

CITY OF SAPULPA, OKLAHOMA
COUNCIL PROCEEDINGS
Meeting of August 20, 2018

The City Council of Sapulpa, Oklahoma, met in regular session Monday, August 20, 2018, at 7:00 o'clock P.M. in the City Hall Council Chambers, 425 East Dewey Avenue, Sapulpa, Oklahoma.

Present: Reg Green, Mayor
Louis Martin, Jr., Vice-Mayor
John Anderson, Councilor
Marty Cummins, Councilor
Wes Galloway, Councilor
Craig Henderson, Councilor
Hugo Naifeh, Councilor
Carla Stinnett, Councilor

Absent: Bruce Bledsoe, Councilor
Charles Stephens, Councilor

Staff Present: Joan Riley, City Manager; Pam Vann, City Treasurer; David Widdoes, City Attorney; Shirley Burzio, City Clerk

1. INVOCATION.

The invocation was given by Mr. Lynn Blanchard.

2. PLEDGE OF ALLEGIANCE.

Mayor Reg Green led the Pledge of Allegiance.

3. MINUTES AND CONSENT ITEMS.

Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Marty Cummins, to approve the minutes and consent items as follows:

- A.** Approve the minutes of the August 6, 2018, regular city council meeting;
- B.** Approve claims in the amount of \$670,741.35.

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

4. APPOINTMENTS, AWARDS, PRESENTATIONS, AND PROCLAMATIONS.

- A.** Motion was made by Vice-Mayor Louis Martin, seconded by Councilor John Anderson, to approve the adoption of a resolution commending Robin Quinnelly, Police Dispatch, and showing appreciation for twenty-one years of dedicated service to the City of Sapulpa. (Resolution No. 4539)

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

5. ADMINISTRATION.

- A.** Motion was made by Councilor Marty Cummins, seconded by Councilor Craig Henderson, to approve an an Irrevocable Consent to Annexation Agreement with Donald R. and Nancy Jo Bateman for property located in the N/2 NE/4 of Section 1, T17N, R10E, less and except all state highway, Oklahoma Turnpike Authority right-of-way, and previously existing City of Sapulpa fenceline.

ROLL CALL: AYE-John Anderson, Marty Cummins, Wes Galloway, Reg Green, Craig Henderson, Hugo Naifeh, Carla Stinnett. NAY-Louis Martin.
Motion carried 7-1.

- B.** Motion was made by Councilor Marty Cummins, seconded by Councilor Craig Henderson, to approve the adoption of an ordinance changing the corporate limits of the City of Sapulpa, Oklahoma, by de-annexing a certain tract of land in Section 1, Township 17 North, Range 10 East of the Indian Base and Meridian, Creek County, Oklahoma, from the city limits of Sapulpa, Oklahoma; and declaring an emergency. (Ordinance No. 2802)

ROLL CALL: AYE-John Anderson, Marty Cummins, Wes Galloway, Reg Green, Craig Henderson, Hugo Naifeh, Carla Stinnett. NAY-Louis Martin.
Motion carried 7-1.

Motion was made by Councilor Marty Cummins, seconded by Councilor Craig Henderson, to approve the passage and adoption of the emergency clause.

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

- C. Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Marty Cummins, to approve an easement acquisition agreement with Tina A. Long for a perpetual easement for the purpose of constructing and maintaining par trail improvements along Rock Creek near the intersection of Muscogee Street and Courtney Avenue.

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

- D. Motion was made by Councilor Hugo Naifeh, seconded by Vice-Mayor Louis Martin, to approve the adoption of a resolution of the City of Sapulpa, Oklahoma, amending the FY 2018-2019 annual budget by increasing revenues and appropriations in the Library Fund in the amount of \$3,000.00 for the purpose of recognizing grant funds awarded and appropriate such fund for the purpose of purchasing ebooks. (Resolution No. 4540)

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

- E. Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Hugo Naifeh, to approve the amendment to Section 206.3, Introductory Employees of the 2009 Human Resources Policies and Procedures Manual.

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

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

- A. Sapulpa Animal Shelter Ground Breaking Ceremony to be held at 10:00 a.m. on Wednesday, August 29, 2018;
- B. Sapulpa Main Street Profit & Loss Status Reports for January through June, 2018, and January through July, 2018;
- C. New customer service hours for city hall and annex building beginning September 3, 2018, the buildings will be open from 7:30 A.M. to 5:30 P.M., Monday through Thursday, and 7:30 A.M. to 11:30 A.M. on Friday. This change will provide flexibility for our citizens to do business with the City. The Police and Fire Department Administration will follow the same hours as City Hall.
- D. Press release announcing City Manager Joan Riley's election as President of the City Management Association of Oklahoma (CMAO)

7. PUBLIC COMMENTS.

Mr. Steve Mann, 230 West Goodykoontz Avenue, spoke to the council about flooding in his neighborhood.

8. EXECUTIVE SESSION.

A. Motion was made by Councilor John Anderson, seconded by Vice-Mayor Louis Martin, to approve entering into an executive session to discuss the following:

1. Discuss threatened litigation by Tri-Star, 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)]

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

The council convened into an executive session at 7:25 o'clock P.M.

B. At 7:48 o'clock P.M. and in open session, Mayor Reg Green called the regular council meeting to order. There was no action taken by the council regarding the matter discussed in executive session.

9. ADJOURNMENT.

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

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

Mayor

Attest:

City Clerk



AGENDA ITEM

City Council Regular

5.A.

Meeting Date: August 20, 2018

Submitted By: Shirley Burzio, City Clerk

Department: City Clerk

Presented By:

SUBJECT:

Consider approving the minutes of the August 6, 2018, regular city council meeting.

BACKGROUND:

RECOMMENDATION:

Attachments

minutes.08-06-2018 city

CITY OF SAPULPA, OKLAHOMA
COUNCIL PROCEEDINGS
Meeting of August 6, 2018

The City Council of Sapulpa, Oklahoma, met in regular session Monday, August 6, 2018, at 7:00 o'clock P.M. in the City Hall Council Chambers, 425 East Dewey Avenue, Sapulpa, Oklahoma.

Present: Reg Green, Mayor
Louis Martin, Jr., Vice-Mayor
John Anderson, Councilor
Marty Cummins, Councilor
Craig Henderson, Councilor
Hugo Naifeh, Councilor
Carla Stinnett, Councilor

Absent: Bruce Bledsoe, Councilor
Wes Galloway, Councilor
Charles Stephens, Councilor

Staff Present: Joan Riley, City Manager; Rick Rumsey, Assistant City Manager; Pam Vann, City Treasurer; David Widdoes, City Attorney; Shirley Burzio, City Clerk; Mark Stephens, Code Enforcement Officer; Robert Pettitt, Water Treatment Superintendent

1. INVOCATION.

Mr. Lynn Blanchard gave the invocation.

2. PLEDGE OF ALLEGIANCE.

Mayor Reg Green led the Pledge of Allegiance.

3. MINUTES AND CONSENT ITEMS.

Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Marty Cummins, to approve the following minutes and consent items:

- A.** Approve the minutes of the July 16, 2018, regular City Council meeting;
- B.** Approve the minutes of the August 1, 2018, special City Council meeting;
- C.** Approve claims in the amount of \$372,706.67;

- D. Acceptance the corrective quit claim deed from Timothy M. Rokisky and Marie B. Rokisky, Trustees of the Revocable Inter Vivos Trust of Timothy Mark Rokisky and Marie B. Rokisky/U/A, for a 2.16 acre tract of land in Section 34, Township 18 North, Range 11 East, Creek County, Oklahoma;
- E. Approve pre-paid claims in the amount of \$291,355.19.

ROLL CALL: AYE-John Anderson, Mary Cummins, Reg Green, Craig Henderson, Louis Martin, Hugo Naifeh, Carla Stinnett. NAY-None. Motion carried 7-0.

4. APPOINTMENTS, AWARDS, PRESENTATIONS, AND PROCLAMATIONS.

- A. Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Marty Cummins, to confirm the following Mayoral appointments to the Sapulpa Library Board:

Carol McIntosh for a three-year term, with said term expiring in June 2021;

Wanette Webb for a three-year term, with said term expiring in June 2022.

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Craig Henderson, Louis Martin, Hugo Naifeh, Carla Stinnett. NAY-None. Motion carried 7-0.

5. PUBLIC HEARINGS.

- A. Consideration, discussion, and possible action regarding the Administrative Hearing Officer's decision on June 27, 2018, to declare 1006 N. Eighth Street, Sapulpa, Oklahoma, 74066; Frisco Place, S1/2 Lot 9 & all Lot 12, Block 10, Creek County, as a dilapidated structure, a public nuisance, and authorization to demolish the property; Case No. PHCE-2018-6.

Motion was made by Vice-Mayor Louis Martin, seconded by Councilor John Anderson, to authorize the demolition of dilapidated structures relating to Case No. PHCE-2018-6.

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Craig Henderson, Louis Martin, Hugo Naifeh, Carla Stinnett. NAY-None. Motion carried 7-0.

- B.** Consideration, discussion, and possible action regarding the Administrative Hearing Officer's decision on June 27, 2018, to declare 110 S Birch Street, Sapulpa, Oklahoma, 74066; S6.7 Lot 1 & N40.8 Lot 2, Block 59, Original Town, Sapulpa, Creek County, as a dilapidated structure, a public nuisance, and authorization to demolish the property; Case No. PHCE-2018-11.

Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Marty Cummins, to authorize the demolition of dilapidated structures relating to Case No. PHCE-02018-11.

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Craig Henderson, Louis Martin, Hugo Naifeh, Carla Stinnett. NAY-None. Motion carried 7-0.

- C.** Consideration, discussion, and possible action regarding the Administrative Hearing Officer's decision on June 27, 2018, to declare 1130 E Jones Avenue, Sapulpa, Oklahoma, 74066; Burnett Refinery, Lots 4 thru 7, Incl, Block 7, Creek County, as a dilapidated structure, a public nuisance, and authorization to demolish the property; Case No. PHCE-2018-14.
- D.** Consideration, discussion, and possible action regarding the Administrative Hearing Officer's decision on June 27, 2018, to declare Lot East of 1130 E Jones Avenue, Sapulpa, Oklahoma, 74066; Burnett Refinery, Lots 1 thru 3, Incl, Block 7, Creek County, as a dilapidated structure, a public nuisance, and authorization to demolish the property; Case No. PHCE-2018-33.
- E.** Consideration, discussion, and possible action regarding the Administrative Hearing Officer's decision on June 27, 2018, to declare 1120 E Jones Avenue, Sapulpa, Oklahoma, 74066; Burnett Refinery, Lots 8 thru 10, Incl, Block 7, Creek County, as a dilapidated structure, a public nuisance, and authorization to demolish the property; Case No. PHCE-2018-32.

Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Craig Henderson, to authorize the demolition of dilapidated structures relating to Case No. PHCE-2018-14, Case No. PHCE-2018-33 and Case No. PHCE-2018-32.

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Craig Henderson, Louis Martin, Hugo Naifeh, Carla Stinnett. NAY-None. Motion carried 7-0.

- F. Consideration, discussion, and possible action regarding the Administrative Hearing Officer's decision on June 27, 2018, to declare 901 N Ross Street, Sapulpa, Oklahoma, 74066; Burnett Refinery Addition, Block 2, Lots 25 thru 27, Creek County, as a dilapidated structure, a public nuisance and authorization to demolish the property; Case No. PHCE-2018-26.

Motion was made by Vice-Mayor Louis Martin, seconded by Councilor John Anderson, to authorize the demolition of dilapidated structures relating to Case No. PHCE-2018-26.

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Craig Henderson, Louis Martin, Hugo Naifeh, Carla Stinnett. NAY-None. Motion carried 7-0.

6. COMMUNITY DEVELOPMENT.

- A. Mr. Lee Parrish, Mr. Kenneth Ayers and Mr. Larry Robertson, residents of the Lakes at Cross Timbers subdivision, spoke to the council about the stormwater drainage from The Reserve at Cross Timbers subdivision. They expressed concern about the drainage coming into The Lakes at Cross Timbers from The Reserve at Cross Timbers subdivision causing drainage problems if it is not correctly engineered.

Motion was made by Councilor Marty Cummins, seconded by Vice-Mayor Louis Martin, to approve the final plat for "The Reserve at Cross Timbers", located North and West of the Northwest corner of State Highway 117 and South 49th West Avenue.

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Craig Henderson, Louis Martin, Hugo Naifeh, Carla Stinnett. NAY-None. Motion carried 7-0.

7. ADMINISTRATION.

- A. Discussion and possible action regarding an Irrevocable Consent to Annexation Agreement with Donald R. and Nancy Jo Bateman for property located in the N/2 NE/4 of Section 1, T17N, R10E, less and except all state highway, Oklahoma Turnpike Authority right-of-way, and previously existing City of Sapulpa fenceline.

City Attorney David Widdoes requested the council consider this item of business at a later date. The property owners could not be in attendance.

- B.** Motion was made by Councilor Craig Henderson, seconded by Vice-Mayor Louis Martin, to approve the professional services agreement with S2 Engineering, PLLC, to perform a Chlaramination System Improvements Evaluation Study in the amount of \$41,800.00.

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Craig Henderson, Louis Martin, Hugo Naifeh, Carla Stinnett. NAY-None. Motion carried 7-0.

- C.** Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Mary Cummins, to approve the award of bids for the City of Sapulpa's Animal Shelter Project to the following vendors as being the lowest and most responsive bidders, in the collective amount of \$793,861.00, and approval of Amendment No. 1 to the Agreement for a total adjusted amount of \$991,501.90.

Demolition.....	Ark Wrecking
Cast-In-Place Concrete.....	United Concrete
Structural Steel.....	Rooks Fabrication
Millwork.....	Arnold Brothers Cabinets
Joint Sealants.....	Commercial Waterproofing
Hollow Meal Doors & Frames.....	Felix Thompson
Glass & Glazing.....	Glassco
Finish Hardware.....	Felix Thompson
Drywall & Acoustical Ceilings.....	Talon Commercial Services
Painting.....	Talon Commercial Services
Special Flooring (Epoxy Coated Flooring).....	Epoxy Coating Specialists
Floor Covering.....	No Bids Received -
Allowance	
Signage (Exterior & Interior).....	No Bids Received -
Allowance	
Toilet Partitions & Toilet Accessories.....	Felix Thompson
Commercial Laundry Equip/Residential App.....	No Bids Received -
Allowance	
Roller Window Shades.....	Contract Drapery
Metal Building Systems.....	Metal Roof Contractors
Fire Suppression.....	Mac Fire
Plumbing.....	Vision Air
HVAC.....	Vision Air
Electrical.....	RCI Electric
New Roof & Wall Panels.....	Various Trades
Free Standing Furniture.....	L&M Office Furniture

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Craig Henderson, Louis Martin, Hugo Naifeh, Carla Stinnett. NAY-None. Motion carried 7-0.

- D.** No action was taken by the council in regard to Addendum No. 1 to Professional Services Agreement for Engineering Services with Tetra Tech for the planning, design, and project management of the Basin N02 and N04 Sanitary Sewer Extension Project. (No cost adjustment.)
- E.** Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Marty Cummins, to approve Change Order No. 4 to the agreement for operations and maintenance of the jointly owned Skiatook Raw Water Conveyance System in the additive amount of \$3,282.00.

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Craig Henderson, Louis Martin, Hugo Naifeh, Carla Stinnett. NAY-None. Motion carried 7-0.

- F.** Motion was made by Vice-Mayor Louis Martin, seconded by Councilor John Anderson, to approve ratification of acceptance of the OverDrive ebook Grant award from the Oklahoma Department of Libraries to the City of Sapulpa library in the amount of \$3,000.00.

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Craig Henderson, Louis Martin, Hugo Naifeh, Carla Stinnett. NAY-None. Motion carried 7-0.

- G.** No agenda item.

- H.** Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Marty Cummins, to approve Supplemental Agreement No. 2 to the Agreement for Engineering Services with Professional Engineering Consultants, P.A., for redesign of North Hickory Street roadway and storm sewer between Dewey Avenue and Muskogee Avenue for a cost of \$18,800.00.

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Craig Henderson, Louis Martin, Hugo Naifeh, Carla Stinnett. NAY-None. Motion carried 7-0.

- I.** Motion was made by Councilor Craig Henderson, seconded by Councilor Marty Cummins, to approve Supplemental Agreement No. 1 to the Agreement for Engineering Services with Professional Engineering Consultants, P.A., for redesigning services for Canyon Road Improvement Project for a cost of \$49,547.00.

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Craig Henderson, Louis Martin, Hugo Naifeh, Carla Stinnett. NAY-None. Motion carried 7-0.

- J. Motion was made by Councilor Hugo Naifeh, seconded by Councilor Craig Henderson, to approve the adoption of an ordinance adopting an Employee Retirement System, Defined Contribution Plan for the City Attorney for the City of Sapulpa, Oklahoma; providing retirement benefits, eligibility, participation, and other standard terms and conditions, including those mandated by IRC; providing for repealer and severability; and declaring an emergency (Ordinance No. 2801)

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Craig Henderson, Louis Martin, Hugo Naifeh, Carla Stinnett. NAY-None. Motion carried 7-0.

Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Marty Cummins, to approve the passage and adoption of the emergency clause.

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Craig Henderson, Louis Martin, Hugo Naifeh, Carla Stinnett. NAY-None. Motion carried 7-0.

8. PUBLIC COMMENTS.

There were no comments made to the council.

9. ADJOURNMENT.

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

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Craig Henderson, Louis Martin, Hugo Naifeh, Carla Stinnett. NAY-None. Motion carried 7-0.

Mayor

Attest:

City Clerk



Consent Agenda 7.A.

City Council Regular

Meeting Date: August 20, 2018

Submitted By: Amber Fisher, Accounts Payable Clerk

SUBJECT:

Consider approving Claims in the amount of \$670,741.35.

Attachments

Claims List 8-20-18

FUND: 10 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
124279	99-10121	ICON ENTERPRISES, INC	SSL CERTIFICATE	8/2018	175363	68.75
123494	99-10160	MERRIFIELD OFFICE SOLUTIONS	MISC JANITORIAL SUPPLIES	8/2018	0150992-001	108.47
124179	99-10160	MERRIFIELD OFFICE SOLUTIONS	T-SHIRTS	8/2018	0150635-001	110.00
123837	99-10252	CECIL COX ENTERPRISES	TWO TIRES	8/2018	3030931	105.00
123846	99-10252	CECIL COX ENTERPRISES	TIRE SENSOR	8/2018	3031221	64.95
124217	99-10252	CECIL COX ENTERPRISES	ONE TIRE	8/2018	3030956	190.41
124277	99-103	ONG	MONTH GAS CHARGES	6/2018	JUNE 18 6/1-7/2/18	981.63
123245	99-10315	CINTAS CORPORATION NO.2	MISC MEDICAL SUPPLIES	8/2018	5011385731A	279.99
123661	99-10315	CINTAS CORPORATION NO.2	MISC MEDICAL SUPPLIES	8/2018	5011385731	120.01
123268	99-10395	AUBREY WEATHERFORD	SOCIAL MEDIA-MONTHLY CHAR	8/2018	SAP0818	500.00
123764	99-10451	NCH CORPORATION	FLOW INDUCTOR	8/2018	3220929	484.31
123236	99-10488	ADMIRAL EXPRESS LLC	MISC JANITORIAL SUPPLIES	8/2018	1976221-0	39.13
124162	99-10488	ADMIRAL EXPRESS LLC	TP & PAPER TOWELS	8/2018	1976296-0	51.98
122485	99-10547	BEASLEY TECHNOLOGY INC	SINGLE SIDED SERVER SHELF	6/2018	3010873	25.00
123865	99-10547	BEASLEY TECHNOLOGY INC	DATA STORAGE	8/2018	3010830	112.50
123866	99-10547	BEASLEY TECHNOLOGY INC	REMOTE MONITORING	8/2018	3010878	137.50
123867	99-10547	BEASLEY TECHNOLOGY INC	MONTHLY COMPUTER MAINT	8/2018	3010831	2,250.00
123052	99-10613	GORFAM MARKETING INC	UNIFORM SHIRTS	6/2018	58456	4,066.50
122656	99-10629	TAYLOR, KEVIN	MEAL REIMBURSEMENT	8/2018	7/17-19/18 122656	122.50
124104	99-10657	MCDONALD, MCCANN & METCALF	ATTORNEY FEES	8/2018	7177	1,200.47
123589	99-10661	MARGARET MCMORROW-LOVE	PROFESSIONAL SERVICES	8/2018	7/2-7/24/18 123589	2,266.41
123814	99-10701	AMAN, ANNA	MEAL REIMBURSEMENT	8/2018	8/15/18 123814	15.00
123981	99-10702	PARKER, BRETT	MEAL REIMBURSEMENT	8/2018	8/21-23/18 123981	122.50
123323	99-10723	TULSA COUNTY DISTRICT ATTORNEY	REIMBURSE DA OFFICE	6/2018	CV-11-0387 1985 CH	1,301.00
122426	99-1206	REASOR'S INC.	FOOD FOR STUDY SESSIONS	6/2018	3011 6/29/18	20.96
123444	99-1206	REASOR'S INC.	FOOD FOR PRISONERS	8/2018	0411 7/6/18	432.04
123587	99-1206	REASOR'S INC.	SNACKS FOR MEETINGS	8/2018	9045 7/16/18	63.03
123588	99-1206	REASOR'S INC.	CAKE FOR RETIREMENT PARTY	8/2018	7514 7/12/18	37.99
123986	99-141	LOCKE SUPPLY CO.	BUILDING MAINTENANCE	8/2018	35034280-00	18.13
124219	99-1699	TULSA OVERHEAD DOOR LLC	GARAGE DOOR REPAIR	8/2018	30122167	300.00
123995	99-1775	LIBERTY FLAGS, INC.	FLAGS	8/2018	86421	65.00
124105	99-2576	OKLAHOMA MUNICIPAL LEAGUE	ICONFERENCE REGISTRATION	8/2018	9702683 WIDDOES D	75.00
123331	99-274	CITY MANAGEMENT ASSOC OF OK	2018-19 MEMBERSHIP	8/2018	2018-2019 J RILEY	640.00
124212	99-3081	FIREMASTER- OK DIST INC	FIRE EXTINGUISHER SERV	8/2018	556833	48.00
120780	99-3286	MOTOROLA SOLUTIONS, INC	SRVC AGRMNT F/RADIOS	6/2018	8230153063	6,424.75
123479	99-3321	CENTRAL TECH	FACILITY/TESTING USE DUES	8/2018	19-6568	300.00
124214	99-3707	O'REILLY AUTOMOTIVE INC	MOTOR MOUNT	8/2018	153-120650	52.61
124215	99-3707	O'REILLY AUTOMOTIVE INC	BRAKE PADS & ROTORS	8/2018	153-121154	165.05
124218	99-3707	O'REILLY AUTOMOTIVE INC	LOWER CONTROL ARMS	8/2018	153-121662	180.46
123580	99-3797	OCCUPATIONAL HEALTH CENTER	PRE-PLACE/DRUG TESTING	8/2018	256164209	121.50
123962	99-4146	EARL COTNER HEAT & AIR COND	SERVICE CALL	8/2018	8/15/18 123962	100.00
124280	99-4700	COX COMMUNICATIONS	MONTHLY PHONE CHARGES	8/2018	067201101 7/31/18	10,266.64
122070	99-5224	OKLAHOMA MUNICIPAL CLERKS,	ANNUAL DUES-S BURZIO	6/2018	2017/2018 122070	30.00
124109	99-5388	OFFICE DEPOT 25022426	KEURIG COFFEE POT	8/2018	174224451001	109.72
124110	99-6477	WEST PUBLISHING CORPORATION	WESTLAW SUBSCRIPTION	8/2018	838638722	700.26
123861	99-6554	PITNEY BOWES INC	MONTHLY POSTAGE FEES	8/2018	8/7/18 123861	4,000.00
123447	99-6575	STATE OF OKLAHOMA	OLETS MONTHLY FEE	8/2018	21-1900430	350.00
123821	99-6628	CDW GOVERNMENT, INC.	5-PORT SWITCH	8/2018	NMV6798	17.00
124111	99-664	CREEK COUNTY ABSTRACT CO.,	SEARCH FOR AFFIDAVIT	8/2018	110292	150.00
123833	99-68	A & M ELECTRIC, INC	BALLAST REPLACEMENT	8/2018	5910	107.00

FUND: 10 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
123860	99-7216	US CELLULAR	MONTHLY CELL PHONE	8/2018	0261764619	37.24
123660	99-8016	NORTHERN SAFETY COMPANY	INREPAIR 3 SCOTT SCBA	8/2018	903061587	1,479.93
124353	99-8059	ACE AIR, INC.	SERVICE CALL	8/2018	99060	272.50
122924R	99-8074	SPECIAL OPS UNIFORMS, INC	UNIFORMS & ACCESSORIES	8/2018	784811	176.47
123445	99-8216	HILAND DAIRY FOODS CO.LLC	MILK FOR PRISONERS	8/2018	9048524	120.00
121398	99-8254	PROFESSIONAL ENGINEERING	COENGINEERING SERVICES	6/2018	439992	3,500.00
123175	99-8346	CARNER PLUMBING, INC.	REPAIR MEN'S SHOWER-JAIL	6/2018	21291	477.13
123034	99-8434	FLEETCOR TECHNOLOGIES d/b/a	CNG - JULY 2018	8/2018	NP53949992	144.11
123240	99-8469	SAPULPA RURAL WATER	12 MONTHS WATER-STATION 4	8/2018	48003 6/14-7/12/18	62.00
123999	99-8809	MYLUM ACHE	MILEAGE/MEAL REIMBURSEMENT	8/2018	8/17/18 123999	82.64
124352	99-8809	MYLUM ACHE	MILEAGE REIMBURSEMENT	8/2018	8/16/19 124352	70.64
122654	99-8841	HAYES, SHAWN	MEAL REIMBURSEMENT	8/2018	7/17-19/18 122654	122.50
123976	99-9072	VICKREY JAMES	REIMBURSEMENT	8/2018	8/21-24/18 123976	57.00
124281	99-9202	AT&T	MONTHLY PHONE CHARGES	8/2018	918A164006 8/5/18	4,581.39
123593	99-9236	STAPLES CONTRACT AND COMMER	GREETING CARDS	8/2018	8050897456	224.97
123855	99-9288	ADVANCE ALARMS, INC	GARAGE-ALARM MONITORING	8/2018	1646249	25.00
123836	99-9371	SALTUS TECHNOLOGIES, LLC	BATTERIES	8/2018	1808-26	477.66
123830	99-9398	THE UPS STORE #3965	POSTAGE	8/2018	0706 8/2/18	63.71
124354	99-9398	THE UPS STORE #3965	SHIPPING	8/2018	0960 8/8/18	172.23
123989	99-9702	HAHN APPLIANCE CENTER, INC.	TWO DRYERS	8/2018	S1448366	1,579.90
122306	99-9859	VERIZON WIRELESS SERVICES	LDATA PLAN FOR IPAD	8/2018	9811711753A	40.01
123241	99-9859	VERIZON WIRELESS SERVICES	LWIRELESS CHARGES-IPADS	8/2018	9811711753	400.10
123977	99-9876	WOOD, JOSH MARK	REIMBURSEMENT	8/2018	8/21-24/18 123977	57.00
123427	99-9996	ALLIANCE MAINTENANCE, INC.	JANITORIAL SERVICE AGRMNT	8/2018	105963	1,595.00
123717	99-9996	ALLIANCE MAINTENANCE, INC.	JANITORIAL SERVICES	8/2018	105967	947.50
FUND TOTAL:						56,265.78

FUND: 20 - SMA-AUTHORITY FUND

SUMMARY REPORT

124279	99-10121	ICON ENTERPRISES, INC	SSL CERTIFICATE	8/2018	175363	68.75
124179	99-10160	MERRIFIELD OFFICE SOLUTIONS	T-SHIRTS	8/2018	0150635-001	569.95
122771	99-10278	BEARING DISTRIBUTORS, INC	dsRR BLOWER AIR FILTERS	6/2018	6499685	180.20
122773	99-10278	BEARING DISTRIBUTORS, INC	ddIGEST FILTERS/FILM	6/2018	6499686	314.60
124277	99-103	ONG	MONTH GAS CHARGES	6/2018	JUNE 18 6/1-7/2/18	857.44
123926	99-10302	LAMPTON WELDING SUPPLY CO,	GAS TANK RENTAL	8/2018	892164	15.86
124081	99-10302	LAMPTON WELDING SUPPLY CO,	BOTTLE RENTAL	8/2018	892165	25.72
123865	99-10547	BEASLEY TECHNOLOGY INC	DATA STORAGE	8/2018	3010830	112.50
123866	99-10547	BEASLEY TECHNOLOGY INC	REMOTE MONITORING	8/2018	3010878	137.50
123867	99-10547	BEASLEY TECHNOLOGY INC	MTHLY COMPUTER MAINT	8/2018	3010831	2,250.00
122992	99-10558	TECHNICAL PROGRAMMING SERV	MAILING OF UTILITY BILLS	8/2018	101969	1,167.49
123621	99-1443	BRENNTAG SOUTHWEST, INC.	CHEMICALS FOR PLANT	8/2018	BSW013334	4,220.10
123397	99-1575	FIZZ-O WATER CO., INC.	DISTILLED WATER-TESTING	8/2018	989720	84.65
122891	99-3593	CITY OF TULSA	METER FEES	8/2018	103688966 7/25/18	1,025.18
123857	99-3633	PUBLIC SERVICE COMPANY OF	OSRWCS ELEC SERVICE	8/2018	9536422130 7/31/18	6,732.77
122058R	99-3881	FHC, INC. DBA TETRA TECH	FHENGINEERING SERVICES	8/2018	51338325	1,179.34
123680	99-3881	FHC, INC. DBA TETRA TECH	FHENG SRVCS-SRWCS	8/2018	51339171	6,057.60
123150	99-4112	ACCURATE ENVIRONMENTAL INC.	D WATER/WASTEWATER LICEN	6/2018	S14119	355.00
123398	99-4112	ACCURATE ENVIRONMENTAL INC.	TESTING FOR DEQ PERMIT	8/2018	AG27007	180.00
123614	99-4112	ACCURATE ENVIRONMENTAL INC.	OPED -JULY 2018	8/2018	AG18098	220.00
123962	99-4146	EARL COTNER HEAT & AIR COND	SERVICE CALL	8/2018	8/15/18 123962	100.00

FUND: 20 - SMA-AUTHORITY FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
123620	99-4839	GELLCO UNIFORMS & SHOES,	INSAFETY BOOTS	8/2018	00235533	305.98
122991	99-4936	WASTE MANAGEMENT OF TEXAS,	REFUSE COLLECTION	8/2018	2204919 / 2204416	115,597.60
124078	99-5493	AQUARIUS ENTERPRISES INCORPDI	BOTTLE RENTAL	8/2018	256019	13.00
123718	99-6528	UNIFIRST HOLDINGS, INC.	UNIFORMS FOR CREWS	8/2018	8241501070	94.00
123937	99-68	A & M ELECTRIC, INC	LAMP FUSES	8/2018	5918	40.00
124085	99-68	A & M ELECTRIC, INC	SERVICE CALL	8/2018	5916	371.75
123860	99-7216	US CELLULAR	MONTHLY CELL PHONE	8/2018	0261764619	110.55
123933	99-7868	WESTLAKE HARDWARE INC	MISC PARTS/SUPPLIES	8/2018	8137790	35.29
121397	99-7994	BANCFIRST	DEBT SERVICE PAYMENTS	8/2018	SERIES2012 8/10/18	136,479.16
123272	99-7994	BANCFIRST	SMA UTIL SYS REV BOND	8/2018	SERIES2013 8/8/18	206,105.42
123399A	99-7998	AMERICAN ENVIRONMENTAL LANDSLUDGE	DISPOSAL FEE	8/2018	9017	1,907.07
123624	99-8259	AIRCO SERVICE, INC.	REPAIR A/C	6/2018	2432625	99.00
123034	99-8434	FLEETCOR TECHNOLOGIES d/b/acNG -	JULY 2018	8/2018	NP53949992	129.31
122453	99-9084	SCHUERMANN ENTERPRISES, INC	FILTER LEVEL TRANSMITTER	6/2018	3061	4,526.26
123929	99-9173	ALL MAINTENANCE SUPPLY, INC	ROLLED DISPENSER TOWELS	8/2018	71380-01	133.50
122890	99-9393	AIRLINK INTERNET SVCS	NETWORK FEE	8/2018	70269	1,199.60
123717	99-9996	ALLIANCE MAINTENANCE, INC.	JANITORIAL SERVICES	8/2018	105967	947.50
FUND TOTAL:						493,949.64

FUND: 29 - STORMWATER MANAGEMENT

SUMMARY REPORT

122848	99-10252	CECIL COX ENTERPRISES	VEHICLE MAINTENANCE	8/2018	3030985	129.90
124277	99-103	ONG	MONTH GAS CHARGES	6/2018	JUNE 18 6/1-7/2/18	107.60
121317	99-10354	MAXWELL OIL CORP	ENGINE AND HYDRAULIC OIL	8/2018	101311	389.20
124163	99-175	STANDARD DISTRIBUTING INC	WATER	8/2018	338630	45.67
124213	99-3707	O'REILLY AUTOMOTIVE INC	AIR FILTER, BRAKE PADS	8/2018	153-120618	82.34
124216	99-3707	O'REILLY AUTOMOTIVE INC	VEHICLE MAINTENANCE	8/2018	153-121229	30.65
121316	99-5367	SOUTHSIDE MOWERS, INC.	CHAINS/PARTS FOR CHAINSAW	8/2018	141357	17.57
124325	99-6158	OCT EQUIPMENT, LLC	OIL ADITIVE	8/2018	S02000466-1	95.25
123860	99-7216	US CELLULAR	MONTHLY CELL PHONE	8/2018	0261764619	26.86
121324	99-7868	WESTLAKE HARDWARE INC	ONE PALLET OF CEMENT	8/2018	8137747	267.43
123034	99-8434	FLEETCOR TECHNOLOGIES d/b/acNG -	JULY 2018	8/2018	NP53949992	345.22
FUND TOTAL:						1,537.69

FUND: 30 - STREET & ALLEY

SUMMARY REPORT

122847	99-10247	ATC HOLDCO	ATC FREIGHTLIN FLOOR MATS/SEAT COVER	8/2018	125240741	114.99
124277	99-103	ONG	MONTH GAS CHARGES	6/2018	JUNE 18 6/1-7/2/18	104.69
124163	99-175	STANDARD DISTRIBUTING INC	WATER	8/2018	338630	92.89
122840	99-2959	DAVIDSON AND DAVIDSON ENTER	HYDRAULIC LINES & HOSES	8/2018	0131854-IN	268.60
122842	99-3707	O'REILLY AUTOMOTIVE INC	MISC TRUCK PARTS/SUPPLIES	8/2018	153-121156	19.97
123860	99-7216	US CELLULAR	MONTHLY CELL PHONE	8/2018	0261764619	26.86
FUND TOTAL:						628.00

FUND: 31 - CEMETERY MAINTENANCE

SUMMARY REPORT

124277	99-103	ONG	MONTH GAS CHARGES	6/2018	JUNE 18 6/1-7/2/18	109.07
124163	99-175	STANDARD DISTRIBUTING INC	WATER	8/2018	338630	78.94
124129	99-6159	LOT MAINTENANCE OF OKLAHOMAMOW	RIGHT-OF-WAYS	8/2018	036050	3,755.63
123718	99-6528	UNIFIRST HOLDINGS, INC.	UNIFORMS FOR CREWS	8/2018	8241501067	15.84

FUND: 31 - CEMETERY MAINTENANCE

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
124130	99-7558	WALKER COMPANIES INC	NOTARY RENEWAL	8/2018	59775	77.50
124133	99-7868	WESTLAKE HARDWARE INC	KEYS	8/2018	8137761	10.76
123420	99-8372	SAWYER ENTERPRISES	MOWING-FLOWING FLOOD PROP	8/2018	300081518	950.00
123034	99-8434	FLEETCOR TECHNOLOGIES d/b/acNG - JULY 2018		8/2018	NP53949992	48.08
FUND TOTAL:						5,045.82

FUND: 32 - HUNTING & FISHING

SUMMARY REPORT

123878	99-10516	HINSCH MARY	CARETAKER AGREEMENT	8/2018	730463	128.50
123885	99-10516	HINSCH MARY	LAKE CARETAKER STIPENED	8/2018	AUG 2018 123885	750.00
123888	99-7876	DEWAYNE MOTE	STOCK CHANNEL CATFISH	8/2018	8/10/18 123888	1,266.00
FUND TOTAL:						2,144.50

FUND: 33 - GOLF COURSE

SUMMARY REPORT

124026	99-10133	HARRELL'S LLC	FERTILIZER & SEED	8/2018	INV01163009	2,122.00
124277	99-103	ONG	MONTH GAS CHARGES	6/2018	JUNE 18 6/1-7/2/18	182.27
124253	99-10302	LAMPTON WELDING SUPPLY CO,	CO2 REFILL FOR THE YEAR	8/2018	00892163	75.01
123742	99-10669	JEFFREY S BORTHEN	BEVERAGE BAGS	8/2018	8743	294.24
123749	99-175	STANDARD DISTRIBUTING INC	RESTOCK GRILL	8/2018	338669	137.34
124032	99-2199	PROFESSIONAL TURF PRODUCTS,	BELTS FOR SPRAY RIGS	8/2018	1426846-00	131.65
123745	99-3458	ALL SEASONS SPORTING GOOD	T-SHIRTS	8/2018	8/2/18 123745	221.00
123738	99-3794	BOTTLING GROUP, LLC	RESTOCK GRILL	8/2018	07912656	330.43
123743	99-4686	ANHEUSER BUSCH SALES-OKLAHORE	STOCK GRILL	8/2018	243551	386.85
124029	99-5367	SOUTHSIDE MOWERS, INC.	CHAINS & BARS	8/2018	141162	359.57
123718	99-6528	UNIFIRST HOLDINGS, INC.	UNIFORMS FOR CREWS	8/2018	8241501072	19.72
124027	99-68	A & M ELECTRIC, INC	FAN REPAIR	8/2018	5906	263.25
123737	99-8436	LDF SALES & DISTRIBUTING,	IRESTOCK GRILL ITEMS	8/2018	161779	189.20
123744	99-8442	SYSCO FOODS SERVICES OF OKL	RESTOCK GRILL	8/2018	126505943	595.16
124251	99-8442	SYSCO FOODS SERVICES OF OKL	RESTOCK GRILL	8/2018	126513043	507.71
FUND TOTAL:						5,815.40

FUND: 34 - LIBRARY

SUMMARY REPORT

123539	99-10095	RICOH USA, INC	WARRANTY-GENEOL PRINTER	8/2018	5054024478	119.47
124277	99-103	ONG	MONTH GAS CHARGES	6/2018	JUNE 18 6/1-7/2/18	146.16
124050	99-10647	MITCHELL, SCOTT	MEAL & MILEAGE REIMB	8/2018	7/9/18 124050	29.88
124060	99-10709	KIDSHINE INTERNATIONAL	LIBRARY PERFORMANCE	8/2018	132999	375.00
124055	99-3081	FIREMASTER- OK DIST INC	FIRE EXTINGUISHERS	8/2018	556974	48.00
124051	99-4047	SHOW, INC.	RECYCLING	8/2018	18943	30.00
123540	99-7963	TAMMY YVONNE TALLEY	JANITORIAL SERVICES	8/2018	AUG 2018 123540	345.00
123541	99-7963	TAMMY YVONNE TALLEY	JANITORIAL SERVICES	8/2018	AUG 2018 123541	950.00
121714	99-8259	AIRCO SERVICE, INC.	SERVICE CALL	8/2018	2446633	345.75
FUND TOTAL:						2,389.26

FUND: 35 - PARKS & RECREATION

SUMMARY REPORT

124018	99-10160	MERRIFIELD OFFICE SOLUTIONS	JANITORIAL SUPPLIES	8/2018	0150987-001	90.56
124005	99-10225	CARLTON E CLINE	OLD PLAYGROUND REMOVAL	8/2018	1386	980.00
124006	99-10225	CARLTON E CLINE	PARTITIONS & DOORS	8/2018	1387	1,853.00

FUND: 35 - PARKS & RECREATION

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
124277	99-103	ONG	MONTH GAS CHARGES	6/2018	JUNE 18 6/1-7/2/18	241.97
124400	99-10344	AIM TO PLEASE LLC dba ATP SPORTA POTTIES		8/2018	14120	150.00
124409	99-10523	ZACHARY WINTERS dba ZACH WIMUSICAL ARTIST		8/2018	9/1/18 124409	1,100.00
124015	99-10712	JASON SCOTT	MUSICAL ARTIST	8/2018	9/1/18 124015	600.00
124016	99-10714	ROBERSON BEAU CHASE	MUSICAL ARTIST	8/2018	9/1/18 124016	500.00
124014	99-10715	MCKENAN POMEROY	MUSICAL ARTIST	8/2018	9/1/18 124014	250.00
124017	99-10722	BARNOSKI KALYN FAY	MUSICAL ARTIST	8/2018	9/1/18 124017	225.00
124163	99-175	STANDARD DISTRIBUTING INC	WATER	8/2018	338630	46.74
123774	99-3707	O'REILLY AUTOMOTIVE INC	VEHICLE MAINTENANCE	8/2018	153-118737	111.53
124401	99-4269	CREEK COUNTY RURAL WTR #3	WATER BILL FOR RV PARK	8/2018	24027 6/27-7/24/18	102.00
124208	99-4608	STEWART MARTIN INC	RADIATOR, DRIVE SHAFT	8/2018	6962S	1,232.88
124402	99-4700	COX COMMUNICATIONS	CABLE SERVICE	8/2018	028122401 6/26/18	91.90
124405	99-5378	PREGLER LAWN & GARDEN, INC	TWO BELTS	8/2018	133092	98.78
123718	99-6528	UNIFIRST HOLDINGS, INC.	UNIFORMS FOR CREWS	8/2018	8241501071	14.88
124022	99-7011	LOWE'S HOME CENTERS, INC.	FILTERS	8/2018	01459 8/15/18	94.92
123860	99-7216	US CELLULAR	MONTHLY CELL PHONE	8/2018	0261764619	26.86
124021	99-7868	WESTLAKE HARDWARE INC	LOCKS	8/2018	8137800	88.14
123896	99-8007	ADVANCED INDUSTRIAL SOLUTIONS	JANITORIAL SUPPLIES	8/2018	237242	254.48
123034	99-8434	FLEETCOR TECHNOLOGIES d/b/a/CNG - JULY 2018		8/2018	NP53949992	66.38
123887	99-8545	TITAN COMMERCIAL SERVICES, INC.	JANITORIAL SRVCS-PARK BAT	8/2018	AUG 2018 123887	750.00
124404	99-8717	P & K EQUIPMENT	TWO TIRES	8/2018	2960112	208.28
123881	99-9288	ADVANCE ALARMS, INC	SENIOR CENTER-ALARM MONIT	8/2018	1645776	25.00
123882	99-9288	ADVANCE ALARMS, INC	PARK MAINT BLDG-ALARM MON	8/2018	1646452	25.00
123879	99-9595	CAMPBELL WENDY	CONTRACT SRVCS-TRACK PROG	8/2018	6/30-7/14/18	690.00
FUND TOTAL:						9,918.30

FUND: 36 - SWIMMING POOL

SUMMARY REPORT

124013	99-10160	MERRIFIELD OFFICE SOLUTIONS	SUPPLIES	8/2018	0150934-001	31.49
124277	99-103	ONG	MONTH GAS CHARGES	6/2018	JUNE 18 6/1-7/2/18	84.94
123875	99-7070	MO' PIZZA RESTAURANTS, LLC	CONCESSION SUPPLIES	8/2018	801181	186.00
124000	99-9288	ADVANCE ALARMS, INC	MONITORING-PARKS	8/2018	1645479	25.00
FUND TOTAL:						327.43

FUND: 40 - FIRE CASH

SUMMARY REPORT

123659R	99-8269	NAFECO, INC.	WILDLAND BUNKER GEAR	8/2018	941506	340.75
FUND TOTAL:						340.75

FUND: 44 - MAJOR THOROFARE

SUMMARY REPORT

122833	99-2507	SIGNALTEK, INC	EMERGENCY LIGHT REPLACEME	8/2018	14707	363.12
123869	99-2507	SIGNALTEK, INC	MAINTENANCE AGREEMENT	8/2018	14706	785.00
123852	99-3633	PUBLIC SERVICE COMPANY OF O	EXPRESSWAY LIGHTS	8/2018	9538248620 7/31/18	200.28
122835	99-8909	DUNHAM'S ASPHALT SERVICE, I	PATCH	8/2018	250338	352.56
122845	99-9513	KEYSTONE EXCAVATING CONTRA	CONCRETE PATCH/CURB REPAI	8/2018	COS80918	240.00
FUND TOTAL:						1,940.96

FUND: 45 - CAPITAL IMPROVEMENTS

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
124028	99-10303	KEELING COMPANY	SPRINKLERS	8/2018	S3445005.001	1,297.70
124206	99-3707	O'REILLY AUTOMOTIVE INC	TIRE CHANGER	8/2018	153-120687	8,845.41
122947R	99-3881	FHC, INC. DBA TETRA TECH FHENGINEERING SERVICES		8/2018	51341049	5,500.00
FUND TOTAL:						15,643.11

FUND: 46 - WATER & SEWER SALES TAX

SUMMARY REPORT

124179	99-10160	MERRIFIELD OFFICE SOLUTIONS	T-SHIRTS	8/2018	0150635-001	686.50
124182	99-10160	MERRIFIELD OFFICE SOLUTIONS	PAPER & BINDERS	8/2018	0150944-001	105.92
124277	99-103	ONG	MONTH GAS CHARGES	6/2018	JUNE 18 6/1-7/2/18	106.51
123512	99-10560	CORE & MAIN LP	MISC STOCK SUPPLIES	6/2018	J053922	96.00
123907	99-10706	MCCULLOCH EXCAVATION INC	WATERLINE	8/2018	3892	2,000.00
124183	99-141	LOCKE SUPPLY CO.	3" SEWER BOOTS	8/2018	35012084-00	10.13
123915	99-2217	DAYS DISCOUNT LUMBER INC	TREATED LUMBER	8/2018	38360	135.00
124191	99-3707	O'REILLY AUTOMOTIVE INC	WIPER BLADES & OIL	8/2018	153-121961	93.76
124207	99-3707	O'REILLY AUTOMOTIVE INC	VEHICLE MAINTENANCE	8/2018	153-119994	52.04
124178	99-3844	SAF-T-GLOVE, INC	GLOVES, BOOTS, ETC	8/2018	879404-00	310.06
123718	99-6528	UNIFIRST HOLDINGS, INC.	UNIFORMS FOR CREWS	8/2018	8241501073	14.88
124210	99-7114	MAC'S HYDRAULIC JACK SERVICE	CYLINDER REBUILD	8/2018	35058	274.89
123860	99-7216	US CELLULAR	MONTHLY CELL PHONE	8/2018	0261764619	101.55
123908	99-7494	LAMPROE CONSTRUCTION, INC	CONCRETE REPAIRS	8/2018	9659	1,600.00
124188	99-7868	WESTLAKE HARDWARE INC	FREEZELESS FAUCET	8/2018	8137836	30.59
123034	99-8434	FLEETCOR TECHNOLOGIES d/b/a	CNG - JULY 2018	8/2018	NP53949992	230.42
124211	99-8539	CROW BURLINGAME COMPANY	BATTERY	8/2018	106-9828	88.00
124222	99-8539	CROW BURLINGAME COMPANY	GROMMETS/ANTIFREEZE	8/2018	106-10194	26.29
123770	99-8606	KAPS TOWING LLC	TOWING SERVICE	8/2018	14067 / 2412	94.35
124185	99-9080	J & R EQUIPMENT, LLC	ROLLER & HOSE FLANGE	8/2018	38358	174.09
124221	99-9572	YELLOWHOUSE MACHINERY CO	OTHERMOSTAT & GASKET	8/2018	356972	30.12
FUND TOTAL:						6,261.10

FUND: 47 - VAC/SPAY/NEUTR ESCRW FUND

SUMMARY REPORT

123816	99-8803	SPAY OKLAHOMA, INC	SPAY & NEUTER FEES	8/2018	7/2-7/30/18 123816	1,652.50
FUND TOTAL:						1,652.50

FUND: 48 - WATER RESOURCE

SUMMARY REPORT

123512	99-10560	CORE & MAIN LP	MISC STOCK SUPPLIES	6/2018	J053922	958.13
FUND TOTAL:						958.13

FUND: 49 - SEWER EXT & DEV FUND

SUMMARY REPORT

123678R	99-3881	FHC, INC. DBA TETRA TECH FHENGINEERING SERVICES		8/2018	51341048	7,100.00
FUND TOTAL:						7,100.00

FUND: 55 - INSURANCE FUND

SUMMARY REPORT

120971	99-9739	THE HOLMES ORGANISATION, IN	HEALTH INSURANCE	8/2018	8/6/18 120971	231,530.01
FUND TOTAL:						231,530.01

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
123813	99-4319	AT&T	MONTHLY E-911 CHARGES	8/2018	91815400646 8/1/18	236.90
FUND TOTAL:						236.90
FUND: 58 - JUVENILE JUSTICE FUND						SUMMARY REPORT
123693	99-7564	HUMAN SKILLS & RESOURCES	I PROBATION SERVICES--JUVENI	8/2018	7/1-7/31/18 123693	1,250.00
123694	99-7564	HUMAN SKILLS & RESOURCES	IDRUG TESTING/JUVENILE COU	8/2018	JULY 2018 123694	315.00
FUND TOTAL:						1,565.00
FUND: 60 - GRANTS AND AID						SUMMARY REPORT
122072R	99-3881	FHC, INC. DBA TETRA TECH	FHENGINEERING	8/2018	51341047	15,500.00
FUND TOTAL:						15,500.00
FUND: 63 - SERIES 2014 STR CAP IMPR						SUMMARY REPORT
110195H	99-8254	PROFESSIONAL ENGINEERING	COCANYON ROAD DESIGN	6/2018	440459A	21,692.00
110195I	99-8254	PROFESSIONAL ENGINEERING	COENGINEERING SERVICES	8/2018	440459B	2,284.74
115758B	99-8469	SAPULPA RURAL WATER	RELOCATE WATERLINES	8/2018	8/13/18 115758B	13,794.38
FUND TOTAL:						37,771.12
FUND: 65 - STREET IMP.SALES TAX						SUMMARY REPORT
123702A	99-10075	DOLESE BROS CO	160 YRDS-4500 PSI CONCRET	8/2018	RM18037840	1,050.00
121396	99-7994	BANCFIRST	DEBT SERVICE PAYMENTS	8/2018	SERIES2014 8/10/18	52,677.29
110195F	99-8254	PROFESSIONAL ENGINEERING	CODESIGN-CANYON ROAD	6/2018	440459	7,813.61
FUND TOTAL:						61,540.90
FUND: 83 - G.O.BOND CONSTR FUND						SUMMARY REPORT
121421B	99-10584	HOUCHIN ELECTRIC CO, INC	ELEC RENOV-SKIATOOK PUMP	8/2018	#7 8/9/18 (37817-7	56,103.30
123704R	99-3881	FHC, INC. DBA TETRA TECH	FHPROFESSIONAL SERVICES	8/2018	51341046	2,100.00
114781D	99-8149	BKL, INC.	ANIMAL SHELTER	8/2018	#19 8/2/18 114781D	5,000.00
FUND TOTAL:						63,203.30
FUND: 85 - POLSON APPORTIONMENT FUND						SUMMARY REPORT
121399	99-10719	POLSON PROPERTIES INC.	PROJECT COSTS	8/2018	AUG-18 121399	186,995.30
FUND TOTAL:						186,995.30
GRAND TOTAL:						1,210,260.90

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
6/2018	10	501-301	TRAINING & TRAVEL	20.96	
6/2018	10	503-302	DUES AND SUBSCRIPTIONS	30.00	
6/2018	10	508-331	UTILITIES	137.40	
6/2018	10	511-331	UTILITIES	543.98	
6/2018	10	512-214	OPERATIONAL SUPPLIES	1,301.00	
6/2018	10	512-314	UNIFORM CLEANING	4,066.50	
6/2018	10	512-331	UTILITIES	125.48	
6/2018	10	512-351	MAINTENANCE-EQUIPMENT	6,424.75	
6/2018	10	512-353	MAINTENANCE-BUILDINGS	477.13	
6/2018	10	513-331	UTILITIES	108.71	
6/2018	10	590-201	OFFICE SUPPLIES	25.00	
6/2018	10	590-331	UTILITIES	66.06	
6/2018	10	591-390	CONTINGENCY FOR EXP NOT BUDGET	3,500.00	16,826.97
6/2018	20	524-301	TRAINING AND TRAVEL	355.00	
6/2018	20	524-331	UTILITIES	555.21	
6/2018	20	524-354	MAINTENANCE-FACILITIES	99.00	
6/2018	20	524-405	FACILITIES	4,526.26	
6/2018	20	525-331	UTILITIES	236.16	
6/2018	20	525-354	MAINTENANCE-FACILITIES	494.80	
6/2018	20	590-331	UTILITIES	66.07	6,332.50
6/2018	29	529-331	UTILITIES	107.60	107.60
6/2018	30	530-331	UTILITIES	104.69	104.69
6/2018	31	531-331	UTILITIES	109.07	109.07
6/2018	33	533-331	UTILITIES	182.27	182.27
6/2018	34	534-331	UTILITIES	146.16	146.16
6/2018	35	535-331	UTILITIES	241.97	241.97
6/2018	36	536-331	UTILITIES	84.94	84.94
6/2018	46	546-331	UTILITIES	106.51	
6/2018	46	546-354	MAINTENANCE-FACILITIES	96.00	202.51
6/2018	48	1699	INVENTORY PURCHASED	958.13	958.13
6/2018	63	563-311B	PROV SVCS-ENG (CA & INSP)	21,692.00	21,692.00
6/2018	65	565-311A	PROF SERVICES - ENGINEERING	7,813.61	

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
					7,813.61
8/2018	10	501-301	TRAINING & TRAVEL	63.03	
8/2018	10	502-302	DUES AND SUBSCRIPTIONS	640.00	
8/2018	10	504-201	OFFICE SUPPLIES	109.72	
8/2018	10	504-301	TRAINING AND TRAVEL	75.00	
8/2018	10	504-311	PROFESSIONAL SERVICES	3,616.88	
8/2018	10	504-407	BOOKS	700.26	
8/2018	10	506-301E	EMPLOYEE TRAINING/RECOGNITION	262.96	
8/2018	10	506-311P	PHYSICALS	121.50	
8/2018	10	508-214	OPERATIONAL SUPPLIES	484.31	
8/2018	10	508-241	SAFETY SUPPLIES	48.00	
8/2018	10	508-314	UNIFORM CLEANING	110.00	
8/2018	10	508-315	FEES & OTHER CHARGES	25.00	
8/2018	10	508-353	MAINTENANCE-BUILDINGS	300.00	
8/2018	10	511-202	POSTAGE	172.23	
8/2018	10	511-211	JANITORIAL SUPPLIES	147.60	
8/2018	10	511-214E	EMS SUPPLIES	400.00	
8/2018	10	511-221	FUEL AND OIL	81.31	
8/2018	10	511-260	MINOR EQUIPMENT & FURNISHINGS	1,579.90	
8/2018	10	511-301	TRAINING AND TRAVEL	389.78	
8/2018	10	511-311	PROFESSIONAL SERVICES	300.00	
8/2018	10	511-314	UNIFORMS	176.47	
8/2018	10	511-331	UTILITIES	62.00	
8/2018	10	511-332	COMMUNICATIONS	400.10	
8/2018	10	511-351	MAINTENANCE-EQUIPMENT	1,479.93	
8/2018	10	511-353	MAINT-BUILDINGS & FIXTURE	355.63	
8/2018	10	512-141	CONTRACT LABOR	1,595.00	
8/2018	10	512-202	POSTAGE	63.71	
8/2018	10	512-214	OPERATIONAL SUPPLIES	494.66	
8/2018	10	512-221	FUEL AND OIL	62.80	
8/2018	10	512-301	TRAINING AND TRAVEL	245.00	
8/2018	10	512-321	PRISONER CARE	552.04	
8/2018	10	512-351	MAINTENANCE-EQUIPMENT	350.00	
8/2018	10	512-352	MAINTENANCE-VEHICLES	758.48	
8/2018	10	512-353	MAINTENANCE-BUILDINGS	107.00	
8/2018	10	513-301	TRAINING & TRAVEL	15.00	
8/2018	10	513-332	COMMUNICATIONS	37.24	
8/2018	10	517-332	COMMUNICATION	40.01	
8/2018	10	590-141	CONTRACT LABOR	3,447.50	
8/2018	10	590-202	POSTAGE	4,000.00	
8/2018	10	590-211	JANITOR SUPPLIES	51.98	
8/2018	10	590-311	PROFESSIONAL SERVICES	68.75	
8/2018	10	590-332	COMMUNICATIONS	14,848.03	
8/2018	10	590-353	MAINT-BUILDING & FIXTURES	100.00	
8/2018	10	591-390	CONTINGENCY FOR EXP NOT BUDGET	500.00	

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PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
					39,438.81
8/2018	20	523-141	CONTRACT LABOR	115,597.60	
8/2018	20	523-311	PROFESSIONAL SERVICES	1,167.49	
8/2018	20	523-314	UNIFORM CLEANING	21.62	
8/2018	20	523-332	COMMUNICATIONS	110.55	
8/2018	20	524-212	CHEMICALS	4,220.10	
8/2018	20	524-221	FUEL & OIL	70.35	
8/2018	20	524-241	SAFETY SUPPLIES	305.98	
8/2018	20	524-311	PROFESSIONAL SERVICES	220.00	
8/2018	20	524-314	UNIFORM CLEANING	609.43	
8/2018	20	524-315B	FEES & OTHR CHGS-SKIATOOK	7,236.94	
8/2018	20	524-322	WATER PURCHASE	1,025.18	
8/2018	20	524-331	UTILITIES	6,732.77	
8/2018	20	524-332	COMMUNICATIONS	1,199.60	
8/2018	20	524-341	RENTAL OF EQUIPMENT	38.72	
8/2018	20	524-354	MAINTENANCE-FACILITIES	371.75	
8/2018	20	525-211	JANITORIAL SUPPLIES	133.50	
8/2018	20	525-214-.01	OPERATING SUPPLIES-LAB	84.65	
8/2018	20	525-221	FUEL & OIL	58.96	
8/2018	20	525-311D	PROF SERVICES-TESTING	180.00	
8/2018	20	525-314	UNIFORM CLEANING	32.90	
8/2018	20	525-341	RENTAL OF EQUIPMENT	15.86	
8/2018	20	525-345	DISPOSAL OF SLUDGE	1,907.07	
8/2018	20	525-351	MAINTENANCE-EQUIPMENT	35.29	
8/2018	20	525-354	MAINTENANCE-FACILITIES	40.00	
8/2018	20	590-141	CONTRACT LABOR	3,310.00	
8/2018	20	590-311	PROFESSIONAL SERVICES	68.75	
8/2018	20	590-353	BUILDING MAINTENANCE	100.00	
8/2018	20	590-501F	BOND EXP - SERIES 2012	135,854.16	
8/2018	20	590-501G	REVENUE BOND EXP - SERIES 2013	205,549.86	
8/2018	20	590-502	REVENUE BOND TRUSTEE FEES	1,180.56	
8/2018	20	591-141	CONTRACT LABOR	137.50	487,617.14
8/2018	29	529-214	OPERATING SUPPLIES	45.67	
8/2018	29	529-221	FUEL & OIL	734.42	
8/2018	29	529-231	MINOR TOOLS	17.57	
8/2018	29	529-332	COMMUNICATIONS	26.86	
8/2018	29	529-351	MAINTENANCE-EQUIPMENT	95.25	
8/2018	29	529-352	MAINTENANCE-VEHICLES	242.89	
8/2018	29	529-354	MAINTENANCE-FACILITIES	267.43	1,430.09
8/2018	30	530-214	OPERATING SUPPLIES	92.89	
8/2018	30	530-332	COMMUNICATIONS	26.86	
8/2018	30	530-351	MAINTENANCE-EQUIPMENT	403.56	523.31
8/2018	31	531-141	CONTRACT LABOR	4,705.63	

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PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
8/2018	31	531-214	OPERATING SUPPLIES	89.70	
8/2018	31	531-221	FUEL & OIL	48.08	
8/2018	31	531-302	DUES & SUBSCRIPTIONS	77.50	
8/2018	31	531-314	UNIFORM CLEANING	15.84	4,936.75
8/2018	32	532-141	CONTRACT LABOR	750.00	
8/2018	32	532-142	PERMIT SALES COMMISSION	128.50	
8/2018	32	532-405A	FISH STOCKINGS	1,266.00	2,144.50
8/2018	33	533-212	CHEMICALS	2,122.00	
8/2018	33	533-213	CONCESSION SUPPLY	2,736.94	
8/2018	33	533-314	UNIFORM CLEANING	19.72	
8/2018	33	533-351	MAINTENANCE-EQUIPMENT	491.22	
8/2018	33	533-354	MAINTENANCE-FACILITIES	263.25	5,633.13
8/2018	34	534-141	CONTRACT LABOR	1,295.00	
8/2018	34	534-301	TRAINING AND TRAVEL	29.88	
8/2018	34	534-302	DUES AND SUBSCRIPTIONS	119.47	
8/2018	34	534-311	PROFESSIONAL SERVICES	375.00	
8/2018	34	534-351	MAINTENANCE-EQUIPMENT	48.00	
8/2018	34	534-353	MAINT/BUILDINGS	375.75	2,243.10
8/2018	35	535-141	CONTRACT LABOR	2,765.00	
8/2018	35	535-211	JANITORIAL SUPPLIES	254.48	
8/2018	35	535-221	FUEL AND OIL	66.38	
8/2018	35	535-241	SAFETY SUPPLIES	46.74	
8/2018	35	535-311	PROFESSIONAL SERVICES	1,400.00	
8/2018	35	535-314	UNIFORM CLEANING	14.88	
8/2018	35	535-331	UTILITIES	102.00	
8/2018	35	535-332	COMMUNICATIONS	118.76	
8/2018	35	535-341	RENTAL OF EQUIPMENT	150.00	
8/2018	35	535-351	MAINTENANCE-EQUIPMENT	1,634.86	
8/2018	35	535-352	MAINT-VEHICLES	111.53	
8/2018	35	535-353	MAINT-BUILDINGS/FIXTURES	90.56	
8/2018	35	535-354	MAINTENANCE-FACILITIES	2,921.14	9,676.33
8/2018	36	536-141	CONTRACT LABOR	25.00	
8/2018	36	536-213	CONCESSION SUPPLIES	186.00	
8/2018	36	536-353	MAINT-BUILDINGS/FIXTURES	31.49	242.49
8/2018	40	540-401	EQUIPMENT	340.75	340.75
8/2018	44	544-331	UTILITIES	200.28	
8/2018	44	544-354	MAINTENANCE-FACILITIES	1,740.68	1,940.96
8/2018	45	508-401	EQUIPMENT	8,845.41	

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
8/2018	45	533-401	EQUIPMENT	1,297.70	
8/2018	45	546-405B	FACILITIES - CONTRACT	5,500.00	15,643.11
8/2018	46	546-201	OFFICE SUPPLIES	105.92	
8/2018	46	546-221	FUEL AND OIL	230.42	
8/2018	46	546-241	SAFETY SUPPLIES	310.06	
8/2018	46	546-314	UNIFORM CLEANING	701.38	
8/2018	46	546-332	COMMUNICATIONS	101.55	
8/2018	46	546-351	MAINTENANCE-EQUIPMENT	693.50	
8/2018	46	546-352	MAINTENANCE-VEHICLES	275.04	
8/2018	46	546-353	MAINTENANCE-BUILDINGS	30.59	
8/2018	46	546-354	MAINTENANCE-FACILITIES	3,610.13	6,058.59
8/2018	47	547-315	OTHER SERVICES & CHARGES	1,652.50	1,652.50
8/2018	49	526-311	PROFESSIONAL SERVICES	7,100.00	7,100.00
8/2018	55	555-391	LIFE INS PREM-OTHERS	4,845.66	
8/2018	55	555-392	FEES & OTHER-OTHERS	226,684.35	231,530.01
8/2018	57	557-315-.01	FEES & OTHER CHARGES-WIRELESS	236.90	236.90
8/2018	58	558-141	CONTRACT LABOR	1,250.00	
8/2018	58	558-311	PROFESSIONAL SERVICES	315.00	1,565.00
8/2018	60	592-311A	PROF SVCS - DESGN & BID	15,500.00	15,500.00
8/2018	63	563-311A	PROF SVCS-ENG DESIGN	2,284.74	
8/2018	63	563-405C	FACILITIES-R-O-W ACQUISITIONS	13,794.38	16,079.12
8/2018	65	565-405B	FACILITIES-CONTRACT	1,050.00	
8/2018	65	565-501	BOND EXP -SERIES 2004/2014	39,166.66	
8/2018	65	565-501I	2004/2014 DEBT SERVICE - INT	13,177.30	
8/2018	65	565-502	REVENUE BOND TRUSTEE FEES	333.33	53,727.29
8/2018	83	571-311B	PROF SVCS-ENG (C.A. & INSP)	2,100.00	
8/2018	83	576-405B	FACILITIES-CONTRACT	56,103.30	
8/2018	83	577-311A	PROF SVCS-ENG (DESIGN, BID)	5,000.00	63,203.30
8/2018	85	585-405	FACILITIES	186,995.30	186,995.30

GRAND TOTAL ESTIMATE: 0.00

GRAND TOTAL ACTUAL: 1,210,260.90

REPORT TOTAL: 1,210,260.90



AGENDA ITEM

Presentations & Proclamations 6.A.

City Council Regular

Meeting Date: August 20, 2018

Submitted By: Becky McGinnis, HR Director

Department: Human Resources

Presented By: Becky McGinnis

SUBJECT:

A Resolution Commending Robin Quinnelly, Police Dispatch, and Showing Appreciation for Twenty-One Years of Dedicated Service to the City of Sapulpa.

BACKGROUND:

After twenty-one years of service to the City of Sapulpa, Robin Quinnelly has submitted his request to retire from the City. The City of Sapulpa would like to recognize Robin Quinnelly for his dedicated service.

RECOMMENDATION:

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

Attachments

Quinnelly Retirement Resolution

RESOLUTION NUMBER _____

**A RESOLUTION COMMENDING ROBIN QUINNELLY, POLICE DISPATCH,
AND SHOWING APPRECIATION FOR HIS TWENTY-ONE YEARS OF
SERVICE TO THE CITY OF SAPULPA**

WHEREAS,

The City of Sapulpa, a Municipal Corporation, is one of the great cities in Oklahoma and acknowledging the greatness of a City must be attributed in large part to the staff and employees; and,

WHEREAS,

It is the pleasure and responsibility of the City of Sapulpa to recognize its employees for outstanding service and commitment; and,

WHEREAS,

Robin Quinnelly has worked for the City of Sapulpa since March of 1997 and served with dedication for his entire career. Robin has the served as a dispatcher longer than any current or former dispatch employee on record with the City.

NOW, THEREFORE, BE IT RESOLVED:

That the City Council of the City of Sapulpa, Oklahoma, hereby extends its greatest appreciation, praise and admiration to a Great Man, Robin Quinnelly, for Twenty-One years of service to the City; and,

BE IT FURTHER RESOLVED:

That a copy of this Resolution will be a permanent part of the official records of the City of Sapulpa and that a copy will be suitably prepared and presented to him.

PASSED and APPROVED in Regular Session this 20th day of August 2018.

Mayor

ATTEST:

City Clerk



AGENDA ITEM

Administration 10.A.

City Council Regular

Meeting Date: August 20, 2018

Submitted For: David Widdoes, City Attorney

Submitted By: Amy Hoehner, Legal Assistant

Department: Legal

Presented By: David Widdoes

SUBJECT:

Discussion and possible action regarding an Irrevocable Consent to Annexation Agreement with Donald R. and Nancy Jo Bateman for property located in the N/2 NE/4 of Section 1, T17N, R10E, less and except all state highway, Oklahoma Turnpike Authority right-of-way, and previously existing City of Sapulpa fenceline.

BACKGROUND:

This item follows from the request of the property owner to de-annex from corporate limits. The subject property was annexed as part of the territory brought into municipal limits by Ordinance No. 2780. After considering all factors relevant to this matter, staff recommends approving the irrevocable consent to annexation agreement which will allow for de-annexation of the tract in question and its subsequent re-annexation when the development events anticipated by the City materialize.

RECOMMENDATION:

Staff recommends Council approve Agreement and authorize Mayor to execute same.

Attachments

Agreement - Bateman

IRREVOCABLE CONSENT TO ANNEXATION AGREEMENT

THIS IRREVOCABLE CONSENT TO ANNEXATION AGREEMENT, is made and entered into this _____ day of _____ 2018, by **Donald R. Bateman and Nancy Jo Bateman, Co-Trustees of the Donald R. Bateman Revocable Trust, dated 10/01/1993;** and **Donald R. Bateman and Nancy Jo Bateman, Co-Trustees of the Nancy Jo Bateman, Revocable Trust dated October 1, 1993,** the owners of the following described real property (collectively "Owners") and the City of Sapulpa, Oklahoma ("City").

WHEREAS, the Owners warrant and represent that they hold legal and equitable fee title to the real property legally described as :

See Exhibit "A" attached hereto

(collectively the "Property"); and

WHEREAS, on July 17, 2017, the City of Sapulpa annexed the Property into municipal limits by adoption of Ordinance No. 2780; and

WHEREAS, it is the desire of the Owners to have the City de-annex the Property in exchange for providing the City with the an irrevocable right to annex the Property at a subsequent date upon the conditions provided for by the terms of this Agreement.

NOW THEREFORE, it is mutually agreed by and between the parties as follows:

(1) The Owners hereby irrevocably consent in writing to annexation of the Property into and as a part of the City. The specific real property to which this consent is given is described as :

See Exhibit "A" attached hereto

This consent is not revocable and shall be a covenant running with and binding upon the land described above as the Property. This consent covenant shall also bind and inure to the benefit of the Owners' successors, assignees, lessees, heirs and devisees.

(2) In exchange, the City agrees that it will not act upon the consent to annexation, or otherwise take action to annex the Property, unless and until any of the following events occurs : (1) the use of the Property changes from its current agricultural use; (ii) the zoning of the Property changes from its current AG description; and/or (iii) title to the Property changes from the current Owners. Upon the occurrence of any such event, annexation of the Property shall be acted upon by the City as quickly as possible pursuant to the irrevocable consent and petition of Owners provided by this Agreement.

(3) As further consideration in exchange for the irrevocable consent and petition from Owner, the City shall act with due diligence to de-annex the Property at the earliest possible date consistent with its regular meeting schedule, but in any event no later than August 2018.

(4) It is further agreed that the City, either in law or in equity, by suit, action, mandamus or other proceeding, may enforce or compel the performance of this Agreement.

(5) The parties agree that this Agreement may be amended only by the mutual consent of the parties in writing.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed the day and year above written.

CITY OF SAPULPA

BY: _____
Reg Green, Mayor

ATTEST:

APPROVED AS TO FORM:

Shirley Burzio, City Clerk

David R. Widdoes, City Attorney

OWNERS:

BY: _____
Donald R. Bateman, Co-Trustee of the
Donald R. Bateman Revocable Trust and
the Nancy Jo Bateman Revocable Trust,
both dated October 1, 1993

BY: _____
Nancy Jo Bateman, Co-Trustee of the
Donald R. Bateman Revocable Trust and
the Nancy Jo Bateman Revocable Trust,
both dated October 1, 1993

ACKNOWLEDGMENT

State of Oklahoma)
) ss.
County of Creek)

On this ___ day of _____, 2018, before me personally appeared Reg Green, Mayor of the City of Sapulpa, to me known to be the person described in and whom executed the foregoing and acknowledged to me that he executed the same as the free act and deed of the Mayor of Sapulpa for the purposes set forth therein.

Notary Public
My commission expires: _____

ACKNOWLEDGMENT

State of Oklahoma)
) ss.
County of Creek)

On this ___ day of _____, 2018, before me personally appeared Donald R. Bateman, to me known to be the person described in and whom executed the foregoing and acknowledged to me that he executed the same as his free act and deed and the free and voluntary act of the Trust.

Notary Public
My commission expires: _____

ACKNOWLEDGMENT

State of Oklahoma)
) ss.
County of Creek)

On this ___ day of _____, 2018, before me personally appeared Nancy Jo Bateman, to me known to be the person described in and whom executed the foregoing and acknowledged to me that she executed the same as her free act and deed and the free and voluntary act of the Trust.

Notary Public
My commission expires: _____

EXHIBIT "A"

A tract of land beginning at the Northeast Corner of Lot Three (3), (a/k/a NE/4 NW/4) of Section 1, Township 17 North, Range 10 East of the Indian Base and Meridian, Creek County, State of Oklahoma, according to the U.S. Government Survey thereof; thence S00°02'08.28" W a distance of 232.00 feet; thence due West a distance of 200.00 feet; thence N00°02'08.28" East a distance of 232 feet; thence due East a distance of 200.00 feet to the Point of Beginning, said described tract containing 1.06 acres, more or less.

AND,

A tract of land in Section 1, Township 17 North, Range 10 East, Creek County, Oklahoma, described as the North 20.52 acres of Lot 3 (NE NW); and the West 2.50 acres of the North 20.52 acres of Lot 2 (NW NE), LESS AND EXCEPT A tract of land beginning at the Northeast Corner of Lot 3; thence S00°02'08.28"W a distance of 232.00 feet; thence Due West a distance of 200.00 feet; thence N00°02'08.28"E a distance of 232.00 feet; thence Due East a distance of 200.00 feet to the Point of Beginning, containing 1.06 acres, more or less, all in Section 1, Township 17 North, Range 10 East, Creek County, Oklahoma.

AND,

A tract of land in Section 1, Township 17 North, Range 10 East, Creek County, Oklahoma, described as beginning at a point East a distance of 161.85 feet from the Northwest Corner of Lot 2 (NW/4 NE/4) of said Section 1; thence S00°02'08.28"W a distance of 672.62 feet; thence North 89°49'56" East a distance of 208.71 feet; thence N00°02'08.28"E a distance of 672.01 feet; thence West a distance of 208.71 feet to Point of Beginning, containing 3.22 acres, more or less. This tract is subject to a State Highway right-of-way along North side as shown on Plat of Survey.

AND,

A tract of land beginning at a point 2277.47 feet West and 139.23 feet S00°02'08"W of the NE Corner of Section 1 Township 17 North, Range 10 East of the Indian Base and Meridian, Creek County, State of Oklahoma, thence S80°09'59"E 355.30 feet; thence S00°00'55"E 150.0 feet; thence S22°38'52"W 651.21 feet; thence S48°02'30"W 630.79 feet; thence N00°02'08"E 699.47 feet; thence N89°49'56"E 370.56 feet (Actual 368.95); thence N00°02'08"E 532.47 feet to the Point of Beginning, said described tract containing 9.18 acres, more or less, LESS AND EXCEPT A TRACT OF LAND DESCRIBED AS FOLLOWS:

A Strip, tract, or parcel of land lying in and being a part of the NE/4 of Section 1 Township 17 North, Range 10 East, Creek County, Oklahoma, and more particularly described as follows: Commencing at a point on the North line of said NE/4 a distance of 370.06 feet East of the Northwest Corner of said NE/4; thence Southerly a distance of 139.23 feet to a point on the permanent South right-of-way line of the Turner Turnpike; thence S80°09'59"E along said permanent South right-of-way line a distance of 355.30 feet to a point on the permanent Northwesterly right-of-way line of said Turner Turnpike; thence S00°00'55"E along said permanent Northwesterly right-of-way line a distance of 150.00 feet; thence S22°38'52"W along said permanent Northwesterly right-of-way line a distance of 251.21 feet to the Point of Beginning; thence continuing S22°38'52"W along said permanent Northwesterly right-of-way line a distance of 250.00 feet; thence N67°21'08"W a distance of 150.00 feet; thence N22°38'52"E a distance of 250.00 feet; thence S67°21'08"E a distance of 150.00 feet to the Point of Beginning, containing 0.86 acres more or less

AND,

LESS AND EXCEPT the South 301.00 feet of the W/2 of the NW/4 of the NE/4 of Section 1, Township 17 North, Range 10 East, Creek County, Oklahoma, and LESS AND EXCEPT any right-of-way property owned by the State of Oklahoma.



AGENDA ITEM

Administration 10.B.

City Council Regular

Meeting Date: August 20, 2018

Submitted For: David Widdoes, City Attorney

Submitted By: Amy Hoehner, Legal Assistant

Department: Legal

Presented By: David Widdoes

SUBJECT:

Discussion and possible action regarding an Ordinance Changing the Corporate Limits of the City of Sapulpa, Oklahoma, by De-annexing a Certain Tract of Land in Section 1, Township 17 North, Range 10 East of the Indian Base and Meridian, Creek County, Oklahoma, from the City Limits of Sapulpa, Oklahoma, and Declaring an Emergency.

BACKGROUND:

This ordinance follows the approval of the Irrevocable Consent to Annexation Agreement with the property owner and is in the best interest of the City.

RECOMMENDATION:

Staff recommends Council approve Ordinance and authorize Mayor to execute same.

Attachments

Ordinance

Map

ORDINANCE NUMBER _____

AN ORDINANCE CHANGING THE CORPORATE LIMITS OF THE CITY OF SAPULPA, OKLAHOMA, BY DE-ANNEXING A CERTAIN TRACT OF LAND IN SECTION 1, T17N, R10E OF THE INDIAN BASE AND MERIDIAN, CREEK COUNTY, OKLAHOMA, FROM THE CITY LIMITS OF SAPULPA, OKLAHOMA, AND DECLARING AN EMERGENCY.

BE IT ORDAINED BY THE CITY COUNCIL, CITY OF SAPULPA, OKLAHOMA:

Section 1. That the following described tract of land lying within and on the edge of the present corporate limits of the City of Sapulpa, Oklahoma: to wit:

A tract of land beginning at the Northeast Corner of Lot Three (3), (a/k/a NE/4 NW/4) of Section 1, Township 17 North, Range 10 East of the Indian Base and Meridian, Creek County, State of Oklahoma, according to the U.S. Government Survey thereof; thence S00°02'08.28" W a distance of 232.00 feet; thence due West a distance of 200.00 feet; thence N00°02'08.28" East a distance of 232 feet; thence due East a distance of 200.00 feet to the Point of Beginning, said described tract containing 1.06 acres, more or less.

AND,

A tract of land in Section 1, Township 17 North, Range 10 East, Creek County, Oklahoma, described as the North 20.52 acres of Lot 3 (NE NW); and the West 2.50 acres of the North 20.52 acres of Lot 2 (NW NE), LESS AND EXCEPT A tract of land beginning at the Northeast Corner of Lot 3; thence S00°02'08.28"W a distance of 232.00 feet; thence Due West a distance of 200.00 feet; thence N00°02'08.28"E a distance of 232.00 feet; thence Due East a distance of 200.00 feet to the Point of Beginning, containing 1.06 acres, more or less, all in Section 1, Township 17 North, Range 10 East, Creek County, Oklahoma.

AND,

A tract of land in Section 1, Township 17 North, Range 10 East, Creek County, Oklahoma, described as beginning at a point East a distance of 161.85 feet from the Northwest Corner of Lot 2 (NW/4 NE/4) of said Section 1; thence S00°02'08.28"W a distance of 672.62 feet; thence North 89°45'56" East a distance of 208.71 feet; thence N00°02'08.28"E a distance of 672.01

feet; thence West a distance of 208.71 feet to Point of Beginning, containing 3.22 acres, more or less. This tract is subject to a State Highway right-of-way along North side as shown on Plat of Survey.

AND,

A tract of land beginning at a point 2277.47 feet West and 139.23 feet S00°02'08"W of the NE Corner of Section 1 Township 17 North, Range 10 East of the Indian Base and Meridian, Creek County, State of Oklahoma, thence S80°09'59"E 355.30 feet; thence S00°00'55"E 150.0 feet; thence S22°38'52"W 651.21 feet; thence S48°02'30"W 630.79 feet; thence N00°02'08"E 699.47 feet; thence N89°49'56"E 370.56 feet (Actual 368.95); thence N00°02'08"E 532.47 feet to the Point of Beginning, said described tract containing 9.18 acres, more or less, LESS AND EXCEPT A TRACT OF LAND DESCRIBED AS FOLLOWS:

A Strip, tract, or parcel of land lying in and being a part of the NE/4 of Section 1, Township 17 North, Range 10 East, Creek County, Oklahoma, and more particularly described as follows: Commencing at a point on the North line of said NE/4 a distance of 370.06 feet East of the Northwest Corner of said NE/4; thence Southerly a distance of 139.23 feet to a point on the permanent South right-of-way line of the Turner Turnpike; thence S80°09'59"E along said permanent South right-of-way line a distance of 355.30 feet to a point on the permanent Northwesterly right-of-way line of said Turner Turnpike; thence S00°00'55"E along said permanent Northwesterly right-of-way line a distance of 150.00 feet; thence S22°38'52"W along said permanent Northwesterly right-of-way line a distance of 251.21 feet to the Point of Beginning; thence continuing S22°38'52"W along said permanent Northwesterly right-of-way line a distance of 250.00 feet; thence N67°21'08"W a distance of 150.00 feet; thence N22°38'52"E a distance of 250.00 feet; thence S67°21'08"E a distance of 150.00 feet to the Point of Beginning, containing 0.86 acres more or less

AND,

LESS AND EXCEPT the South 301.00 feet of the W/2 of the NW/4 of the NE/4 of Section 1, Township 17 North, Range 10 East, Creek County, Oklahoma, and LESS AND EXCEPT any right-of-way property owned by the State of Oklahoma,

be and the same is hereby de-annexed from the City of Sapulpa, Oklahoma, and the corporate limits of said City are hereby altered to exclude the above-described tract of land. After the effective date of this ordinance, all property located therein, and all persons residing or otherwise occupying the lands shall not be subject to the jurisdiction of this City or the laws made pursuant thereto. All requirements of 11 O.S. Section 21-110 have been fully complied with in advance of the issuance of this ordinance.

Section 2. Map. The territory retained within municipal limits following de-annexation of the above-described land is represented by the map attached as Exhibit "A" which is incorporated by reference herein and made a part hereof.

Section 3. Zoning and Ward Classification. Said property shall return to its pre-annexation zoning classification and upon and after de-annexation from the corporate limits it shall be adjusted to the prior county zoning classification.

Section 4. Severability. If any one or more of the sections, sentences, clauses, or parts of this ordinance shall for any reason be held invalid, the invalidity of such section, sentence, clause, or part shall not affect or prejudice in any way the applicability and validity of any other section, sentence, clause, or provision of this ordinance.

Section 5. Emergency. Being immediately necessary that the provisions of this ordinance be put into full force and effect for the preservation of the public peace, health and safety of the City of Sapulpa, Oklahoma, an emergency is hereby declared to exist and this ordinance shall be in full force and effect after its passage, approval and publication as required by law.

PASSED AND APPROVED this ____ day of _____, 2018, with emergency clause ruled and voted upon separately.

Reg Green
Mayor

ATTEST:

APPROVED AS TO FORM:

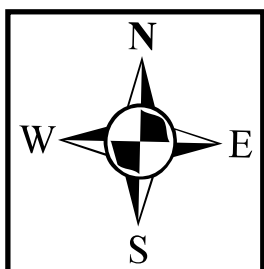
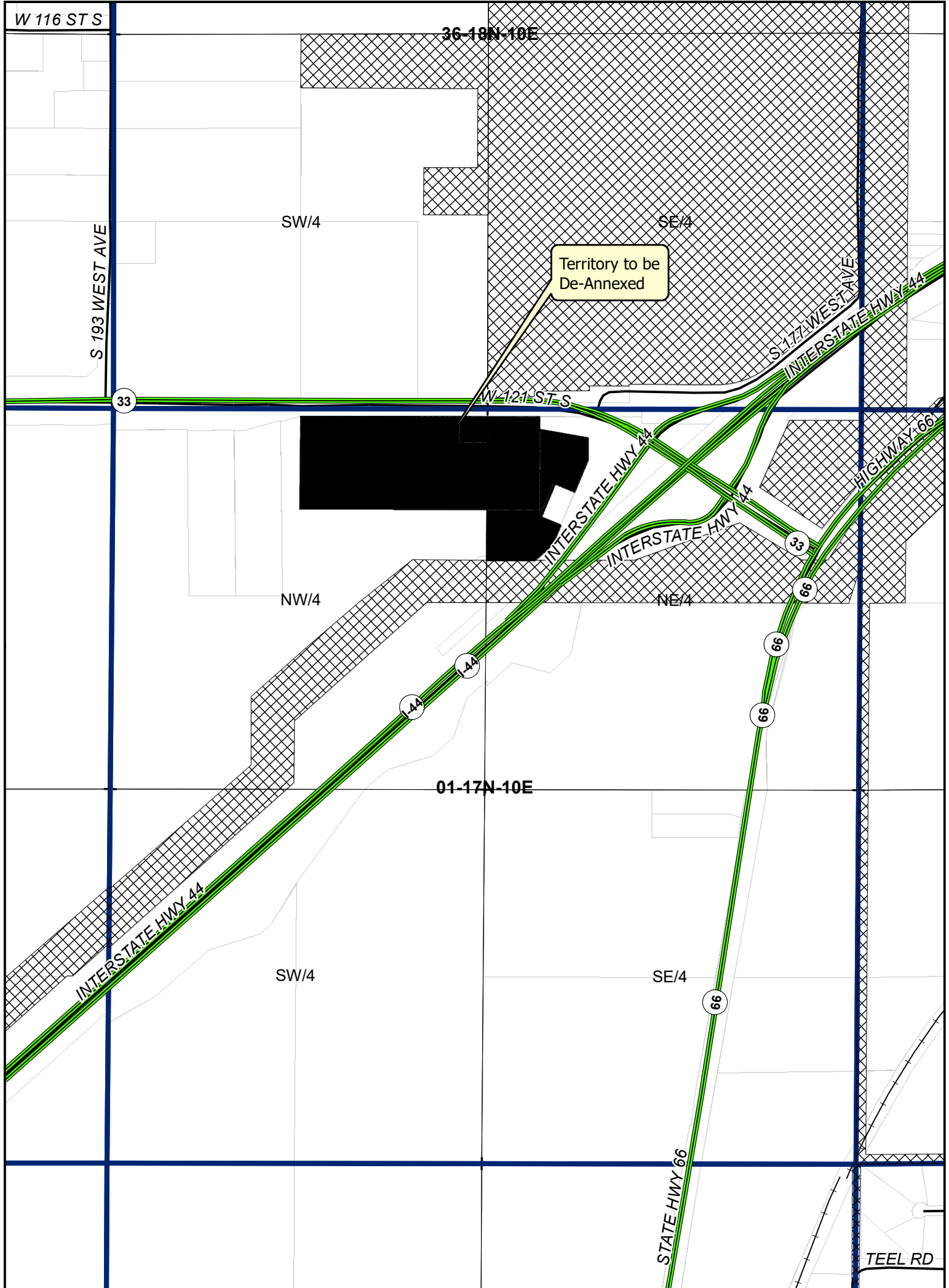
Shirley Burzio
City Clerk

David R. Widdoes
City Attorney

City of Sapulpa

Creek County, Oklahoma
De-Annexation of Territory

De-Annexation Ordinance # _____



Full legal descriptions with attached Ordinance

De-Annexation Ordinance # _____

Legend

- Sapulpa City Limits
- De-Annexed Territory



AGENDA ITEM

Administration 10.C.

City Council Regular

Meeting Date: August 20, 2018

Submitted For: David Widdoes, City Attorney

Submitted By: Amy Hoehner, Legal Assistant

Department: Legal

Presented By: David Widdoes

SUBJECT:

Discussion and possible action regarding an Easement Acquisition Agreement with Tina A Long for a perpetual easement for the purpose of constructing and maintaining par trail improvements along Rock Creek near the intersection of Muscogee Street and Courtney Avenue.

BACKGROUND:

Ms. Long has agreed to convey a perpetual easement to the City by executing the attached documents thereby granting a permanent easement and rights of ingress and egress. In exchange, the City, by and through Sapulpa Park Friends, agrees to pay Ms. Long the sum of \$2,000.00 and construct and maintain a 5 wire fence with locking gate along the north and east side of the easement.

RECOMMENDATION:

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

Attachments

Easement Acquisition Agreement

Perpetual Easement

Map

EASEMENT ACQUISITION AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of _____ 2018, between Tina A. Long, an individual ("Owner") and the City of Sapulpa, Oklahoma, an Oklahoma municipal corporation ("City"):

WHEREAS, the City desires to secure permanent easements across certain real property situated in Creek County, Oklahoma and owned by Owner for the purpose of constructing and maintaining park trail improvements; and

WHEREAS, the Owner is ready, willing and able to grant said easements to the City under the terms and conditions contained herein;

NOW THEREFORE, it is mutually agreed by and between the parties as follows:

- (1) Owner shall convey a perpetual easement to the City by executing the document attached hereto as Exhibit "1". Owner agrees not to block or otherwise deny access to or from permanent easement or right of ingress and egress created as a result of executing this document.
- (2) In exchange, the City, by and through Sapulpa Park Friends, agrees to pay Owner the sum of \$2,000 . In addition, City agrees to build a 5 wire fence along the north and east side of the easement and to construct the fence before any work is started on the trails. In addition, City agrees to build a lockable walk gate at a site mutually agreeable to both parties for the Owner to have access to the creek. City agrees to maintain the fence and to clean up and repair any damage to the fence as soon as practicable after high water events. This agreement will not impact the amount of livestock the Owner is allowed to have on the property under City Code
- (3) Neither this contract, nor any of the rights hereunder, may be sold, assigned or encumbered by Owner without the consent of City first had in writing.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed the day and year above written.

CITY OF SAPULPA

Reg Green, Mayor

ATTEST:

Shirley Burzio, City Clerk

APPROVED AS TO FORM:

David R. Widdoes, City Attorney

OWNER

BY: _____
Tina A. Long

PERPETUAL EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That **Tina A. Long**, hereinafter called the Grantor, for and in consideration of the sum of Ten Dollars (\$10.00) and other good, valuable and sufficient consideration, does hereby grant, bargain, sell, convey, and dedicate unto the City of Sapulpa, Oklahoma a perpetual easement over, under, through, upon, and across the following described lots or parcels of real property and premises, to-wit:

SEE EXHIBIT "A" ATTACHED HERETO

This perpetual easement is granted for the sole purpose of enabling the City of Sapulpa, Oklahoma, its officers, agents, employees, contractors, permittees, and assigns to provide park and recreation activities and improvements, including park trails and pathways, flood and stormwater mitigation controls, and all necessary or convenient appurtenances related thereto, and includes the permanent right of ingress and egress by the City of Sapulpa, Oklahoma, its officers, agents, employees, contractors, permittees, and assigns.

Grantor, and for its heirs, successors and assigns, covenants not to construct, or permit the construction of, any permanent structures (including signs and the planting of trees) over, upon, or across the above described tract. Grantor further covenants and agrees that the City of Sapulpa, Oklahoma, its officers, agents, employees, contractors, permittees, and assigns shall have all rights necessary to at its discretion cut, trim, remove, and control growth of brush and trees which interfere with or endanger any improvements, structures, and/or facilities that may be located over, upon, or across the above described tract; and that no excavation, fill, or other moving of soil, so as to change the grade of terrain within the area of this easement herein granted shall occur without the prior express written consent of Grantee.

Said Grantor hereby covenants and warrants that at the time of delivery of this easement it is the owner in fee simple of the above described property and that the same is free and clear of all liens and claims whatsoever. The undersigned Grantor hereby designate itself as agent to execute the claim and receive the compensation herein named.

IN WITNESS WHEREOF, Grantor has affixed its hand and seal this ___ day of _____, 2018.

By: _____
Tina A. Long

ACKNOWLEDGMENT

State of Oklahoma)
) ss.
County of Creek)

On this ___ day of _____ 2018, before me personally appeared Tina A. Long, an individual, to me known to be the identical person described in and who subscribed her name as of the maker thereof to the foregoing as Grantor, and acknowledged to me that executed the same as her free and voluntary act and deed for the uses and purposes therein set forth. Given under my hand and seal of office the day and year last above written.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first above written.

NOTARY PUBLIC
My Commission Expires: _____
My Commission Number: _____

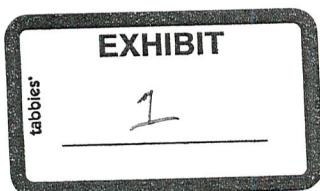


EXHIBIT "A"

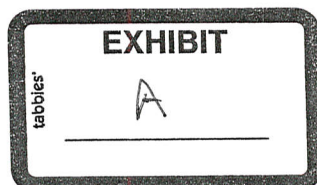
An easement beginning at a point 35 feet north and east of the top of the Rock Creek bank thence south and west to the center of the creek (the property line of the subject property), to-wit:

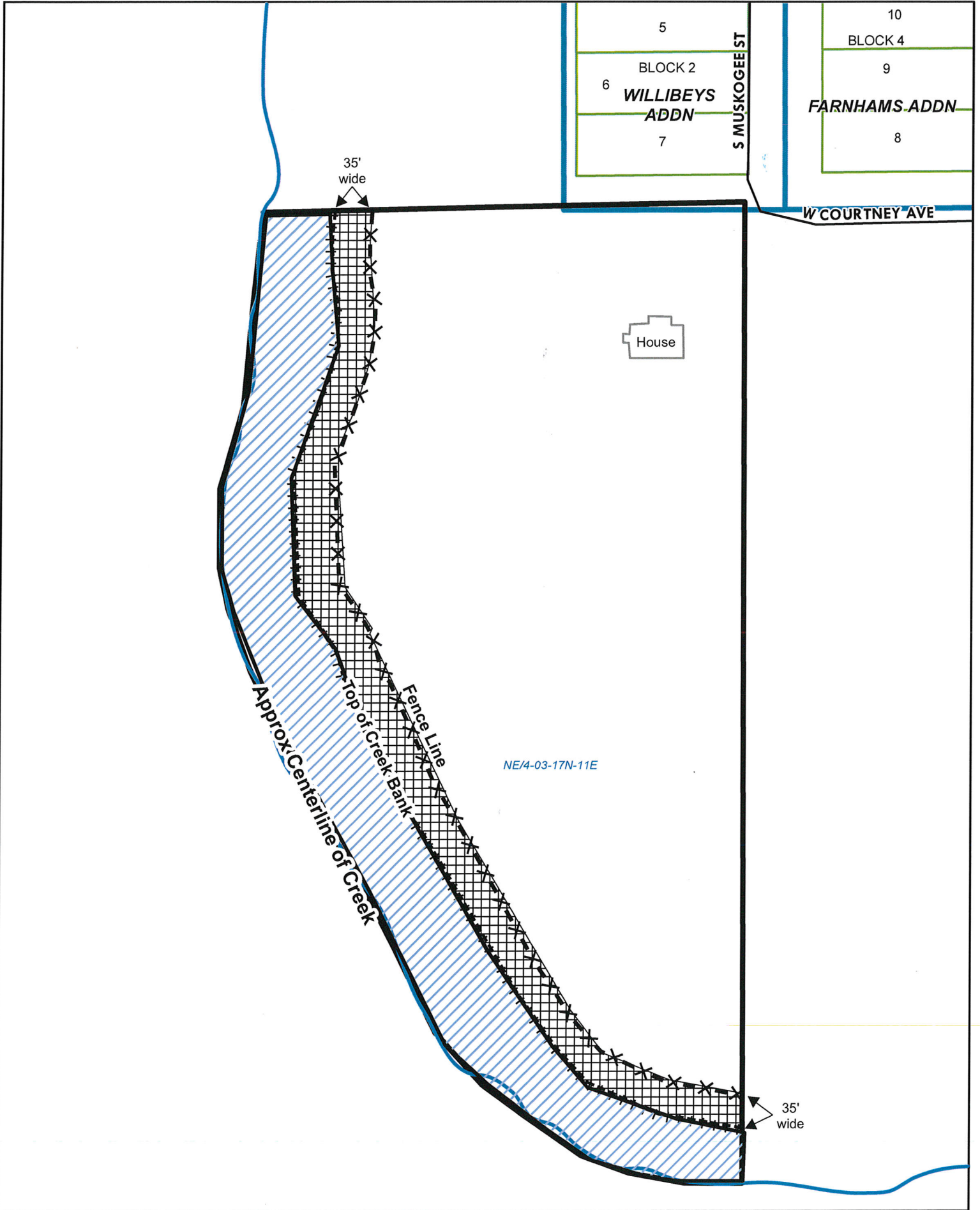
Part of Lot One (1) and Lot Two (2), in the Northeast Quarter (NE/4) of Section 3, Township 17 North, Range Eleven 11 East, of the Indian Base and Meridian, Creek County, State of Oklahoma, according to the U.S. Government Survey thereof; being more particularly described as follows: Beginning at a point 30 feet East of the Southeast corner of Lot 7, Block 2, Willibey Addition to the City of Sapulpa, Oklahoma; thence West along the South line of Lot 7, extending a distance of 420 feet more or less to the Center of Rock Creek; thence down the center of Rock Creek in a Southeasterly direction to the South line of Lot 2, Section 3, Township 17 North, Range 11 East; thence running East along the South line of said Lot 2 and Lot 1, Section 3, Township 17 North, Range 11 East, to a point directly South of point of beginning; thence running due North to the point of beginning.

AND







Part of the South Half of the Northeast Quarter (S/2 NE/4) of Section 3, Township 17 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 follows: All that part of the Southwest Quarter of the Northeast Quarter lying North of Rock Creek, and that part of the Southeast Quarter of the Northeast Quarter of said Section, described as follows: Beginning at the Northwest corner of the Southeast Quarter of the Northeast Quarter; thence East 170 feet; thence South to the center of Rock Creek; thence West to line between the Southeast Quarter of the Northeast Quarter and the Southwest Quarter of the Northeast Quarter of Section 3, Township 17 North, Range 11 East; thence North along said line to the place of beginning.

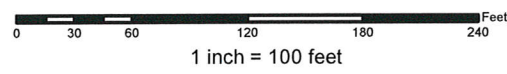
Street Address of the Land: 1102 S Muskogee Street, Sapulpa, Oklahoma





**Tina Long Property
35 Ft Easement for
Flood Mitigation &
Park Trails**

-  Subject Property
-  35 Ft Wide Easement
-  Fence Line
-  Top Creek Bank
-  Centerline of Rock Creek
-  Easement

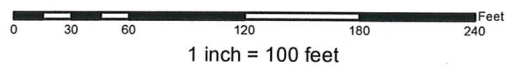


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**Tina Long Property
35 Ft Easement for
Flood Mitigation &
Park Trails**

-  Subject Property
-  35 Ft Wide Easement
-  Fence Line
-  Top Creek Bank
-  Centerline of Rock Creek





C. Prescott



AGENDA ITEM

Administration 10.D.

City Council Regular

Meeting Date: August 20, 2018

Submitted By: Pam Vann, Finance Director

Department: Finance

Presented By: Pam Vann

SUBJECT:

Discussion and possible action regarding a Resolution of the City of Sapulpa, Oklahoma, amending the FY 2018-2019 annual budget by increasing revenues and appropriations in the Library Fund in the amount of \$3,000.00 for the purpose of recognizing grant funds awarded and appropriate such fund for the purpose of purchasing ebooks.

BACKGROUND:

RECOMMENDATION:

Staff recommends approval of this resolution.

Fiscal Impact

Amount: \$3,000.00

To be paid from: Library Fund

Account number: 34-534-407

Attachments

Library Resolution 082018

Library Budget Adjustment 082018

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF SAPULPA, OKLAHOMA AMENDING THE FY 2018-2019 ANNUAL BUDGET BY INCREASING REVENUES AND APPROPRIATIONS IN THE LIBRARY FUND IN THE AMOUNT OF \$3,000.00 FOR THE PURPOSE OF RECOGNIZING GRANT FUNDS AWARDED AND APPROPRIATING SUCH FUNDS FOR THE PURPOSE OF PURCHASING EBOOKS.

WHEREAS, the Library Fund of the City of Sapulpa, Oklahoma, has received a grant award in the amount of \$3,000, and

WHEREAS, this is a grant to be used for the purchase of digital reading and listening materials, ebooks, from the Oklahoma Department of Libraries,

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

LIBRARY FUND

(Increase)	34-4091 Grant – OK Dept of Libraries	<u>\$3,000.00</u>
	Total Revenues Increase:	\$3,000.00

(Increase)	34-534-407 Books	<u>\$3,000.00</u>
	Total Appropriation Increase:	\$3,000.00

PASSED BY THE CITY COUNCIL FOR THE CITY OF SAPULPA, OKLAHOMA and signed by the Mayor this 20th day of August 2018.

Reg Green, Mayor

ATTEST:

Shirley Burzio, City Clerk

David Widdoes, City Attorney



AGENDA ITEM

Administration 10.E.

City Council Regular

Meeting Date: August 20, 2018

Submitted By: Becky McGinnis, HR Director

Department: Human Resources

Presented By: Becky McGinnis

SUBJECT:

Discussion and possible action regarding amendments to the 2009 Human Resources Policies and Procedures Manual

BACKGROUND:

Pursuant to Resolution No. 1977, the City Council is required to ratify any amended personnel policies that may be implemented by the City Manager and Human Resources Director at the next scheduled meeting following any such amendment. The City Manager and Human Resources Director issued an amended Human Resources Policies and Procedures Manual amending an existing policy.

Section 206.3, Introductory Employees, was written to extend the introductory period up to an additional 12 months if needed. After reviewing this policy, the wording has been changed to clarify that an employee's introductory status can be extended up to an additional 12 months beyond their normal introductory period.

RECOMMENDATION:

Staff recommends approval and ratification of the referenced amendment to the Manual.

Attachments

Section 206.3 Amendment

206.3: Introductory Employees. All new full-time employees, except those in seasonal or temporary status, shall complete a satisfactory introductory period of six (6) months (one year for police officers and firefighters) following the effective date of their employment. The introductory period is designed to give the employee time to learn the position and to give the supervisor time to evaluate the employee's potential and performance. Work performance shall include, but not be limited to: job proficiency, adaptability, dependability, ability to take instruction, work relations with other employees, and ability to contribute to the good of overall City service. It is expected that informal evaluations by the supervisor will be conducted during the course of the introductory period to assess performance and to advise employees of expectations regarding performance.

The introductory employee's work performance shall be the basis for determination of:

- (a) Establishment of full or part-time status;
- (b) Extension of introductory status up to an additional 12 months.

Before the end of the introductory period, the department head will decide whether the employee shall be dismissed, have his introductory status extended, or remain on the job and be accorded full-time status. An employee may be released at any time during the introductory period when the employee's work performance, at the sole discretion of the department head, reaches an unacceptable level. At any time during the established introductory period, the City reserves the right to terminate the introductory employee's service on the basis of unsatisfactory performance or on the basis of other reasons deemed sufficient by the City.

- (d) Change of employment status;

If the employee was on introductory status due to a promotion or transfer and his work was satisfactory prior to his promotion or transfer, he may be returned to his former position, if available, or may be transferred to other suitable work within the City organization.

- (e) Dismissal of the employee.



Informational Items 12.A.

City Council Regular

Meeting Date: August 20, 2018

Submitted For: Rick Rumsey, Assistant City Manager

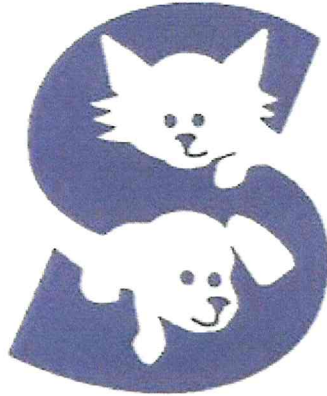
Submitted By: Amy Hoehner, Legal Assistant

SUBJECT:

Sapulpa Animal Shelter Ground Breaking Ceremony to be held at 10:00 a.m. on Wednesday, August 29, 2018.

Attachments

Flyer



SAPULPA ANIMAL SHELTER

Groundbreaking Ceremony

Wednesday, August 29, 2018

10:00 A.M.

8801 West 100th Street

(East of Freddie's Steak House)



Informational Items 12.B.

City Council Regular

Meeting Date: August 20, 2018

Submitted For: Joan Riley, City Manager

Submitted By: Amy Hoehner, Legal Assistant

SUBJECT:

Sapulpa Main Street Profit & Loss Status Reports:

1. January through June 2018
2. January through July 2018

Attachments

June 2018

July 2018

Sapulpa Main Street
Profit & Loss
January through June 2018

	<u>Jan - Jun 18</u>
Ordinary Income/Expense	
Income	
Collins Ballroom	3,460.00
Donations Received	750.00
Downtown Retail Events	120.00
Econ Dev. /City of Sapulpa	15,000.00
Event Income	45,433.42
Interest Income	54.87
Jingle Bells	750.00
Main Street Awards Banquet	225.00
Membership Dues	7,645.00
Reimbursed expenses	0.00
Total Income	<u>73,438.29</u>
Gross Profit	73,438.29
Expense	
Advertising & Marketing	1,770.00
Bank Service Fees	5.11
Cellular Phone Expense	360.00
City Landscape Expense	3,595.75
Computer upgrade/support	291.28
Continuing Education & Training	35.00
Copies Expense	1,140.01
Dues & Subscriptions	1,066.23
Employee Benefits	1,350.00
Facade Grant	705.00
Gifts & Celebrations	61.41
Insurance - Liability	4,134.00
Main Street Awards	450.00
Meals	470.74
Office Supplies	1,737.51
Paypal Fees	35.16
Payroll Expenses	23,518.82
Petty Cash Expense	0.00
Postage	386.25
Program Service Expense	23,959.60
Purchases	265.90
Rent & Administrative Fees	3,600.00
Repair & Maintenance Expense	2,200.43
Telephone	521.29
Travel	2,250.26
Utilities	2,636.28
Total Expense	<u>76,546.03</u>
Net Ordinary Income	<u>(3,107.74)</u>
Net Income	<u><u>(3,107.74)</u></u>

**Sapulpa Main Street
Profit & Loss
January through July 2018**

	<u>Jan - Jul 18</u>
Ordinary Income/Expense	
Income	
Collins Ballroom	4,210.00
Donations Received	750.00
Downtown Retail Events	120.00
Econ Dev. /City of Sapulpa	15,000.00
Events Income	46,074.00
Interest Income	65.04
Jingle Bells	6,800.00
Main Street Awards Banquet	225.00
Membership Dues	11,295.00
Reimbursed expenses	0.00
Total Income	<u>84,539.04</u>
Gross Profit	<u>84,539.04</u>
Expense	
Advertising & Marketing	1,860.00
Bank Service Fees	5.11
Cellular Phone Expense	420.00
City Landscape Expense	4,095.75
Computer upgrade/support	519.04
Continuing Education & Training	35.00
Copies Expense	1,463.40
Dues & Subscriptions	1,131.18
Employee Benefits	1,575.00
Facade Grant	705.00
Gifts & Celebrations	61.41
Insurance - Liability	4,134.00
Insurance - Workman's Comp	344.00
Main Street Awards	450.00
Meals	578.57
Office Supplies	1,817.56
Paypal Fees	51.21
Payroll Expenses	27,112.08
Postage	392.95
Program Service Expense	29,491.00
Purchases	265.90
Rent & Administrative Fees	4,200.00
Repair & Maintenance Expense	2,226.94
Telephone	736.14
Travel	2,444.00
Utilities	3,129.08
Total Expense	<u>89,244.32</u>
Net Ordinary Income	<u>(4,705.28)</u>
Net Income	<u><u>(4,705.28)</u></u>



AGENDA ITEM

City Council Regular

12.D.

Meeting Date: August 20, 2018

Submitted By: Shirley Burzio, City Clerk

Department: City Clerk

Presented By:

SUBJECT:

Press release announcing City Manager Joan Riley's election as President of the City Management Association of Oklahoma (CMAO)

BACKGROUND:

RECOMMENDATION:

Attachments

press release

The City of Sapulpa is proud to announce that City Manager, Joan Riley, was recently elected President of the City Management Association of Oklahoma (CMAO). The CMAO is designed to promote efficiency and aid improvement of city administration across the state and provides information on matters of interest or concern to all local governments. In addition to being a clearinghouse for best practices and solutions for common challenges facing cities in Oklahoma, members of the CMAO stay abreast of legislative issues and present a unified voice to legislators on issues facing local governments. Joan has been Sapulpa's City Manager since May of 2016 and has been a member of CMAO since 2010. "Being able to network with other city managers is invaluable. Whether the members are from a small town or a large city, we all face similar issues; and we find new and innovative ideas of how to deal with problems each time we get together." Joan will lead CMAO into the next phase of progress in the same impressive manner she has led Sapulpa.