O.BOND CONSTR FUND

SUMMARY REPORT

123679B	99-8855	DC BASS & SONS CONSTRUCTION	CONST. MGMT SPORT COMP	11/2018	#2 11/25/18	58,631.04
123957A	99-8855	DC BASS & SONS CONSTRUCTION	CONST OF ANIMAL SHELTER	11/2018	#4 11/25/18	242,544.43
FUND TOTAL:						301,175.47
GRAND TOTAL:						573,222.30

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
11/2018	10	502-260	MINOR EQUIPMENT & FURNISHINGS	196.19	
11/2018	10	502-301	TRAINING AND TRAVEL	201.78	
11/2018	10	503-315	FEES & OTHER CHARGES	731.00	
11/2018	10	504-201	OFFICE SUPPLIES	74.85	
11/2018	10	504-301	TRAINING AND TRAVEL	170.00	
11/2018	10	504-315	FEES & OTHER CHARGES	30.00	
11/2018	10	504-407	BOOKS	12.60	
11/2018	10	506-301	TRAINING AND TRAVEL	85.00	
11/2018	10	506-311P	PHYSICALS	63.50	
11/2018	10	508-331	UTILITIES	264.62	
11/2018	10	509-311	PROFESSIONAL SERVICES	632.50	
11/2018	10	510-201	OFFICE SUPPLIES	69.63	
11/2018	10	510-351	MAINTENANCE-EQUIPMENT	125.00	
11/2018	10	511-201	OFFICE SUPPLIES	121.38	
11/2018	10	511-211	JANITORIAL SUPPLIES	80.86	
11/2018	10	511-241	SAFETY EQUIPMENT	791.35	
11/2018	10	511-314	UNIFORMS	1,681.88	
11/2018	10	511-331	UTILITIES	2,336.72	
11/2018	10	511-351	MAINTENANCE-EQUIPMENT	33.21	
11/2018	10	511-352	MAINTENANCE-VEHICLES	130.44	
11/2018	10	511-353	MAINT-BUILDINGS & FIXTURE	283.95	
11/2018	10	512-201	OFFICE SUPPLIES	263.44	
11/2018	10	512-211	JANITORIAL SUPPLIES	212.58	
11/2018	10	512-214	OPERATIONAL SUPPLIES	799.23	
11/2018	10	512-301	TRAINING AND TRAVEL	495.00	
11/2018	10	512-311	PROFESSIONAL SERVICES	1,425.00	
11/2018	10	512-314	UNIFORM CLEANING	6,634.74	
11/2018	10	512-321	PRISONER CARE	41.00	
11/2018	10	512-331	UTILITIES	2,447.53	
11/2018	10	512-332	COMMUNICATIONS	40.01	
11/2018	10	512-351	MAINTENANCE-EQUIPMENT	350.00	
11/2018	10	512-352	MAINTENANCE-VEHICLES	483.13	
11/2018	10	513-201	OFFICE SUPPLIES	224.19	
11/2018	10	513-211	JANITORIAL SUPPLIES	268.39	
11/2018	10	513-214	OPERATIONAL SUPPLIES	705.68	
11/2018	10	513-241	SAFETY SUPPLIES	10.50	
11/2018	10	513-260	MINOR EQUIPMENT & FURNISHINGS	460.21	
11/2018	10	513-331	UTILITIES	243.33	
11/2018	10	513-351	MAINT - EQUIPMENT	51.77	
11/2018	10	514-331	UTILITIES	338.14	
11/2018	10	515-302	DUES AND SUBSCRIPTIONS	35.00	
11/2018	10	517-351	MAINTENANCE-EQUIPMENT	2,321.72	
11/2018	10	590-141	CONTRACT LABOR	15.00	
11/2018	10	590-202	POSTAGE	1,033.35	

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
11/2018	10	590-331	UTILITIES	774.85	
11/2018	10	590-332	COMMUNICATIONS	5,250.58	
11/2018	10	590-353	MAINT-BUILDING & FIXTURES	1,521.94	
11/2018	10	591-390	CONTINGENCY FOR EXP NOT BUDGET	55.00	34,617.77
11/2018	20	522-241	SAFETY SUPPLIES	46.99	
11/2018	20	523-201	OFFICE SUPPLIES	48.35	
11/2018	20	523-311	PROFESSIONAL SERVICES	672.83	
11/2018	20	523-314	UNIFORM CLEANING	10.81	
11/2018	20	523-351	MAINTENANCE-EQUIPMENT	301.00	
11/2018	20	524-201	OFFICE SUPPLIES	118.94	
11/2018	20	524-212	CHEMICALS	4,222.60	
11/2018	20	524-311	PROFESSIONAL SERVICES	2,579.00	
11/2018	20	524-314	UNIFORM CLEANING	19.74	
11/2018	20	524-315B	FEES & OTHR CHGS-SKIATOOK	843.82	
11/2018	20	524-322	WATER PURCHASE	746.96	
11/2018	20	524-331	UTILITIES	7,841.76	
11/2018	20	524-332	COMMUNICATIONS	599.80	
11/2018	20	524-341	RENTAL OF EQUIPMENT	139.50	
11/2018	20	524-354	MAINTENANCE-FACILITIES	1,999.99	
11/2018	20	524-405	FACILITIES	48,672.39	
11/2018	20	524-504	DEBT SERVICE - WATER RIGHTS	33,965.56	
11/2018	20	525-214-.01	OPERATING SUPPLIES-LAB	1,631.91	
11/2018	20	525-311D	PROF SERVICES-TESTING	2,040.00	
11/2018	20	525-314	UNIFORM CLEANING	15.30	
11/2018	20	525-331	UTILITIES	17,013.00	
11/2018	20	525-351	MAINTENANCE-EQUIPMENT	109.15	
11/2018	20	525-354	MAINTENANCE-FACILITIES	342.63	
11/2018	20	528-141	CONTRACT LABOR	5,000.00	
11/2018	20	590-141	CONTRACT LABOR	15.00	
11/2018	20	590-331	UTILITIES	774.84	
11/2018	20	590-353	BUILDING MAINTENANCE	1,472.00	131,243.87
11/2018	29	529-101	SALARIES	4,614.00	
11/2018	29	529-242	PUBLIC EDUCATION MATERIALS	140.00	
11/2018	29	529-331	UTILITIES	94.52	
11/2018	29	529-351	MAINTENANCE-EQUIPMENT	151.00	4,999.52
11/2018	30	530-331	UTILITIES	232.17	
11/2018	30	530-351	MAINTENANCE-EQUIPMENT	44.00	
11/2018	30	530-352	MAINTENANCE-VEHICLES	52.00	328.17
11/2018	31	531-211	JANITORIAL SUPPLIES	29.69	
11/2018	31	531-214	OPERATING SUPPLIES	85.45	
11/2018	31	531-314	UNIFORM CLEANING	7.92	

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
11/2018	31	531-331	UTILITIES	231.80	
11/2018	31	531-351	MAINTENANCE-EQUIPMENT	215.03	
11/2018	31	531-352	MAINTENANCE-VEHICLES	30.00	
11/2018	31	531-354	MAINTENANCE-FACILITIES	282.00	881.89
11/2018	32	532-312	ADVERTISING	212.60	
11/2018	32	532-331	UTILITIES	945.20	
11/2018	32	532-405A	FISH STOCKINGS	1,125.00	2,282.80
11/2018	33	533-212	CHEMICALS	50.00	
11/2018	33	533-213	CONCESSION SUPPLY	57.69	
11/2018	33	533-312	ADVERTISING	33.00	
11/2018	33	533-331	UTILITIES	859.67	
11/2018	33	533-353	MAINTENANCE-BUILDINGS	1,175.00	
11/2018	33	533-354	MAINTENANCE-FACILITIES	410.60	2,585.96
11/2018	34	534-211	JANITORIAL SUPPLIES	211.88	
11/2018	34	534-260	MINOR EQUIPMENT & FURNISHINGS	1,078.00	
11/2018	34	534-331	UTILITIES	1,783.37	
11/2018	34	534-407	BOOKS	476.65	3,549.90
11/2018	35	535-243	RECREATIONAL SUPPLIES	377.39	
11/2018	35	535-301	TRAINING AND TRAVEL	1,316.00	
11/2018	35	535-314	UNIFORM CLEANING	7.44	
11/2018	35	535-331	UTILITIES	3,506.95	
11/2018	35	535-332	COMMUNICATIONS	14.23	
11/2018	35	535-351	MAINTENANCE-EQUIPMENT	80.00	
11/2018	35	535-354	MAINTENANCE-FACILITIES	2,485.00	7,787.01
11/2018	36	536-331	UTILITIES	241.35	241.35
11/2018	40	540-407	BOOKS	325.50	325.50
11/2018	41	541-401	EQUIPMENT	35,513.98	35,513.98
11/2018	44	544-331	UTILITIES	1,625.78	
11/2018	44	544-354	MAINTENANCE-FACILITIES	725.00	2,350.78
11/2018	45	533-501C	NOTE PAYMENTS	11,696.09	
11/2018	45	590-402	FURNITURE	448.00	12,144.09
11/2018	46	1699	INVENTORY PURCHASED	84.00	
11/2018	46	546-241	SAFETY SUPPLIES	366.96	
11/2018	46	546-302	DUES AND SUBSCRIPTIONS	56.50	
11/2018	46	546-331	UTILITIES	313.04	

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
11/2018	46	546-351	MAINTENANCE-EQUIPMENT	20.44	
11/2018	46	546-352	MAINTENANCE-VEHICLES	58.84	
11/2018	46	546-353	MAINTENANCE-BUILDINGS	151.34	
11/2018	46	546-354	MAINTENANCE-FACILITIES	675.45	1,726.57
11/2018	57	557-315-.01	FEES & OTHER CHARGES-WIRELESS	4,496.32	4,496.32
11/2018	59	559-301	TRAINING & TRAVEL	1,192.38	1,192.38
11/2018	65	565-311A	PROF SERVICES - ENGINEERING	916.01	
11/2018	65	565-405B	FACILITIES-CONTRACT	18,127.26	
11/2018	65	565-501C	NOTE PAYMENTS	6,735.70	25,778.97
11/2018	83	577-405B	FACILITIES-CONTRACT	242,544.43	
11/2018	83	578-405B	FACILITIES-CONTRACT	58,631.04	301,175.47
			GRAND TOTAL ESTIMATE:		0.00
			GRAND TOTAL ACTUAL:		573,222.30
			REPORT TOTAL:		573,222.30



Consent Agenda 7.B.

City Council Regular

Meeting Date: December 3, 2018

Submitted By: Amber Fisher, Accounts Payable Clerk

SUBJECT:

Consider approving Prepaid Claims in the amount of \$28,488.90.

Attachments

Prepaid Claims 12-3-18

Prepaid Claims for Agenda 12/03/18
Submitted by: Amber Fisher A/P

City:

AT&T for internet service at Sahoma Bait Shop

Wright Express for City vehicles fuel & oil

SMA:

Total Amount \$ 28,488.90

CITY OF SAPULPA Sapulpa, OK 74066

DATE	DESCRIPTION	INVOICE AMOUNT	VOUCHER AMOUNT
9-8762	** AT&T **	126816	11/20/2018
DATE 11/20/2018	I.D. 157257122 11/7/18 PO # 123883 DESCRIPTION BAIT SHOP INTERNET SERVIC		AMOUNT 60.74
** AT&T ** P.O. BOX 5014 CAROL STREAM, IL 60197-5014		CHECK TOTAL	60.74

CITY OF SAPULPA Sapulpa, OK 74066

DATE	DESCRIPTION	INVOICE AMOUNT	VOUCHER AMOUNT
9-8762	** AT&T **	126816	11/20/2018
DATE 11/20/2018	I.D. 157257122 11/7/18 PO # 123883 DESCRIPTION BAIT SHOP INTERNET SERVIC		AMOUNT 60.74
** AT&T ** P.O. BOX 5014 CAROL STREAM, IL 60197-5014		CHECK TOTAL	60.74

DOCUMENT IS PRINTED ON CHEMICALLY REACTIVE PAPER. THE BACK OF THIS DOCUMENT INCLUDES A TAMPER EVIDENT CHEMICAL WASH WARNING BOX.

AMERICAN HERITAGE BANK AND TRUST
SAPULPA, OK 74066

TREASURER OF
THE CITY OF SAPULPA

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

126816

TO THE ORDER OF

DATE

CHECK/WARRANT
NUMBER

AMOUNT

11/20/2018

126816

\$*****60.74

----- SIXTY & 74/100 DOLLARS -----

** AT&T **

P.O. BOX 5014

CAROL STREAM, IL 60197-5014

Shirley Burzio

Shirley Burzio



CITY OF SAPULPA Sapulpa, OK 74066

DATE	DESCRIPTION	INVOICE AMOUNT	VOUCHER AMOUNT
9-9836	** WRIGHT EXPRESS FINANCIAL SVCS CORP **	126817	11/20/2018
DATE 11/20/2018	I.D. 56671167	PO # 123046	DESCRIPTION OIL & GAS NOVEMBER 2018
			AMOUNT 28,428.16
	** WRIGHT EXPRESS FINANCIAL SVCS CORP ** WEX BANK PO BOX 4337 CAROL STREAM, IL 60197-4337	CHECK TOTAL	28,428.16

CITY OF SAPULPA Sapulpa, OK 74066

DATE	DESCRIPTION	INVOICE AMOUNT	VOUCHER AMOUNT
9-9836	** WRIGHT EXPRESS FINANCIAL SVCS CORP **	126817	11/20/2018
DATE 11/20/2018	I.D. 56671167	PO # 123046	DESCRIPTION OIL & GAS NOVEMBER 2018
			AMOUNT 28,428.16
		CHECK TOTAL	28,428.16

DOCUMENT IS PRINTED ON CHEMICALLY REACTIVE PAPER. THE BACK OF THIS DOCUMENT INCLUDES A TAMPER EVIDENT CHEMICAL WASH WARNING BOX.

AMERICAN HERITAGE BANK AND TRUST
SAPULPA, OK 74066

TREASURER OF
THE CITY OF SAPULPA

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

126817

TO THE ORDER OF

DATE

CHECK/WARRANT
NUMBER

AMOUNT

11/20/2018

126817

\$****28,428.16

---- TWENTY EIGHT THOUSAND FOUR HUNDRED TWENTY EIGHT & 16/100 DOLLARS

** WRIGHT EXPRESS FINANCIAL SVCS CORP **

WEX BANK
PO BOX 4337

CAROL STREAM, IL 60197-4337

Shirley Burzio
Barbara Ann





AGENDA ITEM

Consent Agenda 7.C.

City Council Regular

Meeting Date: December 3, 2018

Submitted For: Shirley Burzio, City Clerk

Submitted By: Shirley Burzio, City Clerk

Department: City Clerk

Presented By: Shirley Burzio

SUBJECT:

Consider approving calendar year 2019 schedule of meetings for the city council regular meetings and the city council study session meetings.

BACKGROUND:

State law requires the city council approve a schedule of meetings for the calendar year. The schedule of meetings will need to be filed with the city clerk before December 15, 2018.

RECOMMENDATION:

Staff recommends approval.

Attachments

Schedule of 2019 city council meetings

Schedule of 2019 city council study session meetings

SCHEDULE OF REGULAR MEETINGS

SAPULPA CITY COUNCIL

Meeting Location: City Hall Council Chambers, 2nd Floor,
425 East Dewey Avenue, Sapulpa, Oklahoma

Calendar Year 2019

<u>DATE</u>	<u>TIME</u>
January 7	7:00 P.M.
January 22*	7:00 P.M.
February 4	7:00 P.M.
February 18	7:00 P.M.
March 4	7:00 P.M.
March 18	7:00 P.M.
April 1	7:00 P.M.
April 15	7:00 P.M.
May 6	7:00 P.M.
May 20	7:00 P.M.
June 3	7:00 P.M.
June 17	7:00 P.M.
July 1	7:00 P.M.
July 15	7:00 P.M.
August 5	7:00 P.M.
August 19	7:00 P.M.
September 3*	7:00 P.M.
September 16	7:00 P.M.
October 7	7:00 P.M.
October 21	7:00 P.M.
November 4	7:00 P.M.
November 18	7:00 P.M.
December 2	7:00 P.M.
December 16	7:00 P.M.

Note: Due to holidays, those meeting dates shown with an asterisk (*) have been scheduled for Tuesday.

Passed and approved by the City Council of Sapulpa, Oklahoma,
on the _____ day of _____, 2018.

Received and filed in the Office of City Clerk on the
_____ day of _____, 2018.

Shirley Burzio
City Clerk

SCHEDULE OF REGULAR MEETINGS

SAPULPA CITY COUNCIL STUDY SESSION

Meeting Location: City Hall Conference Room, 2nd Floor, 425 East Dewey Avenue,
Sapulpa, OK 74066

Calendar Year 2019

<u>DATE</u>	<u>TIME</u>
January 7	5:30 P.M.
January 22*	5:30 P.M.
February 4	5:30 P.M.
February 18	5:30 P.M.
March 4	5:30 P.M.
March 18	5:30 P.M.
April 1	5:30 P.M.
April 15	5:30 P.M.
May 6	5:30 P.M.
May 20	5:30 P.M.
June 3	5:30 P.M.
June 17	5:30 P.M.
July 1	5:30 P.M.
July 15	5:30 P.M.
August 5	5:30 P.M.
August 19	5:30 P.M.
September 3*	5:30 P.M.
September 16	5:30 P.M.
October 7	5:30 P.M.
October 21	5:30 P.M.
November 4	5:30 P.M.
November 18	5:30 P.M.
December 2	5:30 P.M.
December 16	5:30 P.M.

Note: Due to holidays, those meeting dates shown with an asterisk (*) have been scheduled for Tuesday.

Passed and approved by the City Council of Sapulpa, Oklahoma, on the _____ day of _____, 2018.

Received and filed in the Office of City Clerk on the _____ day of _____, 2018.

Shirley Burzio
City Clerk



AGENDA ITEM

Administration 10.A.

City Council Regular

Meeting Date: December 3, 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 request to waive an abatement lien in the amount of \$1,300.00 against Lots 27-30, Block 2, Westport Addition, Sapulpa, Creek County, Oklahoma.

BACKGROUND:

On August 29, 1994, a lien in the amount of \$1,300.00 was filed against the referenced property, also known as 207 North Gore, following the City's demolition and removal of the structure. There is no record of payment being made in respect of this lien. A third party desires to make use of the property and has requested that the lien be waived or reduced. Since public funds were spent on the property as part of an abatement process, only the Council has the authority to waive or reduce the lien, upon determination that such action would further the public interest and welfare of the community.

RECOMMENDATION:

Per Council discretion.

Attachments

Notice of Lien

Certified Statement of Costs

Dismissal of Notice of Lien

800

NOTICE OF LIEN

STATE OF OKLAHOMA
COUNTY OF CREEK
THIS INSTRUMENT WAS FILED
FOR RECORD ON

STATE OF OKLAHOMA)
COUNTY OF CREEK) SS. 93 13381

OCT - 8 1993
9 o'clock A.M. and duly recorded in
Book 512 Page 101
BETTY RENTZ, County Clerk
By Betty Rentz Deputy

KNOW ALL MEN BY THESE PRESENTS:

That the City of Sapulpa, in Creek County, State of Oklahoma, at a hearing held by the municipal governing body to determine if the following described property is dilapidated and has become detrimental to the health, safety, or welfare of the general public and the community or if said property creates a fire hazard which is dangerous to other property, has found that the condition of the following described property constitutes a detriment or a hazard and that the property would be benefitted by the removal of such conditions and that the municipal governing body may cause the dilapidated building to be torn down and removed. Said property being listed on the current year's tax rolls in the office of the County Treasurer as being owned by

ERMA JEAN HACKNEY

and located at 207 NORTH GORE, Sapulpa, Oklahoma. Said property being legally described as follows, to-wit:

LOTS 27-30, BLDK 2, WESTPORT ADDITION

and that pursuant to the findings of the municipal governing body of the City of Sapulpa, the City of Sapulpa, Oklahoma, claims a lien on said property for the destruction and removal costs, according to the laws of the State of Oklahoma.



Shirley Burzio
Shirley Burzio, City Clerk

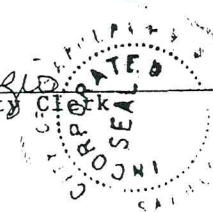


CERTIFICATE OF CITY CLERK

I, Shirley Burzio, the undersigned, the duly qualified and performing City Clerk of the City of Sapulpa, Oklahoma, do hereby certify that authorization was granted by the Sapulpa City Commission to file this notice of lien with the County Clerk of Creek County.

WITNESS my hand as City Clerk and the Seal of the City of Sapulpa, Oklahoma, this 7th day of October, 1993.

Shirley Burzio
Shirley Burzio, City Clerk
(Seal)



ACKNOWLEDGEMENT

STATE OF OKLAHOMA)
COUNTY OF CREEK) SS.

Before me, the undersigned, a Notary Public in and for said County and State on this 7 day of Oct, 1993, personally appeared Shirley Burzio, Sapulpa City Clerk, to me known to be the identical person who executed the within and foregoing instrument and acknowledged to me that 5 he executed the same as his free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.



Martha E. Scott
Notary Public

701

My Commission Expires: 08/28/96

Exhibit "D"

CERTIFIED STATEMENT OF COSTS

To: Creek County Treasurer

94 11818

Owner: ERMA JEAN HACKNEY,
207 NORTH GORE, SAPULPA, OK. 74066

STATE OF OKLAHOMA
COUNTY OF CREEK
THIS INSTRUMENT WAS FILED
FOR RECORD ON

2 55 AUG 29 1994
Book 927 Page 111
BETTY RENTZ, County Clerk
By [Signature] Deputy

Property Description: LOTS 27-30 BLOCK 2, WEST PORT ADDITION, CITY
207 NORTH GORE

The City of Sapulpa certifies that the costs associated with the
removal and/or destruction of a structure(s) at the above
described property was in the amount of \$ 1,300.00 and
asks that a lien be imposed on the property in this amount.

Further, more than six (6) months has elapsed since mailing of a
statement of costs to the property owner, and the City has not
received payment from the property owner.

8-26-94
Date

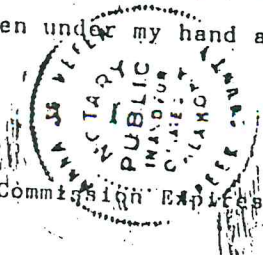
[Signature]
City Clerk, City of Sapulpa

ACKNOWLEDGEMENT

STATE OF OKLAHOMA)
COUNTY OF CREEK) SS.

Before me, the undersigned, a Notary Public in and for said
County and State on this 26th day of August, 1994,
personally appeared Shirley Burzio,
Sapulpa City Clerk, to me known to be the identical person who
executed the within and foregoing instrument and acknowledged to
me that she executed the same as her free and voluntary act and
deed for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.



[Signature]
Notary Public

My Commission Expires: September 19, 1996

1617

DISMISSAL OF NOTICE OF LIEN

STATE OF OKLAHOMA)
) SS
COUNTY OF CREEK)

Whereas, the notice of lien filed on the 8th day of October, 1993, by the City of Sapulpa, Oklahoma, a municipal corporation, and recorded in **Book 313, Page 701**, and Certified Statement of Costs filed on the 29th day of August, 1994, and recorded in **Book 327, Page 1617**, of the records of the Creek County Clerk, are hereby vacated and released on the following described property, to-wit:

Lots 27 thru 30, inclusive, Bock 2, West Port Addition, Sapulpa, Creek County, Oklahoma.

Reg Green, Mayor

Attest:

Shirley Burzio, City Clerk

ACKNOWLEDGEMENT

STATE OF OKLAHOMA)
) SS
COUNTY OF CREEK)

Before me, the undersigned, a notary public in and for said county and state on the _____ day of _____, 20____, personally appeared Reg Green, Mayor of the City of Sapulpa, to me be known to be the identical person who executed the within and foregoing instrument and acknowledged to me that he executed the same as his free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

Notary Public

My Commission Expires: _____

Commission Number: _____



AGENDA ITEM

Administration 10.B.

City Council Regular

Meeting Date: December 3, 2018

Submitted By: Pam Vann, Finance Director

Department: Finance

Presented By: Pam Vann

SUBJECT:

Discussion and possible action regarding Sales Tax Agency Agreement with Ram Site Services, a subcontractor for D.C. Bass & Sons Construction Co., to provide materials, supplies, and equipment for the Youth Sports Complex Project.

BACKGROUND:

Council has previously awarded a bid to the subcontractor through the construction manager, D.C. Bass & Sons Construction Co. The bid was awarded based on the assumption that all purchases of materials and supplies for the project would be tax exempt. This agreement is needed to insure that the purchases will be tax exempt.

RECOMMENDATION:

Staff recommends approval of the agreement.

Attachments

Sales Tax Agreement - Sports Complex Project

SALES TAX AGENCY AGREEMENT

3rd day of December 2018,

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 Ram Site Services 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 _____

Ram Site Services

Print Name

BY _____
Signature



AGENDA ITEM

Administration 10.C.

City Council Regular

Meeting Date: December 3, 2018

Submitted By: Amy Hoehner, Legal Assistant

Department: Legal

Presented By: Pam Vann

SUBJECT:

Discussion and possible action regarding Sales Tax Agency Agreement with Sun Valley Masonry, a subcontractor for D.C. Bass & Sons Construction Co., to provide materials, supplies, and equipment for the Youth Sports Complex Project.

BACKGROUND:

Council has previously awarded a bid to the subcontractor through the construction manager, D.C. Bass & Sons Construction Co. The bid was awarded based on the assumption that all purchases of materials and supplies for the project would be tax exempt. This agreement is needed to insure that the purchases will be tax exempt.

RECOMMENDATION:

Staff recommends approval of the agreement.

Attachments

Sales Tax Agency Agreement

SALES TAX AGENCY AGREEMENT

Oct 2018

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 Sun Valley Masonry 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 _____

Sun Valley Masonry

Print Name

BY _____
Signature



AGENDA ITEM

Administration 10.D.

City Council Regular

Meeting Date: December 3, 2018

Submitted By: Amy Hoehner, Legal Assistant

Department: Legal

Presented By: Pam Vann

SUBJECT:

Discussion and possible action regarding Sales Tax Agency Agreement with Kebko Architectural Signage, a subcontractor for D.C. Bass & Sons Construction Co., to provide materials, supplies, and equipment for the Animal Shelter Project.

BACKGROUND:

Council has previously awarded a bid to the subcontractor through the construction manager, D.C. Bass & Sons Construction Co. The bid was awarded based on the assumption that all purchases of materials and supplies for the project would be tax exempt. This agreement is needed to insure that the purchases will be tax exempt.

RECOMMENDATION:

Staff recommends approval of the agreement.

Attachments

Sales Tax Agency Agreement

SALES TAX AGENCY AGREEMENT

Oct 2018

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 Kebko Architectural Signage 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 _____

Kebko Architectural Signage

Print Name

BY _____
Signature



AGENDA ITEM

Administration 10.E.

City Council Regular

Meeting Date: December 3, 2018

Submitted For: Rick Rumsey, Assistant City Manager

Submitted By: Amy Hoehner, Legal Assistant

Department: Assistant City Manager

Presented By: Rick Rumsey

SUBJECT:

Discussion and possible action regarding Contract for the Purchase and Sale of Real Estate with Guardian Capital LLC for 65 acres m/l located at the Northwest corner of 81st street and Frankhoma Road in the amount of \$650,000.00.

BACKGROUND:

This contract follows from the matter discussed in previous executive sessions. In sum, the City is selling the referenced tract for \$650,000.00 in exchange for the Buyers commitment to develop a new subdivision with a minimum of 125 homes. After all contingencies are met, closing is to occur by January 30, 2019.

RECOMMENDATION:

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