

SAPULPA CITY COUNCIL MEETING

CITY HALL - 425 EAST DEWEY AVENUE

COUNCIL CHAMBERS, 2ND FLOOR

7:00 P.M., MONDAY, APRIL 1, 2019

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 1st day of April, 2019, 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 March 18, 2019, regular city council meeting.
6. **APPOINTMENTS, AWARDS, PRESENTATIONS, AND PROCLAMATIONS.**
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 \$546,224.64.

- B. Consider approving Prepaid Claims in the amount of \$257,147.57.

8. **PUBLIC HEARINGS.**

9. **COMMUNITY DEVELOPMENT.**

- A. Discussion and possible action regarding the application by Mary Ann McDowell Miller for a Specific Use Permit, SUP-028, to allow a Short Term Rental (STR) located at 603 West Mike Avenue.
- B. Discussion and possible action regarding an Ordinance amending the Zoning Ordinance of the City of Sapulpa; Changing the Zone and District of property located South of the Southeast corner of West Taft Avenue and South Hickory Street (909 S. Hickory St.), City of Sapulpa, Creek County, State of Oklahoma, from RS-3 (Residential Single Family High Density) to CS (Commercial Shopping Center), per SAZ-951; and directing the City Clerk to show each change upon the Official Zoning Map; Repealing all Ordinance or parts of Ordinances in conflict herewith providing for severability and declaring an emergency.
- C. Discussion and possible action regarding the application by John Sears, Fuego Premium Extracts, LLC, for a Specific Use Permit, SUP-030, to allow Commercial Medicinal Marijuana Processing located at 14920 West Highway 66, Sapulpa, Oklahoma.
- D. Discussion and possible action regarding the application by Brenda Miller for a Specific Use Permit, SUP-031, to allow Commercial Medicinal Marijuana Dispensary located at 7941-A State Highway 66.
- E. Discussion and possible action regarding the application by Judith Beck for a Specific Use Permit, SUP-032, to allow a Commercial Medicinal Marijuana Dispensary located at 20 North Water Street.
- F. Discussion and possible action regarding SUP-033-A by Paul Franks for a Specific Use Permit to allow a Commercial Medicinal Marijuana Dispensary and SUP-033-B to allow a Commercial Medicinal Marijuana Growth Facility located at 8777 State Highway 66.
- G. Discussion and possible action regarding the application by Central Technology Center for a Specific Use Permit, SUP-034, to allow a Technical School Facility located 1610 South Main Street.

10. **ADMINISTRATION.**

- A. Discussion and possible action regarding Commercial Services Agreement with Cox Oklahoma Telecom, LLC to provide phone service for city facilities for a period of 5 years at an annual cost of \$41,285.64.

- B. Discussion and possible action regarding Work Order No.4 with Garver, LLC, for on-call engineering review for the Urban Development Department.
 - C. Discuss and consider approving an easement to OG&E for electric utilities to the Youth Sports Complex in Section 3, T17N, R11E, Creek County, Oklahoma.
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.**
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.**
- A. Consider entering into Executive Session to discuss the following:
 - 1. Discuss pending litigation styled *City of Sapulpa vs. Mohammed Z. Khurshid*, Case No. CV-2019-14, upon advice that disclosure will seriously impair the ability of the public body to conduct litigation in the public interest. [25 O.S. Section 307 B (4)]
 - B. Consider action in open session regarding matters discussed in Executive Session.
15. **ADJOURNMENT.**

Posted this 29th day of March, 2019 at or before 5:00 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: April 1, 2019

Submitted By: Shirley Burzio, City Clerk

Department: City Clerk

Presented By:

SUBJECT:

Consider approving the minutes of the March 18, 2019, regular city council meeting.

BACKGROUND:

RECOMMENDATION:

Attachments

minutes.03-18-2019 city

CITY OF SAPULPA, OKLAHOMA
COUNCIL PROCEEDINGS
Meeting of March 18, 2019

The City Council of Sapulpa, Oklahoma, met in regular session Monday, March 18, 2019, at 7:00 o'clock P.M. in the City Hall Council Chambers, 425 East Dewey Avenue, Sapulpa, Oklahoma.

Present: Reg Green, Mayor
John Anderson, Councilor
Bruce Bledsoe, City Councilor
Marty Cummins, Councilor
Wes Galloway, Councilor
Carla Gunn, Councilor
Craig Henderson, Councilor
Hugo Naifeh, Councilor
Carla Stinnett, Councilor

Absent: Louis Martin, Jr., Vice-Mayor

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

1. INVOCATION.

The invocation was given by Kevin Day.

2. PLEDGE OF ALLEGIANCE.

Mayor Reg Green led the Pledge of Allegiance.

3. MINUTES AND CONSENT ITEMS.

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

- A. Approve the minutes of the March 4, 2019, regular city council meeting;
- B. Approve claims in the amount of \$449,691.56;
- C. Approve prepaid claims in the amount of \$5,632.00;
- D. Approve the agreement with Office Express Janitorial Services for janitorial service for the Senior Citizens Center, 515 East Dewey Avenue, beginning April 8th, 2019, in the amount of \$850.00 per month;
- E. Approve the agreement with Office Express Janitorial Services for janitorial service for the Booker T. Washington Recreation Center, 209 North Gray Street, beginning April 8th, 2019, in the amount of \$995.00 per month;
- F. Approve the Cooperative Field Service Agreement with the United States Department of Agriculture, Wildlife Services Division (USDA), to provide wildlife damage control services in and about the city lakes and park land at a cost of \$4,375.00.

ROLL CALL: AYE: Reg Green, John Anderson, Bruce Bledsoe,
Marty Cummins, Wes Galloway, Carla Gunn,
Craig Henderson, Hugo Naifeh, Carla Stinnett

MOTION CARRIED

4. PUBLIC HEARINGS.

- A. A public hearing was held to receive public input and recommendations on community needs for the City of Sapulpa as a member of the Tulsa County Community Development Block Grant (CDBG) Urban County. There were no oral or written comments submitted by any concerned citizen.

5. ADMINISTRATION.

- A. Motion was made by Councilor Hugo Naifeh, seconded by Councilor Wes Galloway, to approve the adoption of a Resolution of the City of Sapulpa, Oklahoma, requesting 2019 Community Development Block Grant (CDBG) assistance from the Tulsa Urban County Program for \$152,442.30 for the East Washington Avenue street repair project. (Resolution #4565)

ROLL CALL: AYE: Reg Green, John Anderson, Bruce Bledsoe,
Marty Cummins, Wes Galloway, Carla Gunn,
Craig Henderson, Hugo Naifeh, Carla Stinnett

MOTION CARRIED

- B.** Motion was made by Councilor Hugo Naifeh, seconded by Councilor Wes Galloway, to approve the agreement with AT&T for enhanced E 911 services and equipment (Multi-Service Agreement) at a cost of \$62,375.00.

ROLL CALL: AYE: Reg Green, John Anderson, Bruce Bledsoe, Marty Cummins, Wes Galloway, Carla Gunn, Craig Henderson, Hugo Naifeh, Carla Stinnett

MOTION CARRIED

- C.** Motion was made by Councilor Hugo Naifeh, seconded by Councilor Wes Galloway, to approve the close-out of the rewiring project at the water treatment plant with Houchin Electric Co., Inc., and approve the final payment of \$40,825.00; approving all other close-out documents and establishing the warranty date commencing February 15, 2019.

ROLL CALL: AYE: Reg Green, John Anderson, Bruce Bledsoe, Marty Cummins, Wes Galloway, Carla Gunn, Craig Henderson, Hugo Naifeh, Carla Stinnett

MOTION CARRIED

- D.** Motion was made by Councilor John Anderson, seconded by Councilor Craig Henderson, to approve the Quit Claim Deed with Lee and Maple, LLC, for the South 10' of the North 100' of the East 25' of Lot 2, Block 60, Original Town, Sapulpa, Creek County, Oklahoma.

ROLL CALL: AYE: Reg Green, John Anderson, Bruce Bledsoe, Marty Cummins, Wes Galloway, Carla Gunn, Craig Henderson, Hugo Naifeh, Carla Stinnett

MOTION CARRIED

6. PUBLIC COMMENTS.

Mr. Kenneth Ayers, resident of Lakes at Cross Timbers Additions, spoke to the council about sediment from a new housing development draining onto his property. The developers of the new addition have yet to construct the temporary retaining pond.

7. **ADJOURNMENT.**

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

ROLL CALL: AYE: Reg Green, John Anderson, Bruce Bledsoe, Marty Cummins, Wes Galloway, Carla Gunn, Craig Henderson, Hugo Naifeh, Carla Stinnett

MOTION CARRIED

Mayor

Attest:

City Clerk



Consent Agenda 7.A.

City Council Regular

Meeting Date: April 1, 2019

Submitted By: Amber Fisher, Accounts Payable Clerk

SUBJECT:

Consider approving Claims in the amount of \$546,224.64.

Attachments

Claims List 4-1-19

FUND: 10 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
125117	99-10160	MERRIFIELD OFFICE SOLUTIONS	TRIMMER/MOUNTING ARM	3/2019	0166204-001	582.81
124495	99-10191	AVAILABLE WRECKER	TOWING	3/2019	013927	110.00
125795	99-10240	VIEVU LLC	BODY CAMERA	3/2019	32532	318.00
125573	99-10355	CIRCLE C CONSULTING LLC	BLACK GLOVES	3/2019	2114	251.40
125783	99-10435	PITTINGER, BAYLOR	MEAL REIMBURSEMENT	3/2019	3/12-13/19 125783	28.00
125582	99-10452	BROGDON, TYLER	MEAL REIMBURSEMENT	3/2019	3/25-29/19 125582	70.00
123237	99-10488	ADMIRAL EXPRESS LLC	MISC OFFICE SUPPLIES	3/2019	2021837-0	95.98
125566	99-10488	ADMIRAL EXPRESS LLC	JANITORIAL SUPPLIES	3/2019	2021479-0	162.96
126092	99-10488	ADMIRAL EXPRESS LLC	TONER CART/TRASH BAGS	3/2019	2021910-0	138.32
126106	99-10488	ADMIRAL EXPRESS LLC	OFFICE SUPPLIES	3/2019	2021908-0	241.63
126093	99-10530	ADVANCED CARE VETERINARY	HOCHECKUP FOR VALOR	3/2019	66110	220.88
125936	99-10547	BEASLEY TECHNOLOGY INC	ANTI-VIRUS ANNUAL FEE	3/2019	COR-103867	765.00
125782	99-10555	WILLIAMS, JENNIFER	MEAL REIMBURSEMENT	3/2019	3/12-13/19 125782	28.00
126175	99-10574	RCZIPP LLC dba BILLY SIMS	BSTUDY SESSION DINNER	3/2019	3/18/19 126175	66.25
125779	99-10613	GORFAM MARKETING INC	SHRT/LONG SLEEVE SHIRTS	3/2019	61154	64.00
126077	99-10672	PATTON, JACOB	MEAL REIMBURSEMENT	3/2019	3/29/19 126077	16.00
125765	99-10674	BILLY JOE WAGGNOR	CAMERAS	3/2019	002 3/2/19	3,630.00
125114	99-10708	STEPHENS, MARK	MEALS/LODGING REIMB	3/2019	3/17-22/19 125114	1,534.77
123973	99-10747	TYCO FIRE & SECURITY (US)	MFIRE ALARM & EXT SERVICE	3/2019	20826838	61.48
126205	99-10753	CHARLIE'S TEE'S	FRONT DOOR SIGNS	3/2019	3/18/19 126205	22.50
126088	99-10757	OKLAHOMA POLICE CHIEFS	TRAISEMINAR FEE	3/2019	OPCTF-240	25.00
125886	99-141	LOCKE SUPPLY CO.	FILTERS, BALLESTS, BULBS	3/2019	36745831-00	50.75
125893	99-213	OKLAHOMA FIRE CHIEFS ASSOC	OFCA CONFERENCE	3/2019	5468	600.00
125942	99-28	OG&E	MARCH ELECTRIC	3/2019	3/22/19 125942	4,461.83
125807	99-3128	CASCO INDUSTRIES, INC.	HYDRATIONS PACKS	3/2019	205057	400.00
125390	99-3707	O'REILLY AUTOMOTIVE INC	VEHICLE PARTS	3/2019	153-159464	165.16
125898	99-3707	O'REILLY AUTOMOTIVE INC	OIL, BATTERIES, BRAKES	3/2019	153-158622	21.56
126037	99-3707	O'REILLY AUTOMOTIVE INC	ADAPTOR SET, PLIERS	3/2019	153-157559	150.11
126039	99-3707	O'REILLY AUTOMOTIVE INC	TWO WIPER BLADES	3/2019	153-157031	47.44
126041	99-3707	O'REILLY AUTOMOTIVE INC	WINDOW MOTOR/OIL FILTER	3/2019	153-157151	155.18
126042	99-3707	O'REILLY AUTOMOTIVE INC	VEHICLE MAINTENANCE	3/2019	153-158195	115.27
123266	99-3822	TYLER TECHNOLOGIES, INC	ONLINE CREDIT CARD FEES	3/2019	025-253605	125.00
125357	99-3822	TYLER TECHNOLOGIES, INC	ELECTRONIC W-2 FILING	3/2019	025-252180	800.00
125937	99-3822	TYLER TECHNOLOGIES, INC	PAYROLL/PERSONNEL MAINT	3/2019	025-253024	3,461.01
123207	99-39	WAL-MART	MISC OFFICE SUPPLIES	3/2019	019605A 2/19/19	9.35
123247	99-39	WAL-MART	MISC EQUIP MAINT SUPPLIES	3/2019	019605 2/19/19	108.02
124761	99-39	WAL-MART	CASCADE, DAWN, BLEACH	3/2019	019272 2/19/19	61.10
125817	99-39	WAL-MART	DUCT TAPE, PAINT, ETC.	3/2019	011554 3/11/19	27.48
125876	99-39	WAL-MART	JANITORIAL SUPPLIES	3/2019	011554A 3/11/19	62.59
125877	99-39	WAL-MART	EQUIPMENT MAINT	3/2019	025840 2/25/19	56.53
125878	99-39	WAL-MART	OFFICE SUPPLIES	3/2019	013414A 3/13/19	109.00
126051	99-4004	H & M HEAT & AIR CONDITION	SERVICE CALL	3/2019	40431	195.00
125890	99-5120	T & W TIRE	SIX TIRES	3/2019	1080015610	4,131.80
123697	99-6457	CRAWFORD & ASSOCIATES, PC	CONSULT/ADVISE SERIES	3/2019	12329	825.00
124110	99-6477	WEST PUBLISHING CORPORATION	WESTLAW SUBSCRIPTION	3/2019	839945274	12.60
125056	99-6554	PITNEY BOWES INC	POSTAGE FOR MACHINE	3/2019	3/25/19 125056	1,000.00
123447	99-6575	STATE OF OKLAHOMA	OLETS MONTHLY FEE	3/2019	31-1900157	350.00
125891	99-6628	CDW GOVERNMENT, INC.	MICROSOFT OFFICE	3/2019	RKN6663	465.00
126400	99-7011	LOWE'S HOME CENTERS, INC.	TWO WATER FILTERS	3/2019	15024 3/22/19	87.30
126089	99-7256	OKLAHOMA GANG INVESTIGATOR	SSEMINAR FEE	3/2019	J HEDGES 126089	225.00

FUND: 10 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
124927	99-7494	LAMPROE CONSTRUCTION, INC	PAD FOR K-9	3/2019	9978	850.00
124980	99-7868	WESTLAKE HARDWARE INC	EQUIPMENT MAINTENANCE	3/2019	8139648	18.76
125861	99-8016	NORTHERN SAFETY COMPANY	INEIGHT HELMETS	3/2019	903363589	2,415.75
125887	99-8016	NORTHERN SAFETY COMPANY	INLEATHER GLOVES	3/2019	903373318	91.73
125186	99-8074	SPECIAL OPS UNIFORMS, INC	UNIFORMS-3 OFFICERS	3/2019	788446	340.44
125753	99-8074	SPECIAL OPS UNIFORMS, INC	UNIFORMS FOR NEW HIRE	3/2019	788449	121.98
125598	99-8216	HILAND DAIRY FOODS CO.LLC	MILK FOR PRISONERS	3/2019	9061277	67.50
125939	99-8250	OLD REPUBLIC SURETY COMPANY	BONDS	3/2019	PEB0655183 5/3/19	448.00
125121	99-8374	TRIKNTRUX	SIDE RAILS/ LIGHT BAR	3/2019	858	730.00
124991	99-8556	R.A.W. ENTERPRISES	RUBBER FEET	3/2019	2326	125.00
125663	99-8626	CHARLEY E LOYD C & L	LOCKSMCODE CHANGE/2 DOORS	3/2019	10368	50.00
124161	99-8861	NATHAN CHADWICK	LANDSCAPING/MOWING	3/2019	4172	301.25
125872	99-8936	CONRAD FIRE EQUIPMENT, INC.	PARTS/ALL PIERCE TRUCKS	3/2019	533988	720.99
126050	99-8936	CONRAD FIRE EQUIPMENT, INC.	PUMP RELIEF VALVE KIT	3/2019	534044	594.81
125583	99-9027	SOLE, MIKE	MEAL REIMBURSEMENT	3/2019	3/25-29/19 125583	70.00
125897	99-9072	VICKREY JAMES	CAMERA PARTS/REIMBURS	3/2019	112-4774163-249223	93.70
125167	99-9236	STAPLES CONTRACT AND COMMER	BIRTHDAY CARDS	3/2019	8053559322	314.97
126086	99-9352	GLOBAL EQUIPMENT COMPANY,	ILOCKER FOR EVIDENCE	3/2019	114005599	157.96
125875	99-9643	ABC & D SERVICES OF OKLAHOMA	IR COOLER REPLACEMENT	3/2019	5172	3,361.24
126331	99-9744	VISUAL FORCE INC.	SWITCH PANEL	3/2019	5254	235.00
126043	99-9756	BOB MOORE OF TULSA, LLC	TWO ROCKER ARMS	3/2019	93408T	12.36
123456	99-9859	VERIZON WIRELESS SERVICES	LMOBILE BROADBAND	3/2019	9825838254	40.01
FUND TOTAL:						37,873.51

FUND: 20 - SMA-AUTHORITY FUND

SUMMARY REPORT

125005	99-10160	MERRIFIELD OFFICE SOLUTIONS	BUSINESS CARDS	3/2019	0166862-001	40.00
125301	99-10282	UNITED RENTALS (NORTH AMERI	6" PUMP RENTAL	3/2019	163331840-005	3,110.62
125919	99-10488	ADMIRAL EXPRESS LLC	JANITORIAL SUPPLIES	3/2019	2022186-0	246.59
126202	99-10488	ADMIRAL EXPRESS LLC	JANITORIAL/OFFICE SUPP	3/2019	2020728-0	54.92
125936	99-10547	BEASLEY TECHNOLOGY INC	ANTI-VIRUS ANNUAL FEE	3/2019	COR-103867	765.00
122992	99-10558	TECHNICAL PROGRAMMING SERV	VMAILING OF UTILITY BILLS	3/2019	103373	3,419.27
125916	99-10560	CORE & MAIN LP	2 4" FLANGE KITS	3/2019	K271371	68.00
125979	99-10560	CORE & MAIN LP	15 SAMPLE STATIONS	3/2019	K054006	6,699.08
123973	99-10747	TYCO FIRE & SECURITY (US)	MFIRE ALARM & EXT SERVICE	3/2019	20826838	61.48
126205	99-10753	CHARLIE'S TEE'S	FRONT DOOR SIGNS	3/2019	3/18/19 126205	22.50
124529	99-141	LOCKE SUPPLY CO.	BLACK PIPE & CONNECTORS	3/2019	36693610-00	28.39
125991	99-1443	BRENNTAG SOUTHWEST, INC.	SODIUM PERMANGANATE	3/2019	BSW080884	4,217.60
125994	99-1443	BRENNTAG SOUTHWEST, INC.	ACH	3/2019	BSW084078	15,528.20
125942	99-28	OG&E	MARCH ELECTRIC	3/2019	3/22/19 125942	20,164.03
122891	99-3593	CITY OF TULSA	METER FEES	3/2019	107001042 3/6/19	725.96
126046	99-3707	O'REILLY AUTOMOTIVE INC	TWO OIL FILTERS	3/2019	153-158796	10.36
123266	99-3822	TYLER TECHNOLOGIES, INC	ONLINE CREDIT CARD FEES	3/2019	025-253605	301.00
122058A	99-3881	FHC, INC. DBA TETRA TECH	FENGINEERING SERVICES	3/2019	51419671	1,458.12
122080	99-4112	ACCURATE ENVIRONMENTAL INC.	QUATERLY TESTING	3/2019	BC07011	1,990.00
123398	99-4112	ACCURATE ENVIRONMENTAL INC.	TESTING FOR DEQ PERMIT	3/2019	BC14039	180.00
125982	99-4112	ACCURATE ENVIRONMENTAL INC.	OPED FOR MARCH 2019	3/2019	BC08021	365.00
123274	99-4319	AT&T	DEDICATED PHONE-SKIATOOK	3/2019	9182462544 3/15/19	66.95
124617	99-4663	PAUL KING COMPANY	THREE NEEDLE VALVES	3/2019	29743	128.00
124078	99-5493	AQUARIUS ENTERPRISES INCORP	DI BOTTLE RENTAL	3/2019	273806	13.00

FUND: 20 - SMA-AUTHORITY FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
125990	99-7011	LOWE'S HOME CENTERS, INC.	REFRIGERATOR	3/2019	80054	692.55
123870	99-7821	CREEK COUNTY RURAL WATER	#2WATER	3/2019	2084 1/31-2/28/19	85.50
125903	99-7868	WESTLAKE HARDWARE INC	BLANKET-SUPPLIES/PARTS	3/2019	8139610	27.64
125411	99-8218	LAYCO INC dba LAYCO ELECTRI	DIAGNOSE/REPAIR PMP 2	3/2019	1960200	500.00
125989	99-8218	LAYCO INC dba LAYCO ELECTRI	ABB DRIVE AND INSTALL	3/2019	1960176	4,808.72
125636	99-8526	RAVEN MATERIALS, INC.	CLEANING SLUDGE LAGOON	3/2019	3001-19	17,000.00
125915	99-8539	CROW BURLINGAME COMPANY	BATTERIES	3/2019	106-18484	231.54
125663	99-8626	CHARLEY E LOYD C & L LOCKSM	CODE CHANGE/2 DOORS	3/2019	10368	50.00
124161	99-8861	NATHAN CHADWICK	LANDSCAPING/MOWING	3/2019	4172	301.25
123954	99-9207	S2 ENGINEERING SERVICES,	ENGINEERING SERVICES	3/2019	06-698	5,000.00
125917	99-9377	FERGUSON ENTERPRISES, INC	PVC PIPE & ADAPTOR	3/2019	0609338	202.63
122890	99-9393	AIRLINK INTERNET SVCS	NETWORK FEE	3/2019	85913	599.80
125914	99-9757	CHARLES DEAN TOWNS	SCALE YRLY CALIBRATION	3/2019	918030	375.00
125404	99-9788	MATRIX SERVICE INC.	CLEANING WEST 2 MGT	3/2019	214MA13529	10,186.70
125986	99-99	W W GRAINGER, INC	DUST MASKS/EAR PROTEC	3/2019	9114695068	133.86
FUND TOTAL:						99,859.26

FUND: 29 - STORMWATER MANAGEMENT

SUMMARY REPORT

122849	99-10160	MERRIFIELD OFFICE SOLUTIONS	OFFICE SUPPLIES	3/2019	0166867-001	15.19
124345	99-10211	NEISES, LAJEANA	CDL RENEWAL	3/2019	3/21/19 124345	56.50
125942	99-28	OG&E	MARCH ELECTRIC	3/2019	3/22/19 125942	69.97
121318	99-3707	O'REILLY AUTOMOTIVE INC	MISC TRUCK PARTS	3/2019	153-159013	19.75
124340	99-9221	UNITED ROTARY BRUSH CORP	BROOMS FOR STREET SWP	3/2019	CI232351	606.11
123695A	99-9738	JACQUELYN BROOKE KONONCHUK	STRMWTR MGMT SERVICES	3/2019	MAR-19	4,614.00
FUND TOTAL:						5,381.52

FUND: 30 - STREET & ALLEY

SUMMARY REPORT

126156	99-10807	VAUGH, CODY	CDL LICENSE	3/2019	3/13/19 126156	70.00
125942	99-28	OG&E	MARCH ELECTRIC	3/2019	3/22/19 125942	350.29
125004	99-8484	SHERWIN WILLIAMS COMPANY,	14 GALLONS WHITE PAINT	3/2019	3939-5 3/22/19	116.76
126038	99-8539	CROW BURLINGAME COMPANY	BATTERY FOR SKID STEER	3/2019	106-18259	104.04
126040	99-8539	CROW BURLINGAME COMPANY	AIR BAG	3/2019	106-18315	267.00
FUND TOTAL:						908.09

FUND: 31 - CEMETERY MAINTENANCE

SUMMARY REPORT

125695	99-10488	ADMIRAL EXPRESS LLC	JANITORIAL/OFFICE SUPPL	3/2019	2023154-0	67.47
125942	99-28	OG&E	MARCH ELECTRIC	3/2019	3/22/19 125942	209.12
124955	99-3707	O'REILLY AUTOMOTIVE INC	HUSTLER MOWER PARTS	3/2019	153-158403	128.67
125691	99-7868	WESTLAKE HARDWARE INC	16 BAGS PORTLAND	3/2019	8139632	114.26
125694	99-7868	WESTLAKE HARDWARE INC	2 WHEEL - WHEEL BARRELL	3/2019	8139645	80.99
125693	99-8247	JIM NORTON TOYOTA, INC.	SEAT BELT SENSOR	3/2019	TOCS52866	400.94
FUND TOTAL:						1,001.45

FUND: 32 - HUNTING & FISHING

SUMMARY REPORT

123878	99-10516	HINSCH MARY	CARETAKER AGREEMENT	3/2019	730496	79.00
125942	99-28	OG&E	MARCH ELECTRIC	3/2019	3/22/19 125942	1,359.38

FUND: 32 - HUNTING & FISHING

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
FUND TOTAL:						1,438.38
FUND: 33 - GOLF COURSE						
SUMMARY REPORT						
126125	99-10133	HARRELL'S LLC	FERTILIZER/2019 SEASON	3/2019	INV01228956	15,058.00
126135	99-10302	LAMPTON WELDING SUPPLY CO,	TANK RENTAL	3/2019	00909342	36.60
126126	99-10488	ADMIRAL EXPRESS LLC	PAPER TOWELS, TP	3/2019	2020005-1	35.57
125036	99-106	SAND SPRINGS SAND & GRAVEL	SAND FOR AERIFICATION	3/2019	29574	266.18
125046	99-10753	CHARLIE'S TEE'S	SHIRTS & HOODIE	3/2019	3/9/19 125046	99.23
126128	99-10753	CHARLIE'S TEE'S	SHIRTS FOR TONY TOBIAS	3/2019	3/18/19 126128	103.41
125942	99-28	OG&E	MARCH ELECTRIC	3/2019	3/22/19 125942	674.29
126134	99-3719	PATRIOT SECURITY SYSTEMS,	IBATTERY BACK-UP	3/2019	116883	70.00
126127	99-39	WAL-MART	GRINDER, SAW, DRILL	3/2019	001525 3/1/19	553.90
126275	99-4779	CITY WIDE PLUMBING, INC.	BACKED UP TOILET	3/2019	5568	95.00
123747	99-8108	AT&T ADVERTISING & PUBLISHIA	ADVERTISING	3/2019	1300020635 3/13/19	33.00
124892	99-8473	CALLAWAY GOLF SALES COMPANY	GOLF BALLS AND HATS	3/2019	929854751	2,898.38
125045	99-8717	P & K EQUIPMENT	PARTS/REBLD ROUGH MOWER	3/2019	3155349	1,745.55
126133	99-9734	TERRY SISCO dba SISCO TURF	AERIFICATION OF GREENS	3/2019	033516	2,250.00
FUND TOTAL:						23,919.11

FUND: 34 - LIBRARY

SUMMARY REPORT

125706	99-10320	JONES, RHONDA	REIMB FOR OLA CONF	3/2019	3/13-15/19 125706	167.28
125705	99-10456	HADDOCK, KRISTIN	REIM FOR OLA CONF	3/2019	3/13-15/19 125705	174.88
125714	99-10488	ADMIRAL EXPRESS LLC	OFFICE SUPPLIES	3/2019	2021224-1	427.04
125709	99-10646	MARTIN, MONA	REIMB FOR OLA CONF	3/2019	3/13-15/19 125709	167.28
125710	99-10647	MITCHELL, SCOTT	REIMB FOR OLA CONF	3/2019	3/13/19 125710	42.00
125707	99-10650	READER, MELODIE	REIMB FOR OLA CONF	3/2019	3/12-16/19 125707	202.78
125942	99-28	OG&E	MARCH ELECTRIC	3/2019	3/22/19 125942	945.53
125723	99-8259	AIRCO SERVICE, INC.	HEATER REPAIR	3/2019	43394947	661.00
125704	99-8752	STALKER, MARTHA	REIMB FOR OLA CONF	3/2019	3/13/19 125704	26.00
FUND TOTAL:						2,813.79

FUND: 35 - PARKS & RECREATION

SUMMARY REPORT

126045	99-10065	KUBOTA OF NORTHWEST ARKANSA	FUEL FILTER HOUSING	3/2019	P21303	24.61
126014	99-10225	CARLTON E CLINE	INSTALLATIN SOFTBALL NET	3/2019	1432	1,095.00
126018	99-10488	ADMIRAL EXPRESS LLC	JANITORIAL SUPPLIES	3/2019	2020415-0	231.21
126252	99-10592	WOOTEN PLUMBING & UTILITIES	PLUMBING REPAIRS	3/2019	12351	737.00
125942	99-28	OG&E	MARCH ELECTRIC	3/2019	3/22/19 125942	3,844.09
126044	99-3707	O'REILLY AUTOMOTIVE INC	VEHICLE MAINTENANCE	3/2019	153-158596	43.92
126047	99-3707	O'REILLY AUTOMOTIVE INC	OIL/AIR/FUEL FILTERS	3/2019	153-158847	75.27
125746	99-39	WAL-MART	SAFETY SUPPLIES	3/2019	006773 3/6/19	21.78
126003	99-39	WAL-MART	JANITORIAL/CONCESSIONS	3/2019	015545 2/15/19	382.55
124402	99-4700	COX COMMUNICATIONS	CABLE SERVICE	3/2019	065575601 3/21/19	14.23
126253	99-7868	WESTLAKE HARDWARE INC	GROUND FAULT RECEPTS	3/2019	8139668	47.68
123879	99-9595	CAMPBELL WENDY	CONTRACT SRVCS-TRACK PROG	3/2019	11/14-11/29/18	690.00
125747	99-9886	CLAUDIA WILL	ADA ENTRANCE SIGN	3/2019	0411031918	25.00
FUND TOTAL:						7,232.34

FUND: 36 - SWIMMING POOL

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
126020	99-10803	SIGN IT INC	SIGNAGE FOR POOL	3/2019	60692	171.00
125942	99-28	OG&E	MARCH ELECTRIC	3/2019	3/22/19 125942	289.15
125726	99-7887	EVANS ENTERPRISES, INC.	PUMP & MOTOR FOR POOL	3/2019	10032603	7,026.95
FUND TOTAL:						7,487.10

FUND: 38 - PARK DEVELOPMENT FUND

SUMMARY REPORT

126251	99-10804	PARK WAREHOUSE LLC	BOLLARDS FOR BRIDGE	3/2019	195828	1,056.78
FUND TOTAL:						1,056.78

FUND: 40 - FIRE CASH

SUMMARY REPORT

125812	99-10388	PRECISION DELTA CORP	AMMUNITION	3/2019	13964	266.88
FUND TOTAL:						266.88

FUND: 41 - POLICE CASH

SUMMARY REPORT

124900	99-9744	VISUAL FORCE INC.	EMERGENCY EQUIPMENT	3/2019	5227	17,225.88
FUND TOTAL:						17,225.88

FUND: 42 - FED.SIEZED & FORFIETURE

SUMMARY REPORT

125585	99-9691	BAYSINGER POLICE SUPPLY	10 SWAT ENTRY VESTS	3/2019	1023618	24,210.00
FUND TOTAL:						24,210.00

FUND: 44 - MAJOR THOROFARE

SUMMARY REPORT

123869	99-2507	SIGNALTEK, INC	MAINTENANCE AGREEMENT	3/2019	15516	725.00
126150	99-2507	SIGNALTEK, INC	EMERGENCY REPAIRS	3/2019	15515	411.10
125942	99-28	OG&E	MARCH ELECTRIC	3/2019	3/22/19 125942	1,376.19
126153	99-8484	SHERWIN WILLIAMS COMPANY,	ITRAFFIC PAINT	3/2019	9081-4	283.66
122835	99-8909	DUNHAM'S ASPHALT SERVICE,	IPATCH	3/2019	251504	171.60
FUND TOTAL:						2,967.55

FUND: 45 - CAPITAL IMPROVEMENTS

SUMMARY REPORT

125328	99-10679	GLASSCO GLASS & GLAZING LLC	WINDOWS/DOORS CITY HALL	3/2019	1403	40,352.00
123330	99-8468	BOB HOWARD CHRYSLER JEEP	DONEW TRUCKS-STATE BID	3/2019	85525	19,777.00
FUND TOTAL:						60,129.00

FUND: 46 - WATER & SEWER SALES TAX

SUMMARY REPORT

126202	99-10488	ADMIRAL EXPRESS LLC	JANITORIAL/OFFICE SUPP	3/2019	2021459-0	20.90
124719	99-10560	CORE & MAIN LP	FIRE HYDRANT RISERS	3/2019	K241340	910.00
125956	99-10560	CORE & MAIN LP	CLAMPS	3/2019	K187546	141.30
125961	99-10560	CORE & MAIN LP	PVC TUBING & FITTINGS	3/2019	K225234	23.20
126112	99-2163	OKLAHOMA MUNICIPAL ASSURANCE	DEDUCTIBLE/SEWER CLAIM	3/2019	205875-ME 12/13/18	5,000.00
125942	99-28	OG&E	MARCH ELECTRIC	3/2019	3/22/19 125942	414.95
125967	99-3707	O'REILLY AUTOMOTIVE INC	CLOTH, OIL, ANTIFREEZE	3/2019	153-157564	118.13
125965	99-3844	SAF-T-GLOVE, INC	HIP BOOTS/STEEL TOED	3/2019	897870-00	198.48

FUND: 46 - WATER & SEWER SALES TAX

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
124720	99-7494	LAMPROE CONSTRUCTION, INC	SIDEWALK REPAIR	3/2019	9970	500.00
125966	99-7868	WESTLAKE HARDWARE INC	BOLTS	3/2019	8139565	60.98
124722	99-9334	T & T POWERSPORTS, LLC	REPAIR OF CUTOFF SAW	3/2019	104044	70.02
FUND TOTAL:						7,457.96
FUND: 48 - WATER RESOURCE						SUMMARY REPORT
122640	99-1850	AMERICAN HERITAGE BANK	QRTLTY DEBT-METER READING	3/2019	4/2/19 MTR READ EQ	12,685.48
FUND TOTAL:						12,685.48
FUND: 49 - SEWER EXT & DEV FUND						SUMMARY REPORT
123678R	99-3881	FHC, INC. DBA TETRA TECH FHENGINEERING SERVICES		3/2019	51419158	15,300.00
123969B	99-3881	FHC, INC. DBA TETRA TECH FHENGINEERING SERVICES		3/2019	51419159	26,200.00
FUND TOTAL:						41,500.00
FUND: 57 - E-911 FUND						SUMMARY REPORT
123453	99-133	INCOG	E-911 CHARGES	3/2019	E-001399	4,714.34
FUND TOTAL:						4,714.34
FUND: 60 - GRANTS AND AID						SUMMARY REPORT
122072R	99-3881	FHC, INC. DBA TETRA TECH FHENGINEERING		3/2019	51419157	15,800.00
126203	99-8909	DUNHAM'S ASPHALT SERVICE, ILABOR OVERLAY LAZY H		3/2019	11753	46,480.00
126204	99-8909	DUNHAM'S ASPHALT SERVICE, IOVERLAY IN LAZY H-CDBG		3/2019	251489	106,822.53
125892	99-9885	BUILDING SOLUTIONS, LLC	LUMBER	3/2019	621319/1 PO#125892	510.80
FUND TOTAL:						169,613.33
FUND: 65 - STREET IMP.SALES TAX						SUMMARY REPORT
125941	99-10472	SOONER EMERGENCY SERVICE, IDECONTAMIATION		3/2019	180380	20,438.73
FUND TOTAL:						20,438.73
FUND: 83 - G.O.BOND CONSTR FUND						SUMMARY REPORT
126159	99-2223	MAXWELL SUPPLY, INC.	2 ROLLS GEOTECH FABRIC	3/2019	484533	1,841.57
123704R	99-3881	FHC, INC. DBA TETRA TECH FHPROFESSIONAL SERVICES		3/2019	51419156	14,700.00
123957A	99-8855	DC BASS & SONS CONSTRUCTIONCONST OF ANIMAL SHELTER		3/2019	#7 2/25/19 123957A	92,201.33
FUND TOTAL:						108,742.90
GRAND TOTAL:						658,923.38

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
3/2019	10	501-301	TRAINING & TRAVEL	66.25	
3/2019	10	502-201	OFFICE SUPPLIES	314.97	
3/2019	10	503-201	OFFICE SUPPLIES	241.63	
3/2019	10	504-407	BOOKS	12.60	
3/2019	10	508-260	MINOR EQUIPMENT & FURNISHINGS	150.11	
3/2019	10	508-331	UTILITIES	202.31	
3/2019	10	509-311	PROFESSIONAL SERVICES	1,625.00	
3/2019	10	509-351	MAINTENANCE-EQUIPMENT	3,461.01	
3/2019	10	510-351	MAINTENANCE-EQUIPMENT	125.00	
3/2019	10	511-201	OFFICE SUPPLIES	214.33	
3/2019	10	511-211	JANITORIAL SUPPLIES	286.65	
3/2019	10	511-214E	EMS SUPPLIES	251.40	
3/2019	10	511-231	MINOR TOOLS & EQUIPMENT	125.00	
3/2019	10	511-241	SAFETY EQUIPMENT	2,907.48	
3/2019	10	511-260	MINOR EQUIPMENT & FURNISHINGS	465.00	
3/2019	10	511-301	TRAINING AND TRAVEL	600.00	
3/2019	10	511-331	UTILITIES	1,715.05	
3/2019	10	511-351	MAINTENANCE-EQUIPMENT	277.01	
3/2019	10	511-352	MAINTENANCE-VEHICLES	8,995.56	
3/2019	10	511-353	MAINT-BUILDINGS & FIXTURE	273.23	
3/2019	10	512-201	OFFICE SUPPLIES	55.94	
3/2019	10	512-211	JANITORIAL SUPPLIES	82.38	
3/2019	10	512-214	OPERATIONAL SUPPLIES	1,546.84	
3/2019	10	512-301	TRAINING AND TRAVEL	462.00	
3/2019	10	512-314	UNIFORM CLEANING	526.42	
3/2019	10	512-321	PRISONER CARE	67.50	
3/2019	10	512-331	UTILITIES	1,253.15	
3/2019	10	512-332	COMMUNICATIONS	40.01	
3/2019	10	512-351	MAINTENANCE-EQUIPMENT	350.00	
3/2019	10	512-352	MAINTENANCE-VEHICLES	627.81	
3/2019	10	512-353	MAINTENANCE-BUILDINGS	3,630.00	
3/2019	10	513-331	UTILITIES	221.61	
3/2019	10	513-352	MAINT - VEHICLES	47.44	
3/2019	10	514-331	UTILITIES	337.48	
3/2019	10	515-214	OPERATIONAL SUPPLIES	132.82	
3/2019	10	515-260	MINOR EQUIPMENT & FURNISHINGS	537.29	
3/2019	10	517-260	MINOR EQUIPMENT & FURNISHINGS	730.00	
3/2019	10	517-301	TRAINING & TRAVEL	1,534.77	
3/2019	10	590-141	CONTRACT LABOR	1,066.25	
3/2019	10	590-202	POSTAGE	1,000.00	
3/2019	10	590-331	UTILITIES	732.23	
3/2019	10	590-353	MAINT-BUILDING & FIXTURES	133.98	
3/2019	10	590-362	INSURANCE EXPENSE	448.00	37,873.51
3/2019	20	522-313	PRINTING	40.00	

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
3/2019	20	523-311	PROFESSIONAL SERVICES	3,419.27	
3/2019	20	523-351	MAINTENANCE-EQUIPMENT	301.00	
3/2019	20	523-352	MAINTENANCE-VEHICLES	10.36	
3/2019	20	524-212	CHEMICALS	19,745.80	
3/2019	20	524-241	SAFETY SUPPLIES	133.86	
3/2019	20	524-260	MINOR EQUIPMENT & FURNISHINGS	692.55	
3/2019	20	524-311	PROFESSIONAL SERVICES	365.00	
3/2019	20	524-315B	FEES & OTHR CHGS-SKIATOOK	11,711.77	
3/2019	20	524-322	WATER PURCHASE	725.96	
3/2019	20	524-331	UTILITIES	7,845.27	
3/2019	20	524-332	COMMUNICATIONS	599.80	
3/2019	20	524-341	RENTAL OF EQUIPMENT	13.00	
3/2019	20	524-345	DISPOSAL OF SLUDGE	17,000.00	
3/2019	20	524-354	MAINTENANCE-FACILITIES	5,436.72	
3/2019	20	524-405	FACILITIES	6,699.08	
3/2019	20	525-211	JANITORIAL SUPPLIES	246.59	
3/2019	20	525-311	PROFESSIONAL SERVICES	375.00	
3/2019	20	525-311D	PROF SERVICES-TESTING	180.00	
3/2019	20	525-331	UTILITIES	11,672.03	
3/2019	20	525-351	MAINTENANCE-EQUIPMENT	529.81	
3/2019	20	525-354	MAINTENANCE-FACILITIES	3,139.01	
3/2019	20	528-141	CONTRACT LABOR	5,000.00	
3/2019	20	528-311D	PROFESSIONAL SERV - TESTING	1,990.00	
3/2019	20	590-141	CONTRACT LABOR	1,066.25	
3/2019	20	590-211	JANITORIAL SUPPLIES	54.92	
3/2019	20	590-331	UTILITIES	732.23	
3/2019	20	590-353	BUILDING MAINTENANCE	133.98	99,859.26
3/2019	29	529-141	CONTRACT LABOR	4,614.00	
3/2019	29	529-201	OFFICE SUPPLIES	15.19	
3/2019	29	529-260	MINOR EQUIPMENT & FURNISHINGS	56.50	
3/2019	29	529-331	UTILITIES	69.97	
3/2019	29	529-351	MAINTENANCE-EQUIPMENT	625.86	5,381.52
3/2019	30	530-214	OPERATING SUPPLIES	116.76	
3/2019	30	530-301	TRAINING AND TRAVEL	70.00	
3/2019	30	530-331	UTILITIES	350.29	
3/2019	30	530-351	MAINTENANCE-EQUIPMENT	104.04	
3/2019	30	530-352	MAINTENANCE-VEHICLES	267.00	908.09
3/2019	31	531-211	JANITORIAL SUPPLIES	67.47	
3/2019	31	531-214	OPERATING SUPPLIES	80.99	
3/2019	31	531-331	UTILITIES	209.12	
3/2019	31	531-351	MAINTENANCE-EQUIPMENT	128.67	
3/2019	31	531-352	MAINTENANCE-VEHICLES	400.94	

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
3/2019	31	531-354	MAINTENANCE-FACILITIES	114.26	1,001.45
3/2019	32	532-142	PERMIT SALES COMMISSION	79.00	
3/2019	32	532-331	UTILITIES	1,359.38	1,438.38
3/2019	33	533-211	JANITORIAL SUPPLIES	35.57	
3/2019	33	533-212	CHEMICALS	15,058.00	
3/2019	33	533-215	PRO SHOP SUPPLIES	2,898.38	
3/2019	33	533-231	MINOR TOOLS	553.90	
3/2019	33	533-312	ADVERTISING	33.00	
3/2019	33	533-314	UNIFORM CLEANING	202.64	
3/2019	33	533-331	UTILITIES	674.29	
3/2019	33	533-351	MAINTENANCE-EQUIPMENT	1,840.55	
3/2019	33	533-354	MAINTENANCE-FACILITIES	2,622.78	23,919.11
3/2019	34	534-201	OFFICE SUPPLIES	427.04	
3/2019	34	534-301B	TRAINING & TRAVEL-STATE AID	780.22	
3/2019	34	534-331	UTILITIES	945.53	
3/2019	34	534-353	MAINT/BUILDINGS	661.00	2,813.79
3/2019	35	535-141	CONTRACT LABOR	690.00	
3/2019	35	535-211	JANITORIAL SUPPLIES	287.63	
3/2019	35	535-213	CONCESSION SUPPLIES	326.13	
3/2019	35	535-241	SAFETY SUPPLIES	21.78	
3/2019	35	535-331	UTILITIES	3,844.09	
3/2019	35	535-332	COMMUNICATIONS	14.23	
3/2019	35	535-351	MAINTENANCE-EQUIPMENT	143.80	
3/2019	35	535-353	MAINT-BUILDINGS/FIXTURES	809.68	
3/2019	35	535-354	MAINTENANCE-FACILITIES	1,095.00	7,232.34
3/2019	36	536-331	UTILITIES	289.15	
3/2019	36	536-354	MAINTENANCE-FACILITIES	7,197.95	7,487.10
3/2019	38	538-405	FACILITIES	1,056.78	1,056.78
3/2019	40	540-401	EQUIPMENT	266.88	266.88
3/2019	41	541-401	EQUIPMENT	17,225.88	17,225.88
3/2019	42	542-401	EQUIPMENT	24,210.00	24,210.00
3/2019	44	544-331	UTILITIES	1,376.19	
3/2019	44	544-354	MAINTENANCE-FACILITIES	1,591.36	2,967.55
3/2019	45	523-403	VEHICLES	19,777.00	

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
3/2019	45	590-404	BUILDINGS & FIXTURES	40,352.00	60,129.00
3/2019	46	1699	INVENTORY PURCHASED	53.50	
3/2019	46	546-201	OFFICE SUPPLIES	20.90	
3/2019	46	546-241	SAFETY SUPPLIES	198.48	
3/2019	46	546-331	UTILITIES	414.95	
3/2019	46	546-351	MAINTENANCE-EQUIPMENT	188.15	
3/2019	46	546-354	MAINTENANCE-FACILITIES	6,581.98	7,457.96
3/2019	48	548-501	NOTE PAYMENTS	12,685.48	12,685.48
3/2019	49	525-311	PROFESSIONAL SERVICES	26,200.00	
3/2019	49	526-311	PROFESSIONAL SERVICES	15,300.00	41,500.00
3/2019	57	557-315-.01	FEES & OTHER CHARGES-WIRELESS	4,714.34	4,714.34
3/2019	60	561-405	FACILITIES-CONSTRUCTION	46,480.00	
3/2019	60	561-410P.21	FACILITIES-CONTRACT-2017-2018	106,822.53	
3/2019	60	585-401	EQUIPMENT	510.80	
3/2019	60	592-311A	PROF SVCS - DESGN & BID	15,800.00	169,613.33
3/2019	65	565-405B	FACILITIES-CONTRACT	20,438.73	20,438.73
3/2019	83	571-311B	PROF SVCS-ENG (C.A. & INSP)	14,700.00	
3/2019	83	577-405A	FACILITIES-IN HOUSE	1,841.57	
3/2019	83	577-405B	FACILITIES-CONTRACT	92,201.33	108,742.90
			GRAND TOTAL ESTIMATE:		0.00
			GRAND TOTAL ACTUAL:		658,923.38
			REPORT TOTAL:		658,923.38



Consent Agenda 7.B.

City Council Regular

Meeting Date: April 1, 2019

Submitted By: Amber Fisher, Accounts Payable Clerk

SUBJECT:

Consider approving Prepaid Claims in the amount of \$257,147.57.

Attachments

Prepaid Claims 4-1-19

Prepaid Claims for Agenda 04/01/19
Submitted by: Amber Fisher A/P

City:

AT&T for internet service at Sahoma Bait Shop- \$62.22

AT&T monthly phone charges for March 2019- \$6,693.20

Wright Express for City vehicles fuel & oil March 2019- \$15,884.40

Hub International March 2019 employee health insurance- \$234,507.75

SMA:

Total Amount \$ 257,147.57



AGENDA ITEM

Community Development 9.A.

City Council Regular

Meeting Date: April 1, 2019

Submitted By: Nikki Howard, Urban Development Director

Department: Planning & Development

Presented By: Nikki Howard

SUBJECT:

Discussion and possible action regarding the application by Mary Ann McDowell Miller for a Specific Use Permit, SUP-028, to allow a Short Term Rental (STR) located at 603 West Mike Avenue.

BACKGROUND:

The subject property is located in a single family residential neighborhood. The area is a mix of owner occupied and long term rentals. The owner is currently using the property as a long term rental. The owner would like an approval of a short term rental to provide an option for people who may be displaced from their home due to remodel, repair, etc. She will also advertise online via websites such as Air BnB or VRBO. The property meets the standards set forth in Section 1802 of the City of Sapulpa Zoning Code.

RECOMMENDATION:

The Sapulpa Metropolitan Area Planning Commission met on March 26, 2019 and voted unanimously to recommend approval. Staff concurs with this recommendation.

Attachments

SMAPC case report

Case maps and photos



SAPULPA METROPOLITAN PLANNING COMMISSION (SMAPC)
March 26, 2019
STAFF REPORT

FILE: SUP-028 | Specific Use Permit
OWNERS: Mary Ann McDowell-Miller and Gilbert Eugene Miller
ADDRESS: 603 West Mike Avenue
PARCEL: 1390-00-003-000-0-200-00
STR: Section 03, Township 17 North, Range 11 East
LEGAL: Lot Twenty-four (24), Block Two (2), Pleasant View Addition to the City of Sapulpa, Creek County, State of Oklahoma, according to the recorded plat thereof.
LOT SIZE: 8400 square feet more or less
ZONING: RS-3 Residential Single Family
EXISTING USE: Residential – Long term rental
APPLICANT: Mary Ann McDowell-Miller
CC WARD: Ward #3 Vice Mayor Lou Martin and Mr. Marty Cummins
PREPARED BY: Nikki Howard – Urban Development Director

REQUEST:

The applicant requests a Specific Use Permit to allow Short Term Rental use in a RS-3 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 subject property is located in a single family residential neighborhood. The area is mix of owner occupied as well as long term rental properties. The property is currently used as a long term rental. The owner would like approval of a short term rental to allow people who may be renovating/repairing their home as well as visitors to Sapulpa an alternative rental option. The property must meet all of the standards set forth in Section 1802 of the City of Sapulpa Zoning Code. These standards are listed below:

1. Two types of short-term rentals
 - a. Type 1: Owner occupied (single family residence or duplex)
 - b. Type 2: Not owner occupied (single family residence or duplex)
2. STR can only be rented for a period of less than 30 consecutive days.
3. Only one (1) rental contract at a time is allowed. Maximum of two (2) guests per bedroom; no more than eight (8) guests at one time. Hosts required to leave a welcome packet for guests that includes appropriate contact information and instructions on City services.
4. STR locations cannot be used for special events, parties, or receptions.
5. Property owner must obtain a City Business License in addition to obtaining an STR License.
6. An application fee will be assessed annually in accordance with the Master Fee Schedule and shall expire on April 30th of each year. Renewals will be reviewed every year.
7. STR licensees will be required to pay a fee of 5.5% of the listing price, including any fees for reservations, and any other applicable fees associated with their STR.
8. There is not a requirement of an in-person inspection but the licensee must certify that under penalty of perjury that their STR has a fire extinguisher, CO detector, smoke alarm, and liability insurance to cover bodily and property damage.
9. License number to be placed in advertisements.
10. STR must have public access to the location, adequate off street parking, and be in compliance with all City codes.
11. An Accessory Dwelling Unit may be used for the STR by a property owner who is living in the primary structure on the property. Only One (1) STR license will be allowed per property.

SURROUNDING LAND USE AND ZONING:

North:	RS-3 Residential Single Family
East:	RS-3 Residential Single Family
South:	AG Agriculture (Residential Use)
West:	RS-3 Residential Single Family

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

Comprehensive Plan: The subject property is designated Residential on the Future Land Use Map (FLUM). The application is in compliance with the comprehensive plan.

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

PUBLIC COMMENTS:

Staff received comment from a neighbor located at 609 W. Mike St, Kathy Thompson, she is not in favor of the application.

STAFF RECOMMENDATION:

Recommended motion for SMAPC:

Staff is recommending **APPROVAL** of the application, with the following conditions:

1. Signage must comply with *Section 420.2.7 one identification sign shall be permitted for each home occupation advertising its use; the sign shall be affixed to the principle building or customary accessory building and shall not exceed six (6) square feet of surface area. No illumination of any type shall be permitted.*

ATTACHMENTS:

1. Vicinity & Zoning Maps
2. Site photos

SUP-028

Mary Ann McDowell-Miller
603 W Mike Ave
Sapulpa, OK 74066

CITY OF SAPULPA MAP PRODUCTS



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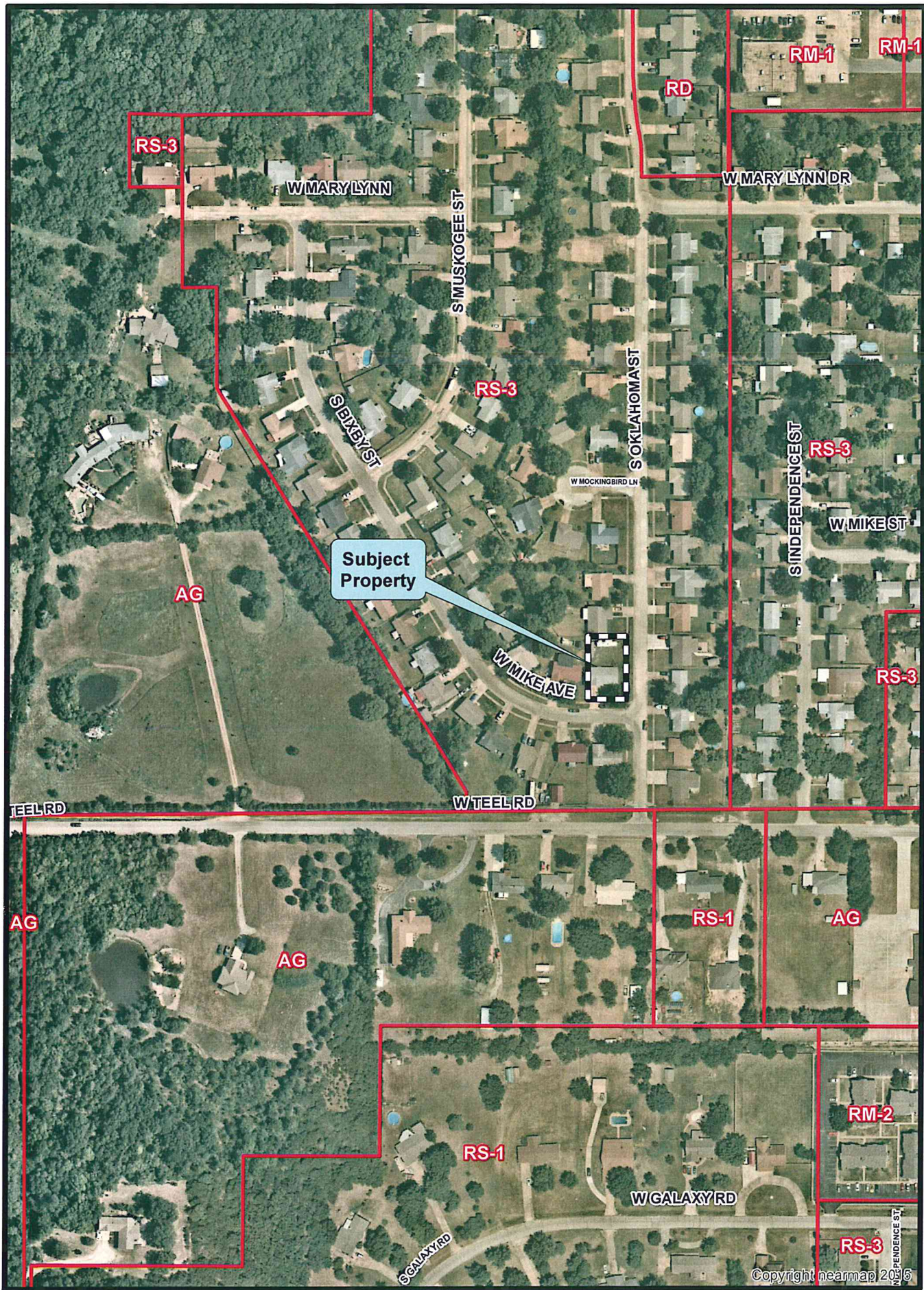
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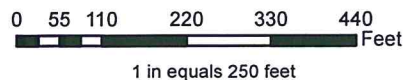
Legend

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



Property Description

Lot 24, Block 2, Pleasant View Addition, Sapulpa, Oklahoma
AKA: 862 W Taft Ave, Sapulpa, Creek County, Oklahoma



Map Prepared by:
City of Sapulpa
Date: 12/10/2018

Source Data:
Creek County Assessors
City of Sapulpa, Incog



SUP-028

Mary Ann McDowell-Miller
603 W Mike Ave
Sapulpa, OK 74066

CITY OF SAPULPA
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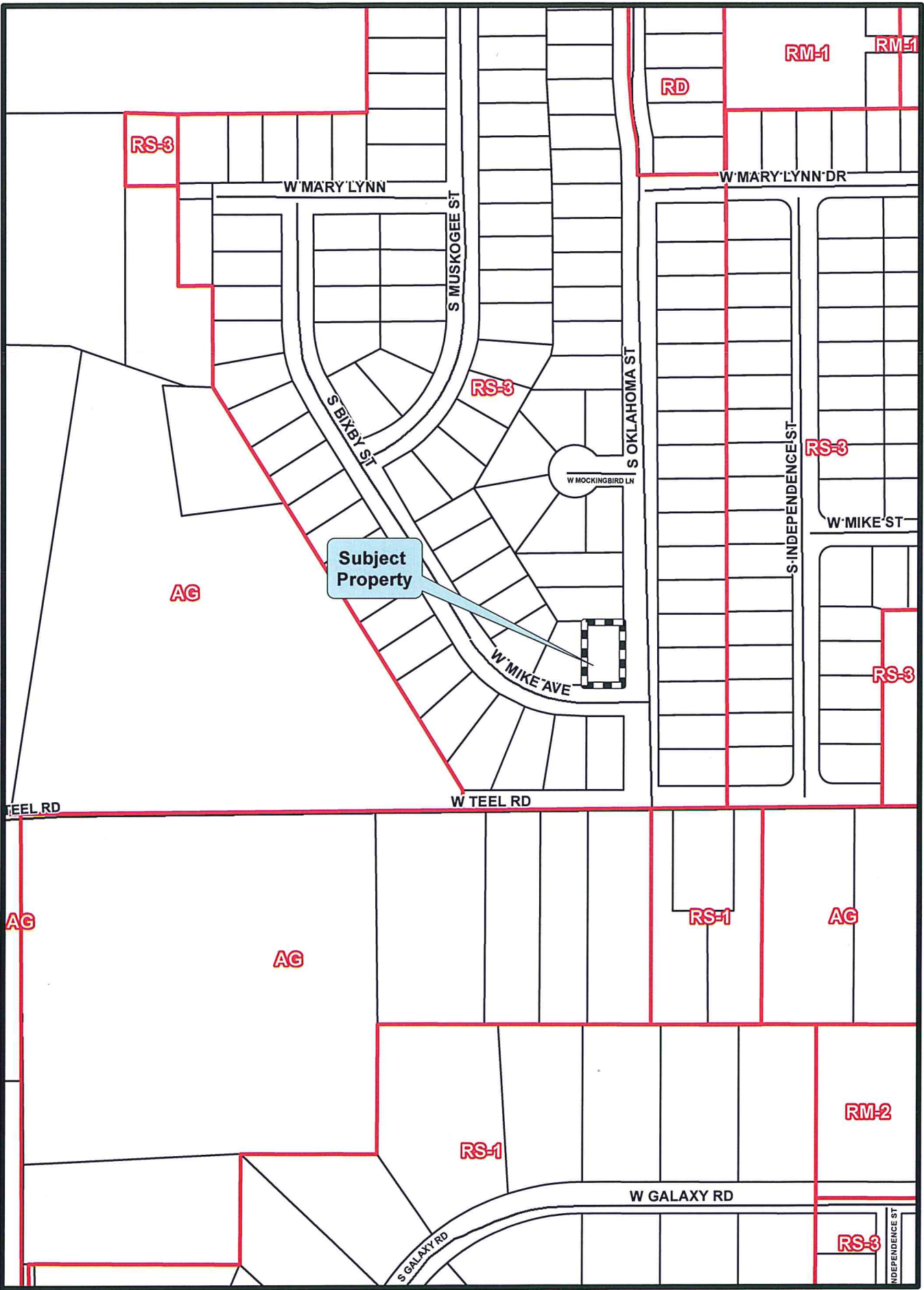
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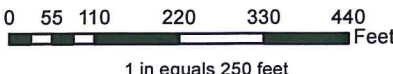
Legend

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



Property Description

Lot 24, Block 2, Pleasant View Addition, Sapulpa, Oklahoma
AKA: 862 W Taft Ave, Sapulpa, Creek County, Oklahoma



Map Prepared by:
City of Sapulpa
Date: 12/10/2018

Source Data:
Creek County Assessors
City of Sapulpa, Incog







AGENDA ITEM

Community Development 9.B.

City Council Regular

Meeting Date: April 1, 2019

Submitted By: Nikki Howard, Urban Development Director

Department: Planning & Development

Presented By: Nikki Howard

SUBJECT:

Discussion and possible action regarding an Ordinance amending the Zoning Ordinance of the City of Sapulpa; Changing the Zone and District of property located South of the Southeast corner of West Taft Avenue and South Hickory Street (909 S. Hickory St.), City of Sapulpa, Creek County, State of Oklahoma, from RS-3 (Residential Single Family High Density) to CS (Commercial Shopping Center), per SAZ-951; and directing the City Clerk to show each change upon the Official Zoning Map; Repealing all Ordinance or parts of Ordinances in conflict herewith providing for severability and declaring an emergency.

BACKGROUND:

The subject property currently has a single family residential dwelling. The applicants are planning to remove that structure. They are planning a commercial center on the subject lot combined with the two lots they own to the north which have been successfully rezoned to Commercial.

RECOMMENDATION:

The Sapulpa Metropolitan Area Planning Commission met on March 26, 2019 and voted unanimously to recommend approval to City Council. Staff concurs with this recommendation.

Attachments

SMAPC case report

Case maps and photos

Ordinance



SAPULPA METROPOLITAN PLANNING COMMISSION (SMAPC)
March 26, 2019

FILE: SAZ-951 | Rezoning
OWNERS: Carson & Yocham, LLC
ADDRESS: 909 South Hickory Street
PARCEL: 1115-00-001-000-0-110-00
STR: Section 02, Township 17 North, Range 11 East
LEGAL: Lot Eleven (11), Diane Homes addition to the City of Sapulpa, Creek County, State of Oklahoma, according to the recorded survey thereof.

LOT SIZE: 6,384 square feet more or less
ZONING: RS-3 Residential Single Family High Density
EXISTING USE: Vacant residential structure, to be removed
APPLICANT: Harlan Yocham
CC WARD: Ward #1 Mr. Hugo Naifeh and Mr. Wes Galloway
PREPARED BY: Nikki Howard – Urban Development Director

REQUEST:

The applicant requests to rezone the subject property from Residential Single Family (RS-3) to Commercial Shopping (CS).

APPLICABLE STATE AND MUNICIPAL CODE SECTIONS:

City of Sapulpa Zoning Code, Chapter 6, Commercial District provisions.
Corridor Design Criteria

BACKGROUND: The subject property is located south of the Southeast corner of East Taft Avenue and South Hickory Street. The property owners the two lots north of the subject property and have successfully zoned those properties for commercial use. This application is an extension of that request.

SURROUNDING LAND USE AND ZONING:

North:	CS Commercial Shopping
East:	RS-3 Residential Single Family
South:	RS-3 Residential Single Family
West:	CG/RS-3 Commercial General/Residential Single Family

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

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

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

PUBLIC COMMENTS:

STAFF RECOMMENDATION:

Recommended motion for SMAPC:

Staff is recommending **APPROVAL** of the application. With the following conditions:

1. An approved hydrology study shall be complete prior to a building permit/earth change permit being issued.
2. Applicants may not access the property from State Highway 117 without ODOT approval.
3. A screening wall or fence is required and must be constructed prior to the use to separate all R districts and shall be maintained and in good repair.
4. Must be in compliance with the landscape ordinance.
5. Must be in compliance with the Corridor Design Criteria

ATTACHMENTS:

1. Vicinity & Zoning Maps
2. Site photos

SAZ-951

Carson & Yocharr
2530 E 71st St, Suite C
Tulsa, OK 74136

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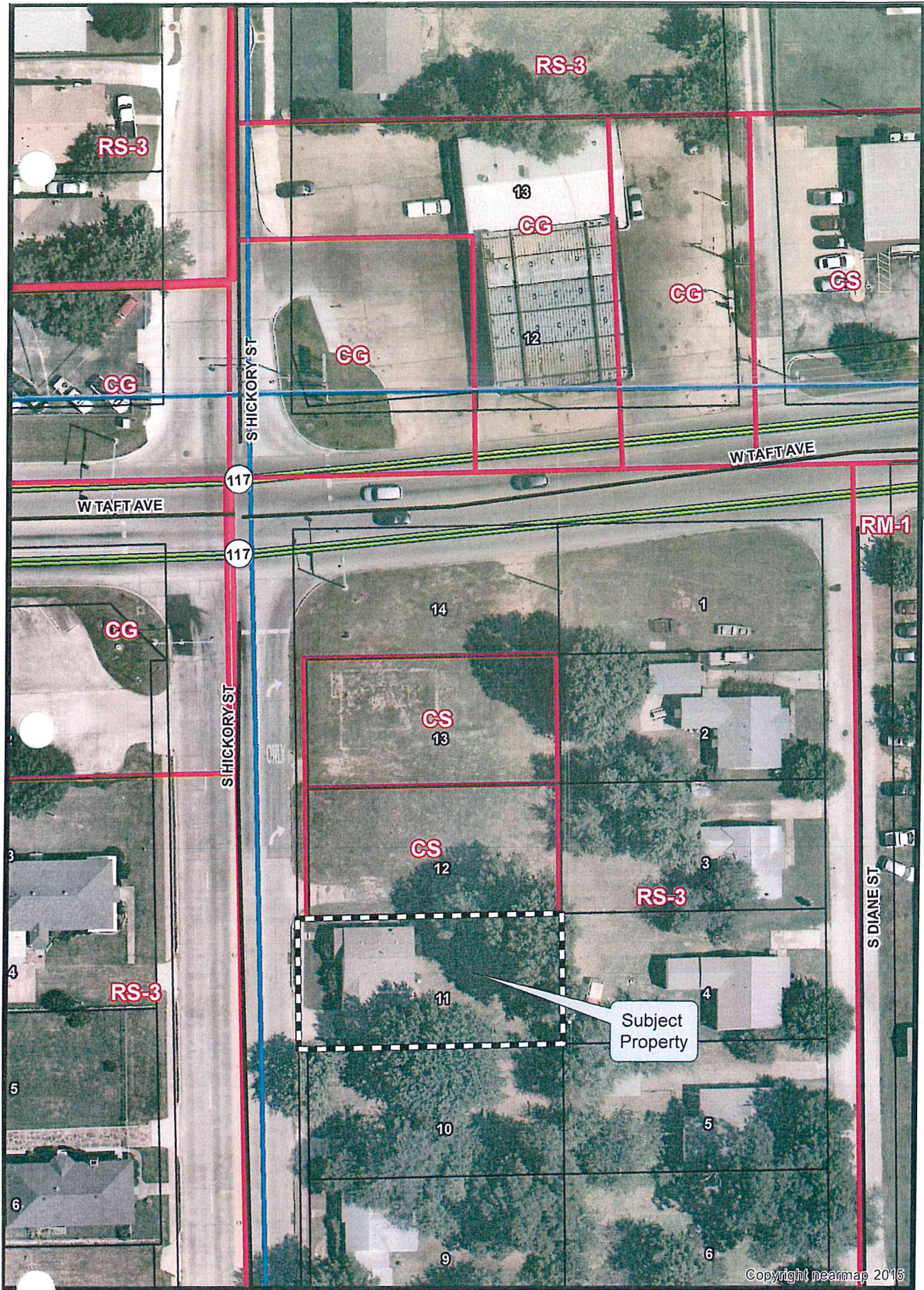
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Legend

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

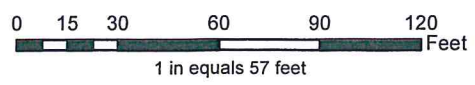


Copyright nearmap 2015



Property Description

Lot 11, Block 1, Diane Home's Addition.
Sapulpa, Creek County, Oklahoma
E-911: 909 S Hickory St. Sapulpa, OK



Map Prepared by:
City of Sapulpa
Date: 2/20/2019

Source Data:
Creek County Assessors
City of Sapulpa, INCOG



SAZ-951

Carson & Yochar
2530 E 71st St, Suite 1
Tulsa, OK 7413

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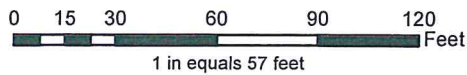
Legend

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



Property Description

Lot 11, Block 1, Diane Home's Addition.
Sapulpa, Creek County, Oklahoma
E-911: 909 S Hickory St. Sapulpa, OK



Map Prepared by:
City of Sapulpa
Date: 2/20/2019

Source Data:
Creek County Assessors
City of Sapulpa, INCOG





ORDINANCE NO. _____

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF SAPULPA; CHANGING THE ZONE AND DISTRICT OF PROPERTY LOCATED AT THE NORTHWEST CORNER OF EAST GORDON AVENUE AND SOUTH WATER STREET, CITY OF SAPULPA, CREEK COUNTY, STATE OF OKLAHOMA, FROM RS-3 (RESIDENTIAL SINGLE FAMILY HIGH DENSITY) TO CS (COMMERCIAL SHOPPING CENTER), PER SAZ-951; AND DIRECTING THE CITY CLERK TO SHOW EACH CHANGE UPON THE OFFICIAL ZONING MAP; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH PROVIDING FOR SEVERABILITY AND DECLARING AN EMERGENCY.

BE IT ORDAINED by the City Council of the City of Sapulpa,

SECTION 1. That the Zoning Ordinance of the City of Sapulpa is hereby amended in the following particulars, to-wit:

A. SAZ-951 Carson & Yocham, LLC: Lot Eleven (11), Diane Homes, an addition to the City of Sapulpa, Creek County, State of Oklahoma, according to the recorded plat thereof, be and are hereby rezoned from RS-3 (Residential Single Family) to CS (Commercial Shopping Center)

SECTION 2. That the City Clerk of the City of Sapulpa is hereby directed to make the proper changes upon the official zoning map of said City to show thereon the change of zone and district of the above described property.

SECTION 3. That all ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 4. Should any section, subsection sentence, provision, clause or phrase hereof be held invalid, void or unconstitutional for any reason, such holding shall not render invalid, void or unconstitutional any other section, subsection, sentence, provision, clause or phrase of this ordinance, and the same are deemed severable for this purposes.

SECTION 5. EMERGENCY. This ordinance being designated to protect the public health, safety, and welfare of the inhabitants of the City of Sapulpa, Oklahoma, and its passage being immediately necessary, an emergency is hereby deemed to exist and by reason whereof this ordinance shall take effect immediately upon its passage, approval, and publication as provided by law.

ORD # _____

PASSED AND APPROVED in regular session this ____ day of _____, 2019.

Mayor

ATTEST:

City Clerk

APPROVED:

City Attorney



AGENDA ITEM

Community Development 9.C.

City Council Regular

Meeting Date: April 1, 2019

Submitted By: Nikki Howard, Urban Development Director

Department: Planning & Development

Presented By: Nikki Howard

SUBJECT:

Discussion and possible action regarding the application by John Sears, Fuego Premium Extracts, LLC, for a Specific Use Permit, SUP-030, to allow Commercial Medicinal Marijuana Processing located at 14920 West Highway 66, Sapulpa, Oklahoma.

BACKGROUND:

A medical marijuana processor is defined as an entity that is licensed by the Oklahoma State Department of Health pursuant to 63 O.S. § 423A which allows the entity to purchase marijuana from a commercial grower, prepare, manufacture, package, sell to and deliver medical marijuana products to a dispensary licensee or other processor licensee; and may process marijuana received from a qualified patient into a medical marijuana concentrate, for a fee.

The subject property is located at the Southwest corner of State Highway 66 and Johnson Drive. There is currently a Medicinal Marijuana Dispensary (Sacred Herb) located in a portion of the building.

As stated by the applicant: "Fuego Premium Extracts LLC is a Licensed Medical Cannabis Processor. Fuego uses the industry standard safest and cleanest extraction method, CO2. There are no toxic or flammable compounds required in any of our production methods. CO2, the same as we breathe, is compressed and released through dried plant material to strip the plant of its essential oils. The oils are collected for repackaging and the CO2 is reclaimed and pumped back into its tank for the next production cycle. Over 95% of carbon dioxide is recycled. This is a completely closed loop system.

There are no residual odors produced in this process.

There are no volatile organic compounds used in this process.

There are no flammable compounds used in this process.

Biodegradable plant material is the only byproduct of this process."

RECOMMENDATION:

The Sapulpa Metropolitan Area Planning Commission met on March 26, 2019 and voted 7-1 to recommend approval to City Council with the following conditions:

1. The Medical Marijuana Processor will be permitted on the premises only. No mobile, moveable or transitory locations. The SUP is limited to processing. The SUP is coextensive in term with Applicant's current license from the OMMA for a Marijuana Processor and shall expire automatically upon the expiration, revocation or cancelation of said license.
2. The applicant shall submit a security plan for the location.
3. Sign Restrictions: No pictures, photographs, drawings or other depictions of marijuana or marijuana paraphernalia shall appear on the outside of the premises nor be visible outside of the premises. 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 premises nor be visible from outside the premises.
4. All necessary building, electrical, plumbing, and mechanical, sign permits must be obtained.
5. The owner and operator of the facility shall use lawful methods in controlling waste or by-products from any allowed activities under the license.
6. The marijuana processor facilities must be constructed in such a manner that the processing cannot be seen by the public from the public right of way or adjoining lots.
7. The marijuana processor facilities shall my located within an entirely enclosed and secured structure.
8. The Applicant's activities must be in compliance with all applicable state and local laws and regulations.
9. All processor facilities must be properly vented so as not create humidity, mold or other related problems.
10. All marijuana processor facilities shall be conducted in a manner that does not constitute a public nuisance. A public nuisance may be deemed to exist if processing marijuana produces light, glare, heat, noise, odor or vibration that is detrimental to public health, safety or welfare or interferes with the reasonable enjoyment of life and property.
11. The Specific Use Permit is only for the "cold processing" as presented to SMAPC.

Attachments

SMAPC case report

Case maps and photos

Business plan and machinery



SAPULPA METROPOLITAN PLANNING COMMISSION (SMAPC)
October 23, 2018
STAFF REPORT

FILE: SUP-030 | Specific Use Permit

OWNERS: John Sears, Fuego Premium Extracts LLC

ADDRESS: 14920 West Highway 66

PARCEL: 1999-32-018-011-0-040-00

STR: Section 32, Township 18 North, Range 11 East

LEGAL: A tract of land located in the Southwest Quarter of the Southeast Quarter (SW/4 SE/4) of Section Thirty-two (32), Township Eighteen (18) North, Range Eleven (11) East of the Indian Base and Meridian, Creek County, Oklahoma, according to the U.S. Government Survey thereof, being more particularly described as follows, to-wit: Beginning at a point N00°1'14"W a distance of 740 feet from the Southeast corner of said SW/4 SE/4; Thence N00°1'14"W a distance of 294.05 feet; Thence S84°52'52"E a distance of 300 feet to the Point of Beginning. LESS AND EXCEPT the following tract of land: A strip, piece or parcel of land lying in part of the Southeast (SE/4) of Section Thirty-two (32), Township Eighteen (18) North, Range Eleven (11) East of the Indian Base and Meridian, Creek County, State of Oklahoma, according to the U.S. Government Survey thereof, being more particularly described as follows, to-wit: Beginning at a point where the East line of the SW/4 SE/4 and the South present highway Right of Way line intersects; Thence South along the East line a Distance of 92.35 feet; Thence S83°54'29"W a distance of 444.92 feet to a point on the East line of the Mountain Creek Acres Addition; Thence Northwesterly along the East line of said Addition a distance of 113.98 feet; Thence Northwesterly along the South present Right of Way a distance of 520.29 feet to the Point of Beginning.

LOT SIZE: 1.78 acres more or less

ZONING: CG – Commercial General

EXISTING USE: Medicinal Marijuana Dispensary the other suites are vacant

APPLICANT: John Sears

CC WARD: Ward #2 Mr. John Anderson and Ms. Carla Gunn
PREPARED BY: Nikki Howard – Urban Development Director

REQUEST:

The applicant requests a Specific Use Permit to allow Medicinal Marijuana Processing in the CG (Commercial General).

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:

A medical marijuana processor is defined as an entity that is licensed by the Oklahoma State Department of Health pursuant to 63 O.S. § 423A which allows the entity to purchase marijuana from a commercial grower, prepare, manufacture, package, sell to and deliver medical marijuana products to a dispensary licensee or other processor licensee; and may process marijuana received from a qualified patient into a medical marijuana concentrate, for a fee.

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There are no residual odors produced in this process.

There are no volatile organic compounds used in this process.

There are no flammable compounds used in this process.

Biodegradable plant material is the only byproduct of this process."

SURROUNDING LAND USE AND ZONING:

North: State Highway 66

East: AG Agriculture (Residential)

South: A-1 (County) Residential

West: RS-3 Residential Single Family

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

Comprehensive Plan: The subject property is designated Office/Commercial on the Future Land Use Map (FLUM). Compliance with processing would require a commercial/industrial designation.

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

PUBLIC COMMENTS: As of writing this report, staff spoke with multiple residents of the adjoining area, their primary concerns are: the gravel parking, no privacy fence (just fabric screen), headlights shine through at night, the existing dispensary has extended the hours beyond the 8am-8pm as per City ordinance, the pole sign has a neon component that is lit 24 hours/day.

3/11/2018 - in office – concerned with the possibility of liquid gas created during the process which is highly explosive.

STAFF RECOMMENDATION:

Recommended motion for SMAPC:

Staff is recommending DENIAL of the application until the process is fully understood. There are residential properties surrounding the subject property and the use could potentially be a safety hazard due to the explosive nature of liquid gas.

If SMAPC chooses to recommend **APPROVAL** of the application, staff recommends the following conditions:

1. The Medical Marijuana Processor will be permitted on the premises only. No mobile, moveable or transitory locations. The SUP is limited to processing. The SUP is coextensive in term with Applicant's current license from the OMMA for a Marijuana Processor and shall expire automatically upon the expiration, revocation or cancelation of said license.
2. The applicant shall submit a security plan for the location and shall contain the following:
 - a. Security surveillance cameras installed to monitor all entrances, along with the interior and exterior of the premises.
 - b. Alarm system which is professionally monitored and operated twenty-four (24) hours a day, seven (7) days a week.
 - c. A locking safe permanently affixed to the premises that shall store all marijuana and cash remaining in the facility overnight.
 - d. All marijuana in whatever form stored at the premises shall be kept in a secure manner and shall not be visible from outside the premises.

- e. All of the security recordings shall be preserved for at least seven (7) days by the permit holder.
3. Sign Restrictions: No pictures, photographs, drawings or other depictions of marijuana or marijuana paraphernalia shall appear on the outside of the premises nor be visible outside of the premises. 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 premises nor be visible from outside the premises.
4. All necessary building, electrical, plumbing, and mechanical, sign permits must be obtained.
5. The owner and operator of the facility shall use lawful methods in controlling waste or by-products from any allowed activities under the license.
6. The marijuana processor facilities must be constructed in such a manner that the processing cannot be seen by the public from the public right of way or adjoining lots.
7. The marijuana processor facilities shall my located within an entirely enclosed and secured structure.
8. The Applicant's activities must be in compliance with all applicable state and local laws and regulations.
9. All processor facilities must be properly vented so as not create humidity, mold or other related problems.
10. All marijuana processor facilities shall be conducted in a manner that does not constitute a public nuisance. A public nuisance may be deemed to exist if processing marijuana produces light, glare, heat, noise, odor or vibration that is detrimental to public health, safety or welfare or interferes with the reasonable enjoyment of life and property.

ATTACHMENTS:

1. Vicinity & Zoning Maps
2. Site photos
3. Site plan
4. Business summary with renderings of machinery

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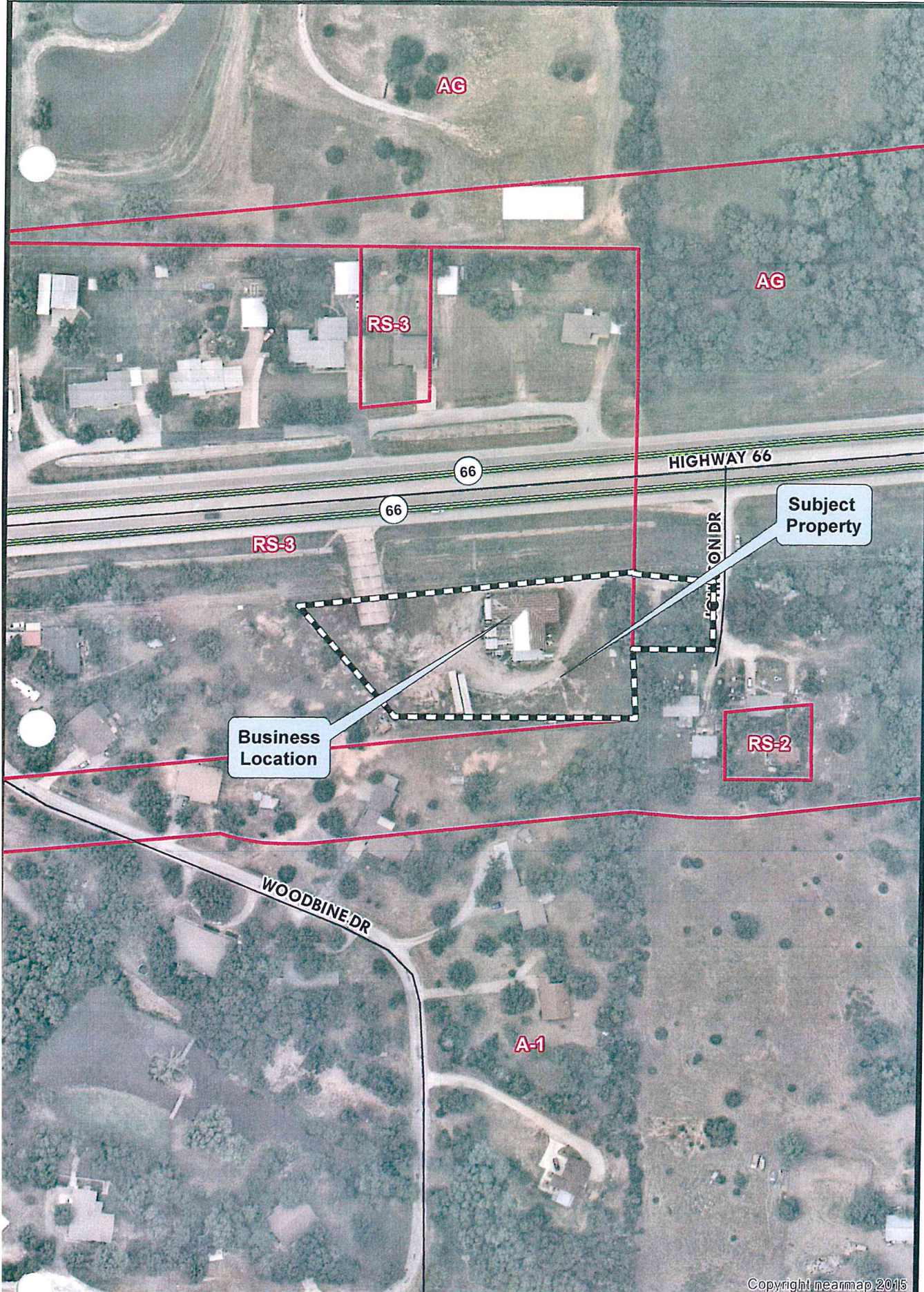
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Legend

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

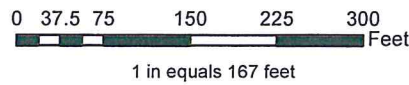


Copyright nearmap 2015



Property Description

1.5 acre tract of land located in Section 32, township 18 North, Range 11 East, Creek County, Sapulpa, Oklahoma. The complete legal is in the ase file if additional info is needed -911: 14920 W Highway 66, Sapulpa, OK 74066



Map Prepared by:
City of Sapulpa
Date: 2/19/2019

Source Data:
Creek County Assessors
City of Sapulpa, Incog







Fuego Premium Extracts Business Summary.

Fuego Premium Extracts LLC is a Licensed Medical Cannabis Processor. Fuego uses the industry standard Safest and Cleanest extraction method, CO₂. There are no Toxic or Flammable compounds required in any of our production methods. CO₂, the same as we breath, is compressed and released through dried plant material to strip the plant of its essential oils. The oils are collected for repackaging and the CO₂ is reclaimed and pumped back into its tank for the next production cycle. Over 95% of carbon dioxide is recycled. This is a completely closed loop system.

There are no residual odors produced in this process.

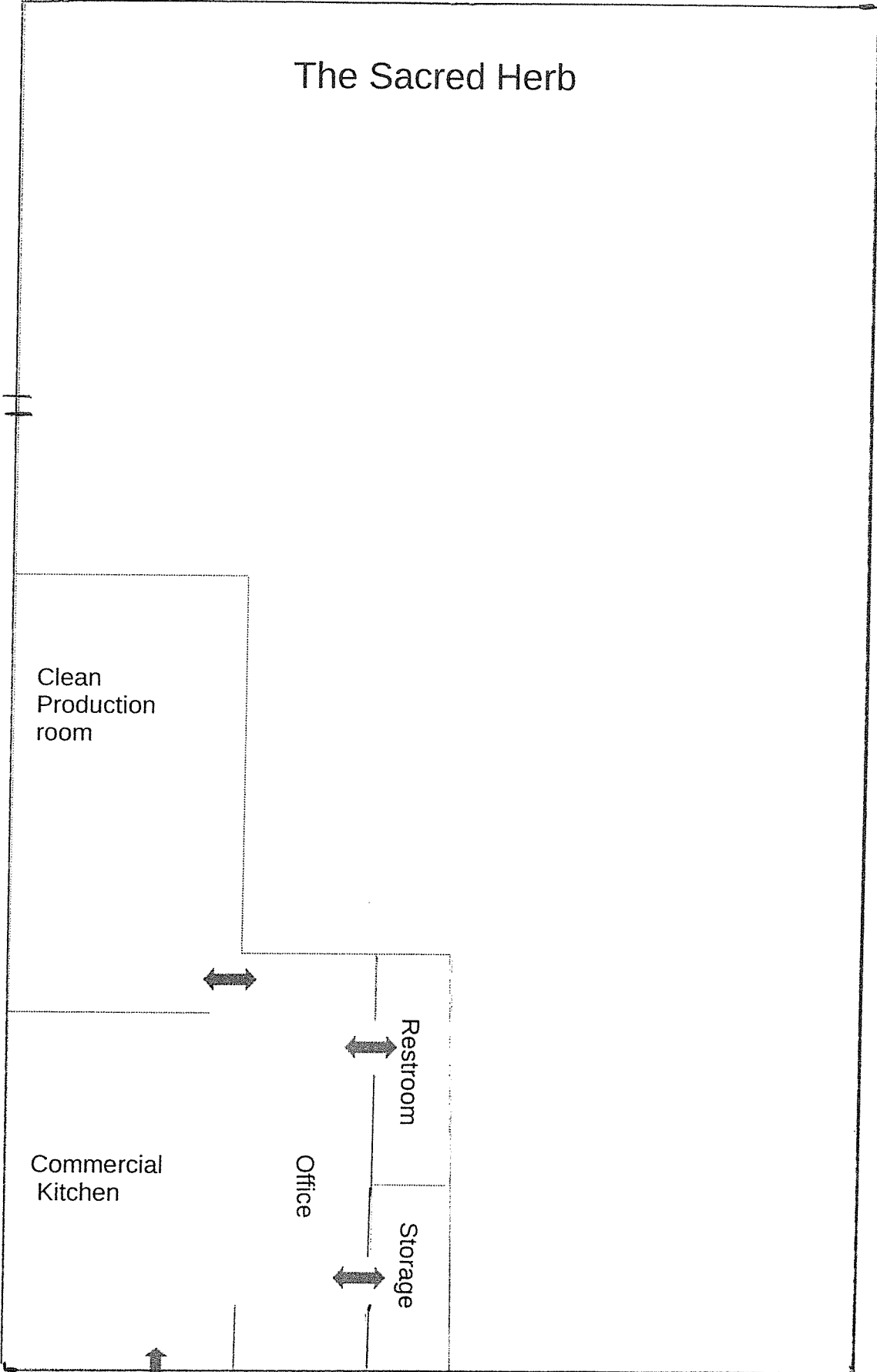
There are no volatile organic compounds used in this process.

There are no flammable compounds used in this process.

Biodegradable plant material is the only byproduct of this process

Eden Labs Equipment (spec sheets attached) is considered among the best and safest in the industry, and is approved for use in all US states.

The Sacred Herb



Employee Parking

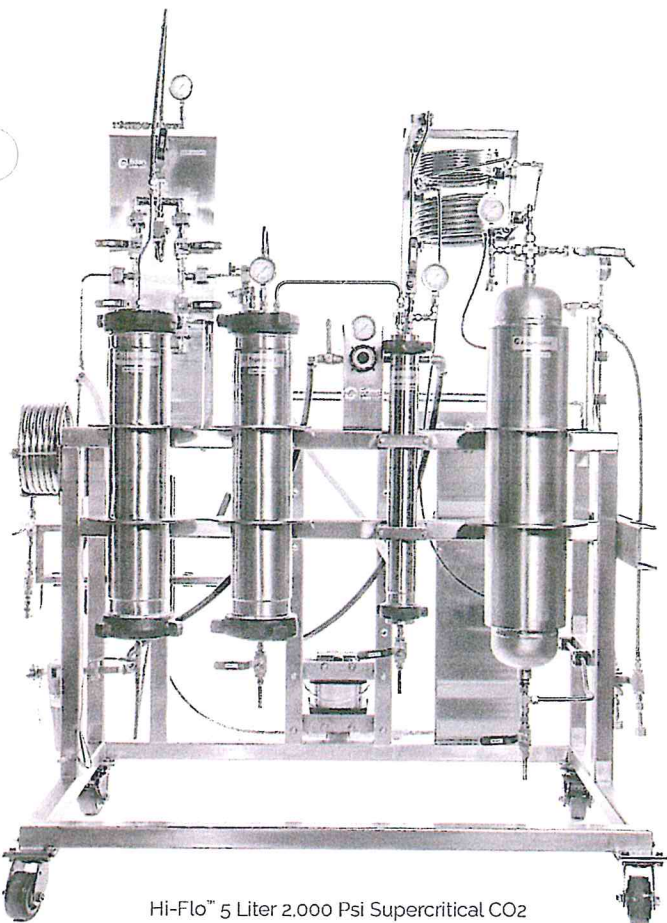
Fuego Premium Extracts LLC
14920 W. Hwy 66. Suite C, Sapulpa, OK 74066

HI-FLO™ PROFESSIONAL SERIES

CO₂ EXTRACTION SYSTEMS

The Hi-Flo™ Professional Series is our entry-level line of commercial extraction systems designed to get your business up and running fast. The models offer a full range of extraction parameters, while balancing the need for ease of use and low cost of maintenance.

Our extractors comply with US pharmaceutical and nutraceutical requirements. Each is built using Good Manufacturing Practice (GMP).



Hi-Flo™ 5 Liter 2,000 Psi Supercritical CO₂ extractor; accessories not shown.

"We selected Eden because the system produced the best oil with a safe, fast and clean extraction."

— Heylo Cannabis CEO Laurel F.

FEATURES & BENEFITS

The Hi-Flo™ Professional Series has the same reputation for reliability, ease of use, and low-cost maintenance as our Hi-Flo FX2 High Performance Series.

With over 20 years of botanical and whole plant extraction expertise, you get fast run times and high yields. In addition to a three-year warranty, each Eden Lab extractor comes with proven standard operating practices for efficient use and specific products.

NON-STOP RELIABILITY

- Engineered for round-the-clock use
- High quality, durable materials such as 316 stainless steel
- Proven, efficient and dependable pumping system

SIMPLE OPERATIONS

- Temperature and pressure settings from single console panel
- Fast terpene capture with advanced oil integrity cup design
- Rapid change-over for maximum extraction times

LOW MAINTENANCE COST

- Closed-loop design with up to 95% CO₂ recapture rate
- No internal moving parts so fewer points of failure
- Easy step-by-step protocol for upkeep



PERFORMANCE

	5 Liter, 2,000 Psi	5 Liter, 5,000 Psi ¹	20 Liter, 2,000 Psi	20 Liter, 5,000 Psi
Load capacity (lbs.) ²	2.5	2.5	10	10
Run time (hrs.)	3 to 5	3 to 5	8 to 12	3 to 7
Flow rate (liters per minute)	1.2	.8	1.2	.8
Floor area (inches) ³	68 x 46 x 91	68 x 46 x 91	100 x 46 x 97	106 x 58 x 126
Weight (lbs.)	1,300	1,500	2,200	2,500

The Hi-Flo™ Professional Series supports temperature ranges of minus 60 °C to 60 °C. Yields are 12 to 25%, depending on material and extraction parameters. Oil integrity cup design keeps oil cool to preserve integrity.

ELECTRICAL REQUIREMENTS

HI-FLO™ 5 LITER & 20 LITER MODELS WITH 2,000 PSI

	Size (inches)	Weight (lbs)	Power	Plug
4500-watt heat bath (extractor)	31 x 12 x 13	24	240v / 1P / 60hz 18.5a (heater) 115v / 1P / 60hz 0.84 FLA (pump)	Nema L6-30 plug (heater) Nema 5-15 (pump)
4500-watt heat bath (separator)	31 x 12 x 13	24	240v / 1P / 60hz 18.5a (heater) 115v / 1P / 60hz 0.84 FLA (pump)	Nema L6-30 plug (heater) Nema 5-15 (pump)
Chiller	53.1 x 26.6 x 40.7	330	230v / 3P / 60hz / 13.7 FLA	Service Disconnect
Compressor	56 x 22 x 49.4	468	208v / 3P / 60hz / 18.4 FLA	Service Disconnect
Scales (2)	12 x 12 x 1 1/4	30	200ma	Nema 5-15 x2

HI-FLO™ 5 LITER 5,000 PSI

Hi-Flo 5 Liter 5,000 Psi has identical electrical requirements as the 2,000 Psi models except as noted.

	Size (inches)	Weight (lbs)	Power	Plug
Chiller	53.1 x 26.6 x 40.7	330	230v / 3P / 60hz / 26. FLA	Service Disconnect
Compressor	56 x 22 x 49.4	468	208v / 3P / 60hz / 21.5 FLA	Service Disconnect
Scales (3)	12 x 12 x 1 1/4	45	200ma	Nema 5-15 x2

HI-FLO™ 20 LITER 5,000 PSI

Hi-Flo 20 Liter 5,000 Psi has identical electrical requirements as the 2,000 Psi models except as noted.

	Size (inches)	Weight (lbs)	Power	Plug
Compressor	76 x 25 x 58	775	200-208v / 3P / 60hz / 31.6 FLA	Service Disconnect

OPERATIONS

- Climate controlled environment is recommended.
- 10 – 15 air exchanges per hour, or as required by ventilation regulation.
- Sufficient local ventilation for removal of gases released from system's vent points.
- Facility electrical supply standards confirm with United States National Electrical Code (NEC) standards and supply power at a frequency of 60 hertz.
- Eden Labs' onsite installation and training is available; operators are fully certified in 2 days. Eden Labs' Seattle-based training is standard.
- kWh per day consumption in an 8-hour shift ranges from 92.25 to 138.56 depending on model.

Avoid unplanned downtime with a Self-Sufficiency Kit to keep your system operating at peak performance. Each kit contains consumables and spare parts like pressure relief valves, ball valves, filters, pressure gauges, air filters, and metering needle valves.

Eden Labs recommends on-site installation and training so your operations get up and running fast.

¹ Large operators use this system for research and development.

² Actual load capacity will vary with density of plant material.

³ Floor area coverage includes chiller, compressor, and heat baths.



All Systems Include
Our 3-Year Warranty.

Interested in learning more?
Reach us by phone at 888-626-3271, Monday-Friday
between 9am-5pm PT, or email, info@edenlabs.com.





AGENDA ITEM

Community Development 9.D.

City Council Regular

Meeting Date: April 1, 2019

Submitted By: Nikki Howard, Urban Development Director

Department: Planning & Development

Presented By: Nikki Howard

SUBJECT:

Discussion and possible action regarding the application by Brenda Miller for a Specific Use Permit, SUP-031, to allow Commercial Medicinal Marijuana Dispensary located at 7941-A State Highway 66.

BACKGROUND:

The subject property is located at the Northeasterly corner of State Highway 66 and West 78th Street South. The proposed dispensary is one of four tenant spaces. The location of the proposed dispensary triggers the "Corridor Design Criteria". The applicants tenant space appears to meet the required criteria. There is some trash, junk, and debris on the site, staff is working with the applicant to ensure that it is cleaned up and the dumpster is enclosed prior to the issuance of a Certificate of Occupancy.

RECOMMENDATION:

The Sapulpa Metropolitan Area Planning Commission met on March 26, 2019 and voted 7-1 to recommend approval to the City Council with the following conditions:

1. The Medical Marijuana Dispensary will be permitted on the premises only. No mobile, moveable or transitory locations. The SUP is limited to retail activities allowed by 63 O.S. §420 and does not include growing, processing, or research activities. The SUP is coextensive in term with Applicant's current license from the OMMA for a Retail Dispensary and shall expire automatically upon the expiration, revocation or cancelation of said license.
2. The applicant shall submit a security plan.
3. Sign Restrictions: No pictures, photographs, drawings or other depictions of marijuana or marijuana paraphernalia shall appear on the outside of the premises nor be visible outside of the premises. 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 premises nor be visible from outside the premises.

4. All necessary building, electrical, plumbing, and mechanical, sign permits must be obtained.
5. The owner and operator of the facility shall use lawful methods in controlling waste or by-products from any allowed activities under the license.
6. The applicant shall have an approved façade per the Corridor Design Criteria prior to opening.
7. The Applicant's activities must be in compliance with all applicable state and local laws and regulations.
8. All trash, junk and debris must be removed from the site.
9. The dumpster shall be enclosed per code.

Attachments

SMAPC case report

Case maps and photos



SAPULPA METROPOLITAN PLANNING COMMISSION (SMAPC)
March 26, 2019
STAFF REPORT

FILE: SUP-031 | Specific Use Permit

OWNERS: Brenda Miller

ADDRESS: 7941-A 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 7, Township 18 North, Range 12 East of the Indian Base and Meridian, Creek County, State of Oklahoma, according to the U.S. Government Survey thereof, and being part of the tract of land described in General Warranty Deed to Chon Soo Kim and Jin Sook Kim recorded in Book 555 Page 888, Official Public Records, Creek County, State of Oklahoma, more particularly described as follows: Commencing at a 3/8 iron rod with cap marked "White PLS 1022" found for the Northeast corner of said Kim tract, which iron by deed call in 1,165.23 feet North and 409.3 feet West of the Southeast corner of the said SE/4 SW/4; Thence with the North line of said Kim tract, N89°11'00"W a distance of 64.75 feet to a 5/8 inch iron rod with cap marked "Route 66 Surveying CA #6737" set for the Point of Beginning; Thence S10°09'00"W a distance of 24.73 feet to the Southwest corner of a concrete wall; Thence with the line of said concrete wall, S78°02'30"E a distance of 12.00 feet to a 5/8 inch iron rod with cap marked "Route 66 Surveying CA#6737" set; Thence S46°37'30"E a distance of 10.30 feet to a steel fence corner post found; Thence S11°58'06"E a distance of 9.64 feet to as steel fence corner post found; Thence S14°28'30"W a distance of 27.95 feet to a 5/8 inch iron corner post found; Thence S14°28'30"W a distance of 27.95 feet to a 5/8 inch iron rod with cap marked "Route 66 Surveying CA #6737" set; Thence S20°36'15"W a distance of 119.85 feet to a 5/8 inch iron rod with cap marked "Route 66 Surveying CA #6737" set; Thence S43°06'00"E a distance of 11.35 feet to a 60d nail with washer marked "Route 66 Surveying CA #6737" set; Thence S48°38'30"W a distance of 25.65 feet to a 5/8 inch iron rod with cap marked "Route 66 Surveying CA #6737" set; Thence S25°45'53"W a distance of 56.53 feet to a 5/8

inch iron rod with cap marked "Route 66 Surveying CA # 6737" set; Thence S66°36'30"E a distance of 52.55 feet to a 5/8 inch iron rod with cap marked "Route 66 Surveying CA #6737" set in the Northerly line of West 78th Street; Thence with said Northerly line S65°16'00"W a distance of 312.52 feet to a 5/8 inch iron rod with cap marked "Route 66 Surveying CA #6737" set for the intersection of the Northerly line of West 78th Street with the Easterly line of New Sapulpa Road; Thence departing the Northerly line of West 78th Street with the Easterly line of New Sapulpa Road, N25°25'00"E a distance of 456.05 feet (deed call 456 feet) to a 5/8 inch iron rod with cap marked "Route 66 Surveying CA #6737" set for the Northwest corner of said Kim tract; Thence departing the Easterly line of New Sapulpa Road with the North line of said Kim tract, S89°11'00"E a distance of 108.25 feet to the Point of Beginning.

LOT SIZE: 1.67 acres more or less
ZONING: IL - Industrial Light
EXISTING USE: Strip Center
APPLICANT: Brenda R. Miller
CC WARD: Ward #5 Ms. Carla Stinnett and Mr. Bruce Bledsoe
PREPARED BY: Nikki Howard - Urban Development Director

REQUEST:

The applicant requests a Specific Use Permit to allow a Retail Medicinal Marijuana Dispensary in the IL (Industrial Light) 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:

A medical marijuana dispensary license allows a business to legally sell medical marijuana and medical marijuana products. Licensed dispensaries can only sell to patient license holders, caregiver license holders, research license holders, and the parent or legal guardian named on a minor patient's license. Dispensaries engaging in unlawful sales may be fined, or their licenses may be revoked. Licensed dispensaries must comply with Title 63 O.S. § 420A *et seq.* and the Oklahoma Administrative Code (OAC) 310:681.

The subject property is located at the Northeasterly corner of State Highway 66 and West 78th Street South. The proposed dispensary is in one of four tenant spaces.

The proposed dispensary fronts State Highway 66. This location triggers the “Corridor Design Criteria”. The applicants tenant space appears to meet the required criteria. Staff is currently working with the occupant on the West end of the center to clean and remove excess signage. There is a significant amount of trash, junk, and debris located on the site that will need to be removed prior to the issuance of a Certificate of Occupancy. As well as the dumpster will need to be enclosed.

SURROUNDING LAND USE AND ZONING:

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

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

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 comment regarding the proposed use.

STAFF RECOMMENDATION:

Recommended motion for SMAPC:

Staff is recommending **APPROVAL** of the application, with the following conditions:

1. The Medical Marijuana Dispensary will be permitted on the premises only. No mobile, moveable or transitory locations. The SUP is limited to retail activities allowed by 63 O.S. §420 and does not include growing, processing, or research activities. The SUP is coextensive in term with Applicant’s current license from the OMMA for a Retail Dispensary and shall expire automatically upon the expiration, revocation or cancelation of said license.
2. The applicant shall submit a security plan for the location and shall contain the following:
 - a. Security surveillance cameras installed to monitor all entrances, along with the interior and exterior of the premises.
 - b. Alarm system which is professionally monitored and operated twenty-four (24) hours a day, seven (7) days a week.

- c. A locking safe permanently affixed to the premises that shall store all marijuana and cash remaining in the facility overnight.
 - d. All marijuana in whatever form stored at the premises shall be kept in a secure manner and shall not be visible from outside the premises.
 - e. All of the security recordings shall be preserved for at least seven (7) days by the permit holder.
3. Sign Restrictions: No pictures, photographs, drawings or other depictions of marijuana or marijuana paraphernalia shall appear on the outside of the premises nor be visible outside of the premises. 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 premises nor be visible from outside the premises.
 4. All necessary building, electrical, plumbing, and mechanical, sign permits must be obtained.
 5. The owner and operator of the facility shall use lawful methods in controlling waste or by-products from any allowed activities under the license.
 6. The applicant shall have an approved façade per the Corridor Design Criteria prior to opening.
 7. The Applicant's activities must be in compliance with all applicable state and local laws and regulations.
 8. All trash, junk and debris must be removed from the site.
 9. The dumpster must be enclosed per code.

ATTACHMENTS:

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

SUP-031

Brenda Miller
7941 State Hwy 66
Tulsa, OK 74131

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Legend

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



Subject Property

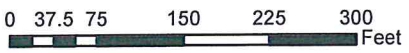
Business Location "Suite A"



Copyright nearmap 2015

Property Description

Property located in Sec 7, T18N, R12E, Creek County, Sapulpa, Oklahoma. Full legal description is within case file
E-911: 7941 State Highway 66, Suite 'A'
Tulsa, OK 74131



1 in equals 167 feet

Map Prepared by:
City of Sapulpa
Date: 2/20/2019

Source Data:
Creek County Assessors
City of Sapulpa, Incog



SUP-031

Brenda Miller
7941 State Hwy 66
Tulsa, OK 74131

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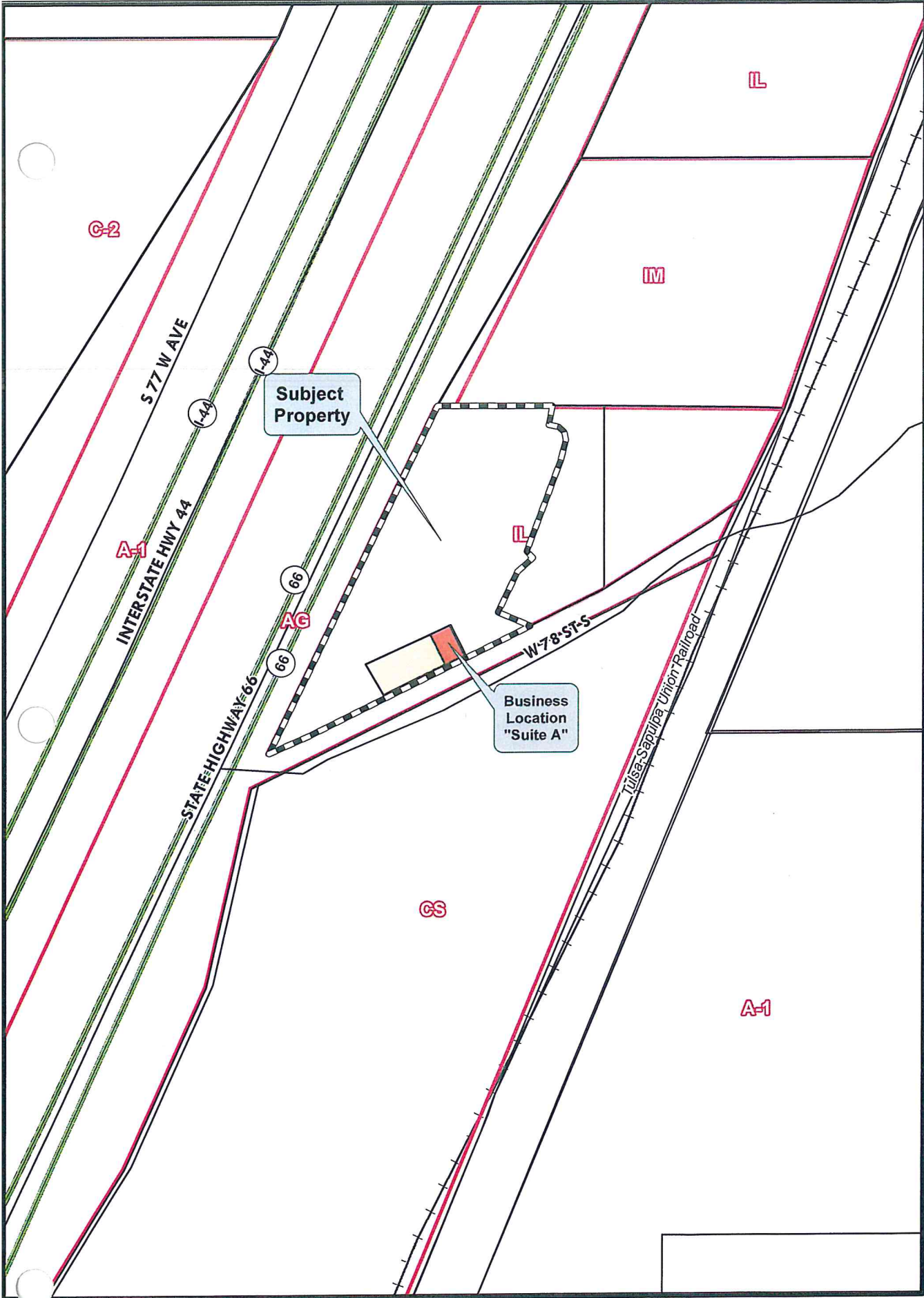
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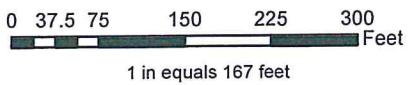
Legend

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



Property Description

Property located in Sec 7, T18N, R12E, Creek County, Sapulpa, Oklahoma. Full legal description is within case file
E-911: 7941 State Highway 66, Suite 'A'
Tulsa, OK 74131



Map Prepared by:
City of Sapulpa
Date: 2/20/2019

Source Data:
Creek County Assessors
City of Sapulpa, Incog







AGENDA ITEM

Community Development 9.E.

City Council Regular

Meeting Date: April 1, 2019

Submitted By: Nikki Howard, Urban Development Director

Department: Planning & Development

Presented By: Nikki Howard

SUBJECT:

Discussion and possible action regarding the application by Judith Beck for a Specific Use Permit, SUP-032, to allow a Commercial Medicinal Marijuana Dispensary located at 20 North Water Street.

BACKGROUND:

The subject property is located at the Southwest corner of East Hobson Avenue and North Water Street. The building appears to have seven tenant spaces. The southern most space is the location of the proposed dispensary. Staff received several calls 300' regarding the spacing requirement for dispensaries located within the Central Business District. The proposed dispensary is approximately 470' from the existing dispensary located at the Southeast corner of Park & Hobson.

RECOMMENDATION:

The Sapulpa Metropolitan Area Planning Commission met on March 26, 2019 and voted 6-2 to recommend approval to the City Council with the following conditions:

1. The Medical Marijuana Dispensary will be permitted on the premises only. No mobile, moveable or transitory locations. The SUP is limited to retail activities allowed by 63 O.S. §420 and does not include growing, processing, or research activities. The SUP is coextensive in term with Applicant's current license from the OMMA for a Retail Dispensary and shall expire automatically upon the expiration, revocation or cancelation of said license.
2. The applicant shall submit a security plan for the location.
3. Sign Restrictions: No pictures, photographs, drawings or other depictions of marijuana or marijuana paraphernalia shall appear on the outside of the premises nor be visible outside of the premises. 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 premises nor be visible from outside the premises.

4. All necessary building, electrical, plumbing, and mechanical, sign permits must be obtained.
5. The owner and operator of the facility shall use lawful methods in controlling waste or by-products from any allowed activities under the license.
6. The Applicant's activities must be in compliance with all applicable state and local laws and regulations.
7. An exterior modification including, but not limited to signs and awnings, must be approved by the Historic Preservation Committee.

Attachments

SMAPC case report

Case maps and photos



SAPULPA METROPOLITAN PLANNING COMMISSION (SMAPC)
March 26, 2019
STAFF REPORT

FILE: SUP-032 | Specific Use Permit

APPLICANT: Judith K. Beck

ADDRESS: 20 North Water Street

PARCEL: 1000-00-041-000-0-020-00

STR: Section 35, Township 18 North, Range 11 East

LEGAL: The East Fifty (50) feet of Lot One (1), Block Forty-one (41), Original Town of Sapulpa, Creek County, State of Oklahoma, according to the recorded plat thereof

LOT SIZE: 5,500 square feet more or less

ZONING: CBD – Commercial Business District

EXISTING USE: Strip Center/vacant tenant space

OWNER: James Ray Fitzpatrick

CC WARD: Ward #2 Mr. John Anderson and Ms. Carla Gunn

PREPARED BY: Nikki Howard – Urban Development Director

REQUEST:

The applicant requests a Specific Use Permit to allow a Retail Medicinal Marijuana Dispensary in a CBD (Central Business District) 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:

A medical marijuana dispensary license allows a business to legally sell medical marijuana and medical marijuana products. Licensed dispensaries can only sell to patient license holders, caregiver license holders, research license holders, and the parent or legal guardian named on a minor patient’s license. Dispensaries engaging in unlawful sales may be fined, or their licenses may be revoked. Licensed dispensaries must comply with Title 63 O.S. § 420A *et seq.* and the Oklahoma Administrative Code (OAC) 310:681.

The subject property is located at the Southwest corner of East Hobson Avenue and North Water Street. The building has seven tenant spaces, some of which are vacant. There appears to be a karate studio immediately to the North of the applicants’ space and a salon north of the studio.

SURROUNDING LAND USE AND ZONING:

North:	CBD Central Business District
East:	CBD Central Business District
South:	CBD Central Business District
West:	CBD Central Business District

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

Comprehensive Plan:

The subject property is designated Special District #1 (Central Business District) on the Future Land Use Map (FLUM).

Special District #1:

The historic character and development of the CBD make it unique to the City, Planning area, region, and state, especially when combined with the Historic Route 66 segment, which runs along Dewey Avenue. The CBD also includes a mix of retail, business and some light industrial on the

periphery and the Sapulpa City Hall, Police Department and Annex, historic Creek County Courthouse, and the Creek County administrative buildings. The CBD is a carryover Special District from the 2005 Plan.

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

PUBLIC COMMENTS: As of writing this report, staff has received no public comments.

STAFF RECOMMENDATION:

Recommended motion for SMAPC:

Staff is recommending **APPROVAL** of the application, with the following conditions:

1. The Medical Marijuana Dispensary will be permitted on the premises only. No mobile, moveable or transitory locations. The SUP is limited to retail activities allowed by 63 O.S. §420 and does not include growing, processing, or research activities. The SUP is coextensive in term with Applicant's current license from the OMMA for a Retail Dispensary and shall expire automatically upon the expiration, revocation or cancelation of said license.
2. The applicant shall submit a security plan for the location and shall contain the following:
 - a. Security surveillance cameras installed to monitor all entrances, along with the interior and exterior of the premises.
 - b. Alarm system which is professionally monitored and operated twenty-four (24) hours a day, seven (7) days a week.
 - c. A locking safe permanently affixed to the premises that shall store all marijuana and cash remaining in the facility overnight.
 - d. All marijuana in whatever form stored at the premises shall be kept in a secure manner and shall not be visible from outside the premises.
 - e. All of the security recordings shall be preserved for at least seven (7) days by the permit holder.
3. Sign Restrictions: No pictures, photographs, drawings or other depictions of marijuana or marijuana paraphernalia shall appear on the outside of the premises nor be visible outside of the premises. 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 premises nor be visible from outside the premises.
4. All necessary building, electrical, plumbing, and mechanical, sign permits must be obtained.
5. The owner and operator of the facility shall use lawful methods in controlling waste or by-products from any allowed activities under the license.
6. The Applicant's activities must be in compliance with all applicable state and local laws and regulations.

7. An exterior modifications including, but not limited to signs and awnings, must be approved by the Historic Preservation Committee.

ATTACHMENTS:

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

Judith K. Beck
20 N Water St
Sapulpa, OK 74066

CITY OF SAPULPA
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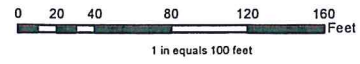
Legend

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



Property Description

lot 1, Block 41 of O.T. Sapulpa,
Creek County, Oklahoma.
-911: 20 N Water St, Sapulpa, OK



Map Prepared by:
City of Sapulpa
Date: 2/25/2019

Source Data:
Creek County Assessors
City of Sapulpa, Incog



Copyright nearmap 2015

**CITY OF SAPULPA
MAP PRODUCTS**






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Legend

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



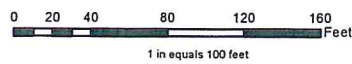
**Subject Property
(Strip Mall)**

**Business Location
(20 N Water St)**



Property Description

11, Block 41 of O.T. Sapulpa,
Creek County, Oklahoma.
911: 20 N Water St, Sapulpa, OK

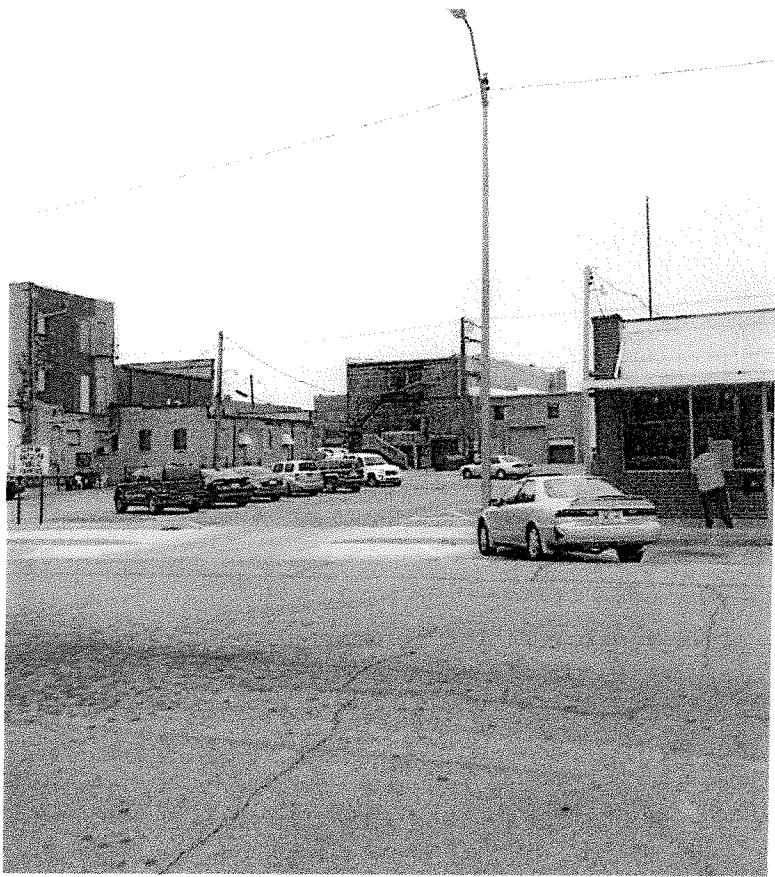


Map Prepared by:
City of Sapulpa
Date: 2/25/2019

Source Data:
Creek County Assessors
City of Sapulpa, Incgo









AGENDA ITEM

Community Development 9.F.

City Council Regular

Meeting Date: April 1, 2019

Submitted By: Nikki Howard, Urban Development Director

Department: Planning & Development

Presented By: Nikki Howard

SUBJECT:

Discussion and possible action regarding SUP-033-A by Paul Franks for a Specific Use Permit to allow a Commercial Medicinal Marijuana Dispensary and SUP-033-B to allow a Commercial Medicinal Marijuana Growth Facility located at 8777 State Highway 66.

BACKGROUND:

A medical marijuana dispensary license allows a business to legally sell medical marijuana and medical marijuana products. Licensed dispensaries can only sell to patient license holders, caregiver license holders, research license holders, and the parent or legal guardian named on a minor patient's license. Dispensaries engaging in unlawful sales may be fined, or their licenses may be revoked. Licensed dispensaries must comply with Title 63 O.S. § 420A *et seq.* and the Oklahoma Administrative Code (OAC) 310:681.

A licensed commercial grower may sell marijuana to a licensed retailer, or a licensed packager. Further, these sales will be considered wholesale sales and not subject to taxation. Under no circumstances may a licensed commercial grower sell marijuana directly to a medical marijuana license holder. A licensed commercial grower may only sell at the wholesale level to a licensed retailer or a licensed processor. Licensed Commercial Grower must comply with Title 63 O.S. § 422A.

The subject property fronts State Highway 66, therefore the building must comply with the corridor design criteria. It appears that the majority of the frontage of the building will meet the criteria. The property currently has a CG (Commercial General) zoning designation. However, the area surrounding the property is a mix of Heavy Commercial and Light Industrial uses; it also designated Commercial/Industrial on the Comprehensive Plan Future Land Use Map.

RECOMMENDATION:

The Sapulpa Metropolitan Area Planning Commission met on March 26, 2019 and voted 7-1 to recommend approval to City Council with the following conditions:

1. The Medical Marijuana Dispensary will be permitted on the premises only. No mobile, moveable or transitory locations. The SUP is limited to retail activities allowed by 63 O.S. §420 and does not include growing, processing, or research activities. The SUP is coextensive in term with Applicant's current license from the OMMA for a Retail Dispensary and shall expire automatically upon the expiration, revocation or cancelation of said license.
2. The applicant shall submit a security plan for the location.
3. Sign Restrictions: No pictures, photographs, drawings or other depictions of marijuana or marijuana paraphernalia shall appear on the outside of the premises nor be visible outside of the premises. 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 premises nor be visible from outside the premises.
4. All necessary building, electrical, plumbing, and mechanical, sign permits must be obtained.
5. The owner and operator of the facility shall use lawful methods in controlling waste or by-products from any allowed activities under the license.
6. The applicant shall have an approved façade per the Corridor Design Criteria prior to opening.
7. The Applicant's activities must be in compliance with all applicable state and local laws and regulations.
8. 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 facilities operation and design shall minimize any impact to adjacent uses, including the control of any odor by operating and maintaining an air filtration system so that no odor is detectable outside the permitted premises.

Attachments

SMAPC case report

Case maps and photos



SAPULPA METROPOLITAN PLANNING COMMISSION (SMAPC)
March 26, 2019
STAFF REPORT

FILE: SUP-033 | Specific Use Permit

OWNERS: Paul A. Franks

ADDRESS: 8777 State Highway 66

PARCEL: 1999-13-018-011-0-030-00

STR: Section 13, Township 18 North, Range 11 East

LEGAL: A tract of land in the Northeast Quarter of the Southeast Quarter (NE SE) of Section 13, 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, described as: Beginning at a point 857.57 feet S01°15'55"E from the NE corner of said SE/4; thence S01°15'55"E a distance of 305.31 feet; thence N65°51'48"W a distance of 195.17 feet; thence N24°08'11"E a distance of 26 feet; thence N07°26'00"E a distance of 104.39 feet; thence N24°08'11"E a distance of 150 feet; thence S65°51'49"E a distance of 94.61 feet to the point of beginning

LOT SIZE: 1.04 acres more or less

ZONING: CG – Commercial General

EXISTING USE: Vacant Building

APPLICANT: Paul A. Franks

CC WARD: Ward #5 Ms. Carla Stinnett and Mr. Bruce Bledsoe

PREPARED BY: Nikki Howard – Urban Development Director

REQUEST:

The applicant requests a Specific Use Permit to allow a Retail Medicinal Marijuana Dispensary and a Commercial Marijuana Growth Facility in the CG (Commercial General).

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:

A medical marijuana dispensary license allows a business to legally sell medical marijuana and medical marijuana products. Licensed dispensaries can only sell to patient license holders, caregiver license holders, research license holders, and the parent or legal guardian named on a minor patient’s license. Dispensaries engaging in unlawful sales may be fined, or their licenses may be revoked. Licensed dispensaries must comply with Title 63 O.S. § 420A *et seq.* and the Oklahoma Administrative Code (OAC) 310:681.

A licensed commercial grower may sell marijuana to a licensed retailer, or a licensed packager. Further, these sales will be considered wholesale sales and not subject to taxation. Under no circumstances may a licensed commercial grower sell marijuana directly to a medical marijuana license holder. A licensed commercial grower may only sell at the wholesale level to a licensed retailer or a licensed processor. Licensed Commercial Grower must comply with Title 63 O.S. § 422A.

The subject property fronts State Highway 66, therefore the building must comply with the corridor design criteria. It appears that the majority of the frontage of the building will meet the criteria. The property currently has a CG (Commercial General) zoning designation. However, the area surrounding the property is a mix of Heavy Commercial and Light Industrial uses; it also designated Commercial/Industrial on the Comprehensive Plan Future Land Use Map.

SURROUNDING LAND USE AND ZONING:

- North: AG Tractor Auction
- East: AG Tractor/Implement auction
- South: CG Commercial General (Heavy Commercial/Industrial Use)
- West: State Highway 66

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

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 spoke with one residential property owner to the south. Their concern was screening the commercial use from the residential use.

STAFF RECOMMENDATION:

Recommended motion for SMAPC:

Staff is recommending **APPROVAL** of the application, with the following conditions:

1. The Medical Marijuana Dispensary will be permitted on the premises only. No mobile, moveable or transitory locations. The SUP is limited to retail activities allowed by 63 O.S. §420 and does not include growing, processing, or research activities. The SUP is coextensive in term with Applicant's current license from the OMMA for a Retail Dispensary and shall expire automatically upon the expiration, revocation or cancelation of said license.
2. The applicant shall submit a security plan for the location and shall contain the following:
 - a. Security surveillance cameras installed to monitor all entrances, along with the interior and exterior of the premises.
 - b. Alarm system which is professionally monitored and operated twenty-four (24) hours a day, seven (7) days a week.
 - c. A locking safe permanently affixed to the premises that shall store all marijuana and cash remaining in the facility overnight.
 - d. All marijuana in whatever form stored at the premises shall be kept in a secure manner and shall not be visible from outside the premises.
 - e. All of the security recordings shall be preserved for at least seven (7) days by the permit holder.
3. Sign Restrictions: No pictures, photographs, drawings or other depictions of marijuana or marijuana paraphernalia shall appear on the outside of the premises nor be visible outside of the premises. 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 premises nor be visible from outside the premises.
4. All necessary building, electrical, plumbing, and mechanical, sign permits must be obtained.
5. The owner and operator of the facility shall use lawful methods in controlling waste or by-products from any allowed activities under the license.
6. The applicant shall have an approved façade per the Corridor Design Criteria prior to opening.
7. The Applicant's activities must be in compliance with all applicable state and local laws and regulations.
8. 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 facilities operation and design shall minimize any impact to adjacent uses, including the control of any odor by operating and maintaining an air filtration system so that no odor is detectable outside the permitted premises.

ATTACHMENTS:

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

CITY OF SAPULPA MAP PRODUCTS








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Legend

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



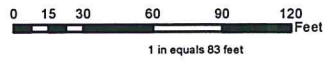
Subject Property
(Zoned CG)

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Property Description

Approx .96 acres of land located in
Section 13, Township 18 North, Range
11 East, Sapulpa, Creek County, Oklahoma.
Full legal in case file.
AKA: 8777 State Highway 66, Tulsa, OK 74131



Map Prepared by:
City of Sapulpa
Date: 2/26/2019

Source Data:
Creek County Assessors
City of Sapulpa, Incog



SUP-033

Paul A. Franks
8777 State Hwy 66
Tulsa, OK 74131

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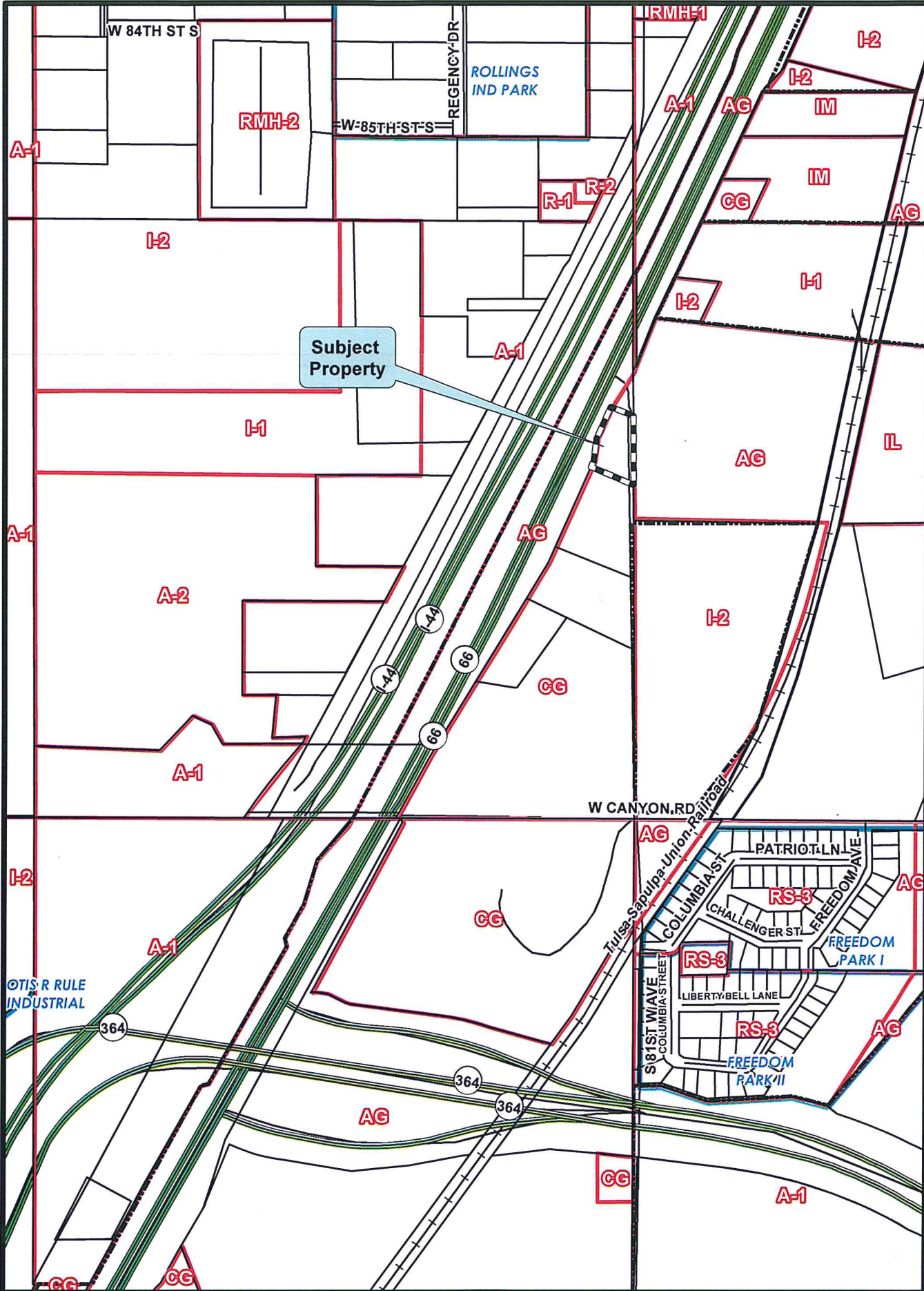
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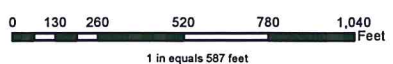
Legend

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



Property Description

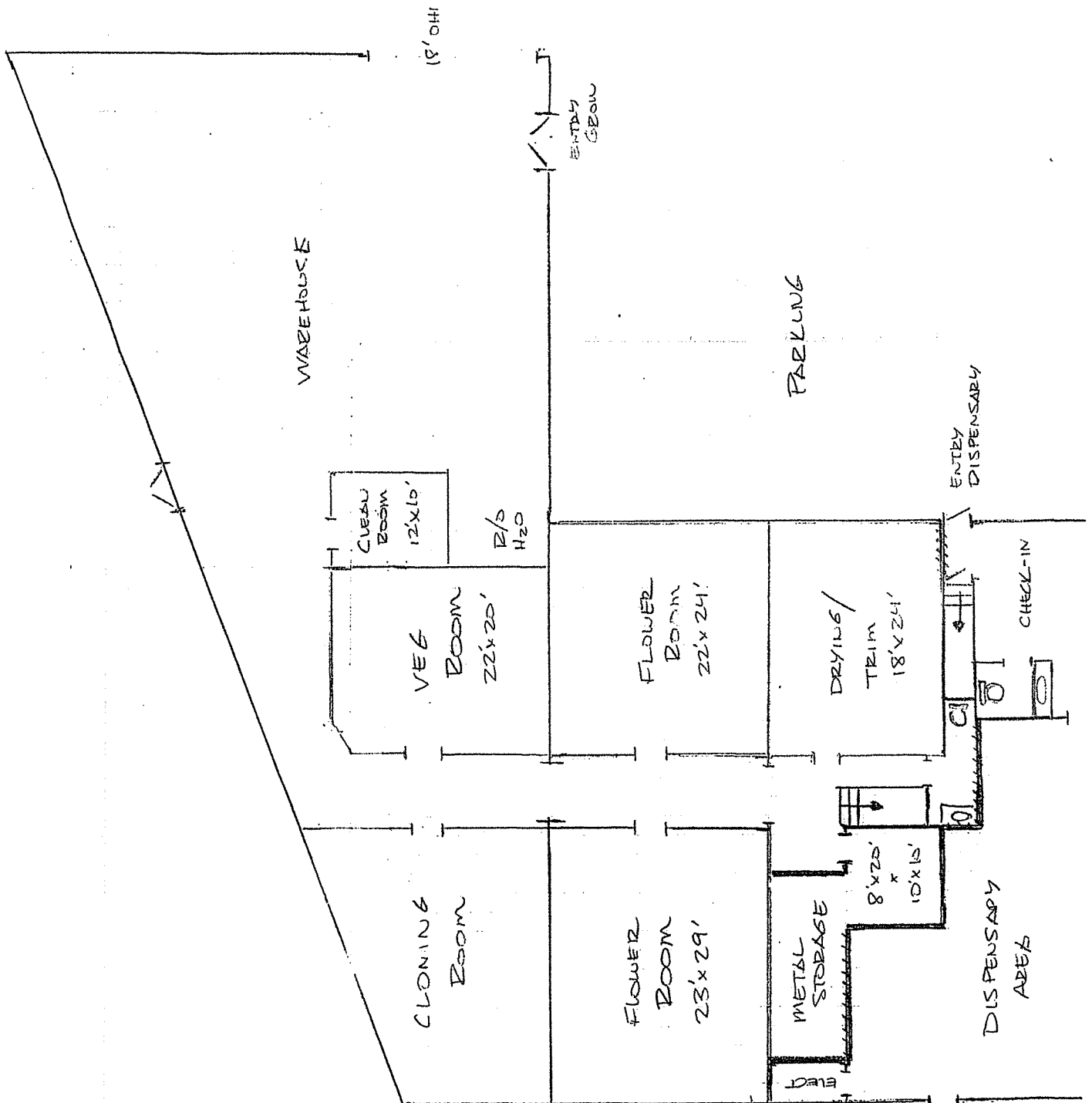
Approx .96 acres of land located in Section 13, Township 18 North, Range 11 East, Sapulpa, Creek County, Oklahoma. Full legal in case file. AKA: 8777 State Highway 66, Tulsa, OK 74131

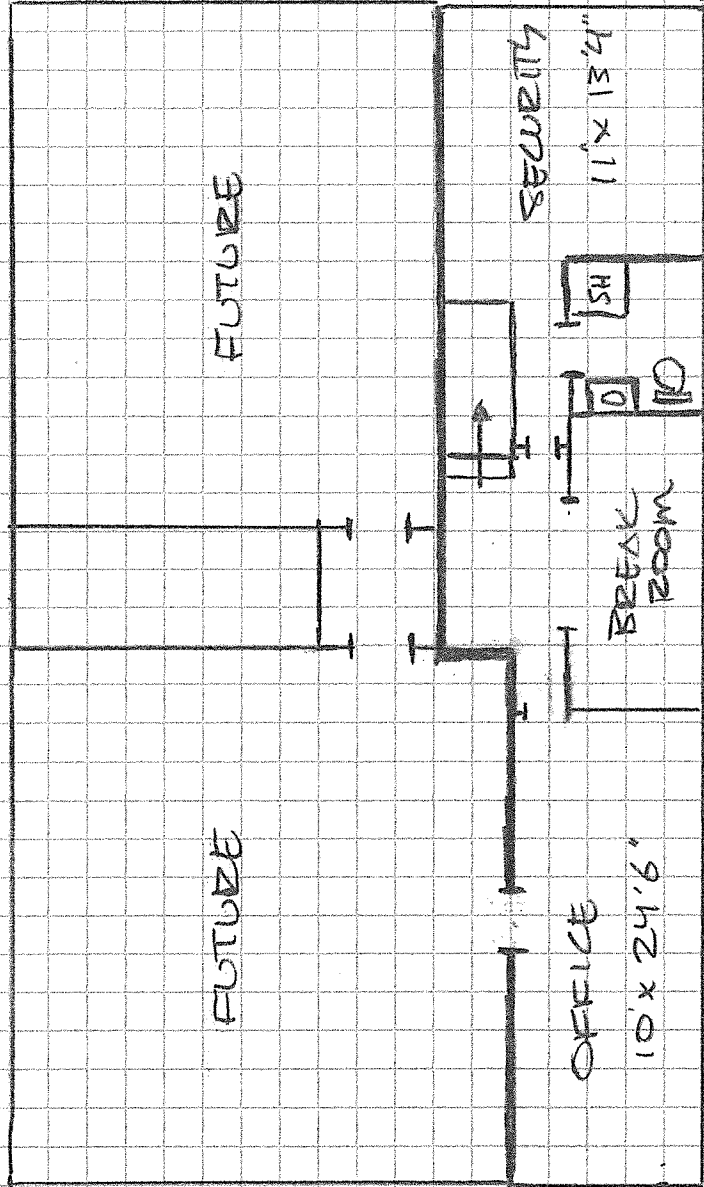


Map Prepared by:
City of Sapulpa
Date: 2/26/2019

Source Data:
Creek County Assessors
City of Sapulpa, Incog







2ND FLOOR





AGENDA ITEM

Community Development 9.G.

City Council Regular

Meeting Date: April 1, 2019

Submitted By: Nikki Howard, Urban Development Director

Department: Planning & Development

Presented By: Nikki Howard

SUBJECT:

Discussion and possible action regarding the application by Central Technology Center for a Specific Use Permit, SUP-034, to allow a Technical School Facility located 1610 South Main Street.

BACKGROUND:

The subject property is a vacant machine shop. Recently Central Technology Center purchased the property for an expansion of their school. The property is located on South Main Street, which triggers the "Corridor Design Criteria". The applicants are aware and plan to put a façade on the building to match the rest of the campus.

The school is planning to utilize the property for adult industrial training and office space.

RECOMMENDATION:

The Sapulpa Metropolitan Area Planning Commission met on March 26, 2019 and voted 8-0 to recommend approval to City Council with the following condition:

1. The property shall have an approved façade per the Corridor Design Criteria.

Attachments

SMAPC case report

Case maps and photos



SAPULPA METROPOLITAN PLANNING COMMISSION (SMAPC)
March 26, 2019
STAFF REPORT

FILE: SUP-034 | Specific Use Permit
OWNERS: Central Technology Center
ADDRESS: 1610 South Main Street
PARCEL: 1465-00-021-000-0-020-00
STR: Section 02, Township 17 North, Range 11 East
LEGAL: Lots Six (6), Seven (7), Eight (8), Nine (9), Ten (10), and Eleven (11), Block Twenty-one (21), Southern Heights Addition to the City of Sapulpa, Creek County, State of Oklahoma, according to the U.S. Government Survey thereof.
LOT SIZE: 24,000 square feet more or less
ZONING: CG – Commercial General
EXISTING USE: Vacant Building
APPLICANT: Dr. Kim Howard and Mr. Mark Cotner
CC WARD: Ward #3 Vice Mayor Lou Martin and Mr. Marty Cummins
PREPARED BY: Nikki Howard – Urban Development Director

REQUEST:

The applicant requests a Specific Use Permit to allow Technical School Facility in a CG (Commercial General) 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 subject property is a vacant machine shop. Recently Central Technology Center purchased the property for an expansion of their school. The property will house offices as well as class space. The property is located on South Main Street, which triggers the "Corridor Design Criteria". The applicants are aware and plan to put a façade on the building to match the rest of the campus.

SURROUNDING LAND USE AND ZONING:

North:	CG Commercial General
East:	RS-3 Residential Single Family
South:	CG Commercial General
West:	OM Office Moderate (CREOKS)

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

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 an public comment.

STAFF RECOMMENDATION:

Recommended motion for SMAPC:

Staff is recommending **APPROVAL** of the application, with the following conditions:

1. The property shall have an approved façade per the Corridor Design Criteria.

ATTACHMENTS:

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

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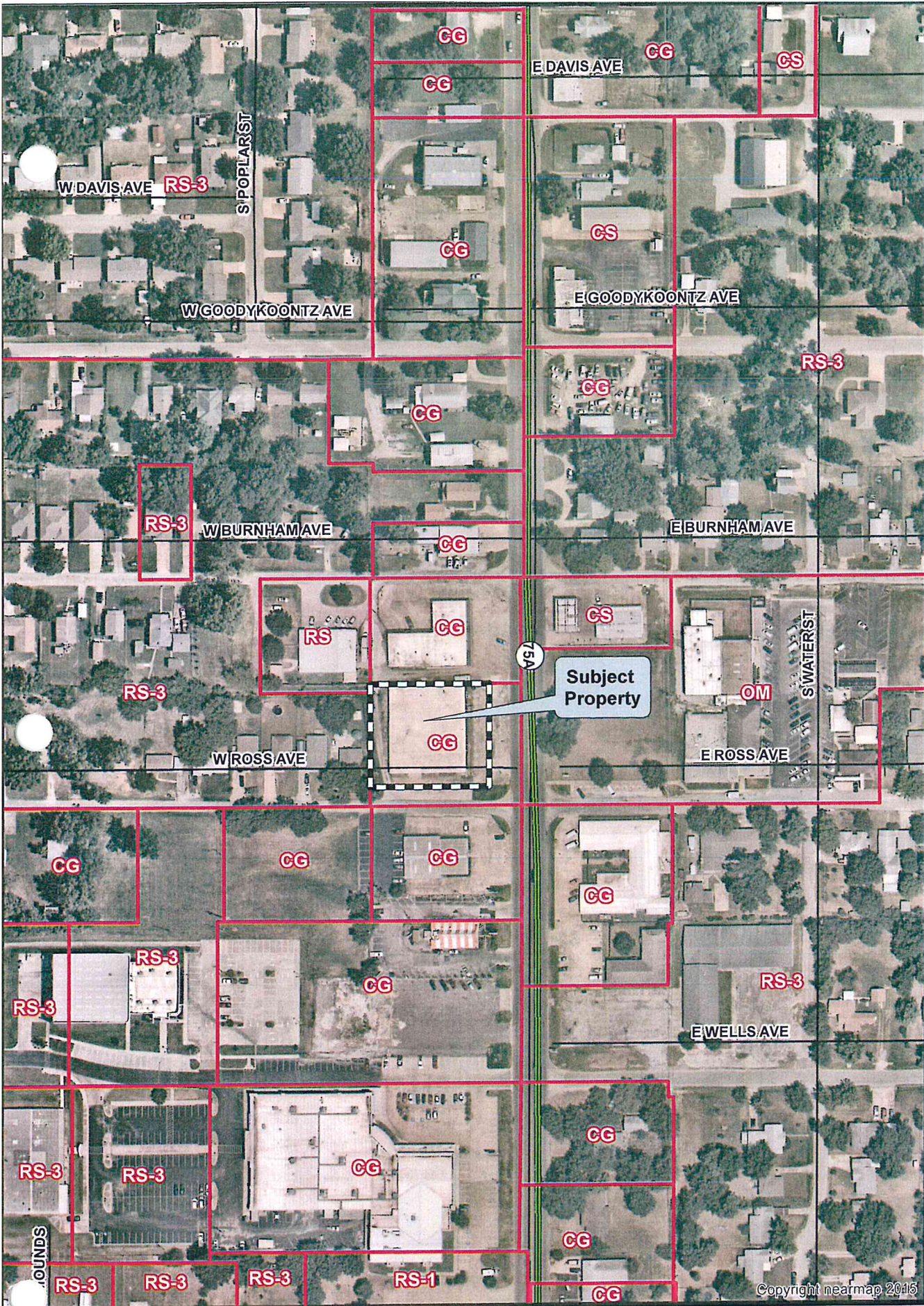
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Legend

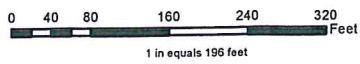
- Zoning
- Subject Property
- Parcels
- Highways
- Roads & Streets
- Railroads



Copyright nearmap 2016

Property Description

Lots 6 thru 11, Block 21, Southern Heights Addition, City of Sapulpa, OK
AKA: 1610-1616 S Main St, Sapulpa, Oklahoma, Creek County, Oklahoma



Map Prepared by:
City of Sapulpa
Date: 3/1/2019

Source Data:
Creek County Assessors
City of Sapulpa, Incog



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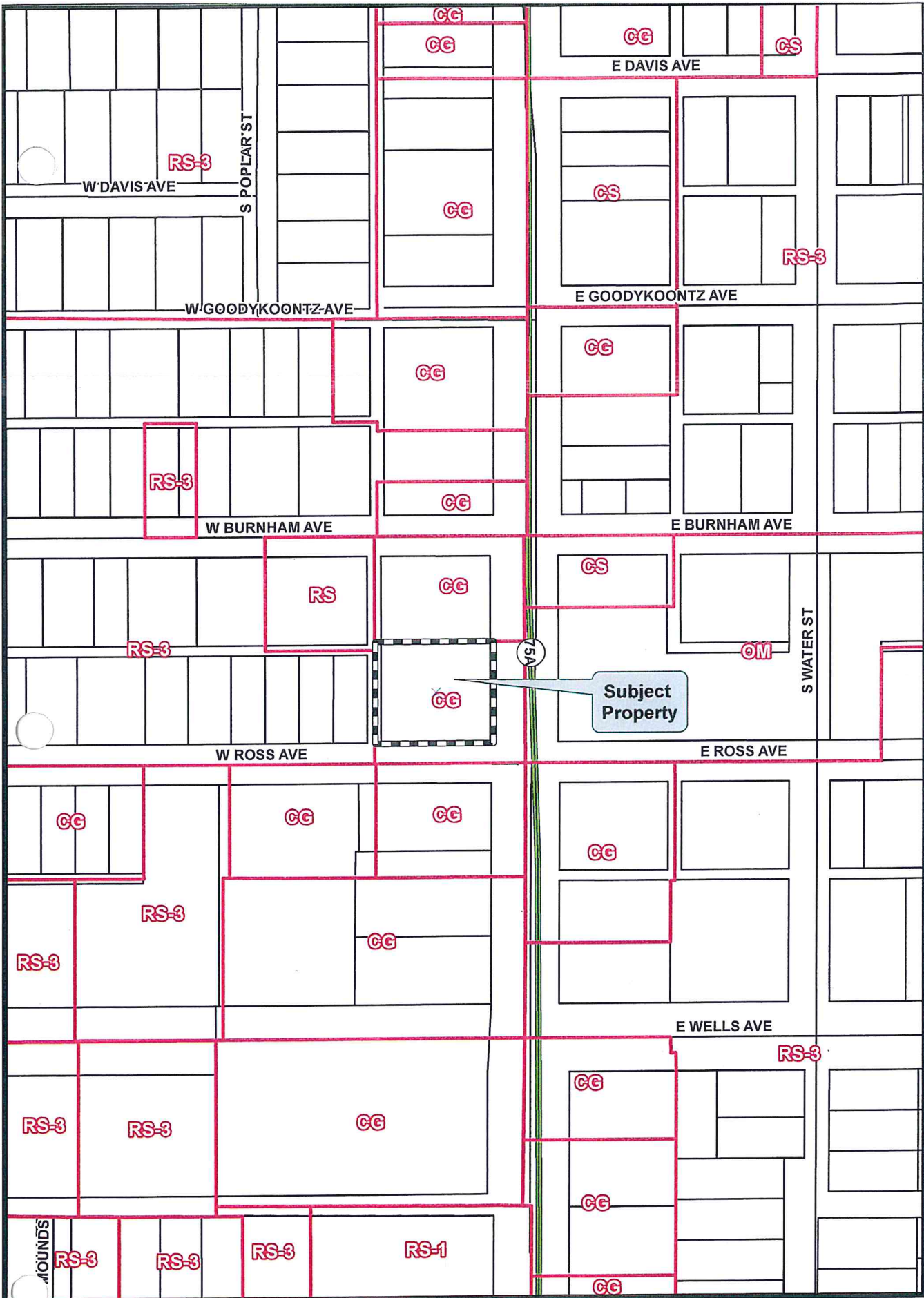
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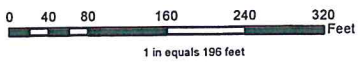
Legend

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



Property Description

Lots 6 thru 11, Block 21, Southern Heights Addition, City of Sapulpa, OK
AKA: 1610-1616 S Main St, Sapulpa, Oklahoma, Creek County, Oklahoma

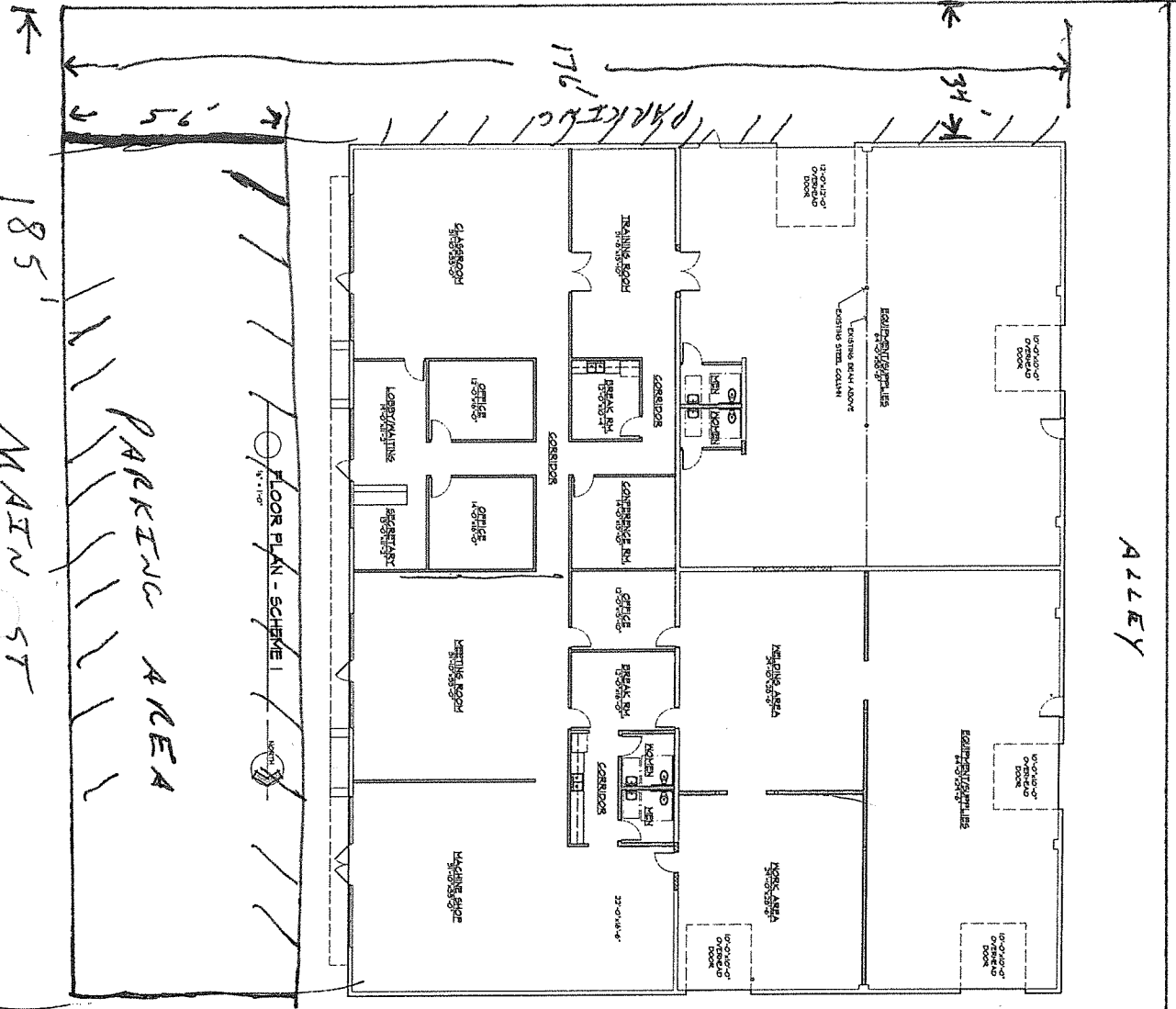


Map Prepared by:
City of Sapulpa
Date: 3/1/2019

Source Data:
Creek County Assessors
City of Sapulpa, Incog



STREET



185'

MAIN ST

PARKING AREA

FLOOR PLAN - SCHEME

ALLEY

COMMERCIAL BLDG.

OF

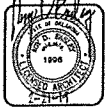
DATE: FEBRUARY 21, 2008
REV: 1

Central Tech
TECHNOLOGY CENTER

B.I.S. CENTER
CENTRAL TECH - SAPULPA CAMPUS
1720 SOUTH MAIN
SAPULPA, OKLAHOMA



Easley Associates Architects
222 N. Independence







AGENDA ITEM

Administration 10.A.

City Council Regular

Meeting Date: April 1, 2019

Submitted For: Pam Vann, Finance Director

Submitted By: Mike Hoehner, Purchasing Director

Department: Purchasing/Contract Management

Presented By: Pam Vann

SUBJECT:

Discussion and possible action regarding Commercial Services Agreement with Cox Oklahoma Telecom, LLC to provide phone service for city facilities for a period of 5 years at an annual cost of \$41,285.64.

BACKGROUND:

In late 2018, the City sent out a Request for Proposal to address a solution to our phone system, including hardware, installation, and maintenance for 146 phone lines, 2 conference phones, and 3 reception consoles. We received proposals from 4 different vendors. Out of the 4 vendors, 3 different solutions were presented. We had numerous meetings with 3 vendors discussing their proposed solution. After doing our research and deciding which one best addressed our needs, it was determined that Cox provided the best solution.

RECOMMENDATION:

Staff recommends approval.

Fiscal Impact

Amount: \$41,285.64

To be paid from: General Fund-Non Departmental

Account number: 10-590-332

Attachments

Agreement - Cox



Cox Account Rep:	Jack Bunds - 63989	Cox System Address:
Phone Number:	918-286-4437	11811 E. 51st Street
Fax Number:	877-873-8923	Tulsa, OK 74146

Customer Information		Authorized Customer Representative Information	
Legal Company Name:	City of Sapulpa - City Hall	Full Name:	Joan Riley
Street Address:	425 E DEWEY	Billing Contact:	918-224-3040
City/State/Zip:	Sapulpa, OK 74066	Fax:	
Billing Address:	425 East Dewey	Contact Number:	918-224-3040
City/State/Zip:	Sapulpa, Oklahoma 74066	Email Address:	jriley@cityofsapulpa.net
Cox Account #:	186-0000000-00		
Merge Bill	No		
Taxes and Fees Not Included			

Service Address: 425 E DEWEY, Sapulpa, OK, 74066	Phone: 918-224-3040
	Cox Account ID: 186-0000000-00

Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
IP Centrex Complete Seat		25	\$19.99	60	New	\$499.75	
IP Centrex Flat Rate Line		25	\$0.00	60	New	\$0.00	
3Mb SIP Trunk Group Port		1	\$0.00	60	New	\$0.00	
Unified Communications Apps		4	\$4.99	60	New	\$19.96	
Unified Communications - Mobile App		4	\$0.00	60	New	\$0.00	
Unified Communications - Tablet App		4	\$0.00	60	New	\$0.00	
Web-Based Receptionist Console		1	\$20.00	60	New	\$20.00	
Call Detail Reporting		1	\$0.00	60	New	\$0.00	
Cox Service Assurance Plan		25	\$3.00	60	New	\$75.00	
Individual Business Mailbox		25	\$0.00	60	New	\$0.00	
VoiceManager Unified Messaging		25	\$0.00	60	New	\$0.00	
Readable Voice Mail		25	\$0.00	60	New	\$0.00	
Cox Business Unlimited		25	\$0.00	60	New	\$0.00	
Polycom VVX411 12 Button Leased		25	\$0.00	60	New	\$0.00	
Polycom Digital Color KEM Lease		1	\$3.00	60	New	\$3.00	
Polycom 6000 IP Conf. Phone Leased		2	\$10.00	60	New	\$20.00	
IP Centrex Multi-Level Auto Attendant -Advanced		1	\$0.00	60	New	\$0.00	
IP Centrex Call Path		13	\$0.00	60	New	\$0.00	
IP Centrex Installation		25	\$0.00				\$0.00
Customer Education - Virtual Training		1	\$0.00				\$0.00
IP Centrex Activation		25	\$0.00				\$0.00
Equipment Description		Quantity		Unit Price		Total Fee	
Totals for City of Sapulpa - City Hall:	MRC:	\$637.71	NRC:	\$0.00	Equipment Cost:	\$0.00	

Service Address: 209 N GRAY, Sapulpa, OK, 74066

Phone: 918-224-3400

Cox Account ID: 239-000000-00

Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
IP Centrex Complete Seat		4	\$19.99	60	New	\$79.96	
IP Centrex Flat Rate Line		4	\$0.00	60	New	\$0.00	
3Mb SIP Trunk Group Port		1	\$0.00	60	New	\$0.00	
Call Detail Reporting		1	\$0.00	60	New	\$0.00	
Cox Service Assurance Plan		4	\$3.00	60	New	\$12.00	
Individual Business Mailbox		4	\$0.00	60	New	\$0.00	
VoiceManager Unified Messaging		4	\$0.00	60	New	\$0.00	
Readable Voice Mail		4	\$0.00	60	New	\$0.00	
Cox Business Unlimited		4	\$0.00	60	New	\$0.00	
Polycom VVX411 12 Button Leased		4	\$0.00	60	New	\$0.00	
IP Centrex Multi-Level Auto Attendant -Advanced		1	\$0.00	60	New	\$0.00	
IP Centrex Call Path		2	\$0.00	60	New	\$0.00	
IP Centrex Installation		4	\$0.00				\$0.00
Customer Education - Virtual Training		1	\$0.00				\$0.00
IP Centrex Activation		4	\$0.00				\$0.00
Equipment Description			Quantity		Unit Price		Total Fee
Totals for City of Sapulpa - BTW Rec Center:			MRC: \$91.96	NRC: \$0.00	Equipment Cost:		\$0.00

Service Address: 1200 W DEWEY AVE, Sapulpa, OK, 74066

Phone: 918-224-3400

Cox Account ID: 186-000000-00

Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
IP Centrex Complete Seat		1	\$19.99	60	New	\$19.99	
IP Centrex Flat Rate Line		1	\$0.00	60	New	\$0.00	
3Mb SIP Trunk Group Port		1	\$0.00	60	New	\$0.00	
Call Detail Reporting		1	\$0.00	60	New	\$0.00	
Cox Service Assurance Plan		1	\$3.00	60	New	\$3.00	
Individual Business Mailbox		1	\$0.00	60	New	\$0.00	
VoiceManager Unified Messaging		1	\$0.00	60	New	\$0.00	
Readable Voice Mail		1	\$0.00	60	New	\$0.00	
Cox Business Unlimited		1	\$0.00	60	New	\$0.00	
Polycom VVX411 12 Button Leased		1	\$0.00	60	New	\$0.00	
IP Centrex Multi-Level Auto Attendant -Advanced		1	\$0.00	60	New	\$0.00	
IP Centrex Call Path		1	\$0.00	60	New	\$0.00	
IP Centrex Installation		1	\$0.00				\$0.00
Customer Education - Virtual Training		1	\$0.00				\$0.00
IP Centrex Activation		1	\$0.00				\$0.00
Equipment Description			Quantity		Unit Price		Total Fee
Totals for city of Sapulpa - Golf Maintenance:			MRC: \$22.99	NRC: \$0.00	Equipment Cost:		\$0.00

Service Address: 1200 W DEWEY AVE, Sapulpa, OK, 74066

Phone: 918-224-3040

Cox Account ID: 186-0000000-00

Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
IP Centrex Complete Seat		3	\$19.99	60	New	\$59.97	
IP Centrex Flat Rate Line		3	\$0.00	60	New	\$0.00	
3Mb SIP Trunk Group Port		1	\$0.00	60	New	\$0.00	
Call Detail Reporting		1	\$0.00	60	New	\$0.00	
Cox Service Assurance Plan		3	\$3.00	60	New	\$9.00	
Individual Business Mailbox		3	\$0.00	60	New	\$0.00	
VoiceManager Unified Messaging		3	\$0.00	60	New	\$0.00	
Readable Voice Mail		3	\$0.00	60	New	\$0.00	
Cox Business Unlimited		3	\$0.00	60	New	\$0.00	
Polycom VVX411 12 Button Leased		3	\$0.00	60	New	\$0.00	
IP Centrex Multi-Level Auto Attendant -Advanced		1	\$0.00	60	New	\$0.00	
IP Centrex Call Path		2	\$0.00	60	New	\$0.00	
IP Centrex Installation		3	\$0.00				\$0.00
Customer Education - Virtual Training		1	\$0.00				\$0.00
IP Centrex Activation		3	\$0.00				\$0.00
Equipment Description			Quantity		Unit Price		Total Fee
Totals for City of Sapulpa - Golf Pro Shop:			MRC:	\$68.97	NRC:	\$0.00	Equipment Cost: \$0.00

Service Address: 1815 S RIDGEWAY, Sapulpa, OK, 74066

Phone: 918-224-3040

Cox Account ID: 186-0000000-00

Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
IP Centrex Complete Seat		2	\$19.99	60	New	\$39.98	
IP Centrex Flat Rate Line		2	\$0.00	60	New	\$0.00	
3Mb SIP Trunk Group Port		1	\$0.00	60	New	\$0.00	
Call Detail Reporting		1	\$0.00	60	New	\$0.00	
Cox Service Assurance Plan		2	\$3.00	60	New	\$6.00	
Individual Business Mailbox		2	\$0.00	60	New	\$0.00	
VoiceManager Unified Messaging		2	\$0.00	60	New	\$0.00	
Readable Voice Mail		2	\$0.00	60	New	\$0.00	
Cox Business Unlimited		2	\$0.00	60	New	\$0.00	
Polycom VVX411 12 Button Leased		2	\$0.00	60	New	\$0.00	
IP Centrex Multi-Level Auto Attendant -Advanced		1	\$0.00	60	New	\$0.00	
IP Centrex Call Path		2	\$0.00	60	New	\$0.00	
IP Centrex Installation		2	\$0.00				\$0.00
Customer Education - Virtual Training		1	\$0.00				\$0.00
IP Centrex Activation		2	\$0.00				\$0.00
Equipment Description			Quantity		Unit Price		Total Fee
Totals for City of Sapulpa - Cemetary:			MRC:	\$45.98	NRC:	\$0.00	Equipment Cost: \$0.00

Service Address: 800 E DEWEY AVE, Sapulpa, OK, 74066					Phone: 918-224-3040 Cox Account ID: 186-000000-00		
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
IP Centrex Complete Seat		15	\$19.99	60	New	\$299.85	
IP Centrex Flat Rate Line		15	\$0.00	60	New	\$0.00	
3Mb SIP Trunk Group Port		1	\$0.00	60	New	\$0.00	
Call Detail Reporting		1	\$0.00	60	New	\$0.00	
Cox Service Assurance Plan		15	\$3.00	60	New	\$45.00	
Individual Business Mailbox		15	\$0.00	60	New	\$0.00	
VoiceManager Unified Messaging		15	\$0.00	60	New	\$0.00	
Readable Voice Mail		15	\$0.00	60	New	\$0.00	
Cox Business Unlimited		15	\$0.00	60	New	\$0.00	
Polycom VVX411 12 Button Leased		15	\$0.00	60	New	\$0.00	
Polycom Digital Color KEM Lease		1	\$3.00	60	New	\$3.00	
IP Centrex Multi-Level Auto Attendant -Advanced		1	\$0.00	60	New	\$0.00	
IP Centrex Call Path		12	\$0.00	60	New	\$0.00	
IP Centrex Installation		15	\$0.00				\$0.00
Customer Education - Virtual Training		1	\$0.00				\$0.00
IP Centrex Activation		15	\$0.00				\$0.00
Equipment Description			Quantity		Unit Price		Total Fee
Totals for City of Sapulpa - Fire #1:			MRC:	\$347.85	NRC:	\$0.00	Equipment Cost: \$0.00

Service Address: 1400 E HASKELL, Sapulpa, OK, 74066					Phone: 918-224-3040 Cox Account ID: 186-000000-00		
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
IP Centrex Complete Seat		5	\$19.99	60	New	\$99.95	
IP Centrex Flat Rate Line		5	\$0.00	60	New	\$0.00	
3Mb SIP Trunk Group Port		1	\$0.00	60	New	\$0.00	
Call Detail Reporting		1	\$0.00	60	New	\$0.00	
Cox Service Assurance Plan		5	\$3.00	60	New	\$15.00	
Individual Business Mailbox		5	\$0.00	60	New	\$0.00	
VoiceManager Unified Messaging		5	\$0.00	60	New	\$0.00	
Readable Voice Mail		5	\$0.00	60	New	\$0.00	
Cox Business Unlimited		5	\$0.00	60	New	\$0.00	
Polycom VVX411 12 Button Leased		5	\$0.00	60	New	\$0.00	
IP Centrex Multi-Level Auto Attendant -Advanced		1	\$0.00	60	New	\$0.00	
IP Centrex Call Path		2	\$0.00	60	New	\$0.00	
IP Centrex Installation		5	\$0.00				\$0.00
Customer Education - Virtual Training		1	\$0.00				\$0.00
IP Centrex Activation		5	\$0.00				\$0.00
Equipment Description			Quantity		Unit Price		Total Fee
Totals for City of Sapulpa - Aquatic Center:			MRC:	\$114.95	NRC:	\$0.00	Equipment Cost: \$0.00

Service Address: 20 N WALNUT, Sapulpa, OK, 74066					Phone: 918-224-3040 Cox Account ID: 186-0000000-00		
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
IP Centrex Complete Seat		29	\$19.99	60	New	\$579.71	
IP Centrex Flat Rate Line		29	\$0.00	60	New	\$0.00	
3Mb SIP Trunk Group Port		1	\$0.00	60	New	\$0.00	
Call Detail Reporting		1	\$0.00	60	New	\$0.00	
Cox Service Assurance Plan		29	\$3.00	60	New	\$87.00	
Individual Business Mailbox		29	\$0.00	60	New	\$0.00	
VoiceManager Unified Messaging		29	\$0.00	60	New	\$0.00	
Readable Voice Mail		29	\$0.00	60	New	\$0.00	
Cox Business Unlimited		29	\$0.00	60	New	\$0.00	
Polycom VVX411 12 Button Leased		29	\$0.00	60	New	\$0.00	
Polycom Digital Color KEM Lease		1	\$3.00	60	New	\$3.00	
IP Centrex Multi-Level Auto Attendant -Advanced		1	\$0.00	60	New	\$0.00	
IP Centrex Call Path		20	\$0.00	60	New	\$0.00	
IP Centrex Installation		29	\$0.00				\$0.00
Customer Education - Virtual Training		1	\$0.00				\$0.00
IP Centrex Activation		29	\$0.00				\$0.00
Equipment Description			Quantity		Unit Price		Total Fee
Totals for City of Sapulpa - Police:			MRC:	\$669.71	NRC:	\$0.00	Equipment Cost: \$0.00

Service Address: 424 E HOBSON, Sapulpa, OK, 74066					Phone: 918-224-3040 Cox Account ID: 186-0000000-00		
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
IP Centrex Complete Seat		9	\$19.99	60	New	\$179.91	
IP Centrex Flat Rate Line		9	\$0.00	60	New	\$0.00	
3Mb SIP Trunk Group Port		1	\$0.00	60	New	\$0.00	
Unified Communications Apps		3	\$4.99	60	New	\$14.97	
Unified Communications - Mobile App		3	\$0.00	60	New	\$0.00	
Unified Communications - Tablet App		3	\$0.00	60	New	\$0.00	
Call Detail Reporting		1	\$0.00	60	New	\$0.00	
Cox Service Assurance Plan		9	\$3.00	60	New	\$27.00	
Individual Business Mailbox		9	\$0.00	60	New	\$0.00	
VoiceManager Unified Messaging		9	\$0.00	60	New	\$0.00	
Readable Voice Mail		9	\$0.00	60	New	\$0.00	
Cox Business Unlimited		9	\$0.00	60	New	\$0.00	
Polycom VVX411 12 Button Leased		9	\$0.00	60	New	\$0.00	
IP Centrex Multi-Level Auto Attendant -Advanced		1	\$0.00	60	New	\$0.00	
IP Centrex Call Path		4	\$0.00	60	New	\$0.00	
IP Centrex Installation		9	\$0.00				\$0.00
Customer Education - Virtual Training		1	\$0.00				\$0.00
IP Centrex Activation		9	\$0.00				\$0.00
Equipment Description			Quantity		Unit Price		Total Fee
Totals for City of Sapulpa - City Hall Annex:			MRC:	\$221.88	NRC:	\$0.00	Equipment Cost: \$0.00

Service Address: 27 W DEWEY, Sapulpa, OK, 74066					Phone: 918-224-3040 Cox Account ID: 186-000000-00		
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
IP Centrex Complete Seat		10	\$19.99	60	New	\$199.90	
IP Centrex Flat Rate Line		10	\$0.00	60	New	\$0.00	
3Mb SIP Trunk Group Port		1	\$0.00	60	New	\$0.00	
Call Detail Reporting		1	\$0.00	60	New	\$0.00	
Cox Service Assurance Plan		10	\$3.00	60	New	\$30.00	
Individual Business Mailbox		10	\$0.00	60	New	\$0.00	
VoiceManager Unified Messaging		10	\$0.00	60	New	\$0.00	
Readable Voice Mail		10	\$0.00	60	New	\$0.00	
Cox Business Unlimited		10	\$0.00	60	New	\$0.00	
Polycom VVX411 12 Button Leased		10	\$0.00	60	New	\$0.00	
IP Centrex Multi-Level Auto Attendant -Advanced		1	\$0.00	60	New	\$0.00	
IP Centrex Call Path		5	\$0.00	60	New	\$0.00	
IP Centrex Installation		10	\$0.00				\$0.00
Customer Education - Virtual Training		1	\$0.00				\$0.00
IP Centrex Activation		10	\$0.00				\$0.00
Equipment Description			Quantity		Unit Price		Total Fee
Totals for City of Sapulpa - Library:			MRC:	\$229.90	NRC:	\$0.00	Equipment Cost: \$0.00

Service Address: 2610 SAHOMA LAKE RD, Sapulpa, OK, 74066					Phone: 918-224-3040 Cox Account ID: 186-000000-00		
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
IP Centrex Complete Seat		9	\$19.99	60	New	\$179.91	
IP Centrex Flat Rate Line		9	\$0.00	60	New	\$0.00	
3Mb SIP Trunk Group Port		1	\$0.00	60	New	\$0.00	
Call Detail Reporting		1	\$0.00	60	New	\$0.00	
Cox Service Assurance Plan		9	\$3.00	60	New	\$27.00	
Individual Business Mailbox		9	\$0.00	60	New	\$0.00	
VoiceManager Unified Messaging		9	\$0.00	60	New	\$0.00	
Readable Voice Mail		9	\$0.00	60	New	\$0.00	
Cox Business Unlimited		9	\$0.00	60	New	\$0.00	
Polycom VVX411 12 Button Leased		9	\$0.00	60	New	\$0.00	
IP Centrex Multi-Level Auto Attendant -Advanced		1	\$0.00	60	New	\$0.00	
IP Centrex Call Path		4	\$0.00	60	New	\$0.00	
IP Centrex Installation		9	\$0.00				\$0.00
Customer Education - Virtual Training		1	\$0.00				\$0.00
IP Centrex Activation		9	\$0.00				\$0.00
Equipment Description			Quantity		Unit Price		Total Fee
Totals for City of Sapulpa - Water Treatment:			MRC:	\$206.91	NRC:	\$0.00	Equipment Cost: \$0.00

Service Address: 8700 W 100 ST, Sapulpa, OK, 74066					Phone: 918-224-3040 Cox Account ID: 186-000000-00		
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
IP Centrex Complete Seat		4	\$19.99	60	New	\$79.96	
IP Centrex Flat Rate Line		4	\$0.00	60	New	\$0.00	
3Mb SIP Trunk Group Port		1	\$0.00	60	New	\$0.00	
Call Detail Reporting		1	\$0.00	60	New	\$0.00	
Cox Service Assurance Plan		4	\$3.00	60	New	\$12.00	
Individual Business Mailbox		4	\$0.00	60	New	\$0.00	
VoiceManager Unified Messaging		4	\$0.00	60	New	\$0.00	
Readable Voice Mail		4	\$0.00	60	New	\$0.00	
Cox Business Unlimited		4	\$0.00	60	New	\$0.00	
Polycom VVX411 12 Button Leased		4	\$0.00	60	New	\$0.00	
IP Centrex Multi-Level Auto Attendant -Advanced		1	\$0.00	60	New	\$0.00	
IP Centrex Call Path		3	\$0.00	60	New	\$0.00	
IP Centrex Installation		4	\$0.00				\$0.00
Customer Education - Virtual Training		1	\$0.00				\$0.00
IP Centrex Activation		4	\$0.00				\$0.00
Equipment Description			Quantity		Unit Price		Total Fee
Totals for City of Sapulpa - Sewage:			MRC:	\$91.96	NRC:	\$0.00	Equipment Cost: \$0.00

Service Address: 911 N 9TH ST, Sapulpa, OK, 74066					Phone: 918-224-3040 Cox Account ID: 186-000000-00		
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
IP Centrex Complete Seat		8	\$19.99	60	New	\$159.92	
IP Centrex Flat Rate Line		8	\$0.00	60	New	\$0.00	
3Mb SIP Trunk Group Port		1	\$0.00	60	New	\$0.00	
Call Detail Reporting		1	\$0.00	60	New	\$0.00	
Cox Service Assurance Plan		8	\$3.00	60	New	\$24.00	
Individual Business Mailbox		8	\$0.00	60	New	\$0.00	
VoiceManager Unified Messaging		8	\$0.00	60	New	\$0.00	
Readable Voice Mail		8	\$0.00	60	New	\$0.00	
Cox Business Unlimited		8	\$0.00	60	New	\$0.00	
Polycom VVX411 12 Button Leased		8	\$0.00	60	New	\$0.00	
IP Centrex Multi-Level Auto Attendant -Advanced		1	\$0.00	60	New	\$0.00	
IP Centrex Call Path		4	\$0.00	60	New	\$0.00	
IP Centrex Installation		8	\$0.00				\$0.00
Customer Education - Virtual Training		1	\$0.00				\$0.00
IP Centrex Activation		8	\$0.00				\$0.00
Equipment Description			Quantity		Unit Price		Total Fee
Totals for City of Sapulpa - Fire 2:			MRC:	\$183.92	NRC:	\$0.00	Equipment Cost: \$0.00

Service Address: 10 E MURPHY AVE, Sapulpa, OK, 74066

Phone: 918-224-3040

Cox Account ID: 186-0000000-00

Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
IP Centrex Complete Seat		5	\$19.99	60	New	\$99.95	
IP Centrex Flat Rate Line		5	\$0.00	60	New	\$0.00	
3Mb SIP Trunk Group Port		1	\$0.00	60	New	\$0.00	
Call Detail Reporting		1	\$0.00	60	New	\$0.00	
Cox Service Assurance Plan		5	\$3.00	60	New	\$15.00	
Individual Business Mailbox		5	\$0.00	60	New	\$0.00	
VoiceManager Unified Messaging		5	\$0.00	60	New	\$0.00	
Readable Voice Mail		5	\$0.00	60	New	\$0.00	
Cox Business Unlimited		5	\$0.00	60	New	\$0.00	
Polycom VVX411 12 Button Leased		5	\$0.00	60	New	\$0.00	
IP Centrex Multi-Level Auto Attendant -Advanced		1	\$0.00	60	New	\$0.00	
IP Centrex Call Path		3	\$0.00	60	New	\$0.00	
IP Centrex Installation		5	\$0.00				\$0.00
Customer Education - Virtual Training		1	\$0.00				\$0.00
IP Centrex Activation		5	\$0.00				\$0.00
Equipment Description			Quantity		Unit Price		Total Fee
Totals for City of Sapulpa - Fire 3:			MRC:	\$114.95	NRC:	\$0.00	Equipment Cost: \$0.00

Service Address: 7400 NEW SAPULPA RD, Sapulpa, OK, 74066

Phone: 918-224-3040

Cox Account ID: 186-0000000-00

Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
IP Centrex Complete Seat		7	\$19.99	60	New	\$139.93	
IP Centrex Flat Rate Line		7	\$0.00	60	New	\$0.00	
3Mb SIP Trunk Group Port		1	\$0.00	60	New	\$0.00	
Call Detail Reporting		1	\$0.00	60	New	\$0.00	
Cox Service Assurance Plan		7	\$3.00	60	New	\$21.00	
Individual Business Mailbox		7	\$0.00	60	New	\$0.00	
VoiceManager Unified Messaging		7	\$0.00	60	New	\$0.00	
Readable Voice Mail		7	\$0.00	60	New	\$0.00	
Cox Business Unlimited		7	\$0.00	60	New	\$0.00	
Polycom VVX411 12 Button Leased		7	\$0.00	60	New	\$0.00	
IP Centrex Multi-Level Auto Attendant -Advanced		1	\$0.00	60	New	\$0.00	
IP Centrex Call Path		4	\$0.00	60	New	\$0.00	
IP Centrex Installation		7	\$0.00				\$0.00
Customer Education - Virtual Training		1	\$0.00				\$0.00
IP Centrex Activation		7	\$0.00				\$0.00
Equipment Description			Quantity		Unit Price		Total Fee
Totals for City of Sapulpa - Fire 4:			MRC:	\$160.93	NRC:	\$0.00	Equipment Cost: \$0.00

Service Address: 410 S HAWTHORNE, Sapulpa, OK, 74066						Phone: 918-224-3040	
						Cox Account ID: 186-0000000-00	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
IP Centrex Complete Seat		2	\$19.99	60	New	\$39.98	
IP Centrex Flat Rate Line		2	\$0.00	60	New	\$0.00	
3Mb SIP Trunk Group Port		1	\$0.00	60	New	\$0.00	
Call Detail Reporting		1	\$0.00	60	New	\$0.00	
Cox Service Assurance Plan		2	\$3.00	60	New	\$6.00	
Individual Business Mailbox		2	\$0.00	60	New	\$0.00	
VoiceManager Unified Messaging		2	\$0.00	60	New	\$0.00	
Readable Voice Mail		2	\$0.00	60	New	\$0.00	
Cox Business Unlimited		2	\$0.00	60	New	\$0.00	
Polycom VVX411 12 Button Leased		2	\$0.00	60	New	\$0.00	
IP Centrex Multi-Level Auto Attendant -Advanced		1	\$0.00	60	New	\$0.00	
IP Centrex Call Path		2	\$0.00	60	New	\$0.00	
IP Centrex Installation		2	\$0.00				\$0.00
Customer Education - Virtual Training		1	\$0.00				\$0.00
IP Centrex Activation		2	\$0.00				\$0.00
Equipment Description			Quantity		Unit Price		Total Fee
Totals for City of Sapulpa - Parks:		MRC:	\$45.98	NRC:	\$0.00	Equipment Cost: \$0.00	

Service Address: 515 E DEWEY, Sapulpa, OK, 74066						Phone: 918-224-3040	
						Cox Account ID: 186-0000000-00	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
IP Centrex Complete Seat		3	\$19.99	60	New	\$59.97	
IP Centrex Flat Rate Line		3	\$0.00	60	New	\$0.00	
3Mb SIP Trunk Group Port		1	\$0.00	60	New	\$0.00	
Call Detail Reporting		1	\$0.00	60	New	\$0.00	
Cox Service Assurance Plan		3	\$3.00	60	New	\$9.00	
Individual Business Mailbox		3	\$0.00	60	New	\$0.00	
VoiceManager Unified Messaging		3	\$0.00	60	New	\$0.00	
Readable Voice Mail		3	\$0.00	60	New	\$0.00	
Cox Business Unlimited		3	\$0.00	60	New	\$0.00	
Polycom VVX411 12 Button Leased		3	\$0.00	60	New	\$0.00	
IP Centrex Multi-Level Auto Attendant -Advanced		1	\$0.00	60	New	\$0.00	
IP Centrex Call Path		2	\$0.00	60	New	\$0.00	
IP Centrex Installation		3	\$0.00				\$0.00
Customer Education - Virtual Training		1	\$0.00				\$0.00
IP Centrex Activation		3	\$0.00				\$0.00
Equipment Description			Quantity		Unit Price		Total Fee
Totals for City of Sapulpa - Seniors:		MRC:	\$68.97	NRC:	\$0.00	Equipment Cost: \$0.00	

Service Address: 409 E FIFE, Sapulpa, OK, 74066					Phone: 918-224-3040 Cox Account ID: 186-000000-00		
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
IP Centrex Complete Seat		3	\$19.99	60	New	\$59.97	
IP Centrex Flat Rate Line		3	\$0.00	60	New	\$0.00	
3Mb SIP Trunk Group Port		1	\$0.00	60	New	\$0.00	
Call Detail Reporting		1	\$0.00	60	New	\$0.00	
Cox Service Assurance Plan		3	\$3.00	60	New	\$9.00	
Individual Business Mailbox		3	\$0.00	60	New	\$0.00	
VoiceManager Unified Messaging		3	\$0.00	60	New	\$0.00	
Readable Voice Mail		3	\$0.00	60	New	\$0.00	
Cox Business Unlimited		3	\$0.00	60	New	\$0.00	
Polycom VVX411 12 Button Leased		3	\$0.00	60	New	\$0.00	
IP Centrex Multi-Level Auto Attendant -Advanced		1	\$0.00	60	New	\$0.00	
IP Centrex Call Path		2	\$0.00	60	New	\$0.00	
IP Centrex Installation		3	\$0.00				\$0.00
Customer Education - Virtual Training		1	\$0.00				\$0.00
IP Centrex Activation		3	\$0.00				\$0.00
Equipment Description			Quantity		Unit Price		Total Fee
Totals for City of Sapulpa - Animal Shelter:			MRC: \$68.97	NRC: \$0.00	Equipment Cost:		\$0.00

Service Address: 8505 W 100TH ST, Sapulpa, OK, 74066					Phone: 918-224-3040 Cox Account ID: 186-000000-00		
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
IP Centrex Complete Seat		2	\$19.99	60	New	\$39.98	
IP Centrex Flat Rate Line		2	\$0.00	60	New	\$0.00	
3Mb SIP Trunk Group Port		1	\$0.00	60	New	\$0.00	
Call Detail Reporting		1	\$0.00	60	New	\$0.00	
Cox Service Assurance Plan		2	\$3.00	60	New	\$6.00	
Individual Business Mailbox		2	\$0.00	60	New	\$0.00	
VoiceManager Unified Messaging		2	\$0.00	60	New	\$0.00	
Readable Voice Mail		2	\$0.00	60	New	\$0.00	
Cox Business Unlimited		2	\$0.00	60	New	\$0.00	
Polycom VVX411 12 Button Leased		2	\$0.00	60	New	\$0.00	
IP Centrex Multi-Level Auto Attendant -Advanced		1	\$0.00	60	New	\$0.00	
IP Centrex Call Path		2	\$0.00	60	New	\$0.00	
IP Centrex Installation		2	\$0.00				\$0.00
Customer Education - Virtual Training		1	\$0.00				\$0.00
IP Centrex Activation		2	\$0.00				\$0.00
Equipment Description			Quantity		Unit Price		Total Fee
Totals for City of Sapulpa - Public:			MRC: \$45.98	NRC: \$0.00	Equipment Cost:		\$0.00
Totals for all Accounts :			MRC: \$3,440.47	NRC: \$0.00	Equipment Cost:		\$0.00

Special Conditions

Notwithstanding anything to the contrary contained in this Agreement, Cox and Customer acknowledge that this Agreement is a 5 (five) year agreement that consists of 4 (four) separate one-year renewal terms, each of which is subject to cancellation only as a result of Customer's inability to obtain funding or appropriations for the payment required hereunder. For each renewal term, Customer agrees to use good faith and commercially reasonable efforts to renew the funding for the Services under this Agreement. If at any time during the Term hereof, Customer does not receive appropriations or funding for this Agreement, despite its good faith efforts to obtain such funding, Customer may, at its option, terminate this Agreement by providing at least 30 days prior written notice to Cox thereof, along with reasonable documentation substantiating such failure to obtain funding. Upon Cox's receipt of such notice, this Agreement shall terminate without liability to Customer (except that Customer will be required to pay for all Services rendered through the date of termination and shall also reimburse Cox for the construction costs, if any, unamortized upon the date of termination), and Cox may disconnect Services.

Promotion Details

This Commercial Services Agreement (the "Agreement") includes (i) this paragraph, the language above and Exhibit A (collectively, the "Service Terms"); (ii) the terms and conditions set forth at <http://ww2.cox.com/aboutus/policies/business-general-terms.cox> (the "General Terms") and (iii) any other terms and conditions applicable to the Services set forth above, including without limitation, the Cox tariffs, Service Guides set forth at <http://ww2.cox.com/business/voice/regulatory.cox> ("SG"), State and Federal regulations, the Cox Acceptable Use Policy (the "AUP"), and Cox's Internet Service Disclosures located at www.cox.com/internetdisclosures. Exhibit A is attached to and incorporated into this Agreement by this reference. Customer acknowledges receipt and acceptance of the Service Terms (including Exhibit A), the AUP, General Terms, and all other referenced terms and conditions by signing this Agreement. By signing this Agreement, Customer accepts that any and all disputes arising out of, relating to or concerning this Agreement and/or the Services shall be resolved through mandatory and binding arbitration unless Customer opts out pursuant to the Dispute Resolution Provision in the General Terms. This Agreement is subject to credit approval and Customer authorizes Cox to check credit. The prices above do not include applicable taxes, fees, assessments or surcharges which are additional and may change. This proposal is valid provided Customer signs and delivers this Agreement to Cox unchanged within thirty (30) days from the date above. By signing this Agreement, Customer acknowledges that if (i) the transport Service(s) (e.g. Private Line Type Services, Ethernet Services) cross state boundaries or (ii) at least 10% of traffic on said transport Service(s) is Interstate in nature or designated for Internet traffic, then the entire transport Service(s) is considered Interstate. Customer has reviewed the interstate/intrastate designation of the transport Service(s) listed in the Service Description above and attests that all such designations are correct. Each party may use electronic signature to sign this Agreement, provided the electronic signature method used by Customer is acceptable to Cox. This Agreement shall be effective upon execution by Customer and "Acceptance" by Cox. "Acceptance" of the Agreement by Cox shall occur upon the earlier of (i) Cox's countersignature of this Agreement or (ii) Cox's installation of Service at Customer's location. Customer acknowledges that it has read and understands the 911 disclosures in Section 2 of the Service Terms. By signing this Agreement, you represent that you are the authorized Customer representative.

Customer Authorized Signature	CoxCom, LLC., Cox Oklahoma Telcom, LLC Signature
Signature:	Signature:
Print:	Print:
Title Position:	Title Position:
Date:	Date:

1. E911 Services FOR IMPORTANT INFORMATION ABOUT COX'S 911 PRACTICES, PLEASE REVIEW THE INFORMATION ABOUT E911 SERVICE IN THE GENERAL TERMS AND ON THE WEBSITE <http://ww2.cox.com/business/voice/regulatory.cox>.

2. Service Start Date and Term The "Initial Term" shall begin upon installation of Service and shall continue for the applicable Term commitment set forth above in the Service Terms. However, if Customer delays installation or is not ready to receive Services on the agreed-upon installation date, Cox may begin billing for Services on the date Services would have been installed. Cox shall use reasonable efforts to make the Services available by the requested service date. Cox shall not be liable for damages for delays in meeting service dates due to install delays or reasons beyond Cox's control. If Customer delays installation for more than ninety (90) days after Customer's execution of this Agreement, Cox reserves the right to terminate this Agreement by providing written notice to Customer and Customer shall be liable for Cox's reasonable costs incurred. AFTER THE INITIAL TERM, THIS AGREEMENT SHALL AUTOMATICALLY RENEW FOR ONE (1) YEAR TERMS (EACH AN "EXTENDED TERM") UNLESS A PARTY GIVES THE OTHER PARTY WRITTEN TERMINATION NOTICE AT LEAST THIRTY (30) DAYS PRIOR TO THE EXPIRATION OF THE INITIAL TERM OR THEN CURRENT EXTENDED TERM. "Term" shall mean the Initial Term and Extended Term (s), if any. Cox reserves the right to increase rates for all Services by no more than ten percent (10%) during any Extended Term by providing Customer with at least sixty (60) days written notice of such rate increase. This limitation on rate increases shall not apply to video Services or Services for which rates, terms and conditions are governed by a Cox tariff or SG. Upon notice to Customer, Cox may change the rates for video Services periodically during the Term. Cox may change the rates for telephone Service subject to a Cox tariff or SG periodically during the Term. For the avoidance of doubt, promotional rates and promotional discounts provided to Customer will expire at the end of the Initial Term or earlier as set forth in the promotion language. Customer's payment for Service after notice of a rate increase will be deemed to be Customer's acceptance of the new rate.

3. Termination Customer may terminate any Service before the end of the Term selected by Customer above in the Service Terms upon at least thirty (30) days written notice to Cox; provided, however, if Customer terminates any such Service before the end of the Term (except for breach by Cox), unless otherwise expressly stated in the General Terms, Customer will be obligated to pay Cox a termination fee equal to the nonrecurring charges (if unpaid) and One Hundred Percent (100%) of the monthly recurring charges for the terminated Service(s) multiplied by the number of months, including partial months, remaining in the Term. Cox may terminate this Agreement without liability at any time prior to installation of Services if Cox determines that Customer's location is not reasonably serviceable or there is signal interference with any Cox Service(s) according to Cox's standard practices. If Customer terminates or decreases any Service that is part of a bundle offering, the remaining Service(s) shall be subject to price increases for the remaining Term. If Customer terminates this Agreement prior to installation of Service by Cox, Customer shall be liable for Cox's costs incurred. This provision survives termination of the Agreement.

4. Payment Customer shall pay Cox all monthly recurring charges ("MRCs") and all non-recurring charges ("NRCs"), if any, by the due date on the invoice. Any amount not received by the due date shown on the applicable invoice will be subject to interest or a late charge no greater than the maximum rate allowed by law. If Cox terminates this Agreement due to Customer's breach, or if Customer fails to pay any amounts when due and fails to cure such non-payment upon receipt of written notice of non-payment from Cox, Customer will be deemed to have terminated this Agreement and will be obligated to pay the termination fee described above. If applicable to the Service, Customer shall pay sales, use, gross receipts, and excise taxes, access fees and all other fees, universal service fund assessments, 911 fees, franchise fees, bypass or other local, State and Federal taxes or charges, and deposits, imposed on the use of the Services. Taxes will be separately stated on Customer's invoice. No interest will be paid on deposits unless required by law.

5. Service and Installation Cox shall provide Customer with the Services identified above in the Service Terms and may also provide

related facilities and equipment, the ownership of which shall be retained by Cox (the "Cox Equipment"), or for certain Services, Customer, may purchase equipment from Cox ("Customer Purchased Equipment"). Customer is responsible for damage to any Cox Equipment. If Cox Equipment is not returned to Cox after termination or disconnection of Services, Customer shall be liable for the Cox Equipment costs. Customer may use the Services for any lawful purpose, provided that such purpose: (i) does not interfere or impair the Cox network or Cox Equipment; (ii) complies with the AUP; and (iii) is in accordance with the terms and conditions of this Agreement. Customer shall use the Cox Equipment only for the purpose of receiving the Services. Customer shall use Customer Purchased Equipment in accordance with the terms of this Agreement and any related equipment purchase agreement. Unless provided otherwise herein, Cox shall use commercially reasonable efforts to maintain the Services in accordance with applicable performance standards. Cox network management needs may require Cox to modify upstream and downstream speeds. Use of the Services shall be subject to the AUP at <http://ww2.cox.com/aboutus/policies/business-policies.cox>, which is incorporated herein by reference. Cox may change the AUP from time to time during the Term. Customer's continued use of the Services following an AUP amendment shall constitute acceptance of the revised AUP.

6. General Terms The General Terms are hereby incorporated into this Agreement by reference. BY EXECUTING THIS AGREEMENT AND/OR USING OR PAYING FOR THE SERVICES, CUSTOMER ACKNOWLEDGES THAT IT HAS READ, UNDERSTOOD, AND AGREED TO BE BOUND BY THE GENERAL TERMS.

7. LIMITATION OF LIABILITY IN ADDITION TO ANY OTHER LIMITATIONS ON LIABILITY CONTAINED IN THE AGREEMENT, NEITHER COX NOR ANY COX RELATED PARTY SHALL BE LIABLE FOR DAMAGES FOR FAILURE TO FURNISH OR INTERRUPTION OF ANY SERVICES, OR FOR ANY LOSS OF DATA OR STORED CONTENT, IDENTITY THEFT, OR FOR ANY PROBLEM WITH THE SERVICES OR EQUIPMENT OF ANY THIRD PARTY, NOR SHALL COX NOR ANY COX RELATED PARTY BE RESPONSIBLE FOR FAILURE OR ERRORS OF ANY COX SERVICE, COX EQUIPMENT, SIGNAL TRANSMISSION, LICENSED SOFTWARE, LOST DATA, FILES OR SOFTWARE DAMAGE REGARDLESS OF THE CAUSE. NEITHER COX NOR ANY COX RELATED PARTY WILL BE LIABLE FOR DAMAGE TO PROPERTY OR FOR PHYSICAL INJURY TO ANY PERSON ARISING FROM THE INSTALLATION OR REMOVAL OF EQUIPMENT UNLESS CAUSED BY THE NEGLIGENCE OF COX. UNDER NO CIRCUMSTANCES WILL COX OR ANY COX RELATED PARTY BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING LOST PROFITS, ARISING FROM THIS AGREEMENT OR PROVISION OF THE SERVICES.

8. WARRANTIES EXCEPT AS PROVIDED IN THIS AGREEMENT, THERE ARE NO OTHER AGREEMENTS, WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, EITHER IN FACT OR BY OPERATION OF LAW, STATUTORY OR OTHERWISE, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, RELATING TO THE SERVICES. SERVICES PROVIDED ARE A BEST EFFORTS SERVICE AND COX DOES NOT WARRANT THAT THE SERVICES, EQUIPMENT OR SOFTWARE SHALL BE ERROR-FREE OR WITHOUT INTERRUPTION. COX DOES NOT GUARANTEE THAT SERVICE CAN BE PROVISIONED TO CUSTOMER'S LOCATION, OR THAT INSTALLATION OF SERVICE WILL OCCUR IN A SPECIFIED TIMEFRAME. COX DOES NOT WARRANT THAT ANY SERVICE OR EQUIPMENT WILL MEET CUSTOMER'S NEEDS, PERFORM AT A PARTICULAR SPEED, BANDWIDTH OR THROUGHPUT RATE, OR WILL BE UNINTERRUPTED, ERROR-FREE, SECURE, OR FREE OF VIRUSES, WORMS, DISABLING CODE OR THE LIKE. INTERNET AND WIFI SPEEDS WILL VARY. COX MAKES NO WARRANTY AS TO TRANSMISSION OR UPSTREAM OR DOWNSTREAM SPEEDS OF THE NETWORK.

9. Public Performance If Customer engages in a public performance of any copyrighted material contained in any of the Services, Customer, and not Cox, shall be responsible for obtaining any public performance licenses at Customer's expense. The Video Service that Cox provides under this Agreement does not include a public performance license.



AGENDA ITEM

Administration 10.B.

City Council Regular

Meeting Date: April 1, 2019

Submitted By: Nikki Howard, Urban Development Director

Department: Planning & Development

Presented By: Nikki Howard

SUBJECT:

Discussion and possible action regarding Work Order No.4 with Garver, LLC, for on-call engineering review for the Urban Development Department.

BACKGROUND:

This work order will provide for on-call engineering services from Garver, and outlines their scope of services and fees for said services including engineering review for developers working within the City.

This request was made by the Finance department to have a separate contract for Public Works projects and Urban Development. The original contract was signed on June 18, 2018.

RECOMMENDATION:

Staff recommends Council approve Work Order No.4 and authorize Mayor to execute same.

Attachments

Garver Contract



**WORK ORDER NO. 4
City of Sapulpa
Sapulpa, OK
Project No. 18038014**

This WORK ORDER is made by and between the **City of Sapulpa of Sapulpa, Oklahoma** hereinafter referred to as "Owner," and **GARVER, LLC**, hereinafter referred to as "GARVER", in accordance with the provisions of the MASTER AGREEMENT FOR PROFESSIONAL SERVICES executed on June 18, 2018.

Under this Work Order, GARVER will provide on-call professional services for engineering, review, planning, and surveying related to infrastructure and planning for Urban Development improvements.

SECTION 1 - SCOPE OF SERVICES

GARVER will perform general support tasks as requested by the Owner when mutually agreed upon. These tasks are anticipated to be smaller assignments and cumulatively shall be limited to the not to exceed fee as defined in Section 2 – Payment below. The directives associated with these assignments shall be conveyed from the Owner to GARVER through email or other form of written correspondence.

For significant tasks that are not included in the general support category as described in this Work Order 18038013, GARVER will perform professional services for each specific project as requested by the Owner and will be in accordance with and governed by a separate Work Order agreement. The scope of services, schedule, and fee rendered to GARVER of each work assignment will be defined in each subsequent Work Order and the general terms contained in the Master Agreement, including all appendices, exhibits, and amendments shall apply.

SECTION 2 – PAYMENT

For the work described under SECTION 1 - SCOPE OF SERVICES, the Owner will pay GARVER on an hourly rate basis. The Owner represents that funding sources are in place with the available funds necessary to pay GARVER.

The Owner will pay GARVER, for time spent on the project, at the rates shown in Appendix A for each classification of GARVER's personnel (may include contract staff classified at GARVER's discretion) plus reimbursable expenses including but not limited to printing, courier service, reproduction, and travel. For informational purposes, a breakdown of GARVER's estimated costs is included in Appendix A with approximate current hourly rates for each employee classification. The rates shown in Appendix A will be increased annually with the first increase effective on or about July 31, 2019.

Expenses other than salary costs that are directly attributable to performance of our professional services will be billed as follows:

1. Direct cost for travel, wireless communications, outside reproduction and presentation material preparation, and mail/courier expenses.
2. Direct cost plus 10 percent for subcontract/subconsultant fees.
3. Charges similar to commercial rates for reports, plan sheets, presentation materials, etc.
4. \$200 per month for each month computer design/modeling software is utilized.
5. The amount allowed by the federal government for mileage with an additional \$0.05 for survey trucks/vans.



The Owner will pay GARVER on a monthly basis, based upon statements submitted by GARVER to the Owner for the scope of services described in this agreement. Payments not received within 60 days of invoice date will be subject to a one percent monthly simple interest charge.

As directed by the Owner, some billable work may have been performed by GARVER prior to execution of this agreement. Payment for this work will be made in accordance with the fee arrangement established herein, as approved by the Owner.

Additional Services (Extra Work). For work not described or included in Section 2 – Scope of Services but requested by the Owner in writing, the Owner will pay GARVER, for time spent on the project, at the rates shown in Appendix A for each classification of GARVER's personnel (may include contract staff classified at GARVER's discretion) plus reimbursable expenses including but not limited to printing, courier service, reproduction, and travel. The rates shown in Appendix A will be increased annually with the first increase effective on or about July 1, 2019.

SECTION 3 – APPENDICES AND EXHIBITS

- 3.1 The following Appendices and/or Exhibits are attached to and made a part of this Agreement:
3.1.1 Appendix A (*fee spreadsheets*)

This Agreement may be executed in two (2) or more counterparts each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.



Approval and acceptance of this Work Order, including attachments listed in SECTION 3 – APPENDICES AND EXHIBITS, shall incorporate this document as part of the Agreement. Garver is authorized to begin performance upon receipt of a copy of this Work Order signed by the Owner. The effective date of this Work Order shall be the last date written below.

CITY OF SAPULPA

GARVER, LLC

By: _____
Signature

By: R. McIntyre
Signature

Name: _____
Printed Name

Name: Randy McIntyre
Printed Name

Title: _____

Title: Vice President

Date: _____

Date: 3/14/2019

Attest: _____

Attest: Chm M. Livingston



APPENDIX A
Sapulpa On-Call Engineering
Garver Hourly Rate Schedule effective till July 1, 2019

Classification	Rates
Engineers / Architects	
E-1.....	\$ 106.00
E-2.....	\$ 122.00
E-3.....	\$ 148.00
E-4.....	\$ 173.00
E-5.....	\$ 211.00
E-6.....	\$ 264.00
E-7.....	\$ 351.00
Planners / Environmental Specialist	
P-1.....	\$ 127.00
P-2.....	\$ 159.00
P-3.....	\$ 198.00
P-4.....	\$ 225.00
P-5.....	\$ 261.00
P-6.....	\$ 297.00
P-7.....	\$ 359.00
Designers	
D-1.....	\$ 99.00
D-2.....	\$ 116.00
D-3.....	\$ 137.00
D-4.....	\$ 159.00
Technicians	
T-1.....	\$ 77.00
T-2.....	\$ 98.00
T-3.....	\$ 119.00
Surveyors	
S-1.....	\$ 47.00
S-2.....	\$ 63.00
S-3.....	\$ 84.00
S-4.....	\$ 120.00
S-5.....	\$ 159.00
S-6.....	\$ 181.00
2-Man Crew (Survey).....	\$ 193.00
3-Man Crew (Survey).....	\$ 240.00
2-Man Crew (GPS Survey).....	\$ 213.00
3-Man Crew (GPS Survey).....	\$ 260.00
Construction Observation	
C-1.....	\$ 93.00
C-2.....	\$ 119.00
C-3.....	\$ 146.00
C-4.....	\$ 180.00
Management/Administration	
M-1.....	\$ 359.00
X-1.....	\$ 61.00
X-2.....	\$ 82.00
X-3.....	\$ 114.00
X-4.....	\$ 145.00
X-5.....	\$ 178.00
X-6.....	\$ 227.00



AGENDA ITEM

Administration 10.C.

City Council Regular

Meeting Date: April 1, 2019

Submitted For: Steve Hardt, Economic Development Director

Submitted By: Mikaila Stepp, Administrative Assistant

Department: Economic Development

Presented By: Steve Hardt

SUBJECT:

Discuss and consider approving an easement to OG&E for electric utilities to the Youth Sports Complex in Section 3, T17N, R11E, Creek County, Oklahoma.

BACKGROUND:

This easement is for the main power supply to the new Bartlett Sports Complex. OG&E is extending 3 phase power aerial along Cheyenne to the property. The line will then go underground in the new easement and will not interfere with any of the proposed improvements.

RECOMMENDATION:

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

Attachments

Easement

AFTER RECORDING RETURN TO:
OG&E ELECTRIC SERVICES
ATTN: FIELD SERVICE AGENT
18511 West Hwy 33
SAPULPA, OK. 74066

EASEMENT

Work Order # 7382382

KNOW ALL MEN BY THESE PRESENTS: THAT **The City of Sapulpa Oklahoma, a municipal corporation**, Grantor, in consideration of the sum of Ten or more dollars in hand paid, the receipt of which is hereby acknowledged, and other good and valuable consideration, does hereby grant and warrant unto **OKLAHOMA GAS AND ELECTRIC COMPANY**, an Oklahoma corporation, Grantee, its successors and assigns, the right, privilege and authority to enter upon and install, erect, operate, maintain and reconstruct underground and/or above ground a system of conduits, wires, cables, vaults, junction boxes, switches, fuses, transformers, service connection boxes and other fixtures for the transmission and distribution of electrical current and communication messages, including the right of ingress and egress to and from said system across adjoining lands of Grantor, upon and across the following real property and premises, situated in Creek County, State of Oklahoma, to wit:

The North 15 feet of the S½ of the S ½ of the SE ¼ of the NW¼ of Section 3, T17N, R11E, I.M., Creek County, Oklahoma. AND, A strip of land 15 feet in width, 7.5 feet on either side of a centerline, Beginning at the NE corner of the S ½ of the S ½ of the SE ¼ of the NW ¼ of Section 3, T17N, R11E, I.M., Creek County, Oklahoma; Thence East 25 feet; Thence North 155 feet, to its terminus.

Grantor further covenants and agrees that no building or other structure shall ever be erected nor shall any excavation or other removal of soil, so as to change the grade of terrain, be accomplished by Grantor, its heirs or assigns, within the above described easement area unless the written consent of the Grantee is first obtained. Grantor further acknowledges the requirements of 63 Oklahoma Statutes (1991) Section 142.1, et. seq. (One-call statute).

The rights and privileges above granted to continue so long as same are used or needed for the transmission and distribution of electric current or communication messages; but should the Grantee remove its property from the premises and abandon the right of way herein granted, then the rights granted in this easement shall terminate.

Signed and delivered this _____ day of _____, _____.

The City of Sapulpa Oklahoma, a municipal corporation

By: _____
Title: _____
Print Name: _____

ACKNOWLEDGMENT

STATE OF _____, COUNTY OF _____, SS;

Before me, the undersigned, a Notary Public, in and for Said County and State, on this _____ day of _____, _____, personally appeared _____, to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that he/she executed the same as his/her free and voluntary act and deed of such corporation, for the uses and purposes therein set forth.

My Commission Expires: _____

Notary Public