

## **SAPULPA CITY COUNCIL MEETING**

CITY HALL - 425 EAST DEWEY AVENUE

COUNCIL CHAMBERS, 2ND FLOOR

7:00 P.M., MONDAY, FEBRUARY 3, 2020

Notice is hereby given that the Mayor and City Council of the City of Sapulpa, Oklahoma, will meet in regular session at 7:00 p.m. on the 3rd day of February, 2020, in the Council Chambers, Sapulpa City Hall, 425 East Dewey Avenue, Sapulpa, Oklahoma, with the agenda for said meeting as follows:

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

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

### **- AGENDA -**

1. **CALL TO ORDER.**
2. **INVOCATION.**
3. **PLEDGE OF ALLEGIANCE.**
4. **ROLL CALL.**
5. **MINUTES.**
  - A. Consider approving the minutes of the January 21, 2020, regular city council meeting.
6. **APPOINTMENTS, AWARDS, PRESENTATIONS, AND PROCLAMATIONS.**
  - A. Consider declaring Seat 2 Ward 4 of the City Council vacant.
  - B. Discuss and consider nominations to elect an interim alternate Vice-Mayor.

- C. Consider confirming the following Mayoral appointments to the following standing committees to fill unexpired terms of Mayor Reg Green and Councilor Carla Stinnett:

Administration and Finance:

Councilor John Suggs

Community and Economic Development:

Councilor Hugo Naifeh

Councilor John Suggs

Public Safety and Justice:

Councilor Hugo Naifeh

- D. Consider confirming Mayoral appointment of Joseph V. Allen as an Alternate Judge for the Sapulpa Municipal Court.

- E. Consider confirming the following Mayoral appointments to the Sapulpa Board of Adjustment:

Julie Longoria for a three-year term, with said term expiring January 2023.

Hunter Edwards for a three-year term, with said term expiring January 2023.

- F. Consider confirming City Council appointments to the 2020 GO Bond Oversight and Advisory Board for a term of two years, with said term expiring February 2022, as follows:

- Lou Martin - City Council Vice-Mayor, member
- Carla Gunn - City Councilor, member (nominee of Vice-Mayor)
- Susan Vrana - Ward 1 resident member (nominee of Ward 1 Councilors)
- Andrew McGoy - Ward 2 resident member (nominee of Ward 2 Councilor Carla Gunn)
- Norma Gates - Ward 3 resident member (nominee of Ward 3 Councilors)
- Charles Bundrick - Ward 4 resident member (nominee of Ward 4 Councilor Craig Henderson)
- Bill Berry - Ward 5 resident member (nominee of Ward 5 Councilors)

- G. Consider confirming Mayoral appointments to the 2020 GO Bond Oversight and Advisory Board for a term of two years, with said term expiring February 2022, as follows:

- Suzanne Shirey - Sapulpa Area Chamber of Commerce representative member
- Cindy Lawrence - Sapulpa Main Street representative member
- Johnny Bilby - Independent School District No. 33 representative member
- David Beyer - resident member at large
- Dr. Mary Webb - resident member at large

7. **CONSENT ITEMS:** All matters under “Consent” are considered by the City Council to be routine and will be enacted by one motion. Any City Council member may, however, remove an item from consent by request.
  - A. Consider approving claims in the amount of \$242,421.50
  - B. Consider approving prepaid claims in the amount of \$26,235.08
8. **PUBLIC HEARINGS.**
9. **COMMUNITY DEVELOPMENT.**
  - A. Discussion and possible action regarding the application by Bobby Presnell for a Specific Use Permit, SUP-052, to allow a Medical Marijuana Grow Facility located at 16441 West Highway 66.
  - B. Discussion and possible action regarding the application by DB Anderson Farms, LLC/Jeffry Anderson for a Specific Use Permit, SUP-053, to allow a Medicinal Marijuana Grow Facility located at 7917 State Highway 66.
10. **ADMINISTRATION.**
  - A. Discussion and possible action regarding a Resolution to Execute the Agreement Establishing the Oklahoma Municipal Management Services at an annual cost of \$5,000.00 and prorated for current Fiscal Year.
  - B. Discussion and possible action regarding the renewal of City of Sapulpa Employee Dental Insurance with Delta Dental at 0% increase in cost.
  - C. Discussion and possible action regarding the renewal of City of Sapulpa Employee Life Insurance with Standard Life Insurance at a 0% increase in cost.
  - D. Discuss and consider a Resolution of the City of Sapulpa, Oklahoma, amending the FY 2019-2020 annual budget by increasing revenues and appropriations in the Library Fund in the amount of \$13,147.00 for the purpose of recognizing grant revenue and appropriating funds to be used for equipment.
11. **NEW BUSINESS.** (Items that were not known about at the time of posting the agenda.)
12. **INFORMATIONAL ITEMS FROM MAYOR, CITY COUNCIL, CITY MANAGER, OR CITY ATTORNEY.**
  - A. Status Report from Tetra Tech regarding various City and SMA projects.

13. **PUBLIC COMMENTS.** The purpose of the Public Comments Section of the Agenda is for members of the public to speak to the City Council on any subject not scheduled on the Regular Agenda. City Council shall make no decision or action, except to direct the City Manager to take action, or to schedule the matter for City Council discussion at a later date.

*Please come to the podium when the Mayor calls your name and keep your comments as brief as possible.*

14. **EXECUTIVE SESSION.**

15. **ADJOURNMENT.**

Posted this 30th day of January, 2020 at or before 5:30 p.m., at the Sapulpa City Hall, 425 East Dewey Avenue, Sapulpa, Oklahoma.

Name: *Mikaila Stepp*

Title: *Administrative Assistant*





**AGENDA ITEM**

**City Council Regular**

**5. A.**

**Meeting Date:** February 3, 2020

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

**Department:** City Clerk

**Presented By:**

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**SUBJECT:**

Consider approving the minutes of the January 21, 2020, regular city council meeting.

**BACKGROUND:**

**RECOMMENDATION:**

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**Attachments**

minutes.01-21-2020 city

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**CITY OF SAPULPA, OKLAHOMA**  
**COUNCIL PROCEEDINGS**  
Meeting of January 21, 2020

The City Council of Sapulpa, Oklahoma, met in regular session Tuesday, January 21, 2020, at 7:00 o'clock P.M. in the City Hall Council Chambers, 425 East Dewey Avenue, Sapulpa, Oklahoma.

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

Absent: Reg Green, Mayor

Staff City Manager Joan Riley; City Treasurer / Finance

Present: Director Pam Vann; City Attorney David Widdoes; City Clerk Shirley Burzio; Urban Development Director Nikki Howard; Public Works Director Steve Hardt

**1. INVOCATION.**

The invocation was given by Kevin Day.

**2. PLEDGE OF ALLEGIANCE.**

Vice-Mayor Louis Martin led the Pledge of Allegiance.

**3. MINUTES AND CONSENT ITEMS.**

- A.** Consider approving the minutes of the January 6, 2020, regular city council meeting.
- B.** Consider approving claims in the amount of \$761,837.82

- C. Consider approving Pre-Paid claims in the amount of \$99,550.94

Motion was made by Hugo Naifeh, second by John Suggs to approve Items 3-A, 3-B, and 3-C.

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

**9 - 0 MOTION CARRIED**

- D. Consider acknowledging receipt and acceptance of Warranty Deed from Land Family Trust for 3.2 acres m/l located at the Southwest corner of West 81st street and Frankoma Road.

Motion was made by Marty Cummins, second by Hugo Naifeh to acknowledge receipt and acceptance of a Warrant Deed from the Land Family Trust for 3.2 acres m/l located at the southwest corner of West 81st Street and Frankoma Road.

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

**9 - 0 MOTION CARRIED**

**4. ADMINISTRATION.**

- A. Discussion and possible action regarding ratification of acceptance by the City of Sapulpa, Oklahoma, of State Aid Grant award from the Oklahoma Department of Libraries in the amount of \$11,832.00 to the Sapulpa Public Library.

Motion was made by Craig Henderson, second by Marty Cummins to approve the ratification of acceptance by the City of Sapulpa, Oklahoma, of a state aid grant award in the amount of \$11,832.00 from the Oklahoma Department of Libraries to the Sapulpa Public Library.

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

**9 - 0 MOTION CARRIED**

- B.** Discuss and possible action regarding release of abatement liens in the total amount of \$1,802.85 against property located at 517 North Third Street, and described as Lots 25 thru 28, inclusive, Block 28, North Heights Addition, Sapulpa, Creek County, and authorizing the Mayor to sign said release.

Motion was made by Craig Henderson, second by Marty Cummins to release abatement liens in the total amount of \$1,802.85 against property located at 517 North Third Street and Described as Lots 25 thru 28, inclusive, Block 28, North Heights Addition, Sapulpa, Creek County, and the mayor is authorized to sign said lien release.

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

**9 - 0 MOTION CARRIED**

- C.** Discussion and possible action regarding the renewal of City of Sapulpa Employee Health Insurance with Community Care, Inc., at 0% increase in cost.

Motion was made by Hugo Naifeh, second by Carla Gunn to approve the renewal of the City of Sapulpa's employee health insurance coverage with Community Care, Inc., at 0% increase in costs.

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

**9 - 0 MOTION CARRIED**

- D.** Discussion and possible action regarding a consulting agreement from WB Smith for Certified Floodplain Management Services.

Motion was made by Hugo Naifeh, second by John Suggs to approve the consulting agreement with WB Smith for certified floodplain management services.

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

**9 - 0 MOTION CARRIED**

- E. Discussion and possible action regarding the approval of a contract with CEC Corporation for on-call engineering.

Motion was made by Craig Henderson, second by Marty Cummins to approve the contract with CEC Corporation for on-call engineering services.

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

**9 - 0 MOTION CARRIED**

- F. Discussion and possible action regarding a Resolution authorizing Oklahoma Municipal Assurance Group to distribute Escrow Account Funds in the amount of \$170,000.00. (Resolution No. 4605)

Motion was made by John Suggs, second by John Anderson to approve the adoption of a resolution authorizing the Oklahoma Municipal Assurance Group to distribute escrow account funds in the amount of 170,000.00.

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

**9 - 0 MOTION CARRIED**

- G. Discussion and possible action regarding a Resolution of the City of Sapulpa, Oklahoma, amending the FY 2019-2020 General Fund annual budget by increasing appropriations in the Animal Control Department in the amount of \$38,500.00 for the purpose of providing funds for personnel costs, supplies, and utilities. (Resolution No. 4606)

Motion was made by John Suggs, second by Marty Cummins to approve the adoption of a resolution of the City of Sapulpa, Oklahoma, amending the FY 2019-2020 General Fund annual budget by increasing appropriations in the Animal Control Department in the amount of \$38,500.00 for the purpose of providing funds for personnel costs, supplies, and utilities.

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

**9 - 0 MOTION CARRIED**

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

- A. The results of the January 14, 2020, General Obligation Bond Election results from the Creek County Election Board were presented for discussion. There was no action taken by the council.

6. **PUBLIC COMMENTS.**

There were no comments made to the board.

7. **ADJOURNMENT.**

Motion was made by Craig Henderson, second by Hugo Naifeh to adjourn the meeting.

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

**9 - 0 MOTION CARRIED**

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Mayor

Attest:

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City Clerk



**AGENDA ITEM**

**Presentations & Proclamations 6. A.**

**City Council Regular**

**Meeting Date:** February 3, 2020

**Submitted For:** David Widdoes, City Attorney

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

**Department:** Legal

**Presented By:** David Widdoes

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**SUBJECT:**

Consider declaring Seat 2 Ward 4 of the City Council vacant.

**BACKGROUND:**

The passing of Mayor Reg Green on January 26, 2020, results in a vacancy in the City Council. Per Article II Section 6 of the City Charter, the Council should declare Seat 2 Ward 4 vacant. Per Charter, this vacancy is to be filled by a majority vote of the Council upon nomination from the remaining Ward 4 Councilor within thirty (30) days of the declaration of said vacancy.

**RECOMMENDATION:**

Per Council discretion.

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**Presentations & Proclamations 6. B.**

**City Council Regular**

**Meeting Date:** February 3, 2020

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

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**SUBJECT:**

Discuss and consider nominations to elect an interim alternate Vice-Mayor.

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**Presentations & Proclamations 6. C.**

**City Council Regular**

**Meeting Date:** February 3, 2020

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

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**SUBJECT:**

Consider confirming the following Mayoral appointments to the following standing committees to fill unexpired terms of Mayor Reg Green and Councilor Carla Stinnett:

Administration and Finance:

Councilor John Suggs

Community and Economic Development:

Councilor Hugo Naifeh

Councilor John Suggs

Public Safety and Justice:

Councilor Hugo Naifeh

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## AGENDA ITEM

### Presentations & Proclamations 6. D.

#### City Council Regular

**Meeting Date:** February 3, 2020

**Submitted For:** David Widdoes, City Attorney

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

**Department:** Legal

**Presented By:** David Widdoes

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#### **SUBJECT:**

Consider confirming Mayoral appointment of Joseph V. Allen as an Alternate Judge for the Sapulpa Municipal Court.

#### **BACKGROUND:**

Due to the recent gubernatorial appointment of Ms. Laura Farris to the Creek County Judiciary, Judge Farris can no longer fulfill her role as an Alternate Judge for the City's Municipal Court. Per City Code, there is one Judge of the Municipal Court and alternate judges preside whenever the Municipal Judge is absent from court, unable to act as judge, or is otherwise disqualified from acting as judge in a particular matter. Due to the inability of Ms. Farris to continue acting as an Alternate Judge for our Municipal Court, this vacancy needs to be filled with a qualified candidate. Mr. Joseph V. Allen possesses all qualifications required and will make an outstanding Alternate Judge for our Court.

#### **RECOMMENDATION:**

Staff recommends City Council confirm the appointment of Joseph V. Allen as an Alternate Municipal Judge.

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**AGENDA ITEM**

**Presentations & Proclamations 6. E.**

**City Council Regular**

**Meeting Date:** February 3, 2020

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

**Department:** Planning & Development

**Presented By:** Nikki Howard

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**SUBJECT:**

Consider confirming the following Mayoral appointments to the Sapulpa Board of Adjustment:

Julie Longoria for a three-year term, with said term expiring January 2023.

Hunter Edwards for a three-year term, with said term expiring January 2023.

**BACKGROUND:**

Ms. Longoria and Mr. Edwards have indicated their willingness to serve on the Sapulpa Board of Adjustment.

**RECOMMENDATION:**

Staff recommends Council confirm this Mayoral appointment.

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## AGENDA ITEM

### Presentations & Proclamations 6. F.

#### City Council Regular

**Meeting Date:** February 3, 2020

**Submitted For:** David Widdoes, City Attorney

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

**Department:** Legal

**Presented By:** David Widdoes

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#### SUBJECT:

Consider confirming City Council appointments to the 2020 GO Bond Oversight and Advisory Board for a term of two years, with said term expiring February 2022, as follows:

- Lou Martin - City Council Vice-Mayor, member
- Carla Gunn - City Councilor, member (nominee of Vice-Mayor)
- Susan Vrana - Ward 1 resident member (nominee of Ward 1 Councilors)
- Andrew McGoy - Ward 2 resident member (nominee of Ward 2 Councilor Carla Gunn)
- Norma Gates - Ward 3 resident member (nominee of Ward 3 Councilors)
- Charles Bundrick - Ward 4 resident member (nominee of Ward 4 Councilor Craig Henderson)
- Bill Berry - Ward 5 resident member (nominee of Ward 5 Councilors)

#### BACKGROUND:

Resolution 4604, approved by the City Council on January 6, 2020, created the Sapulpa 2020 GO Bond Advisory and Oversight Board ("Board").

The Board was created for the purpose of overseeing the 2020 General Obligation Bond expenditures of the City and projects funded as authorized by the 2020 GO Bond election. In connection with the Boards' responsibility to provide general oversight, it is also responsible to provide advice and written recommendations to the Mayor, City Council, City Manager and Economic Development Committee of the City, regarding (i) priority of projects funded by the 2020 GO Bond issues, (ii) review of construction deadlines and project status tracking for such projects, and (iii) oversight and advisory recommendations regarding implementation of economic development incentives and strategies related to said projects, including items designated by the Sapulpa Downtown Master Plan.

Per Resolution, the Board is to be composed by the City Council tacking action as follows:

1. Approve and confirm the Mayoral appointment of one City Councilor (Councilor Gunn) and the Mayor (Vice-Mayor) to the Board.
2. Confirm appointments from City Councilors of a resident member from their respective Ward.

**RECOMMENDATION:**

Per Council discretion.

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## AGENDA ITEM

### Presentations & Proclamations 6. G.

#### City Council Regular

**Meeting Date:** February 3, 2020

**Submitted For:** David Widdoes, City Attorney

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

**Department:** Legal

**Presented By:** David Widdoes

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#### SUBJECT:

Consider confirming Mayoral appointments to the 2020 GO Bond Oversight and Advisory Board for a term of two years, with said term expiring February 2022, as follows:

- Suzanne Shirey - Sapulpa Area Chamber of Commerce representative member
- Cindy Lawrence - Sapulpa Main Street representative member
- Johnny Bilby - Independent School District No. 33 representative member
- David Beyer - resident member at large
- Dr. Mary Webb - resident member at large

#### BACKGROUND:

Resolution 4604, approved by the City Council on January 6, 2020, created the Sapulpa 2020 GO Bond Advisory and Oversight Board ("Board").

The Board was created for the purpose of overseeing the 2020 General Obligation Bond expenditures of the City and projects funded as authorized by the 2020 GO Bond election. In connection with the Boards' responsibility to provide general oversight, it is also responsible to provide advice and written recommendations to the Mayor, City Council, City Manager and Economic Development Committee of the City, regarding (i) priority of projects funded by the 2020 GO Bond issues, (ii) review of construction deadlines and project status tracking for such projects, and (iii) oversight and advisory recommendations regarding implementation of economic development incentives and strategies related to said projects, including items designated by the Sapulpa Downtown Master Plan.

Per Resolution, the Board is to be composed by the City Council taking action to approve and confirm the Mayoral appointments identified above.

**RECOMMENDATION:**

Per Council discretion.

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**Consent Agenda 7. A.**

**City Council Regular**

**Meeting Date:** February 3, 2020

**Submitted For:** Hailey Sharp, Accounts Payable Clerk

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

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**SUBJECT:**

Consider approving claims in the amount of \$242,421.50

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**Attachments**

Claims List 2/3/2020

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FUND: 10 - GENERAL FUND

SUMMARY REPORT

| P.O.#   | VENDOR # | NAME                        | SUMMARY DESCRIPTION        | DATE   | INVOICE           | AMOUNT    |
|---------|----------|-----------------------------|----------------------------|--------|-------------------|-----------|
| 129350  | 99-10013 | HARMON PROPERTY MANAGEMENT, | LODGING FOR OFCA CONF      | 1/2020 | 6291              | 228.00    |
| 128835  | 99-10121 | ICON ENTERPRISES, INC       | ANNUAL FEES                | 1/2020 | 195854            | 2,193.12  |
| 129055  | 99-10159 | LAWRENCE COUNTY NEWSPAPERS, | PUBLISH ORDINANCE 2830     | 1/2020 | 23667             | 98.85     |
| 129021  | 99-10160 | MERRIFIELD OFFICE SOLUTIONS | JANITORIAL SUPPLIES        | 1/2020 | 186890-001        | 39.98     |
| 129023  | 99-10160 | MERRIFIELD OFFICE SOLUTIONS | PAPER, PENS, FOLDERS       | 1/2020 | 187053-001        | 125.98    |
| 129254  | 99-10160 | MERRIFIELD OFFICE SOLUTIONS | SOAP/LINERS/FILE FRAME     | 1/2020 | 186479-001        | 274.35    |
| 129054  | 99-10488 | ADMIRAL EXPRESS LLC         | OFFICE SUPPLIES            | 1/2020 | 278977-0          | 291.23    |
| 127454  | 99-10547 | BEASLEY TECHNOLOGY INC      | IT SERVICES/ANTI VIRUS     | 1/2020 | COR-113803        | 2,250.00  |
| 128864  | 99-10547 | BEASLEY TECHNOLOGY INC      | SOFTWARE LICENSE           | 1/2020 | COR-114150        | 1,052.50  |
| 129056  | 99-10547 | BEASLEY TECHNOLOGY INC      | UPGRADE/WINDOWS 10         | 1/2020 | COR-114560        | 288.60    |
| 129250  | 99-10613 | GORFAM MARKETING INC        | SHT/LONG SLEEVED SHIRTS    | 1/2020 | 64085             | 164.00    |
| 129089  | 99-10621 | VAUGHN, SKYLAR              | MEAL REIMB/WRESCHE         | 1/2020 | 1/16/20 129089    | 14.00     |
| 128558  | 99-10623 | PRAETORIAN GROUP INC dba    | PRGRANT WRITING SERVICE    | 1/2020 | 10135-3369        | 3,000.00  |
| 129265  | 99-10665 | A. HOPE COMPANY dba THE     | BUCHECK FIRE ALARM         | 1/2020 | 30239             | 960.00    |
| 129016  | 99-10679 | GLASSCO GLASS & GLAZING     | LLCPIVOTS, SWEEPS & CLOSER | 1/2020 | 1003              | 610.00    |
| 129256  | 99-10679 | GLASSCO GLASS & GLAZING     | LLCREPAIR LEAKING WINDOWS  | 1/2020 | 20-1006           | 2,480.00  |
| 127456  | 99-10695 | ADVANCED COPIER SYSTEMS     | LLCCOPIER RENTAL           | 1/2020 | IN8135            | 1,300.00  |
| 127493  | 99-10717 | MUNICIPAL FINANCE SERVICES  | DISCLOSURE RPTG SRVC       | 1/2020 | 12/26/19 127493   | 3,500.00  |
| 128834  | 99-10764 | WAYFAIR LLC                 | ROLLING FILE CABINET       | 1/2020 | 3087809061        | 122.99    |
| 127279  | 99-10774 | TIMOTHY CHRISTOPHER         | PENDLEYEARLY PEST CONTROL  | 1/2020 | 368091            | 207.50    |
| 128297  | 99-10906 | VITAL RECORDS HOLDINGS, LLC | 8 MONTHS OF SHREDDING      | 1/2020 | 1404229           | 29.75     |
| 128808  | 99-1112  | WASTE MANAGEMENT OF         | OKLAHOMDUMPSTERS/ABATEMENT | 1/2020 | 2247836-1006-2    | 545.60    |
| 129262  | 99-1563  | THE PEAVEY CORPORATION      | EVID BAGS/DRUG TEST KITS   | 1/2020 | 366126            | 392.30    |
| 126593  | 99-1565  | OKLAHOMA MUNICIPAL ASSURAN  | CLIALBILITY/PROP INS COV   | 1/2020 | 140050403 1/11/20 | 223.00    |
| 128865  | 99-1850  | AMERICAN HERITAGE BANK      | SAFETY DEPOST BOX RENT     | 1/2020 | 2482 1/23/20      | 75.00     |
| 129024  | 99-213   | OKLAHOMA FIRE CHIEFS ASSOC  | 2020 OFCA CONFERENCE       | 1/2020 | 1/23-1/24/2020    | 225.00    |
| 128595  | 99-3270  | LOEFFLER, ALLEN & HAM       | STAND UP TITLE OPINION     | 1/2020 | 1/10/2020 128595  | 300.00    |
| 129108  | 99-3639  | SAND SPRINGS AWARDS CO      | RETIRE PLAQUE/HENSON       | 1/2020 | 34982             | 70.00     |
| 128293A | 99-369   | CREEK COUNTY ELECTION BRD   | GO BOND ELECTION           | 1/2020 | 1/14/20A          | 4,200.14  |
| 129020  | 99-3707  | O'REILLY AUTOMOTIVE INC     | OIL/BATTERIES/LAMPS        | 1/2020 | 153-213407        | 363.17    |
| 129198  | 99-3707  | O'REILLY AUTOMOTIVE INC     | LOWER CONTROL ARMS         | 1/2020 | 153-212680        | 236.82    |
| 127450  | 99-3822  | TYLER TECHNOLOGIES, INC     | WEBSITE/ONLINE PMTS        | 1/2020 | 025-285439        | 125.00    |
| 126958  | 99-39    | WAL-MART                    | EQUIPMENT MAINTENANCE      | 1/2020 | 2148 12/17/19     | 149.99    |
| 128337  | 99-39    | WAL-MART                    | PRINTER INK, CABLES        | 1/2020 | 8863A 1/9/20      | 89.97     |
| 128981  | 99-39    | WAL-MART                    | JANITORIAL SUPPLIES        | 1/2020 | 5589 12/18/19     | 73.86     |
| 128982  | 99-39    | WAL-MART                    | PAINT/GAS CANS/VACUUM      | 1/2020 | 1541 1/6/20       | 86.88     |
| 129077  | 99-39    | WAL-MART                    | BLEACH/CAT FOOD/LITTER     | 1/2020 | 2852 12/17/19     | 424.00    |
| 129104  | 99-39    | WAL-MART                    | TV MONITOR                 | 1/2020 | 5028 12/31/19     | 115.00    |
| 127457  | 99-4047  | SHOW, INC.                  | TRASH PICK-UP              | 1/2020 | 21282             | 40.00     |
| 127845  | 99-4047  | SHOW, INC.                  | CLEAN UP AROUND BLDG       | 1/2020 | 21283             | 20.00     |
| 129013  | 99-5378  | PREGLER LAWN & GARDEN, INC  | 2 CARBORATOR               | 1/2020 | 141532            | 114.20    |
| 129018  | 99-5388  | OFFICE DEPOT 25022426       | MONITOR DESK MOUNT         | 1/2020 | 428064000001      | 119.99    |
| 124448  | 99-6457  | CRAWFORD & ASSOCIATES, PC   | CONSULTING SRV FY 18/19    | 1/2020 | 13180             | 11,250.00 |
| 126892  | 99-6575  | STATE OF OKLAHOMA           | MONTHLY OLETS FEE          | 1/2020 | 31-3001008        | 1,050.00  |
| 126968  | 99-6646  | FASTENAL COMPANY INC        | NUTS, BOLTS, PLUGS         | 1/2020 | OKSAP172163       | 84.81     |
| 128264  | 99-7011  | LOWE'S HOME CENTERS, INC.   | "WET" FLOOR SIGNS          | 1/2020 | 12455             | 27.86     |
| 129075  | 99-7011  | LOWE'S HOME CENTERS, INC.   | JANITORIAL SUPPLIES        | 1/2020 | 12455A            | 179.20    |
| 128904  | 99-7070  | MO' PIZZA RESTAURANTS, LLC  | STUDY SESSION MEAL         | 1/2020 | 121202            | 82.79     |
| 126869  | 99-7216  | US CELLULAR                 | MTHLY CELL PHONE           | 1/2020 | 0349622284        | 27.32     |
| 129351  | 99-7279  | TAYLOR, DAVID               | MEAL REIM/D TAYLOR         | 1/2020 | 1/23-1/24/2020    | 50.00     |

FUND: 10 - GENERAL FUND

SUMMARY REPORT

| P.O.#       | VENDOR # | NAME                        | SUMMARY DESCRIPTION     | DATE   | INVOICE           | AMOUNT    |
|-------------|----------|-----------------------------|-------------------------|--------|-------------------|-----------|
| 129352      | 99-7284  | PENNINGTON BRETT            | MEAL REIMB/PENNINGTON   | 1/2020 | 1/23-1/24/2020    | 50.00     |
| 127484      | 99-7310  | BOND LOGISTIX LLC dba BLX   | GREBATE CALCULATION     | 1/2020 | 42182-3059/011320 | 1,500.00  |
| 127987      | 99-7868  | WESTLAKE HARDWARE INC       | BUSHINGS/NUTS/PLUGS     | 1/2020 | 8142562           | 134.61    |
| 128554      | 99-7868  | WESTLAKE HARDWARE INC       | STEP STOOL/TARPS/FANS   | 1/2020 | 8142509           | 33.24     |
| 129361      | 99-7957  | OKLAHOMA WHOLESALE OVERHEAD | BROKEN CLAMP/STA. 3     | 1/2020 | 69426             | 113.95    |
| 129007      | 99-8016  | NORTHERN SAFETY COMPANY     | INSCBA MASK/GLOVES      | 1/2020 | 903792234         | 924.00    |
| 128238      | 99-8074  | SPECIAL OPS UNIFORMS, INC   | BADGES/BUCKLES/STRAPS   | 1/2020 | 793217            | 35.96     |
| 128239      | 99-8074  | SPECIAL OPS UNIFORMS, INC   | THREE CLASS A UNIFORMS  | 1/2020 | 793219            | 2,081.43  |
| 129124      | 99-8074  | SPECIAL OPS UNIFORMS, INC   | UNIFORMS FOR NEW HIRES  | 1/2020 | 793199            | 1,313.77  |
| 127854      | 99-8216  | HILAND DAIRY FOODS CO.LLC   | MILK FOR PRISONERS      | 1/2020 | 9064088           | 62.04     |
| 129192      | 99-8539  | CROW BURLINGAME COMPANY     | BATTERY/UNIT 6804       | 1/2020 | 106-30995         | 110.16    |
| 127488      | 99-8762  | AT&T                        | MTHLY INTERNET SERVICE  | 1/2020 | 1088 1/11/2020    | 710.11    |
| 128863      | 99-8762  | AT&T                        | 6 MTHS E-911 SERVICES   | 1/2020 | 2444 1/11/2020    | 681.63    |
| 126936      | 99-8817  | DE LAGE LANDEN PUBLIC FINAN | KYOCERA PRINTER LEASE   | 1/2020 | 66612959          | 150.00    |
| 128159      | 99-8884  | CHILD'S PLAY INC            | SHELTER REPLACE/PARKS   | 1/2020 | 19-3444           | 43,914.00 |
| 128727      | 99-8936  | CONRAD FIRE EQUIPMENT, INC. | MISC. PARTS/PIERCE TRKS | 1/2020 | 540219            | 88.91     |
| 129353      | 99-9072  | VICKREY JAMES               | MEAL REIMB/VICKREY      | 1/2020 | 1/23-1/24/2020    | 50.00     |
| 128831      | 99-9236  | STAPLES CONTRACT AND COMM   | ERBIRTHDAY CARDS        | 1/2020 | 8057071104        | 104.99    |
| 129363      | 99-9336  | ULINE, INC.                 | PUSH BROOM/ENGINE 3     | 1/2020 | 116246391         | 57.16     |
| 126860      | 99-9393  | AIRLINK INTERNET SVCS       | MONTHLY INTERNET        | 1/2020 | 5696              | 2,566.47  |
| 128862      | 99-9398  | THE UPS STORE #3965         | OVERNIGHT CHECK TO PSO  | 1/2020 | 9920 1/22/20      | 27.92     |
| 129261      | 99-9398  | THE UPS STORE #3965         | POSTAGE                 | 1/2020 | 9873 1/21/20      | 40.24     |
| 127495      | 99-9690  | INTEGRITY CLIENT SERVICES,  | GASB 75 REPORTING       | 1/2020 | 19093001          | 900.00    |
| 129197      | 99-9756  | BOB MOORE OF TULSA, LLC     | OIL FILTER HOUSING/9406 | 1/2020 | 96353T            | 292.50    |
| 126902      | 99-9859  | VERIZON WIRELESS SERVICES   | LMTHLY MOBILE BROADBAND | 1/2020 | 9845964867        | 40.01     |
| FUND TOTAL: |          |                             |                         |        |                   | 95,955.85 |

FUND: 20 - SMA-AUTHORITY FUND

SUMMARY REPORT

|        |          |                             |                               |        |                |          |
|--------|----------|-----------------------------|-------------------------------|--------|----------------|----------|
| 128835 | 99-10121 | ICON ENTERPRISES, INC       | ANNUAL FEES                   | 1/2020 | 195854         | 2,193.13 |
| 128046 | 99-10278 | BEARING DISTRIBUTORS, INC   | d6 FP10-167 BLOWER FILTERS    | 1/2020 | 9501041710     | 390.62   |
| 128762 | 99-10488 | ADMIRAL EXPRESS LLC         | COPY PAPER                    | 1/2020 | 2079842-0      | 31.99    |
| 128942 | 99-10488 | ADMIRAL EXPRESS LLC         | LATEX GLOVES                  | 1/2020 | 2079840-0      | 99.10    |
| 127454 | 99-10547 | BEASLEY TECHNOLOGY INC      | IT SERVICES/ANTI VIRUS        | 1/2020 | COR-113803     | 2,250.00 |
| 128864 | 99-10547 | BEASLEY TECHNOLOGY INC      | SOFTWARE LICENSE              | 1/2020 | COR-114150     | 1,052.50 |
| 127289 | 99-10558 | TECHNICAL PROGRAMMING       | SERVIYRLY PRNT/MAILING BILLS  | 1/2020 | 105394         | 2,066.76 |
| 127456 | 99-10695 | ADVANCED COPIER SYSTEMS     | LLCCOPIER RENTAL              | 1/2020 | IN8135         | 1,300.00 |
| 127279 | 99-10774 | TIMOTHY CHRISTOPHER         | PENDLEYEARLY PEST CONTROL     | 1/2020 | 368091         | 207.50   |
| 127371 | 99-10897 | PRINT SHOP LLC              | DECALS/NEW TRUCK              | 1/2020 | 2164           | 100.00   |
| 128297 | 99-10906 | VITAL RECORDS HOLDINGS, LLC | 8 MONTHS OF SHREDDING         | 1/2020 | 1404229        | 29.75    |
| 128767 | 99-2959  | DAVIDSON AND DAVIDSON       | ENTERHYDRAULIC HOSE CONNECT   | 1/2020 | 153537-IN      | 68.15    |
| 128048 | 99-3437  | ADVANCE ELECTRICAL          | SERVICESTRBLE SHOOT/LIFT STA. | 1/2020 | 17872          | 563.30   |
| 128927 | 99-3460  | SOUTHWEST ELECTRIC CO       | MOTOR REPAIR/WASH PMP         | 1/2020 | 269651-0       | 5,950.00 |
| 127432 | 99-3593  | CITY OF TULSA               | METER CONNECT/USE FEE         | 1/2020 | 01042 1/9/2020 | 2,976.46 |
| 129195 | 99-3707  | O'REILLY AUTOMOTIVE INC     | FILTERS/OIL/TIRE SENSOR       | 1/2020 | 153-211514     | 108.76   |
| 127450 | 99-3822  | TYLER TECHNOLOGIES, INC     | WEBSITE/ONLINE PMTS           | 1/2020 | 025-285439     | 301.00   |
| 127457 | 99-4047  | SHOW, INC.                  | TRASH PICK-UP                 | 1/2020 | 21282          | 40.00    |
| 127204 | 99-4112  | ACCURATE ENVIRONMENTAL INC. | DEQ TESTING                   | 1/2020 | CA06015        | 300.00   |
| 128945 | 99-4112  | ACCURATE ENVIRONMENTAL INC. | OPED TESTING/JAN 2020         | 1/2020 | CA09047        | 250.00   |
| 126874 | 99-4319  | AT&T                        | PHONE LINE SKITOOK            | 1/2020 | 7063 1/15/2020 | 77.35    |

## FUND: 20 - SMA-AUTHORITY FUND

## SUMMARY REPORT

| P.O.#       | VENDOR # | NAME                        | SUMMARY DESCRIPTION    | DATE   | INVOICE       | AMOUNT    |
|-------------|----------|-----------------------------|------------------------|--------|---------------|-----------|
| 129057      | 99-68    | A & M ELECTRIC, INC         | ELEC CONDUIT REPAIR    | 1/2020 | 7222          | 537.75    |
| 126869      | 99-7216  | US CELLULAR                 | MTHLY CELL PHONE       | 1/2020 | 0349622284    | 161.39    |
| 128531      | 99-7409  | TRANE U.S. INC.             | GLYCOL/CHILL WTR LOOP  | 1/2020 | 310543385     | 2,288.00  |
| 127800      | 99-7821  | CREEK COUNTY RURAL WATER #2 | WATER BILL             | 1/2020 | 4094 12/22/19 | 85.50     |
| 127208      | 99-7868  | WESTLAKE HARDWARE INC       | MISCELLANEOUS SUPPLIES | 1/2020 | 8142521       | 30.59     |
| 128831      | 99-9236  | STAPLES CONTRACT AND COMMER | BIRTHDAY CARDS         | 1/2020 | 8057071104    | 104.99    |
| 125424      | 99-9393  | AIRLINK INTERNET SVCS       | CAMERA NETWORK FEES    | 1/2020 | 103675        | 599.80    |
| FUND TOTAL: |          |                             |                        |        |               | 24,164.39 |

## FUND: 29 - STORMWATER MANAGEMENT

## SUMMARY REPORT

|             |          |                              |                      |        |               |          |
|-------------|----------|------------------------------|----------------------|--------|---------------|----------|
| 128630      | 99-10252 | CECIL COX ENTERPRISES        | TIRES/LAGENIAS TRUCK | 1/2020 | 305981        | 776.48   |
| 126232      | 99-10737 | SCREENVISION DIRECT INC dba  | EDUCATION COMMERCIAL | 1/2020 | LOC-000230776 | 140.00   |
| 129196      | 99-2959  | DAVIDSON AND DAVIDSON ENTERT | TWO HYDRAULIC HOSES  | 1/2020 | 0153006-IN    | 19.98    |
| 126869      | 99-7216  | US CELLULAR                  | MTHLY CELL PHONE     | 1/2020 | 0349622284    | 85.43    |
| FUND TOTAL: |          |                              |                      |        |               | 1,021.89 |

## FUND: 30 - STREET &amp; ALLEY

## SUMMARY REPORT

|             |          |                       |                            |        |            |        |
|-------------|----------|-----------------------|----------------------------|--------|------------|--------|
| 129193      | 99-10247 | ATC HOLDCO            | ATC FREIGHTLIN TWO GASKETS | 1/2020 | 125295473  | 38.18  |
| 128686      | 99-10252 | CECIL COX ENTERPRISES | TWO TIRES FOR TRAILER      | 1/2020 | 3054230    | 122.80 |
| 128689      | 99-3327  | A & W TOWING INC.     | TOWING OF PATCH TRUCK      | 1/2020 | 43667      | 235.00 |
| 126869      | 99-7216  | US CELLULAR           | MTHLY CELL PHONE           | 1/2020 | 0349622284 | 107.31 |
| FUND TOTAL: |          |                       |                            |        |            | 503.29 |

## FUND: 31 - CEMETERY MAINTENANCE

## SUMMARY REPORT

|             |          |                             |                        |        |         |          |
|-------------|----------|-----------------------------|------------------------|--------|---------|----------|
| 129030      | 99-10302 | LAMPTON WELDING SUPPLY CO,  | OXYGEN/ACETYLENE       | 1/2020 | 4923266 | 99.46    |
| 129028      | 99-10927 | BP TREES LLC                | CUT DOWN TREES & LIMBS | 1/2020 | 477     | 1,200.00 |
| 129194      | 99-8683  | TULSA GAS TECHNOLOGIES, INC | FUEL MODULE            | 1/2020 | 3059    | 150.00   |
| FUND TOTAL: |          |                             |                        |        |         | 1,449.46 |

## FUND: 32 - HUNTING &amp; FISHING

## SUMMARY REPORT

|             |          |                       |                      |        |         |       |
|-------------|----------|-----------------------|----------------------|--------|---------|-------|
| 126823      | 99-10516 | HINSCH MARY           | CARETAKER COMMISSION | 1/2020 | 832896  | 19.00 |
| 128966      | 99-7868  | WESTLAKE HARDWARE INC | TOILET REPAIR KIT    | 1/2020 | 8142556 | 25.18 |
| FUND TOTAL: |          |                       |                      |        |         | 44.18 |

## FUND: 33 - GOLF COURSE

## SUMMARY REPORT

|             |         |                             |                        |        |               |          |
|-------------|---------|-----------------------------|------------------------|--------|---------------|----------|
| 128781      | 99-2025 | UNITED STATES GOLF ASSOCIAT | YEARLY MEMBERSHIP      | 1/2020 | 43769793      | 150.00   |
| 128783      | 99-3719 | PATRIOT SECURITY SYSTEMS,   | IFOOTAGE/STOLEN TRUCK  | 1/2020 | 121158        | 65.00    |
| 128012      | 99-3794 | BOTTLING GROUP, LLC         | POP/BOTTLES & FOUNTAIN | 1/2020 | 17077564      | 324.67   |
| 128015      | 99-39   | WAL-MART                    | CONCESSION SUPPLIES    | 1/2020 | 8562 12/24/19 | 48.80    |
| 128120      | 99-68   | A & M ELECTRIC, INC         | ELEC REPAIR/BATHROOMS  | 1/2020 | 7219          | 658.95   |
| 126297      | 99-7011 | LOWE'S HOME CENTERS, INC.   | BLDG. IMPROV. SUPPLIES | 1/2020 | 01686         | 392.28   |
| 128121      | 99-7011 | LOWE'S HOME CENTERS, INC.   | PUMP HOUSE UPKEEP      | 1/2020 | 84508         | 581.75   |
| 126869      | 99-7216 | US CELLULAR                 | MTHLY CELL PHONE       | 1/2020 | 0349622284    | 33.43    |
| 128780      | 99-8442 | SYSCO FOODS SERVICES OF OKL | GRILL FOOD             | 1/2020 | 226090917     | 537.87   |
| FUND TOTAL: |         |                             |                        |        |               | 2,792.75 |

FUND: 34 - LIBRARY

SUMMARY REPORT

| P.O.#       | VENDOR # | NAME        | SUMMARY DESCRIPTION   | DATE   | INVOICE   | AMOUNT   |
|-------------|----------|-------------|-----------------------|--------|-----------|----------|
| 128456      | 99-1589  | DEMCO, INC. | PROCESSING SUPPLIES   | 1/2020 | 6733604   | 1,513.22 |
| 127320      | 99-4047  | SHOW, INC.  | RECYCLING FOR LIBRARY | 1/2020 | 21266     | 30.00    |
| 128470      | 99-9336  | ULINE, INC. | BUBBLE MAILERS        | 1/2020 | 115869485 | 137.11   |
| FUND TOTAL: |          |             |                       |        |           | 1,680.33 |

FUND: 35 - PARKS &amp; RECREATION

SUMMARY REPORT

|             |          |                                |                           |        |               |          |
|-------------|----------|--------------------------------|---------------------------|--------|---------------|----------|
| 129142      | 99-10488 | ADMIRAL EXPRESS LLC            | JANITORIAL SUPPLIES       | 1/2020 | 2078975-0     | 482.91   |
| 129204      | 99-10488 | ADMIRAL EXPRESS LLC            | TOWEL DISPENSERS/BTW      | 1/2020 | 2079457-0     | 219.96   |
| 129143      | 99-10631 | BURK OZBIRN                    | DJ FOR FATH/DAUG DANCE    | 1/2020 | 558           | 350.00   |
| 129149      | 99-10873 | BEST CHOICE AUTO GLASS LLC     | BACK GLASS/MAINT TRUCK    | 1/2020 | 71266         | 230.00   |
| 129127      | 99-10897 | PRINT SHOP LLC                 | EVENT BANNER/SUPPLIES     | 1/2020 | 2060          | 470.00   |
| 129147      | 99-10924 | ZOLL MEDICAL CORPORATION       | AED REPLACEMENT PADS      | 1/2020 | 2997785       | 81.60    |
| 128956      | 99-2805  | SPORT SUPPLY GROUP, INC        | BASKETBALL NETS/BTW       | 1/2020 | 907678708     | 81.96    |
| 129196      | 99-2959  | DAVIDSON AND DAVIDSON ENTERTWO | HYDRAULIC HOSES           | 1/2020 | 0153006-IN    | 53.80    |
| 128952      | 99-39    | WAL-MART                       | BLURAY/SOUND BAR/SR CT    | 1/2020 | 9790 12/30/19 | 176.76   |
| 129144      | 99-39    | WAL-MART                       | CONCESSIONS/BTW           | 1/2020 | 0033 1/13/20  | 289.40   |
| 129228      | 99-39    | WAL-MART                       | CRFT SUPPLIES/POWER STRIP | 1/2020 | 5396 1/10/20  | 175.71   |
| 128972      | 99-68    | A & M ELECTRIC, INC            | HEAT REPRS/KELLY LIB PRK  | 1/2020 | 7221          | 264.00   |
| 129225      | 99-68    | A & M ELECTRIC, INC            | SRV CALL/ENTRY LIGT/BTW   | 1/2020 | 7214          | 96.50    |
| 126869      | 99-7216  | US CELLULAR                    | MTHLY CELL PHONE          | 1/2020 | 0349622284    | 27.32    |
| 129234      | 99-7868  | WESTLAKE HARDWARE INC          | 5 GALLONS WATER SEAL      | 1/2020 | 8142555       | 101.65   |
| FUND TOTAL: |          |                                |                           |        |               | 3,101.57 |

FUND: 36 - SWIMMING POOL

SUMMARY REPORT

|             |          |                             |                       |        |            |          |
|-------------|----------|-----------------------------|-----------------------|--------|------------|----------|
| 129129      | 99-10160 | MERRIFIELD OFFICE SOLUTIONS | CASH REGISTER/POOL    | 1/2020 | 185708-001 | 589.99   |
| 129145      | 99-10160 | MERRIFIELD OFFICE SOLUTIONS | WATER FILTER/POP MACH | 1/2020 | 186105-001 | 65.00    |
| 129146      | 99-8529  | MAGIC REFRIGERATION CO.     | SRVC CALL/ICE MACHINE | 1/2020 | 45294-IN   | 410.00   |
| FUND TOTAL: |          |                             |                       |        |            | 1,064.99 |

FUND: 40 - FIRE CASH

SUMMARY REPORT

|             |         |              |                    |        |         |       |
|-------------|---------|--------------|--------------------|--------|---------|-------|
| 128568      | 99-8269 | NAFECO, INC. | STRUC GEAR/SCHMITT | 1/2020 | 1021028 | 69.00 |
| FUND TOTAL: |         |              |                    |        |         | 69.00 |

FUND: 44 - MAJOR THOROFARE

SUMMARY REPORT

|             |         |                           |                          |        |             |          |
|-------------|---------|---------------------------|--------------------------|--------|-------------|----------|
| 126873A     | 99-2507 | SIGNALTEK, INC            | STREET SIGNAL REPAIRS    | 1/2020 | 17063       | 725.00   |
| 128687      | 99-6646 | FASTENAL COMPANY INC      | 10" NTS FOR BRIDGE REPRS | 1/2020 | OKSAP172438 | 34.27    |
| 128682      | 99-727  | BARCO MUNICIPAL PRODUCTS  | INU CHANNEL CAP          | 1/2020 | IN-235805   | 176.25   |
| 127179      | 99-8909 | DUNHAM'S ASPHALT SERVICE, | IHOT/COLD MIX            | 1/2020 | 254060      | 452.93   |
| FUND TOTAL: |         |                           |                          |        |             | 1,388.45 |

FUND: 45 - CAPITAL IMPROVEMENTS

SUMMARY REPORT

|             |          |                           |                                      |        |        |            |
|-------------|----------|---------------------------|--------------------------------------|--------|--------|------------|
| 127196A     | 99-10028 | ARROWHEAD TRUCK EQUIPMENT | ITRUCK BED & SALT SPREADER           | 1/2020 | 13633  | 8,835.00   |
| 127875      | 99-10247 | ATC HOLDCO                | ATC FREIGHTLINCHASSIS FOR 2020 TRUCK | 1/2020 | MG5573 | 98,927.00  |
| 129207      | 99-10581 | STRESSCON, INC            | TENSION CABLE REPAIR                 | 1/2020 | 74180  | 200.00     |
| FUND TOTAL: |          |                           |                                      |        |        | 107,962.00 |

## FUND: 46 - WATER &amp; SEWER SALES TAX

## SUMMARY REPORT

| P.O.#       | VENDOR # | NAME  | SUMMARY DESCRIPTION    | DATE   | INVOICE     | AMOUNT   |
|-------------|----------|---|------------------------|--------|-------------|----------|
| 128365      | 99-10139 | GRIFFITH, CARROLL ERIC                            | CDL REIMB/GRIFFITH     | 1/2020 | 81181907    | 81.50    |
| 127898      | 99-10560 | CORE & MAIN LP                                    | TRAFFIC CONTROL SIGNS  | 1/2020 | L288914     | 724.48   |
| 128366      | 99-10902 | FULLBRIGHT, RICHARD                               | REIMB/CDL/FULLBRIGHT   | 1/2020 | 82031341    | 81.50    |
| 128720      | 99-2959  | DAVIDSON AND DAVIDSON ENTERO'RINGS FOR COMPRESSOR |                        | 1/2020 | 153297-IN   | 7.20     |
| 128714      | 99-39    | WAL-MART  | LAUNDRY SOAP/ANTI FRZE | 1/2020 | 9193 1/6/20 | 84.09    |
| 126869      | 99-7216  | US CELLULAR                                       | MTHLY CELL PHONE       | 1/2020 | 0349622284  | 68.62    |
| 128717      | 99-8539  | CROW BURLNGAME COMPANY                            | GREASE CERTS HD        | 1/2020 | 106-31063   | 16.24    |
| 127897      | 99-9501  | C & C CONSTRUCTION LLC                            | MANHOLE REPLACEMENT    | 1/2020 | 97 127897   | 6,200.00 |
| FUND TOTAL: |          |   |                        |        |             | 7,263.63 |

## FUND: 48 - WATER RESOURCE

## SUMMARY REPORT

|             |          |                |                |        |         |          |
|-------------|----------|----------------|----------------|--------|---------|----------|
| 128716      | 99-10560 | CORE & MAIN LP | RETRO RESETTER | 1/2020 | L760799 | 563.00   |
| 128718      | 99-10560 | CORE & MAIN LP | PVC PIPE       | 1/2020 | L802292 | 439.80   |
| FUND TOTAL: |          |                |                |        |         | 1,002.80 |

## FUND: 57 - E-911 FUND

## SUMMARY REPORT

|             |        |       |                       |        |          |          |
|-------------|--------|-------|-----------------------|--------|----------|----------|
| 126895      | 99-133 | INCOG | MONTHLY E-911 CHARGES | 1/2020 | E-001519 | 4,732.05 |
| FUND TOTAL: |        |       |                       |        |          | 4,732.05 |

## FUND: 83 - G.O.BOND CONSTR FUND

## SUMMARY REPORT

|              |          |                             |                          |        |                |            |
|--------------|----------|-----------------------------|--------------------------|--------|----------------|------------|
| 128712       | 99-10560 | CORE & MAIN LP              | HYD EXT & VALVE BX RISER | 1/2020 | L661025        | 1,127.50   |
| 126297       | 99-7011  | LOWE'S HOME CENTERS, INC.   | BLDG. IMPROV. SUPPLIES   | 1/2020 | 8/20/19 126297 | 30.83      |
| 123679D      | 99-8855  | DC BASS & SONS CONSTRUCTION | CONST MGMT/SPORTS COM    | 1/2020 | 16 1/25/2020   | 19,516.45  |
| FUND TOTAL:  |          |                             |                          |        |                | 20,674.78  |
| GRAND TOTAL: |          |                             |                          |        |                | 274,871.41 |

## G / L R E C A P

| PERIOD | G/L | ACCOUNT | NAME                          | AMOUNT    | TOTAL |
|--------|-----|---------|-------------------------------|-----------|-------|
| 1/2020 | 10  | 501-301 | TRAINING & TRAVEL             | 82.79     |       |
| 1/2020 | 10  | 501-320 | ELECTION EXPENSE              | 4,200.14  |       |
| 1/2020 | 10  | 502-260 | MINOR EQUIPMENT & FURNISHINGS | 122.99    |       |
| 1/2020 | 10  | 503-201 | OFFICE SUPPLIES               | 579.83    |       |
| 1/2020 | 10  | 504-311 | PROFESSIONAL SERVICES         | 300.00    |       |
| 1/2020 | 10  | 505-315 | FEES AND OTHER CHARGES        | 75.00     |       |
| 1/2020 | 10  | 509-311 | PROFESSIONAL SERVICES         | 17,150.00 |       |
| 1/2020 | 10  | 509-313 | PRINTING                      | 27.92     |       |
| 1/2020 | 10  | 510-351 | MAINTENANCE-EQUIPMENT         | 125.00    |       |
| 1/2020 | 10  | 511-201 | OFFICE SUPPLIES               | 215.95    |       |
| 1/2020 | 10  | 511-211 | JANITORIAL SUPPLIES           | 113.84    |       |
| 1/2020 | 10  | 511-231 | MINOR TOOLS & EQUIPMENT       | 57.16     |       |
| 1/2020 | 10  | 511-241 | SAFETY EQUIPMENT              | 924.00    |       |
| 1/2020 | 10  | 511-260 | MINOR EQUIPMENT & FURNISHINGS | 119.99    |       |
| 1/2020 | 10  | 511-301 | TRAINING AND TRAVEL           | 603.00    |       |
| 1/2020 | 10  | 511-311 | PROFESSIONAL SERVICES         | 3,000.00  |       |
| 1/2020 | 10  | 511-314 | UNIFORMS                      | 2,117.39  |       |
| 1/2020 | 10  | 511-351 | MAINTENANCE-EQUIPMENT         | 369.41    |       |
| 1/2020 | 10  | 511-352 | MAINTENANCE-VEHICLES          | 566.28    |       |
| 1/2020 | 10  | 511-353 | MAINT-BUILDINGS & FIXTURE     | 844.07    |       |
| 1/2020 | 10  | 511-505 | LEASE PAYMENTS                | 150.00    |       |
| 1/2020 | 10  | 512-201 | OFFICE SUPPLIES               | 86.90     |       |
| 1/2020 | 10  | 512-202 | POSTAGE                       | 40.24     |       |
| 1/2020 | 10  | 512-211 | JANITORIAL SUPPLIES           | 187.45    |       |
| 1/2020 | 10  | 512-214 | OPERATIONAL SUPPLIES          | 597.30    |       |
| 1/2020 | 10  | 512-301 | TRAINING AND TRAVEL           | 14.00     |       |
| 1/2020 | 10  | 512-314 | UNIFORM CLEANING              | 1,477.77  |       |
| 1/2020 | 10  | 512-321 | PRISONER CARE                 | 62.04     |       |
| 1/2020 | 10  | 512-332 | COMMUNICATIONS                | 40.01     |       |
| 1/2020 | 10  | 512-351 | MAINTENANCE-EQUIPMENT         | 1,050.00  |       |
| 1/2020 | 10  | 512-352 | MAINTENANCE-VEHICLES          | 639.48    |       |
| 1/2020 | 10  | 512-353 | MAINTENANCE-BUILDINGS         | 3,440.00  |       |
| 1/2020 | 10  | 513-211 | JANITORIAL SUPPLIES           | 179.20    |       |
| 1/2020 | 10  | 513-214 | OPERATIONAL SUPPLIES          | 424.00    |       |
| 1/2020 | 10  | 513-241 | SAFETY SUPPLIES               | 27.86     |       |
| 1/2020 | 10  | 513-332 | COMMUNICATIONS                | 27.32     |       |
| 1/2020 | 10  | 518-317 | ABATEMENT DEMOLITION          | 545.60    |       |
| 1/2020 | 10  | 590-141 | CONTRACT LABOR                | 2,290.00  |       |
| 1/2020 | 10  | 590-201 | OFFICE SUPPLIES               | 104.99    |       |
| 1/2020 | 10  | 590-311 | PROFESSIONAL SERVICES         | 2,193.12  |       |
| 1/2020 | 10  | 590-312 | ADVERTISING                   | 98.85     |       |
| 1/2020 | 10  | 590-315 | FEES & OTHER CHARGES          | 29.75     |       |
| 1/2020 | 10  | 590-332 | COMMUNICATIONS                | 3,958.21  |       |
| 1/2020 | 10  | 590-351 | MAINTENANCE-EQUIPMENT         | 2,352.50  |       |

## G / L R E C A P

| PERIOD | G/L | ACCOUNT  | NAME                           | AMOUNT    | TOTAL     |
|--------|-----|----------|--------------------------------|-----------|-----------|
| 1/2020 | 10  | 590-353  | MAINT-BUILDING & FIXTURES      | 207.50    |           |
| 1/2020 | 10  | 590-362  | INSURANCE EXPENSE              | 223.00    |           |
| 1/2020 | 10  | 591-390  | CONTINGENCY FOR EXP NOT BUDGET | 43,914.00 | 95,955.85 |
| 1/2020 | 20  | 523-311  | PROFESSIONAL SERVICES          | 2,066.76  |           |
| 1/2020 | 20  | 523-332  | COMMUNICATIONS                 | 133.60    |           |
| 1/2020 | 20  | 523-351  | MAINTENANCE-EQUIPMENT          | 301.00    |           |
| 1/2020 | 20  | 523-352  | MAINTENANCE-VEHICLES           | 108.76    |           |
| 1/2020 | 20  | 524-211  | JANITORIAL SUPPLIES            | 99.10     |           |
| 1/2020 | 20  | 524-311  | PROFESSIONAL SERVICES          | 250.00    |           |
| 1/2020 | 20  | 524-315B | FEES & OTHR CHGS-SKIATOOK      | 77.35     |           |
| 1/2020 | 20  | 524-322  | WATER PURCHASE                 | 2,976.46  |           |
| 1/2020 | 20  | 524-332  | COMMUNICATIONS                 | 599.80    |           |
| 1/2020 | 20  | 524-352  | MAINTENANCE-VEHICLE            | 100.00    |           |
| 1/2020 | 20  | 524-354  | MAINTENANCE-FACILITIES         | 8,238.00  |           |
| 1/2020 | 20  | 525-201  | OFFICE SUPPLIES                | 31.99     |           |
| 1/2020 | 20  | 525-311D | PROF SERVICES-TESTING          | 300.00    |           |
| 1/2020 | 20  | 525-331  | UTILITIES                      | 85.50     |           |
| 1/2020 | 20  | 525-332  | COMMUNICATIONS                 | 27.79     |           |
| 1/2020 | 20  | 525-351  | MAINTENANCE-EQUIPMENT          | 458.77    |           |
| 1/2020 | 20  | 525-354  | MAINTENANCE-FACILITIES         | 593.89    |           |
| 1/2020 | 20  | 590-141  | CONTRACT LABOR                 | 2,290.00  |           |
| 1/2020 | 20  | 590-201  | OFFICE SUPPLIES                | 104.99    |           |
| 1/2020 | 20  | 590-311  | PROFESSIONAL SERVICES          | 2,193.13  |           |
| 1/2020 | 20  | 590-315  | OTHER FEES & CHARGES           | 29.75     |           |
| 1/2020 | 20  | 590-351  | EQUIPMENT MAINTENANCE          | 2,352.50  |           |
| 1/2020 | 20  | 590-353  | BUILDING MAINTENANCE           | 745.25    | 24,164.39 |
| 1/2020 | 29  | 529-242  | PUBLIC EDUCATION MATERIALS     | 140.00    |           |
| 1/2020 | 29  | 529-332  | COMMUNICATIONS                 | 85.43     |           |
| 1/2020 | 29  | 529-351  | MAINTENANCE-EQUIPMENT          | 796.46    | 1,021.89  |
| 1/2020 | 30  | 530-332  | COMMUNICATIONS                 | 107.31    |           |
| 1/2020 | 30  | 530-351  | MAINTENANCE-EQUIPMENT          | 395.98    | 503.29    |
| 1/2020 | 31  | 531-214  | OPERATING SUPPLIES             | 99.46     |           |
| 1/2020 | 31  | 531-352  | MAINTENANCE-VEHICLES           | 150.00    |           |
| 1/2020 | 31  | 531-354  | MAINTENANCE-FACILITIES         | 1,200.00  | 1,449.46  |
| 1/2020 | 32  | 532-142  | PERMIT SALES COMMISSION        | 19.00     |           |
| 1/2020 | 32  | 532-353  | MAINT-BUILDINGS/FIXTURES       | 25.18     | 44.18     |
| 1/2020 | 33  | 533-213  | CONCESSION SUPPLY              | 911.34    |           |
| 1/2020 | 33  | 533-302  | DUES AND SUBSCRIPTIONS         | 215.00    |           |
| 1/2020 | 33  | 533-332  | COMMUNICATIONS                 | 33.43     |           |

## G / L R E C A P

| PERIOD | G/L | ACCOUNT     | NAME                          | AMOUNT    | TOTAL      |
|--------|-----|-------------|-------------------------------|-----------|------------|
| 1/2020 | 33  | 533-353     | MAINTENANCE-BUILDINGS         | 1,240.70  |            |
| 1/2020 | 33  | 533-405     | FACILITIES                    | 392.28    | 2,792.75   |
| 1/2020 | 34  | 534-201     | OFFICE SUPPLIES               | 1,650.33  |            |
| 1/2020 | 34  | 534-353     | MAINT/BUILDINGS               | 30.00     | 1,680.33   |
| 1/2020 | 35  | 535-211     | JANITORIAL SUPPLIES           | 702.87    |            |
| 1/2020 | 35  | 535-213     | CONCESSION SUPPLIES           | 289.40    |            |
| 1/2020 | 35  | 535-241     | SAFETY SUPPLIES               | 81.60     |            |
| 1/2020 | 35  | 535-243     | RECREATIONAL SUPPLIES         | 1,194.48  |            |
| 1/2020 | 35  | 535-260     | MINOR EQUIPMENT & FURNISHINGS | 59.95     |            |
| 1/2020 | 35  | 535-332     | COMMUNICATIONS                | 27.32     |            |
| 1/2020 | 35  | 535-351     | MAINTENANCE-EQUIPMENT         | 53.80     |            |
| 1/2020 | 35  | 535-352     | MAINT-VEHICLES                | 230.00    |            |
| 1/2020 | 35  | 535-353     | MAINT-BUILDINGS/FIXTURES      | 360.50    |            |
| 1/2020 | 35  | 535-354     | MAINTENANCE-FACILITIES        | 101.65    | 3,101.57   |
| 1/2020 | 36  | 536-260     | MINOR EQUIPMENT & FURNISHINGS | 589.99    |            |
| 1/2020 | 36  | 536-351     | MAINTENANCE-EQUIPMENT         | 475.00    | 1,064.99   |
| 1/2020 | 40  | 540-401     | EQUIPMENT                     | 69.00     | 69.00      |
| 1/2020 | 44  | 544-251     | SIGN SUPPLIES                 | 176.25    |            |
| 1/2020 | 44  | 544-354     | MAINTENANCE-FACILITIES        | 1,212.20  | 1,388.45   |
| 1/2020 | 45  | 530-403     | VEHICLES                      | 8,835.00  |            |
| 1/2020 | 45  | 546-403     | VEHICLES                      | 98,927.00 |            |
| 1/2020 | 45  | 590-405     | FACILITIES                    | 200.00    | 107,962.00 |
| 1/2020 | 46  | 546-211     | JANITORIAL SUPPLEIS           | 24.81     |            |
| 1/2020 | 46  | 546-241     | SAFETY SUPPLIES               | 724.48    |            |
| 1/2020 | 46  | 546-302     | DUES AND SUBSCRIPTIONS        | 163.00    |            |
| 1/2020 | 46  | 546-332     | COMMUNICATIONS                | 68.62     |            |
| 1/2020 | 46  | 546-351     | MAINTENANCE-EQUIPMENT         | 82.72     |            |
| 1/2020 | 46  | 546-354     | MAINTENANCE-FACILITIES        | 6,200.00  | 7,263.63   |
| 1/2020 | 48  | 1699        | INVENTORY PURCHASED           | 1,002.80  | 1,002.80   |
| 1/2020 | 57  | 557-315-.01 | FEES & OTHER CHARGES-WIRELESS | 4,732.05  | 4,732.05   |
| 1/2020 | 83  | 577-405B    | FACILITIES-CONTRACT           | 30.83     |            |
| 1/2020 | 83  | 578-405A    | FACILITIES-IN HOUSE           | 1,127.50  |            |
| 1/2020 | 83  | 578-405B    | FACILITIES-CONTRACT           | 19,516.45 | 20,674.78  |
|        |     |             | GRAND TOTAL ESTIMATE:         |           | 0.00       |
|        |     |             | GRAND TOTAL ACTUAL:           |           | 274,871.41 |
|        |     |             | REPORT TOTAL:                 |           | 274,871.41 |





**Consent Agenda 7. B.**

**City Council Regular**

**Meeting Date:** February 3, 2020

**Submitted For:** Hailey Sharp, Accounts Payable Clerk

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

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**SUBJECT:**

Consider approving prepaid claims in the amount of \$26,235.08

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**Attachments**

Pre-paid Claims 2/3/2020

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Prepaid Claims for Agenda 02/04/2020  
Submitted by: Hailey Sharp A/P

City:

Wright Express for City Vehicles Fuel & Oil January 2020- \$20,195.95

AT&T Internet for Lake - \$82.28

AT&T Advertising for Yellow Pages - \$33.11

Michael Wood CDL Re-imburement- \$79.50

Verdigris Valley Electric- \$12.24

BNSF Railway Company - Fire Training Waterline- \$4,966.00

BNSF Railway Company – Frankoma Sewer- \$1,266.00

SMA:

Total Amount \$ 26,235.08



## AGENDA ITEM

### Community Development 9. A.

#### City Council Regular

**Meeting Date:** February 3, 2020

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

**Department:** Planning & Development

**Presented By:** Nikki Howard

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#### **SUBJECT:**

Discussion and possible action regarding the application by Bobby Presnell for a Specific Use Permit, SUP-052, to allow a Medical Marijuana Grow Facility located at 16441 West Highway 66.

#### **BACKGROUND:**

The proposed Medicinal Marijuana grow Facility is located west of the northwest corner of Dixieland Road and State Highway 66. The property currently has two single family dwellings (family). The request is to allow the grow facility in an accessory building. The subject property was annexed into the City limits in July 2017. Prior to the annexation, this would be a use allowed by right. The property is unique; there is industrial zoning on three sides of the property and state highway right of way on the other. The only residences that could possibly be affected are the applicants.

The property owners have installed driveway alarms and plan to fully secure the accessory building to City standards. They are aware that the building will need to be inspected and approved by both the Fire Marshal and Building Inspector for all life safety and building codes as well as proper ventilation and filtration.

#### **RECOMMENDATION:**

The Sapulpa Planning Commission met on January 28, 2020, and voted 5-1 to recommend approval of the application to City Council. Staff concurs with the recommendation.

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#### **Attachments**

Staff report

Maps and submittals

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**SAPULPA PLANNING COMMISSION**  
**January 28, 2020**  
**STAFF REPORT**

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**FILE:** SUP-052| Specific Use Permit  
**APPLICANT:** Bobby Brandon Presnell  
**ADDRESS:** 16441 West Highway 66  
**PARCEL:** 1999-01-018-011-0-047-00  
**STR:** Section 01, Township 18 North, Range 11 East  
**LEGAL:** All that portion of the Southeast Quarter of the Southeast Quarter (E/4 SE/4) of Section 31, Township 18 North, Range 11 East of the Indian Base and Meridian, Creek County, State of Oklahoma, according to the U.S. Government Survey thereof, more particularly described as follows, to-wit: Beginning at a point 409 feet West of the Northeast Corner of said SE/4 SE/4; thence South parallel to the East line to a point on the North line of Highway 66; thence West along said highway to the West line; thence North along the West line to the Northwest Corner thereof; thence East along the North line to the point of beginning. AND a tract of land located in the Southeast Quarter of the Southeast Quarter (SE/4 SE/4) of Section 31, Township 18 North, Range 11 East of the Indian Base and Meridian, Creek County, State of Oklahoma, according to the U.S. Government Survey thereof, more particularly described as follows, to-wit: Beginning at a point 175 feet South of the Northwest Corner of the said SE/4 SE/4 thereof; thence South 308.4 feet; thence East 425 feet; thence North 308.4 feet; thence West 425 feet to the Point of Beginning, containing 3 acres more or less.

**LOT SIZE:** 3 acres more or less  
**ZONING:** AG Industrial Light  
**EXISTING USE:** Marijuana Grow Facility  
**OWNER:** Bobby Brent Presnell and Bobby Brandon Presnell  
**CC WARD:** Ward #2 Mr. John Anderson and Ms. Carla Gunn  
**PREPARED BY:** Nikki Howard – Urban Development Director

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**REQUEST:**

The applicant requests a Specific Use Permit to allow a Marijuana Grow Facility in an AG (Agriculture) zoning district.

**APPLICABLE STATE AND MUNICIPAL CODE SECTIONS:**

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

**BACKGROUND:**

The proposed Medicinal Marijuana Grow Facility is located west of the northwest corner of Dixieland Road and State Highway 66. The property currently has two single family dwellings (family). The applicants would like a Specific Use Permit to allow a Marijuana Grow Facility in accessory building on their property. The subject property was annexed into the City limits in July 2017. Prior to the annexation, this use would be allowed by right. The property is unique; there is industrial zoning on three sides of the property and state highway on the other. The only residences that could possibly be affected are the applicants.

The property owners have installed driveway alarms and plan to fully secure the accessory building to City standards. They are aware that the building will need to be inspected and approved by both the Fire Marshal and Building Inspector for all life safety and building codes as well as proper ventilation and filtration.

**SURROUNDING LAND USE AND ZONING:**

|        |                        |
|--------|------------------------|
| North: | IM Industrial Moderate |
| East:  | IM Industrial Moderate |
| South: | State Highway 66       |
| West:  | IM Industrial Moderate |

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

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

**PUBLIC COMMENTS:** As of writing this report, staff has not received any public comments regarding the application for the grow facility.

**STAFF RECOMMENDATION:**

**Recommended motion for SPC:**

Staff is recommending **APPROVAL** of the Specific Use Permit to allow a Marijuana Grow Facility with the following conditions:

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



**CITY OF SAPULPA  
MAP PRODUCTS**








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**Legend**

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



### Property Description

Property located in SE/4 SE/4 Sec. 31-T18N-R11E  
Sapulpa, Creek County, Oklahoma  
See case file for full legal description



Map Prepared by:  
City of Sapulpa  
Date: 12/5/2019

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



# SUP-052

Bobby B. Presnell  
16441 W Highway 66  
Sapulpa, OK 74066

**CITY OF SAPULPA  
MAP PRODUCTS**

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**Legend**

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



## Property Description

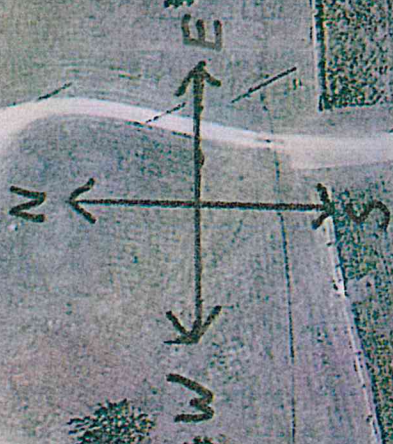
Property located in SE/4 SE/4 Sec. 31-T18N-R11E  
Sapulpa, Creek County, Oklahoma  
See case file for full legal description

Map Prepared by:  
City of Sapulpa  
Date: 12/5/2019

Source Data:  
Creek County Assessors







26

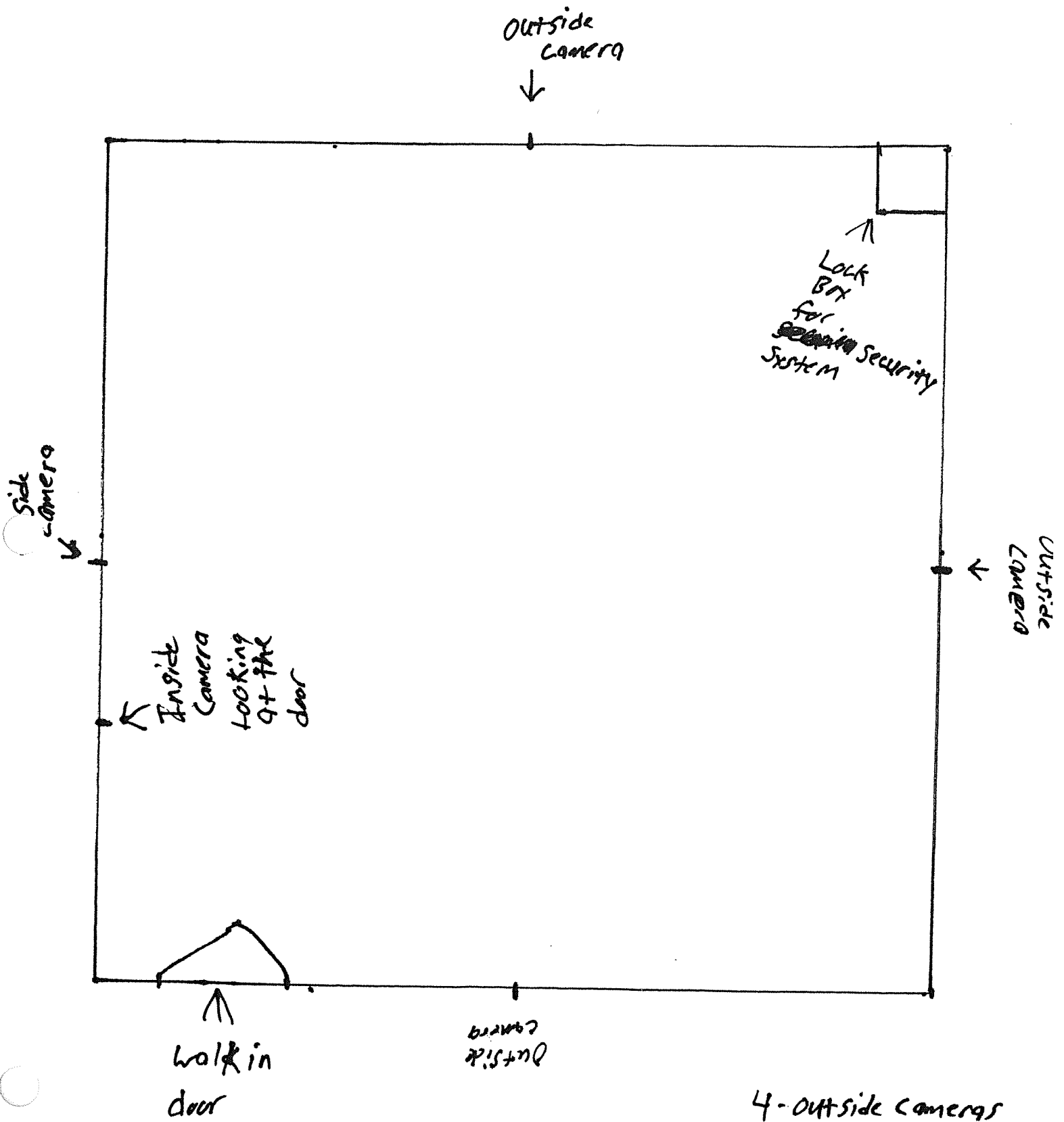
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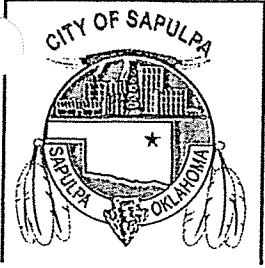






- 4 - Outside cameras
- 1 - Inside cameras
- 2 - Driveway alarms

Office/Comm.  
Ward #2  
of flood



City of Sapulpa, Oklahoma  
Urban Development Department  
Specific Use Permit Application  
(SUP)

Sapulpa Planning Commission (SPC)

For Office Use  
Date Application Submitted 12/2/19 Received by NH Complete?  Yes or No  
Date of Public Hearing 1/28/2020 Case Number SUP 52 Approved? Yes or No

Applicant: Bobby Brandon Presnell Phone: 918 857 9507

Billing Address: 11044 W Highway 66 Sapulpa, OK 74066

Owner: (if different\*\*) \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Zoning: AG S-T-R: \_\_\_\_\_

Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Subdivision: \_\_\_\_\_

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

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

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

**A. Subject Property**

- 1. Size in Acres or Square Feet: 400 sqft      2. Current Use: Storage
- 3. Frontage Road (Street): Highway 66
- 4. Identify structures and improvements on the property: There's ~~two~~ residential houses on the property, and three other storage buildings. The grow building will be insulated and set up to grow medical cannabis in it.
- 5. City Water:  Yes  No      6. City Sewer:  Yes  No      7. Basin (if applicable): N/A

**B. Adjoining Property**

- 1. Provide approximate distances from structures on adjacent lots to the property lines: Snap on is about 75 feet from W line, Pallet Co is about 195 ft from N. Line, car lot is about 291 ft from East line.
- 2. Identify adjacent and surrounding land uses: Snap on company on west property line, car lot is on east property line, Pallet company is on the North property line, and Highway 66 on South property line.

**C. Specific Use Permit Request**

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

- 1. Describe the proposed Specific Use as it pertains to your property: I'm going to turn my small building into a medical grow building
- 2. Describe any benefits to the adjacent properties or to the City: Tax revenue
- 3. Explain how the subject property is well suited for proposed Specific Use. (e.g. advantages such as topography, soil, drainage, access, proximity to populated commercial/residential areas, etc.): Surrounded by commercial property and we're zoned agricultural
- 4. Explain how the proposed Specific Use may affect the road system serving your area: Will not affect it
- 5. Provide the number of additional daily traffic counts the Specific Use may produce: N/A

6. If there are increases in traffic, what traffic control measures are proposed? N/A

7. How could the proposed Special Use be detrimental to properties in the vicinity? \_\_\_\_\_

Should not affect the surrounding properties

8. Explain what measures are proposed to minimize any adverse effects: We'll have security

Cameras, locks and driveway alarms

=====

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

- Staff will not accept an incomplete SUP application packet. The application, supporting documentation, and fees must be delivered to the Urban Development offices at least 30 days prior to the next scheduled SPC meeting.
- The City Council (CC) reviews and discusses the SUP request and the recommendation from the SPC. The CC may approve as recommended, approve with amended conditions, or deny an SUP application.
- A person knowledgeable of the application and the property must attend the meetings to represent the application.
- The approval of a Specific Use Permit does not in any way negate or circumvent the other requirements of development as stated in the City Codes. If approved, the SUP may require meeting(s) with the Technical Advisory Committee (TAC). Additional permits will be required prior to construction.
- Unless otherwise indicated, the Sapulpa Planning Commission (SPC) meets the 4th Tuesday of each month at 5:30 p.m. in the City Council Chambers
- You may contact the Urban Development Department at 918-248-5918

=====

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


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

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

*For Office Use*

| Application Fees                             | Totals           |
|--|------------------|
| Base Application Fee                         | \$170.00         |
| Notice Preparation 20                        | \$30.00          |
| Property Owners Mailing & Postage \$6.** x 7 | \$47.00          |
| <b>Total Amount Due</b>                      | <b>\$ 247.00</b> |
|  |                  |
| Date Paid                                    |                  |
| Check No.                                    |                  |

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

  
 \_\_\_\_\_  
 Signature

11-21-18  
 \_\_\_\_\_  
 Date



## AGENDA ITEM

### Community Development 9. B.

#### City Council Regular

**Meeting Date:** February 3, 2020

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

**Department:** Planning & Development

**Presented By:** Nikki Howard

---

#### **SUBJECT:**

Discussion and possible action regarding the application by DB Anderson Farms, LLC/Jeffrey Anderson for a Specific Use Permit, SUP-053, to allow a Medicinal Marijuana Grow Facility located at 7917 State Highway 66.

#### **BACKGROUND:**

The proposed Marijuana Grow Facility is located in a strip mall adjacent to "Mary Jane's 918" dispensary. On July 1, 2019 this location was approved for a grow facility per SUP-039. Since that approval, the grow facility has a new owner. The applicants are licensed through OMMA. Both the Fire Marshal and the Building Inspector are working with the new owner to ensure compliance with all life/safety and building codes. That includes proper ventilation and filtration to ensure there are no adverse affects or odor from the premises.

#### **RECOMMENDATION:**

The Sapulpa Planning Commission met on January 28, 2020, and voted 5-1 to recommend approval of the application to City Council. Staff concurs with the recommendation.

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#### **Attachments**

Staff report

maps and submittals

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**SAPULPA PLANNING COMMISSION**  
**January 28, 2020**  
**STAFF REPORT**

---

**FILE:** SUP-053| Specific Use Permit  
**APPLICANT:** DB Anderson Farms, LLC/Jeffrey Anderson  
**ADDRESS:** 7917 State Highway 66  
**PARCEL:** 1999-07-018-012-0-020-00  
**STR:** Section 07, Township 18 North, Range 12 East  
**LEGAL:** A tract of land in the Southeast Quarter of the Southwest Quarter (SE/4 SW/4) of Section Seven (7), Township Eighteen (18) North, Range Twelve (12) East of the Indian Base and Meridian, Creek County, State of Oklahoma, according to the U.S. Government Survey thereof, described as: Beginning at a point 1,165.23 feet North and 409.3 feet West of the Southeast corner of said SE/4 SW/4; thence South 226.28 feet; Thence S55°56'W 74.52 feet; Thence N25°25'E 456 feet; Thence S89°11'E 173 feet to the Point of Beginning.

**LOT SIZE:** 1.67 acres more or less  
**ZONING:** IL Industrial Light  
**EXISTING USE:** Marijuana Grow Facility  
**OWNER:** Kim Chon Soo Jin Sook  
**CC WARD:** Ward #5 Mr. Bruce Bledsoe and Mr. Hugo Naifeh  
**PREPARED BY:** Nikki Howard – Urban Development Director

---

**REQUEST:**

The applicant requests a Specific Use Permit to allow a Marijuana Grow Facility in the IL (Industrial Light) zoning district.

**APPLICABLE STATE AND MUNICIPAL CODE SECTIONS:**

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



**BACKGROUND:**

The proposed Medicinal Marijuana Grow Facility is located in a strip mall adjacent to “Mary Jane’s 918” Dispensary. On July 1, 2019 this location was approved for a grow facility per SUP-039. Since that approval, the grow facility has a new owner. The applicants are approved for a Grow Facility from OMMA.

Both the Fire Marshal and Building Inspector are working with the new owner to ensure compliance with all life/safety and building codes. That includes proper ventilation and filtration to ensure there are no adverse affects or odor from the premises.

**SURROUNDING LAND USE AND ZONING:**

|        |                              |
|--------|------------------------------|
| North: | IL Strip Center              |
| East:  | IL Mini storage              |
| South: | CS Recreational Vehicle Park |
| West:  | State Highway 66             |

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

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

**PUBLIC COMMENTS:** As of writing this report, staff has not received any public comments regarding the application for the grow facility. There were no opposing comments for the previous application (SUP-039).

**STAFF RECOMMENDATION:**

**Recommended motion for SPC:**

Staff is recommending **APPROVAL** of the Specific Use Permit to allow a Marijuana Grow Facility with the following conditions:

- a. Each Commercial Medical Marijuana Facility shall be operated from the permitted premises on the permitted property. No Commercial medical Marijuana Facility shall be permitted to operate from a moveable, mobile or transitory location, except for a permitted and licensed secure transporter when engaged in the lawful transport of Marijuana.
- b. Commercial operators will need to submit their security plan and shall include the following:
  - Security surveillance cameras installed to monitor all entrances, along with the interior and exterior of the permitted premises;
  - Alarm systems which are professionally monitored and operated 24 hours a day, seven days a week;

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



SUP-053

DB Anderson Farms LLC  
5614 S. Boston Ave  
Tulsa, OK 74105

CITY OF SAPULPA  
MAP PRODUCTS

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

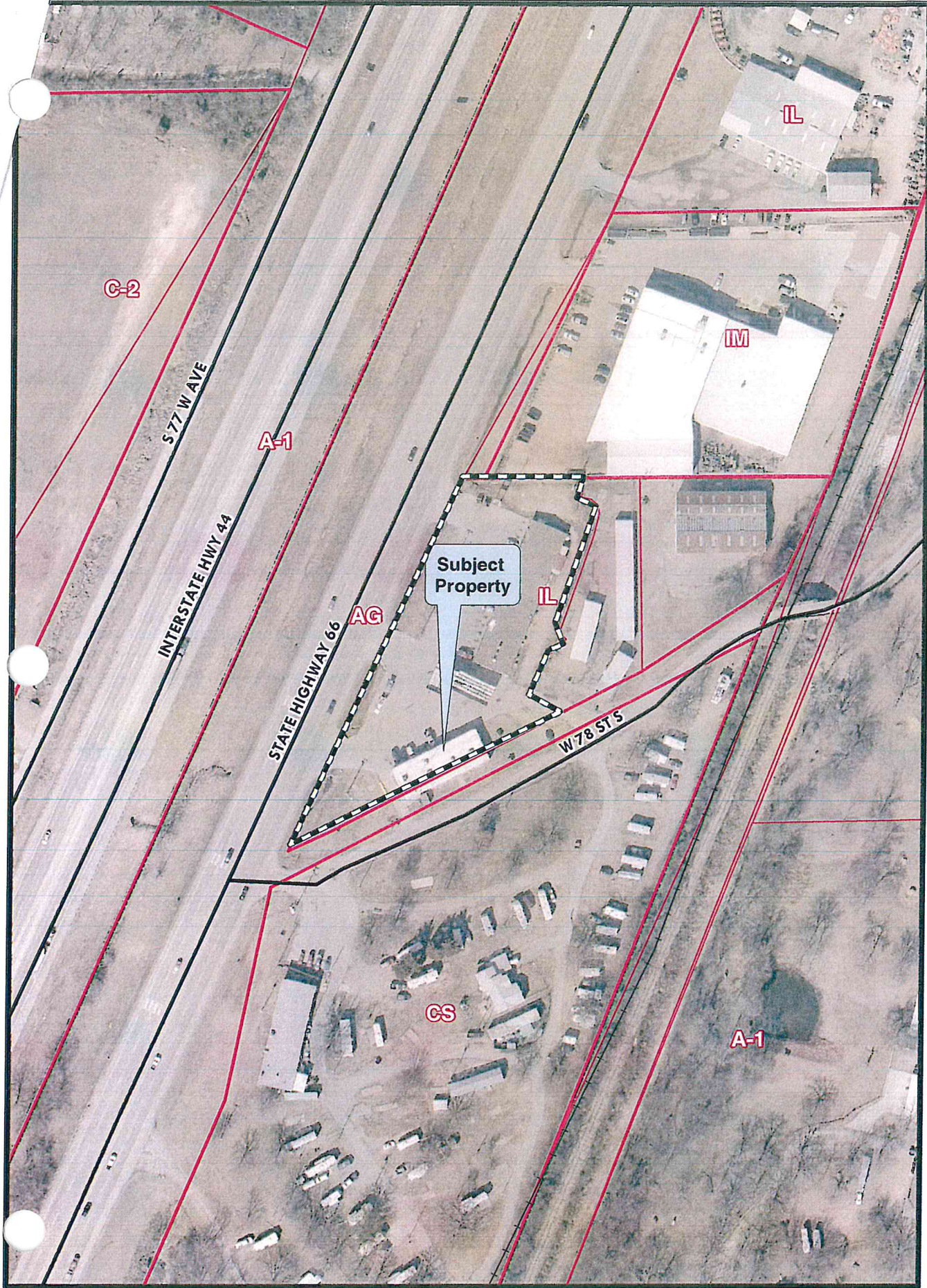
THE CITY OF SAPULPA MAKES NO WARRANTY OF MERCHANTABILITY OR WARRANTY FOR FITNESS OF USE FOR A PARTICULAR PURPOSE. EXPRESSED OR IMPLIED, WITH RESPECT TO THESE MAP PRODUCTS OR THE UNDERLYING DATA.

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

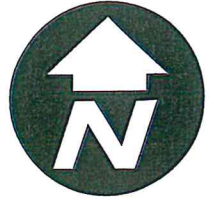
Independent verification of all data contained herein should be obtained by any user of these map products, or the underlying data. The City disclaims, and shall not be held liable for, any and all damage, loss, or liability, whether direct, indirect, or consequential, which arises or may arise from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

Legend

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

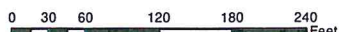


Subject Property



Property Description

Property located in SW/4 SW/4 of Sec. 7-T18N0R12E  
Sapulpa, Creek County, Oklahoma  
See case file for full legal description



Map Prepared by:  
City of Sapulpa  
Date: 12/23/2019

Source Data:  
Creek County Assessors





# SUP-053

DB Anderson Farms LLC  
5614 S. Boston Ave  
Tulsa, OK 74105

### CITY OF SAPULPA MAP PRODUCTS

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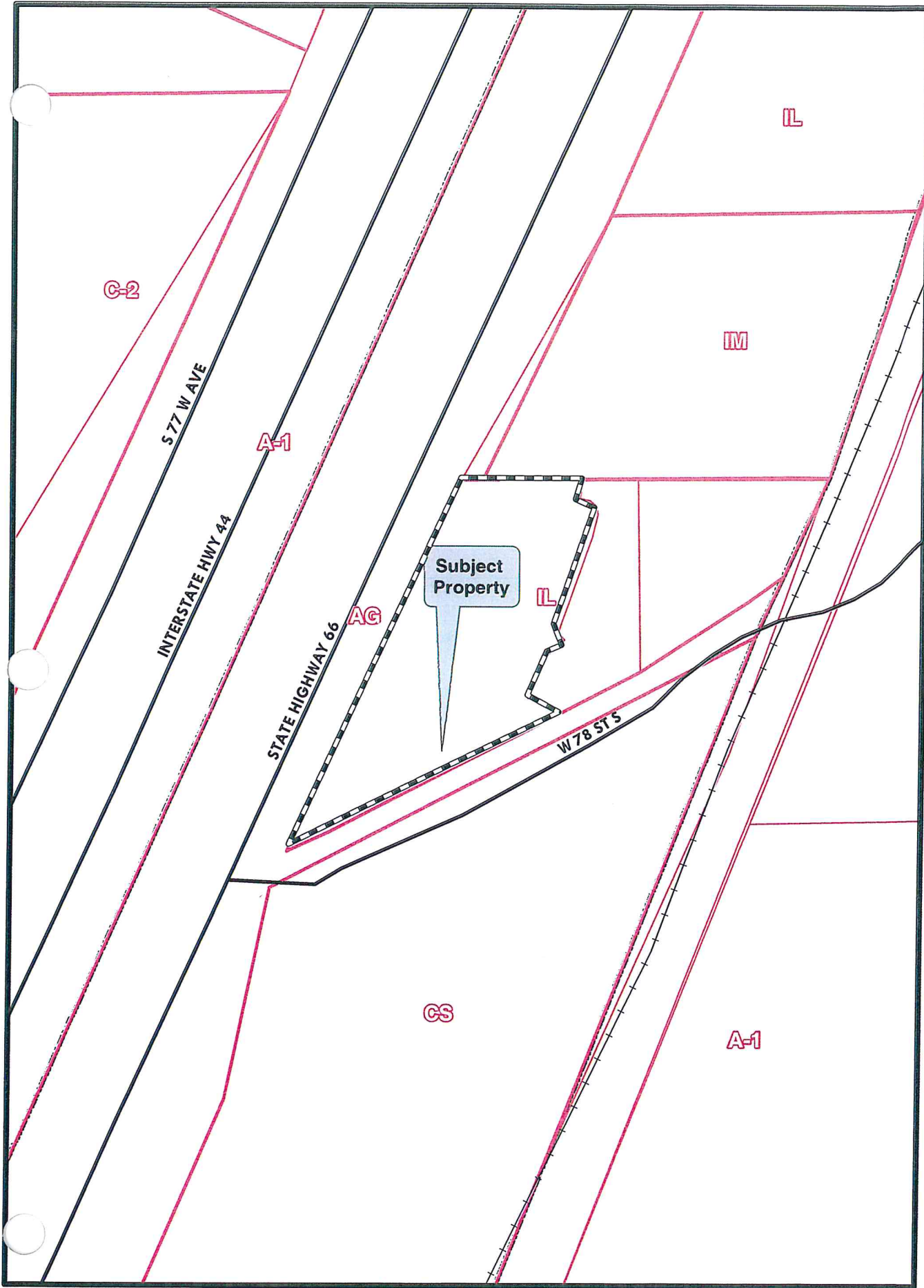
THE CITY OF SAPULPA MAKES NO WARRANTY OF MERCHANTABILITY OR WARRANTY FOR FITNESS OF USE FOR A PARTICULAR PURPOSE, EXPRESSED OR IMPLIED, WITH RESPECT TO THESE MAP PRODUCTS OR THE UNDERLYING DATA.

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

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

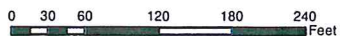
### Legend

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



## Property Description

Property located in SW/4 SW/4 of Sec. 7-T18N0R12E  
Sapulpa, Creek County, Oklahoma  
See case file for full legal description

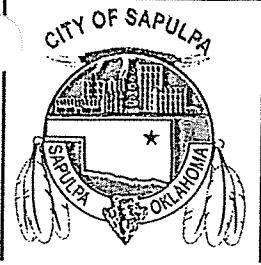


Map Prepared by:  
City of Sapulpa  
Date: 12/23/2019

Source Data:  
Creek County Assessors



1999-07-01812-0-02



City of Sapulpa, Oklahoma  
 Urban Development Department  
**Specific Use Permit Application  
 (SUP)**

Ward #5  
 Comm/Ind  
 Flood

**Sapulpa Planning Commission (SPC)**

*For Office Use*

Date Application Submitted 12/19/19 Received by Att Complete?  Yes or No

Date of Public Hearing 1/28/20 Case Number SUP-53 Approved? Yes or No

Applicant: D.B. Anderson Farms LLC Phone: 918-527-6746

Billing Address: 7917 State Hwy 66

Owner: (if different\*\*) Jeffrey Anderson Phone: 918-527-6746

Address: 5614 S. Boston Ave Zoning: IL S-T-R: 7-18-12

Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Subdivision: Undeveloped

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

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

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

**A. Subject Property**

1. Size in Acres or Square Feet: 900 sq. ft. 2. Current Use: \_\_\_\_\_
3. Frontage Road (Street): State Hwy 66
4. Identify structures and improvements on the property: No improvements to be made
- 
5. City Water:  Yes  No 6. City Sewer:  Yes  No 7. Basin (if applicable): \_\_\_\_\_

**B. Adjoining Property**

1. Provide approximate distances from structures on adjacent lots to the property lines: Approximately 100' to the SW of JJ Superette
2. Identify adjacent and surrounding land uses: Convenience Store 100' to the NE, RV/mobile home property 100' South,

**C. Specific Use Permit Request**

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

1. Describe the proposed Specific Use as it pertains to your property: Property to be used for the cultivation of medical marijuana indoors.
2. Describe any benefits to the adjacent properties or to the City: Benefits to surrounding properties are additional income as we buy what we can locally. City will receive taxes on our purchases. We also work hard to keep trash off properties and roads.
3. Explain how the subject property is well suited for proposed Specific Use. (e.g. advantages such as topography, soil, drainage, access, proximity to populated commercial/residential areas, etc.): Access to main highways, located next to opened businesses for better security
4. Explain how the proposed Specific Use may affect the road system serving your area: Will have no effect on road system
5. Provide the number of additional daily traffic counts the Specific Use may produce: 2 cars maximum

6. If there are increases in traffic, what traffic control measures are proposed? Not applicable

7. How could the proposed Special Use be detrimental to properties in the vicinity? No detriment caused to any properties in vicinity

8. Explain what measures are proposed to minimize any adverse effects: Windows are blacked out and carbon air filtration systems will be in place to reduce/eliminate any odors.

=====

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

- Staff will not accept an incomplete SUP application packet. The application, supporting documentation, and fees must be delivered to the Urban Development offices at least 30 days prior to the next scheduled SPC meeting.
- The City Council (CC) reviews and discusses the SUP request and the recommendation from the SPC. The CC may approve as recommended, approve with amended conditions, or deny an SUP application.
- A person knowledgeable of the application and the property must attend the meetings to represent the application.
- The approval of a Specific Use Permit does not in any way negate or circumvent the other requirements of development as stated in the City Codes. If approved, the SUP may require meeting(s) with the Technical Advisory Committee (TAC). Additional permits will be required prior to construction.
- Unless otherwise indicated, the Sapulpa Planning Commission (SPC) meets the 4th Tuesday of each month at 5:30 p.m. in the City Council Chambers
- You may contact the Urban Development Department at 918-248-5918

=====

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

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

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

*For Office Use*

| Application Fees                                    | Totals                 |
|---|------------------------|
| Base Application Fee                                | \$170.00               |
| Notice Preparation <i>6.74</i>                      | \$30.00                |
| Property Owners Mailing & Postage <i>\$6.** x 7</i> | \$                     |
| <b>Total Amount Due</b>                             | <b><i>\$247.18</i></b> |
| Date Paid   |                        |
| Check No. <i>247.18</i>                             |                        |

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

*John W Douglas Bush*  
 Signature

*12-19-19*  
 Date



OFFICE OF THE SECRETARY OF STATE



**CERTIFICATE  
OF  
LIMITED LIABILITY COMPANY**

*WHEREAS, the Articles of Organization of*

**DB ANDERSON FARMS LLC**

*an Oklahoma limited liability company has been filed in the office of the Secretary of State as provided by the laws of the State of Oklahoma.*

*NOW THEREFORE, I, the undersigned, Secretary of State of the State of Oklahoma, by virtue of the powers vested in me by law, do hereby issue this certificate evidencing such filing.*

*IN TESTIMONY WHEREOF, I hereunto set my hand and cause to be affixed the Great Seal of the State of Oklahoma.*



*Filed in the city of Oklahoma City this  
14th day of August, 2019.*

A handwritten signature in black ink, appearing to read "Ariel Reyes", is written over a horizontal line.

*Secretary of State*

OFFICE OF THE SECRETARY OF STATE



**CERTIFICATE OF GOOD STANDING  
DOMESTIC LIMITED LIABILITY COMPANY**

*I, THE UNDERSIGNED, Secretary of State of the State of Oklahoma, do hereby certify that I am, by the laws of said state, the custodian of the records of the state of Oklahoma relating to the right of certain business entities to transact business in this state and am the proper officer to execute this certificate.*

*I FURTHER CERTIFY that DB ANDERSON FARMS LLC whose registered agent is JEFFREY ANDERSON, with its registered office at 5614 S. BOSTON AVE TULSA Oklahoma is a Domestic Limited Liability Company duly organized and existing under and by virtue of the laws of the state of Oklahoma and is in good standing according to the records of this office. This certificate is not to be construed as an endorsement, recommendation or notice of approval of the entity's financial condition or business activities and practices. Such information is not available from this office.*



*IN TESTIMONY WHEREOF, I hereunto set my hand and affixed the Great Seal of the State of Oklahoma, done at the City of Oklahoma City, this 14th day of August, 2019.*

*Michael Rogers*

Secretary Of State

State of Oklahoma

# License Certificate

NON - TRANSFERABLE

## COMMERCIAL GROWER LICENSE

HEREBY GRANTED TO

**DB ANDERSON FARMS LLC**

7917 STATE HIGHWAY 66 B , TULSA, OK, 74131

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

09/02/2020

LICENSE NUMBER:

GAAA-4J8B-PTAE



*Tom Bates*

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

TRANSPORTATION LICENSE ONLY

State of Oklahoma

# License Certificate

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09/02/2020

LICENSE NUMBER:

GAAA-4J8B-PTAE

*Tom Bates*

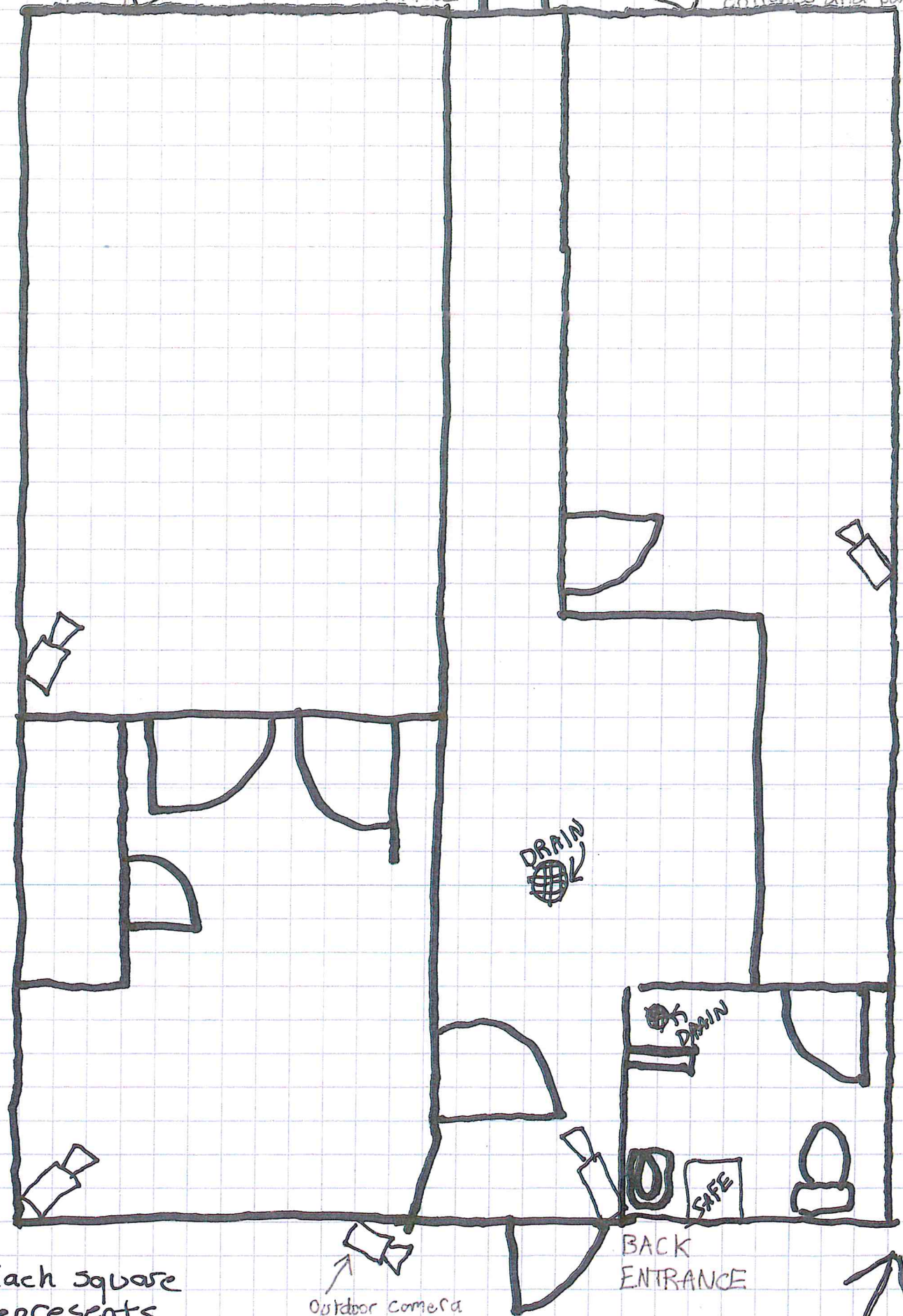
TOM BATES, J.D.  
Interim Commissioner  
Oklahoma State Department of Health

DO NOT COPY

outdoor camera showing entrance & parking

FRONT ENTRANCE

outdoor camera showing entrance and parking lot



Each square represents approx. 1 Foot

Outdoor camera showing rear entry





STATE HWY 66

133' SETBACK  
PARKING

PARKING

Santaria  
Snake  
Shed

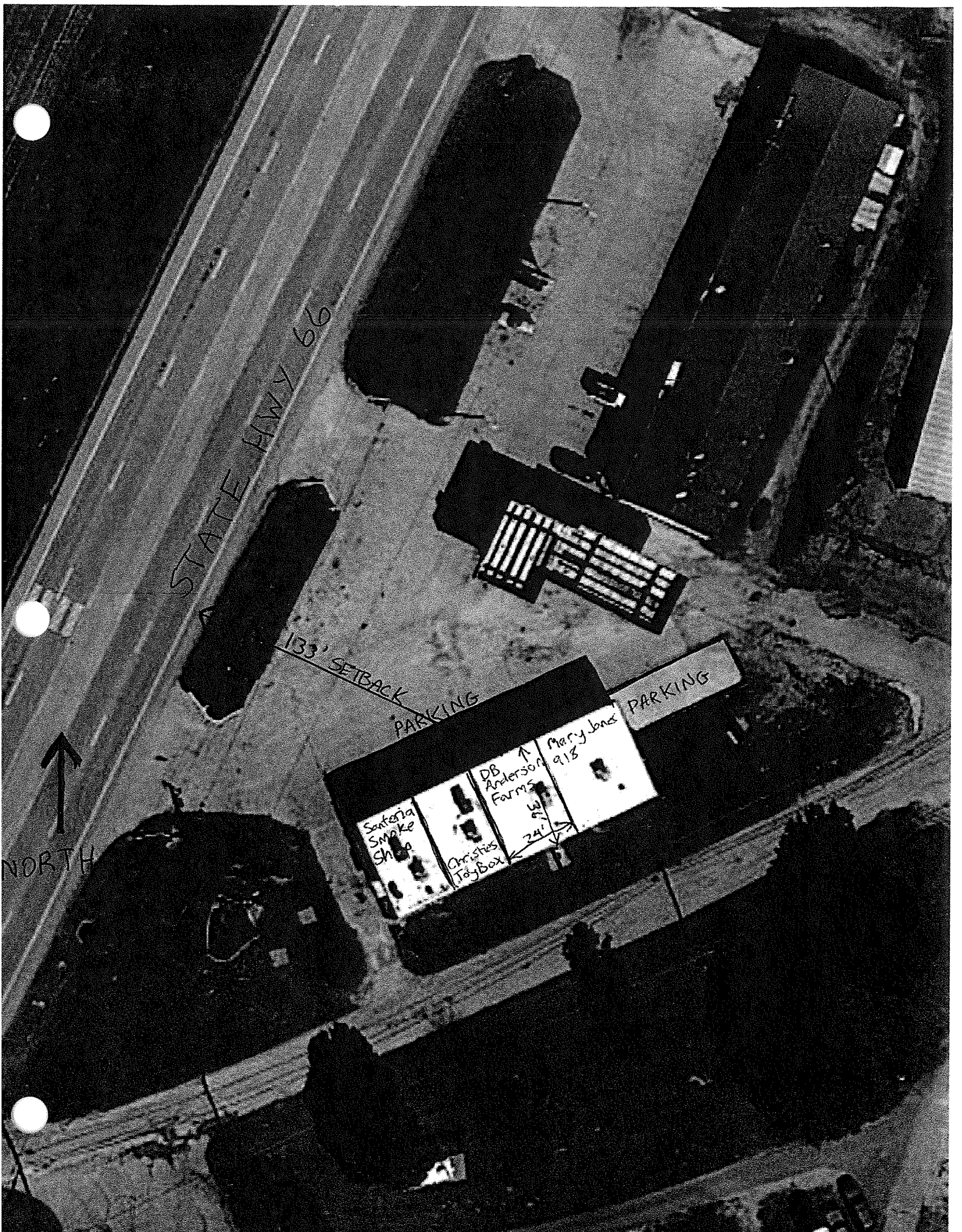
Christies  
Toy Box

DB  
Anderson  
Farms

W  
24'

Mary Jones  
918

NORTH ↑



08/14/2019 02:28 PM

OKLAHOMA SECRETARY OF STATE



SOS

# ARTICLES OF ORGANIZATION

(Oklahoma Limited Liability Company)

Filing Fee: \$100.00



41872430002

DATE

721 N.W. 13TH, SUITE 210  
Oklahoma City, Oklahoma 73103  
(405) 522-2520

I hereby execute the following articles of organization for the purpose of forming an Oklahoma limited liability company pursuant to the provisions of Title 18, Section 2005:

1. Name of the limited liability company: (Note: The name shall contain either the words limited liability company or limited company or the abbreviations LLC, LC, L.L.C. or L.C. The word limited may be abbreviated as Ltd., and the word company may be abbreviated as Co.)

DB Anderson Farms LLC

2. Street address of its principal place of business, wherever located:

7917-B St Hwy 66 Sapulpa OK 74136  
 Street address City State Zip Code  
 (P.O. BOXES ARE NOT ACCEPTABLE)

3. E-MAIL address of the primary contact for the registered business:

JeffreyAmelia313@gmail.com

❖ Notice of the Annual Certificate will ONLY be sent to the Limited Liability Company at its last known electronic mail address of record.

4. NAME and street address of the registered agent for service of process in the state of Oklahoma:

❖ The registered agent shall be the limited liability company itself, an individual resident of Oklahoma, or a domestic or qualified foreign corporation, limited liability company, or limited partnership.

Jeffrey Anderson 5614 S. Boston Ave Tulsa Oklahoma 74105  
 Name Street Address City State Zip Code  
 (P.O. BOXES ARE NOT ACCEPTABLE)

5. Term of existence: Perpetual

❖ You may state perpetual, a set number of years, or a future effective expiration date. Perpetual means continuous.

The articles of organization must be signed by at least one (1) person who may or may not be a member of the limited liability company.

• Signature: [Handwritten Signature]

Dated: 08-14-2019

• Printed Name: Jeffrey Anderson

RECEIVED



OKLAHOMA SECRETARY OF STATE

Michael Rogers  
Secretary of State

421 N.W. 13th, Suite 210  
Oklahoma City, OK 73103

J. Kevin Stitt  
Governor

August 14, 2019

RECEIPT

Page 1 of 1

JEFFREY ANDERSON  
5614 S BOSTON AVE  
TULSA OK 74105

Client ID: 244786758

Session ID: N/A

Process Date: 08/14/2019

Receive Date: 08/14/2019

| Document Number            | Document Detail                | Filing Number | Entity Name           | Page Count | Fee             |
|----------------------------|--------------------------------|---------------|-----------------------|------------|-----------------|
| 41872430002                | Articles of Organization       | 3512776890    | DB ANDERSON FARMS LLC |            | \$100.00        |
| 41872430002                | Same Day Service Fee           |               | Same Day Service Fee  |            | \$25.00         |
| 41872430003                | Credit Card Surcharge Document |               |                       |            | \$5.00          |
| <b>Total Document Fees</b> |                                |               |                       |            | <b>\$130.00</b> |

| Payment Type                   | Payment Reference | Amount          |
|--------------------------------|-------------------|-----------------|
| Credit Card                    | ****XXXXXXXX6383  | \$130.00        |
| <b>Total Payments Received</b> |                   | <b>\$130.00</b> |

*Note:* Any overpayment will be refunded within 15 days of receipt of written request, or an automatic refund will be issued in 60 days  
Evidence of Filed Document(s) or Orders(s) requested is enclosed.  
Please include Client ID number on all correspondence.



Business Records Department  
421 N.W. 13th, Suite 210  
Oklahoma City, OK 73103



Michael Rogers  
Secretary of State

Oklahoma Secretary of State

**Cash Receipt**

August 14, 2019

Page 1 of 1

JEFFREY ANDERSON  
5614 S BOSTON AVE  
Tulsa OK 74105  
RE: JEFFREY ANDERSON  
Batch Number: 4187310  
Payor ID: 41873100001  
Payment Amount: \$20.00

This will acknowledge our receipt of the above referenced payment amount. If you have any questions regarding the status of this transaction, please call (405)521-4211.

Sincerely,  
Business Service Division

*Come visit us on the Internet @ [www.sos.ok.gov](http://www.sos.ok.gov)*

*(405)521-3912*

*FAX (405)521-3771*

*TTY J. Kevin Stitt*



# ARTICLES OF ORGANIZATION

(Oklahoma Limited Liability Company)

Filing Fee: \$100.00

TO: OKLAHOMA SECRETARY OF STATE  
421 N.W. 13th, Suite 210  
Oklahoma City, Oklahoma 73103  
(405) 522-2520

I hereby execute the following articles of organization for the purpose of forming an Oklahoma limited liability company pursuant to the provisions of Title 18, Section 2005:

1. Name of the limited liability company: (Note: The name shall contain either the words **limited liability company** or **limited company** or the abbreviations **LLC**, **LC**, **L.L.C.** or **L.C.** The word **limited** may be abbreviated as **Ltd.**, and the word **company** may be abbreviated as **Co.**)

DB Farms LLC

2. Street address of its principal place of business, wherever located:

7917 State Highway 66 Sapulpa OK 74131  
Street address City State Zip Code  
(P.O. BOXES ARE NOT ACCEPTABLE)

3. E-MAIL address of the primary contact for the registered business:

DBAndersonFarms@gmail.com

❖ Notice of the Annual Certificate will **ONLY** be sent to the Limited Liability Company at its last known electronic mail address of record.

4. NAME and street address of the registered agent for service of process in the state of Oklahoma:

❖ The registered agent shall be the limited liability company itself, an individual resident of Oklahoma, or a domestic or qualified foreign corporation, limited liability company, or limited partnership.

Oklahoma

Name Street Address City State Zip Code  
(P.O. BOXES ARE NOT ACCEPTABLE)

5. Term of existence:

❖ You may state **perpetual**, a set number of years, or a future effective expiration date. Perpetual means continuous.

The articles of organization must be signed by at least one (1) person who may or may not be a member of the limited liability company.

• Signature: \_\_\_\_\_ Dated: \_\_\_\_\_

• Printed Name: \_\_\_\_\_



# AFFIDAVIT OF LAWFUL PRESENCE BY PERSON MAKING APPLICATION FOR A LICENSE

Website: OMMA.ok.gov | Email: OMMA@ok.gov | Phone: (405) 522-OMMA

### THE PERSON SIGNING THIS FORM MUST READ THESE INSTRUCTIONS CAREFULLY:

1. If the applicant is a citizen of the United States then check the box to the left of the statement, "The applicant is a citizen of the United States." If the person signing this form is not a citizen of the United States then the person should check the box to the left of the statement, "The applicant is an approved alien under the Federal Immigration and Nationality Act and is approved to be present in the United States."
2. Write the identification number in the space provided after "Admission/Registration #" and write the name of the authorizing document in the space provided after "Authorizing Document." For example, INS Form 1-551 or INS Form 1-94. See page 2 for valid documentary evidence of lawful presence.
3. The person signing this form should write today's date in the space provided; write the city and state where they are located when they signed this form; sign their name in the space provided for signature; and print their name in the space provided. If applying for a renewal, write the license number in the space provided. Within this form, the term "penalty of perjury" means the willful assertion of the fact of either United States citizenship or lawful presence in the United States as a qualified alien, and made upon one's oath or affirmation and knowing such assertion to be false.
4. Making such a willful assertion on this form knowing it to be false is a crime in Oklahoma and may be punishable by a term of incarceration of not more than five (5) years in prison. Additionally, one who procures another to commit perjury is guilty of the crime of subornation of perjury and may be punished in the same manner, as he would be if personally guilty of the perjury so procured.

### APPLICANT INFORMATION - PLEASE PRINT OR TYPE CLEARLY

(Choose one)  NEW APPLICATION  RENEWAL APPLICATION

License # (if applying for renewal)

Jeffrey Anderson  
 First Name Middle Name Last Name  
 Lee  
 Middle Name  
 10/26/1987  
 Date of Birth (mm/dd/yy)  
 604 S. Boston Ave  
 Current Physical Street Address  
 Tulsa  
 City  
 OK 74105  
 State Zip

ATTACH A COPY OF THE FRONT AND BACK OF YOUR AUTHORIZING DOCUMENT IF APPLICABLE.

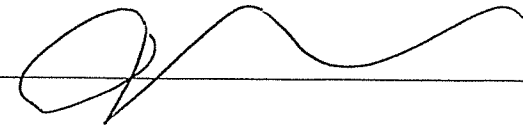
Admission/Registration# Name of Authorizing Document Attached

(Choose one)  THE APPLICANT IS A CITIZEN OF THE UNITED STATES  
 THE APPLICANT IS AN APPROVED ALIEN UNDER THE FEDERAL IMMIGRATION AND NATIONALITY ACT AND A APPROVED TO BE PRESENT IN THE UNITED STATES.

### SIGNATURE

By my signature below I attest to one of the following statements (choose one):


- I, the applicant, being of lawful age certify that the information on this form is true and correct.
- I, the legal parent or guardian of the applicant, certify that the information on this form is true and correct.

Signature:  Date: 08/14/2019 Tulsa, Oklahoma

**Oklahoma State Bureau of  
Narcotics and Dangerous Drugs Control**  
*This is to certify that*

DB ANDERSON FARMS LLC  
DBA: DB ANDERSON FARMS LLC  
7917 STATE HWY. 66  
B  
TULSA, OK 74131-0000



  
John M. Scully, Director  
EXPIRES OCTOBER 31, 2020  
*Certificate of Registration must be readily retrievable at all times.*

69914 OBN CERTIFICATE OF REGISTRATION NO.

*is (duly registered with the Oklahoma State Bureau of  
Narcotics and Dangerous Drugs Control and is  
(herby) authorized to legally handle*

*Schedule(s) 1-MMO  
pursuant to O.S. § 2-302. (This registration is not  
transferable on change of ownership or business  
activity.) Date Issued: 10/08/2019*

The Oklahoma Bureau of Narcotics will not be mailing this certificate to you.



**AGENDA ITEM**

**Administration 10. A.**

**City Council Regular**

**Meeting Date:** February 3, 2020

**Submitted For:** Joan Riley, City Manager

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

**Department:** City Manager

**Presented By:** Joan Riley

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**SUBJECT:**

Discussion and possible action regarding a Resolution to Execute the Agreement Establishing the Oklahoma Municipal Management Services at an annual cost of \$5,000.00 and prorated for current Fiscal Year.

**BACKGROUND:**

Further information to be supplied at the meeting.

**RECOMMENDATION:**

Staff recommends that the City Council adopt the referenced Resolution as stated.

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**Attachments**

Resolution

Information

Agreement

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

**Resolution To Execute The  
Agreement Establishing  
The Oklahoma Municipal Management Services**

WHEREAS, the Interlocal Cooperation Act of the Oklahoma Statutes enable municipal governments to cooperate with each other to make the most efficient use of their powers and resources on a basis of mutual advantage; and,

WHEREAS, the City of Sapulpa desires to cooperate by providing municipal management services that assist with the operations of municipalities, including but not limited to management assistance, studies, work sessions, and analysis of operations; and,

WHEREAS, the City of Sapulpa finds that the best and most efficient way of securing this protection is by cooperating with other municipalities; and,

WHEREAS, the *Interlocal Agreement Between the City of Harrah and the City of Mustang* Establishing the Oklahoma Municipal Management Services provides a basis for securing these services for member municipalities.

NOW THEREFORE BE IT RESOLVED by the governing body of the City of Sapulpa to join with other municipalities in the Oklahoma Municipal Management Services; and,

BE IT FURTHER RESOLVED THAT, the City of Sapulpa hereby agrees to become a party to the *Interlocal Agreement Between the City of Harrah and the City of Mustang* Establishing the Oklahoma Municipal Management Services, for the purposes and in consideration of the mutual covenants contained therein by adoption and execution of this resolution.

Adopted by the City Council of the City of Sapulpa, Oklahoma, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Mayor

ATTEST:

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

Please mail copy of resolution to:

Oklahoma Municipal Management Services  
3650 South Boulevard  
Edmond, OK 73013

HOME (/)  
MEMBERSHIP  
MEMBER BENEFITS (/MEMBER-RESOURCES)  
MEMBER RESOURCES (/DOCUMENT-CENTER)  
CURRENT MEMBERS (/MEMBERS)  
JOIN (/JOIN)  
MEDIA  
NEWS (/NEWS-1)  
VIDEOS (/VIDEOS)  
JOBS (/JOBS)  
CONNECT  
STAFF (/STAFF)  
CONTACT (/CONTACT)  
CONFERENCE (/CONFERENCE)

## Membership

MEMBER BENEFITS  
(/MEMBER-RESOURCES)  
MEMBER RESOURCES  
(/DOCUMENT-CENTER)  
CURRENT MEMBERS  
(/MEMBERS)  
JOIN (/JOIN)



OMMS is an Oklahoma Interlocal Cooperative in which many Oklahoma cities come together to offer management assistance and services to cities and towns. The organization will focus on several primary objectives, including:

- **MANAGEMENT SERVICES:** whether on an interim, part-time or project basis, with a focus on assisting cities and towns with long term management stability.
  - INTERIM MANAGEMENT: direct involvement in management placement, both with managers seeking employment and with cities and towns seeking managers
  - CONTRACT MANAGERS: assist with a directory of part-time or contract managers who can assist with specific projects in all areas of the state
  - CIRCUIT RIDER MANAGERS: regional management assistance on as as-needed basis
  - MANAGEMENT INTERN PLACEMENT: direct placement or sharing of management interns between cities and towns
- **REGIONAL COORDINATION:** regional agreements to provide services that are difficult for individual cities and towns; identifying and assisting cities with shared services
  - Economic Development, Grant Writing, Engineering, Bidding
  - HR, Code Enforcement, Animal Control, IT Support, etc.
- **MUNICIPAL RESEARCH:** providing studies and information that assist cities and towns in evaluating their operations, including:
  - DATABASE: a database of information that helps cities analyze operations
    - financial analysis, rate study, sales tax study, employee comparisons
  - SERVICE PROVIDERS: a database of service providers who can assist with specific projects



- VACANCIES AROUND STATE: current list of management vacancies as well as current list of managers in transition
- PR, SOCIAL MEDIA, WEBSITE: press releases or other communications tools with comparative statistics, as well as social media and website consultation.
- **RESOURCES**
  - FINANCIAL REPORTING: a minimum financial reporting form for City Councils, Commissions and Town Boards, created and endorsed by Crawford & Associates
  - SAMPLE CONTRACT: a sample employment contract for managers and administrators.
- **EMERGENCY CRISIS ASSISTANCE**
- **OMMS MEMBER NEWSLETTER, INDUSTRY NEWS**

OMMS will have an annual membership fee for cities and towns that will cover basic services and a discounted membership rate for special projects.

#### **ANNUAL MEMBERSHIP FEE**

2,500 and below: \$500.00

2,501 – 10,000: \$2,000.00

10,001 – 20,000: \$4,000.00

20,001 and above: \$5,000.00

JOIN OMMS (/JOIN)



# Oklahoma Municipal Management Services

**OKLAHOMA MUNICIPAL MANAGEMENT SERVICES (OMMS)  
MEMBERSHIP AGREEMENT AND INVOICE  
JULY 1, 2019 THROUGH JUNE 30, 2020**

Name of Municipality: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

| <u>Population</u> | <u>Fee (Circle One)</u> |
|-------------------|-------------------------|
| 2,500 and below:  | \$ 500.00               |
| 2,501 to 10,000:  | \$2,000.00              |
| 10,001 to 20,000: | \$4,000.00              |
| 20,001 and above: | \$5,000.00              |

Municipal Contact Name: \_\_\_\_\_

Municipal Contact Email: \_\_\_\_\_

Contact Telephone Number: \_\_\_\_\_

Date: \_\_\_\_\_

Please remit agreement and payment to:

Oklahoma Municipal Management Services  
ATTN: OMMS Accounts Receivable  
3650 South Boulevard  
Edmond, OK 73013

Website: [www.okmms.org](http://www.okmms.org)

Questions can be submitted to: [executivedirector@okmms.org](mailto:executivedirector@okmms.org)



**AGENDA ITEM**

**Administration 10. B.**

**City Council Regular**

**Meeting Date:** February 3, 2020

**Submitted By:** Becky McGinnis, HR Director

**Department:** Human Resources

**Presented By:** Becky McGinnis

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**SUBJECT:**

Discussion and possible action regarding the renewal of City of Sapulpa Employee Dental Insurance with Delta Dental at 0% increase in cost.

**BACKGROUND:**

Staff was made aware there was no increase in premium for the Employee Dental Insurance renewal

**RECOMMENDATION:**

Staff recommends the Mayor and City Councilors approve the City of Sapulpa Employee Dental Insurance renewal.

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**Attachments**

DDOK Renewal

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January 27, 2020

Becky McGinnis  
City of Sapulpa  
P O Box 1130  
Sapulpa, OK 74067

Re: City of Sapulpa  
Group No.: 0003575  
Anniversary Date: May 1, 2020

Dear Ms. McGinnis:

Thank you for selecting Delta Dental of Oklahoma as your dental benefits provider. We value your business, and hope our quality service standards and access to care meet or exceed the expectations of you and your employees.

We have reviewed dental utilization along with industry costs and inflation trends, to calculate the necessary premiums for your upcoming plan year, renewal effective May 1, 2020. Your plan's renewal rates, which include the health care reform required annual issuer's fee, are also listed below.

**Current Monthly Rates**

|                            |         |
|----------------------------|---------|
| Employee Only.....         | \$29.48 |
| Employee + Spouse .....    | \$58.94 |
| Employee + Child(ren)..... | \$67.76 |
| Employee + Family.....     | \$96.36 |

**Renewal Monthly Rates**

|                            |         |
|----------------------------|---------|
| Employee Only .....        | \$29.48 |
| Employee + Spouse .....    | \$58.94 |
| Employee + Child(ren)..... | \$67.76 |
| Employee + Family .....    | \$96.36 |

Advancing the oral wellness of all Oklahomans is part of our company's not-for-profit mission, and we are proud to partner with your organization in its commitment for greater oral health. If you have any questions, or need additional information, please contact your broker or our Sales team at 405-607-4709 (OKC Metro), 866-685-2112 (Toll Free) or Sales@DeltaDentalOK.org.

Sincerely,

Lan Miller  
Vice President of Sales

LPM/bb

cc: Dee Sink, HUB International The Holmes Organisation



**AGENDA ITEM**

**Administration 10. C.**

**City Council Regular**

**Meeting Date:** February 3, 2020

**Submitted By:** Becky McGinnis, HR Director

**Department:** Human Resources

**Presented By:** Becky McGinnis

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**SUBJECT:**

Discussion and possible action regarding the renewal of City of Sapulpa Employee Life Insurance with Standard Life Insurance at a 0% increase in cost.

**BACKGROUND:**

Our Life insurer guarantees the rate for a two-year period. We are in the second year of the rate guarantee.

**RECOMMENDATION:**

Staff recommends the Mayor and City Councilors approve the City of Sapulpa Life Insurance renewal.

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**AGENDA ITEM**

**Administration 10. D.**

**City Council Regular**

**Meeting Date:** February 3, 2020

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

**Department:** Finance

**Presented By:** Pam Vann

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**SUBJECT:**

Discuss and consider a Resolution of the City of Sapulpa, Oklahoma, amending the FY 2019-2020 annual budget by increasing revenues and appropriations in the Library Fund in the amount of \$13,147.00 for the purpose of recognizing grant revenue and appropriating funds to be used for equipment.

**BACKGROUND:**

The City has received the annual State Aid Grant for the Library in the amount of \$13,147.00. These funds will be used to purchase additional equipment for the Library.

**RECOMMENDATION:**

Staff recommends approval of this resolution.

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**Attachments**

Library Fund Resolution-State Aid

Library Fund Budget Adjustment-State Aid

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

A RESOLUTION OF THE CITY OF SAPULPA, OKLAHOMA, AMENDING THE FY 2019-2020 ANNUAL BUDGET BY INCREASING REVENUES AND APPROPRIATIONS IN THE LIBRARY FUND IN THE AMOUNT OF \$13,147.00 FOR THE PURPOSE OF RECOGNIZING GRANT REVENUE AND APPROPRIATING FUNDS TO BE USED FOR EQUIPMENT.

**WHEREAS**, the City received a grant award from the Oklahoma Department of Libraries in the amount of for \$13,147.00 for the State Aid Grant for the 2019-2020 fiscal year, and

**WHEREAS**, the original budget did not include any expected State Aid Grant funds, and

**WHEREAS**, said grant funds will be used to purchase additional equipment,

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

**LIBRARY FUND**

|            |                                       |                    |
|------------|---------------------------------------|--------------------|
| (Increase) | 34-4031 Grant                         | <u>\$13,147.00</u> |
|            | Total Revenues Increase:              | \$13,147.00        |
| (Increase) | 34-534-401A Equipment-State Aid Grant | <u>\$13,147.00</u> |
|            | Total Appropriations Increase:        | \$13,147.00        |

**PASSED BY THE CITY COUNCIL FOR THE CITY OF SAPULPA, OKLAHOMA** and signed by the Mayor this 3rd day of February 2020.

\_\_\_\_\_  
Lou Martin, Mayor

ATTEST:

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

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

# BUDGET TRANSFER REQUEST

|                   |                                  |                       |
|-------------------|----------------------------------|-----------------------|
| <b>DEPARTMENT</b> | <b>Department Head Signature</b> | <b>Date Requested</b> |
| LIBRARY           |                                  | 2/3/2020              |

TO RECOGNIZE STATE AID GRANT REVENUE  
FOR THE PURCHASE OF EQUIPMENT

RESOLUTION #

| Account #   | Account Name        | Amount Budgeted | Amount of Increase | Amount of Decrease | Adjusted Budget |
|-------------|---------------------|-----------------|--------------------|--------------------|-----------------|
| 34-4031     | GRANT-STATE AID     | \$0             | \$13,147           |                    | \$13,147        |
| 34-534-401A | EQUIPMENT-STATE AID | \$6,500         | \$13,147           |                    | \$19,647        |
|             |                     |                 |                    |                    |                 |
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|----------------------|-------------------------|----------------------|---------------|
| <b>Date Approved</b> | <b>Finance Director</b> | <b>Date Rejected</b> | <b>Reason</b> |
|                      |                         |                      |               |
| <b>Date Approved</b> | <b>City Manager</b>     | <b>Date Rejected</b> | <b>Reason</b> |
|                      |                         |                      |               |

|                 |                        |
|-----------------|------------------------|
| <b>FY 19-20</b> | <b>Transfer #:</b> 19- |
|-----------------|------------------------|



**Informational Items 12. A.**

**City Council Regular**

**Meeting Date:** February 3, 2020

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

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**SUBJECT:**

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

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**Attachments**

Status Report

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

**TETRA TECH, INC.**  
**PROJECT STATUS REPORT**  
**SAPULPA, OKLAHOMA**  
**FEBRUARY 3, 2020**

| PROJECT |   | TETRA TECH CONTACT  | STATUS | FUNDING | COMMENTS   | RECOMMENDED ACTION   |
|---------|---|---------------------|--------|---------|--|--|
| 1.      | Water Atlas Creation                          | Ryan Mittasch, P.E. | P      |         | Tetra Tech is waiting for atlas markups from city staff to document facilities that were not in the plans previously provided. | City to review draft atlas and provide updated information to Tetra Tech for data entry. |
| 2.      | N02-N04 Lift Station, Force Main, and Gravity | Ryan Mittasch, P.E. | E      |         | Construction is ongoing.   | None.  |
| 3.      | SeneGence/Westside Sewer Plan                 | Ryan Mittasch, P.E. | E      |         | Preliminary design of revised alignment underway.  | None.  |
| 4.      | Sapulpa Fire Training Facility Waterline      | Ryan Mittasch, P.E. | E      |         | Construction has begun.  | None.  |
| 5.      | Hobson Street Study                           | Ryan Mittasch, P.E. | P      |         | Study completed.   | Budget for realignment and Boyd Place circle improvements.                               |
| 6.      | Frankoma Road Sanitary Sewer Extension        | Ryan Mittasch, P.E. | P      |         | Project advertised for construction.   | None.  |