

**AGENDA
SAPULPA CITY COUNCIL
MONDAY, OCTOBER 19, 2009**

**CITY HALL, 425 EAST DEWEY
REGULAR MEETING - 7:00 P.M., COUNCIL CHAMBERS**

As required by Section 311, Title 25 of the Oklahoma Statutes, notice is hereby given that the City of Sapulpa, State of Oklahoma, will hold a regular meeting on Monday, October 19, 2009 at 7:00 p.m., at the Council Chambers, Sapulpa City Hall, 425 East Dewey, Sapulpa, Oklahoma.

MEETING PROCEDURE: Comments from the public are welcome at two different times during the course of the meeting: (1) Comments not scheduled on the Agenda will be heard under Public Comments - Agenda Item No. V.; and (2) Comments on all scheduled Agenda Items will be heard immediately following the presentation by staff or petitioner. **Please wait until you are recognized by the Mayor and keep comments as brief as possible.** The City Council will act on the Agenda Item after comments from the staff and the public has been heard.

I. CALL TO ORDER

II. INVOCATION

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

- V. 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.

VI. PRESENTATIONS AND PROCLAMATIONS

- A. Discuss and consider a proclamation from the Salvation Army proclaiming Thursday, October 22, 2009 as "Lights on Afterschool Day" in the City of Sapulpa.

- VII. 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 a motion approving minutes of the regular City Council meeting of October 5, 2009.

- B. Consider approving Regular Claims in the amount of \$206,240.90.

C. Consider approving following Prepaid Claims:

1. Health Insurance Claims - \$71,188.73
2. OMAG for 2nd Quarter payment for liability and property insurance. City check #84869, dated October 12, 2009 for \$64,378.66.
3. Cassie Inman for reimbursements for trip to Washington D.C. October 19-21, 2009. City check #84870, dated October 15, 2009 for \$252.00.
4. John Waytula for reimbursements for trip to Washington D.C. October 19-21, 2009. City check #84873, dated October 15, 2009 for \$252.00.
5. J & L Consulting, Inc. for reimbursements for trip to Washington D.C. October 19-21, 2009. City check #84871, dated October 15, 2009 for \$272.00.
6. Martha Stalker for reimbursements for trip to Portland, Oregon. October 19-22, 2009. City check #84872, dated October 15, 2009 for \$156.00.

D. Consider approving Payroll Claims in the amount of \$336,403.86.

E. Consider approving Special Pay Request: (See attached list.)

F. Consider approval of City Treasurer's Revenue & Expense Reports through September 30, 2009.

VIII. CONSIDER ITEMS REMOVED FROM CONSENT AGENDA

A. Claims/Pay Estimates associated with Bond Issues, Grants or Special Projects of a major nature.

1. None

IX. PUBLIC HEARING

A. Public Hearing to receive comments on Tax Increment District #2 Project Plan and findings and recommendations of the Local Review Committee concerning the refurbishment of the Wells Building, 208 East Dewey, Sapulpa, Oklahoma.

X. OLD BUSINESS

XI. CURRENT BUSINESS

- A. Consider and approve temporary street closing for the Annual Chamber of Commerce Christmas Parade scheduled for Saturday, December 5, 2009 at 6:00 p.m. for the following streets:

Hickory Street from Taft to Mary Lynn (4:15 – 7:00 p.m.) This is where the floats and cars will wait before they are placed in the parade line-up.

Taft Street from Hickory to Main (5:30 – 7:35 p.m.) This is where the floats, cars and marching units will come together for the final parade line-up. (Marching units wait on Reasor’s parking lot)

Main Street from Taft to Dewey (6:00 – 8:00 p.m.) This is the parade route.

Dewey Street from Main to Mission (6:00 – 8:30 p.m.) This is the parade route. The school lot on Mission Street is where all entries will disband and exit the parade.

XII. NEW BUSINESS

- A. Consider items not known about prior to posting the Agenda.

XIII. APPROVALS AND ACCEPTANCES

A. Ordinances:

1. AN ORDINANCE AMENDING THE EMPLOYEE RETIREMENT SYSTEM, DEFINED CONTRIBUTION PLAN FOR THE **CITY OF SAPULPA**, OKLAHOMA BY ADOPTING A REVISED AND RESTATED RETIREMENT PLAN; PROVIDING RETIREMENT BENEFITS FOR ELIGIBLE EMPLOYEES OF THE **CITY OF SAPULPA**, OKLAHOMA; PROVIDING FOR PURPOSE AND ORGANIZATION; PROVIDING FOR DEFINITIONS; PROVIDING FOR ELIGIBILITY AND PARTICIPATION; PROVIDING FOR NON-ALIENATION OF BENEFITS; LOSS OF BENEFITS FOR CAUSE AND LIMITATIONS OF BENEFITS; PROVIDING FOR EMPLOYER AND EMPLOYEE CONTRIBUTIONS; PROVIDING FOR ACCOUNTING, ALLOCATION, AND VALUATION; PROVIDING BENEFITS; PROVIDING FOR REQUIRED NOTICE; PROVIDING FOR AMENDMENTS AND TERMINATION; PROVIDING FOR TRANSFER TO AND FROM OTHER PLANS; CREATING A RETIREMENT COMMITTEE AND PROVIDING FOR POWERS, DUTIES, AND RIGHTS OF RETIREMENT COMMITTEE; PROVIDING FOR PAYMENT OF CERTAIN OBLIGATIONS; PROVIDING FOR DURATION AND PAYMENT OF EXPENSES; PROVIDING FOR EFFECTIVE DATE; PROVIDING FOR VESTING SCHEDULES; PROVIDING FOR A FUND TO FINANCE THE SYSTEM TO BE POOLED WITH OTHER INCORPORATED CITIES TOWNS AND THEIR AGENCIES AND INSTRUMENTALITIES FOR PURPOSES OF ADMINISTRATION, MANAGEMENT, AND INVESTMENTS PART OF THE OKLAHOMA

MUNICIPAL RETIREMENT FUND; PROVIDING FOR PAYMENT OF ALL CONTRIBUTIONS UNDER THE SYSTEM TO THE OKLAHOMA MUNICIPAL RETIREMENT FUND FOR MANAGEMENT AND INVESTMENT; PROVIDING FOR REPEALER AND SEVERABILITY; ADOPTING THOSE AMENDMENTS MANDATED BY THE INTERNAL REVENUE CODE; AND DECLARING AN EMERGENCY.

2. AN ORDINANCE AMENDING THE EMPLOYEE RETIREMENT SYSTEM, DEFINED CONTRIBUTION PLAN FOR THE **POSITION OF CITY MANAGER FOR THE CITY OF SAPULPA**, OKLAHOMA BY ADOPTING A REVISED AND RESTATED RETIREMENT PLAN; PROVIDING RETIREMENT BENEFITS FOR ELIGIBLE EMPLOYEES OF THE **CITY OF SAPULPA**, OKLAHOMA; PROVIDING FOR PURPOSE AND ORGANIZATION; PROVIDING FOR DEFINITIONS; PROVIDING FOR ELIGIBILITY AND PARTICIPATION; PROVIDING FOR NON-ALIENATION OF BENEFITS; LOSS OF BENEFITS FOR CAUSE AND LIMITATIONS OF BENEFITS; PROVIDING FOR EMPLOYER AND EMPLOYEE CONTRIBUTIONS; PROVIDING FOR ACCOUNTING, ALLOCATION, AND VALUATION; PROVIDING BENEFITS; PROVIDING FOR REQUIRED NOTICE; PROVIDING FOR AMENDMENTS AND TERMINATION; PROVIDING FOR TRANSFER TO AND FROM OTHER PLANS; CREATING A RETIREMENT COMMITTEE AND PROVIDING FOR POWERS, DUTIES, AND RIGHTS OF RETIREMENT COMMITTEE; PROVIDING FOR PAYMENT OF CERTAIN OBLIGATIONS; PROVIDING FOR DURATION AND PAYMENT OF EXPENSES; PROVIDING FOR EFFECTIVE DATE; PROVIDING FOR VESTING SCHEDULES; PROVIDING FOR A FUND TO FINANCE THE SYSTEM TO BE POOLED WITH OTHER INCORPORATED CITIES TOWNS AND THEIR AGENCIES AND INSTRUMENTALITIES FOR PURPOSES OF ADMINISTRATION, MANAGEMENT, AND INVESTMENTS PART OF THE OKLAHOMA MUNICIPAL RETIREMENT FUND; PROVIDING FOR PAYMENT OF ALL CONTRIBUTIONS UNDER THE SYSTEM TO THE OKLAHOMA MUNICIPAL RETIREMENT FUND FOR MANAGEMENT AND INVESTMENT; PROVIDING FOR REPEALER AND SEVERABILITY; ADOPTING THOSE AMENDMENTS MANDATED BY THE INTERNAL REVENUE CODE; AND DECLARING AN EMERGENCY.

3. AN ORDINANCE AMENDING THE EMPLOYEE RETIREMENT SYSTEM, DEFINED CONTRIBUTION PLAN FOR THE **POSITION OF CITY MANAGER FOR THE CITY OF SAPULPA**, OKLAHOMA BY ADOPTING A REVISED AND RESTATED RETIREMENT PLAN; PROVIDING RETIREMENT BENEFITS FOR ELIGIBLE EMPLOYEES OF THE **CITY OF SAPULPA**, OKLAHOMA; PROVIDING FOR PURPOSE AND ORGANIZATION; PROVIDING FOR DEFINITIONS; PROVIDING FOR ELIGIBILITY AND PARTICIPATION; PROVIDING FOR NON-ALIENATION OF BENEFITS; LOSS OF BENEFITS FOR CAUSE AND LIMITATIONS OF BENEFITS; PROVIDING FOR EMPLOYER AND EMPLOYEE CONTRIBUTIONS; PROVIDING FOR ACCOUNTING, ALLOCATION, AND VALUATION; PROVIDING BENEFITS;

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B. Resolutions:

1. Consider adopting a Resolution of the City of Sapulpa, Oklahoma, authorizing the City Manager or his designee to apply for Grants and Loans by and through application to various Federal Agencies.
2. Consider adopting a Resolution of the City of Sapulpa, Oklahoma, and the Sapulpa Municipal Authority, Sapulpa, Oklahoma, amending the FY 2009-2010 Annual Budget by increasing Beginning Fund Balance, Revenues and by increasing appropriations in various funds for the purpose of rolling forward FY 2008-2009 Funds for items that were expected to be expensed in FY 2008-2009 but were not received until after June 30, 2009, the end of FY 2008-2009.

C. Bid Awards:

1. Consider waiving the competitive bidding procedures for the purchase of an intoxilyzer from CMI, Inc. of Owensboro, KY in the amount of \$8,294.00 due to the vendor being the only source for the equipment.
2. Consider rejecting both bids submitted by Southwest Trailers & Equipment, LLC for a *Stainless Steel Sand Spreader* due to both bids exceed budgeted amount of \$16,500, and direct staff to re-bid for a steel sand spreader.

D. Contracts:

1. Discuss and consider proposed amendments to the By-laws of the Oklahoma Municipal League, and authorize Mayor to cast ballot on

behalf of Sapulpa City Council.

2. Consider approving renewal of the Agreement with SimplexGrinnell for inspection of the sprinkler system at the Police Department during the period of 11/01/2009 – 10/31/2010 at the yearly cost of \$227.70.
3. Consider approving the Agreement with Airco Service, Inc. for maintenance of the heat and air systems at the Public Library for a period of one year for the total cost of \$2,765.00.

XIV. COMMITTEE REPORTS

- A. Minutes from Tax Increment Meeting of Thursday, October 8, 2009 at 4:00 P.M.
- B. Minutes from Administrative and Finance Meeting of Thursday, October 8, 2009 at 5:30 P.M.

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

- A. Informational item – Pretty Water and Sahoma Lake Permits - September FY 07/08 vs September FY 08/09
- B. Informational item – Sales Tax Breakdown for the month of August, 2009 received in October, 2009
- C. Informational item – City of Sapulpa Municipal Golf Course - September, 2008 vs September, 2009
- D. Informational item – September Monthly Golf Report
- E. Informational item – Crime Statistics Report from Sapulpa Police Chief Jim Wall
- F. Informational item – Letter to City Manager dated 10-7-09 advising of merger between Claims Management Resources (CMR) and CityWide Subrogation Service (CWS) effective 10-01-09
- G. Informational item – Project Status Report from Tetra Tech/FHC regarding various City and Authority Projects.

XVI. EXECUTIVE SESSION

- A. Consider entering Executive Session for the purpose of discussing pending or threatened litigation involving the use of real property in Block 37, Tiger Addition to the City of Sapulpa, upon advice that disclosure will seriously impair the ability of the public body to conduct the litigation in the public interest. [25 O.S. Section 307 B (4)]

B. Consider action in Open Session regarding matters discussed in Executive Session.

XVII ADJOURNMENT