

# **SAPULPA CITY COUNCIL MEETING**

CITY HALL - 425 EAST DEWEY AVENUE  
COUNCIL CHAMBERS, 2ND FLOOR  
7:00 P.M., MONDAY, APRIL 17, 2017

Notice is hereby given that the Mayor and Board of Councilors of the City of Sapulpa, Oklahoma, will meet in regular session at 7:00 p.m. on the 17th day of April, 2017, in the Council Chambers, Sapulpa City Hall, 425 E. Dewey Avenue, Sapulpa, Oklahoma, with the agenda for said meeting as follows:

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

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

## **- AGENDA -**

1. **CALL TO ORDER.**
2. **INVOCATION.**
3. **PLEDGE OF ALLEGIANCE.**
4. **ROLL CALL.**
5. **MINUTES.**
  - A. Consider approval of minutes of the Regular City Council Meeting of April 3, 2017.
6. **AWARDS, PRESENTATIONS, AND PROCLAMATIONS. - none**
7. **CONSENT AGENDA:** All matters under “Consent” are considered by the City Council to be routine and will be enacted by one motion. Any City Council member may, however, remove an item from consent by request.
  - A. Consider approving Claims in the amount of \$488,561.12.

**B.** Prepaid Claims: City:

Journey House Travel Inc. for airline transportation, to attend Police Memorial Service in Washington, D.C. in honor of Trey Pritchard. City check #118229 dated April 4, 2017 for \$933.76.

**8.** **PUBLIC HEARINGS.** - none

**9.** **COMMUNITY DEVELOPMENT.** - none

**10.** **ADMINISTRATION.**

**A.** Consider declaring five Ford Crown Victoria's, as surplus, and authorize the City Manager to dispose of by public sale.

**B.** Review and authorize Mayor to sign all construction contracts for East Cobb Avenue street project (N. Mission to N. Brown St.) with Tri Star Construction in the amount of \$1,731,862.00. This follows the bid award made at the March 6, 2017 Council meeting.

**C.** Consider authorizing Mayor to execute Duplication of Benefits Certification form and Subrogation Agreement related to the Oklahoma Department of Commerce Community Development Block Grant - Disaster Recovery Program.

**D.** Consider approving Addendum No's 9 & 10 to the Regional 911 Board, Master Services Agreement, to allow the inclusion of the City of Broken Arrow and to provide for a Fiber Optic Network Upgrade.

**11.** **OLD BUSINESS.**

**A.** TABLED MARCH 20, 2017:  
Consider awarding the Waterline Extension Bid for the Sapulpa Youth Sports Park to Garrow Construction of Sapulpa, Oklahoma, as being the lowest and most responsive bidder, in the amount of \$139,955.66 to be paid from the GO Bond Fund.

**12.** **NEW BUSINESS.**

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

**A.** Project Status Report from Tetra Tech on various City and Authority projects.

14. **PUBLIC COMMENTS:** The purpose of the Public Comments Section of the Agenda is for members of the public to speak to the City Council on any subject not scheduled on the Regular Agenda. City Council shall make no decision or action, except to direct the City Manager to take action, or to schedule the matter for City Council discussion at a later date.  
**THOSE ADDRESSING THE CITY COUNCIL ARE REQUESTED TO IDENTIFY THEMSELVES BY NAME.**

15. **EXECUTIVE SESSION.**

- A. Consider entering into Executive Session for the purpose of discussing:
  - 1. The employment of the City Manager for the City of Sapulpa. [25 O.S. Section 307 (B) (1).]
- B. Consider action in open session regarding matters discussed in Executive Session.

16. **ADJOURNMENT.**

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

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

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

**Informational Items 5.A.**

**City Council Regular**

**Meeting Date:** April 17, 2017

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

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**SUBJECT:**

Consider approval of minutes of the Regular City Council Meeting of April 3, 2017.

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**Attachments**

CC Minutes 2017.04.03

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

**AGENDA ITEM**

**Consent Agenda 7.A.**

**City Council Regular**

**Meeting Date:** April 17, 2017

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

**Department:** City Manager

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**SUBJECT:**

Consider approving Claims in the amount of \$488,561.12.

**RECOMMENDATION:**

**SUMMARY:**

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**Attachments**

Claims

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**AGENDA ITEM**

**Consent Agenda 7.B.**

**City Council Regular**

**Meeting Date:** April 17, 2017

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

**Department:** Finance

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**SUBJECT:**

Prepaid Claims: City:

Journey House Travel Inc. for airline transportation, to attend Police Memorial Service in Washington, D.C. in honor of Trey Pritchard. City check #118229 dated April 4, 2017 for \$933.76.

**RECOMMENDATION:**

**SUMMARY:**

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**Attachments**

Claims

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**AGENDA ITEM**

**Administration 10.A.**

**City Council Regular**

**Meeting Date:** April 17, 2017

**Submitted For:** Mike Haefner, Police Chief

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

**Department:** Police Department

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**SUBJECT:**

Consider declaring five Ford Crown Victoria's, as surplus, and authorize the City Manager to dispose of by public sale.

**RECOMMENDATION:**

Staff recommends that the Mayor and City Council declare the referenced property surplus.

**SUMMARY:**

Police Chief Mike Haefner is requesting five vehicles be declared surplus and authorization to sell as provided by the Sapulpa City Charter and state law. For additional information, please see attached memo from Major Rob Glen to Chief Mike Haefner.

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**Attachments**

Haefner PD vehicle surplus  
R.Glenn PD vehicle surplus

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**Administration 10.B.**

**City Council Regular**

**Meeting Date:** April 17, 2017

**Submitted For:** Rick Rumsey, Assistant City Manager

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

**Department:** Public Works

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**SUBJECT:**

Review and authorize Mayor to sign all construction contracts for East Cobb Avenue street project (N. Mission to N. Brown St.) with Tri Star Construction in the amount of \$1,731,862.00. This follows the bid award made at the March 6, 2017 Council meeting.

**RECOMMENDATION:**

Staff recommends approval of contract and authorize Mayor to sign and execute.

**SUMMARY:**

This project involves a complete street rehabilitation of East Cobb Avenue including storm water improvements. Five copies of contract will be provided at meeting by staff.

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**Fiscal Impact**

**Amount:** \$1,731,862.00

**To be paid from:** G.O. Bond Fund / Storm water

**Account number:**

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## AGENDA ITEM

Administration 10.C.

### City Council Regular

**Meeting Date:** April 17, 2017

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

**Department:** Fire Department

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#### **SUBJECT:**

Consider authorizing Mayor to execute Duplication of Benefits Certification form and Subrogation Agreement related to the Oklahoma Department of Commerce Community Development Block Grant - Disaster Recovery Program.

#### **RECOMMENDATION:**

Staff recommends Council authorize the Mayor to execute the Application Certification of Duplication of Benefits and Subrogation and Assignment Agreement.

#### **SUMMARY:**

The City is very close to closing out the CDBG Disaster Recovery grant which resulted in receipt of 5 new vehicles for the Fire Department. To conduct the public hearing necessary to close out this grant, the attached forms need to be executed and provided to the administrator, INCOG.

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#### **Attachments**

Letter to Chief Taylor from ODOC  
CDBG Disaster Recovery Subrogation Agmt  
Applicant Certification DOB  
Email from Claudia

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**AGENDA ITEM**

**Administration 10.D.**

**City Council Regular**

**Meeting Date:** April 17, 2017

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

**Department:** Legal

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**SUBJECT:**

Consider approving Addendum No's 9 & 10 to the Regional 911 Board, Master Services Agreement, to allow the inclusion of the City of Broken Arrow and to provide for a Fiber Optic Network Upgrade.

**RECOMMENDATION:**

Staff recommends that Council authorize the Mayor to execute Addendum No. 9 and Addendum No. 10.

**SUMMARY:**

Addendum No. 9 approves the addition of Broken Arrow to the Regional 911 Board. The 911 Board voted September 2016 to include the City of Broken Arrow as a full member of the board with all abilities to purchase from AT&T the identical equipment and services in order to make Broken Arrow's 911 center identically equipped and equally functional as the other member city's call centers. Addendum No. 10 provides for upgrading to a fiber-optic based network backup.

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**Attachments**

911 Board Addendum 9

911 Board Addendum 10

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## AGENDA ITEM

Old Business 11.A.

### City Council Regular

**Meeting Date:** April 17, 2017

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

**Department:** Parks & Recreation

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#### **SUBJECT:**

TABLED MARCH 20, 2017:

Consider awarding the Waterline Extension Bid for the Sapulpa Youth Sports Park to Garrow Construction of Sapulpa, Oklahoma, as being the lowest and most responsive bidder, in the amount of \$139,955.66 to be paid from the GO Bond Fund.

#### **RECOMMENDATION:**

Staff recommends that the Mayor and City Council award the bid as stated.

#### **SUMMARY:**

See memo from Parks and Recreation Director, John Waytula, and letter from D.C. Bass & Sons Construction Company for further information on this project and the respective bid.

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#### **Attachments**

Waytula Memo Waterline

DC Bass-W Berry Letter

Waterline Bid Tab

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**AGENDA ITEM**

**Informational Items 13.A.**

**City Council Regular**

**Meeting Date:** April 17, 2017

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

**Department:** City Manager

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**SUBJECT:**

Project Status Report from Tetra Tech on various City and Authority projects.

**RECOMMENDATION:**

**SUMMARY:**

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**Attachments**

Tetra Tech

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**Executive Session 15.A.1.**

**City Council Regular**

**Meeting Date:** April 17, 2017

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

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**SUBJECT:**

The employment of the City Manager for the City of Sapulpa. [25 O.S. Section 307 (B) (1).]

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