

## **SAPULPA CITY COUNCIL MEETING**

CITY HALL - 425 EAST DEWEY AVENUE

COUNCIL CHAMBERS, 2ND FLOOR

7:00 P.M., MONDAY, MARCH 19, 2018

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 19th day of March, 2017, 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 5, 2018, regular city council meeting.
6. **APPOINTMENTS, AWARDS, PRESENTATIONS, AND PROCLAMATIONS.**
  - A. Administration of Oath of Office for Sapulpa's most recent City Law Enforcement Officers.

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 \$576,058.74.

8. **PUBLIC HEARINGS.**

A. Consider conducting a public hearing 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.

9. **COMMUNITY DEVELOPMENT.**

A. Discussion and possible action regarding an Ordinance of the City of Sapulpa, Oklahoma, Amending the Sapulpa City Zoning Code Part 12, Chapter 4, Residential District Provisions, Section 12-430.1, Table 3, by Providing Conditions to Allow Administrative Approval of Minor Variances to Bulk and Area Requirements for Platted Lots in the RS-3 District; Providing for Repealer; Providing for Severability; and Declaring an Emergency.

B. Discussion and possible action regarding an Ordinance Amending the Zoning Ordinance of the City of Sapulpa; Changing the Zone and District of Land Located at 1740 East Dewey Avenue, City of Sapulpa, Creek County, State of Oklahoma, from AG (Agriculture) to RS-3 (Residential Single Family High Density District), per SAZ-945; 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.

C. Discussion and possible action regarding SUP-015, application for a Specific Use Permit, to Marty and Debra Rivers dba Hobson Street Motors to allow indoor new or used automobile sales at 106 East Hobson Avenue.

D. Discussion and possible action regarding SUP-016, application for a Specific Use Permit, to Cheryl Jackson, Jackson Family Revocable Trust to allow an Air BnB (Bed and Breakfast) at 1003 East Lee Avenue.

E. Discussion and possible action regarding Application requesting 2018 Community Development Block Grant (CDBG) Assistance from the Tulsa County Urban County Program for \$130,995.00 for the Downtown Stormwater Project.

**10. ADMINISTRATION.**

- A.** Discussion and possible action regarding declaring items located at the police department surplus and authorizing staff to sell those items on the Renee Bates auction site or otherwise lawfully dispose of same.
- B.** Discussion and possible action regarding a Resolution from Creek County Sheriff's Office allowing Officer Ryan Matthias permission to work as a Reserve for the Sapulpa Police Department.
- C.** Discussion and possible action regarding an Ordinance of the City of Sapulpa, Oklahoma, Amending the Sapulpa City Code, Part 9, Licensing and Business Regulations, Section 9-101 and Section 9-109, by Specifying Authorization for Receipt and Delivery of Transport Gas as Licensed Activity; Providing for an Effective Date; Repealing All Ordinances or Parts of Ordinances in Conflict with this Ordinance; Providing that if any Part or Parts of this Ordinance are held Invalid or Ineffective, the Remaining Portions shall not be Affected; and Declaring an Emergency.
- D.** Discussion and possible action regarding the renewal of City of Sapulpa Employee Dental Insurance with Delta Dental Plan of Oklahoma.
- E.** Discussion and possible action regarding the renewal of City of Sapulpa Employee Health Insurance with Community Care Company.
- F.** Discussion and possible action regarding Change Order No. 1 to the Agreement with Houchin Electric Co. Inc. for electrical renovations at the water pump station in the amount of \$15,156.00.
- G.** Discuss and possible action regarding a Resolution of the City of Sapulpa, Oklahoma, amending the FY 2017-2018 Fire Cash Fund annual budget by increasing appropriations by \$9,890.00 to conduct a Fire Department Master Station Location Analysis.
- H.** Discussion and possible action regarding a Resolution of the City of Sapulpa, Oklahoma, Requesting 2018 Community Development Block Grant (CDBG) Assistance from the Tulsa County Urban County Program for \$130,995.00 for the Downtown Stormwater Project.

**12. NEW BUSINESS. (Items that were not known about at the time of posting the agenda.)**

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

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

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

15. **EXECUTIVE SESSION.**

16. **ADJOURNMENT.**

Posted this 16th day of March, 2018 at or before 5:00 p.m., at the Sapulpa City Hall, 425 East Dewey, Sapulpa, Oklahoma.

Name: *Anna Jo Fife*

Title: *Administrative Assistant*



**AGENDA ITEM**

**City Council Regular**

**5.A.**

**Meeting Date:** March 19, 2018

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

**Department:** City Clerk

**Presented By:**

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**SUBJECT:**

Consider approving the minutes of the March 5, 2018, regular city council meeting.

**BACKGROUND:**

**RECOMMENDATION:**

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**Attachments**

minutes.03-05-2018 city

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# DRAFT

**CITY OF SAPULPA, OKLAHOMA**  
COUNCIL PROCEEDINGS  
Meeting of March 5, 2018

The City Council of Sapulpa, Oklahoma, met in regular session Monday, March 5, 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  
Alan Jones, Councilor  
Hugo Naifeh, Councilor  
Charles Stephens, Councilor  
Carla Stinnett, Councilor

Absent: Wes Galloway, Councilor

Staff Present: Joan Riley, City Manager; Rick Rumsey, Assistant City Manager; Pam Vann, City Treasurer; David Widdoes, City Attorney; Shirley Burzio, City Clerk; Mike Haefner, Police Chief

**1. INVOCATION.**

The invocation was given by Rev. Tim Dotson.

**2. PLEDGE OF ALLEGIANCE.**

Mayor Reg Green led the Pledge of Allegiance.

**3. MINUTES, APPOINTMENTS, AND CONSENT ITEMS.**

Motion was made by Vice-Mayor Louis Martin, seconded by Councilor John Anderson, to approve the following items of business:

- A.** Approve the minutes for the February 19, 2018, regular city council meeting;
- B.** Approve the appointment of Carroll Jobe to the Sapulpa Park and Recreation Board for a three-year term, with said term expiring in March, 2021;

- C. Approve claims in the amount of \$337,745.26.

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Craig Henderson, Alan Jones, Louis Martin, Hugo Naifeh, Charles Stephens, Carla Stinnett. NAY-None. Motion carried 9-0.

**4. ADMINISTRATION.**

- A. Motion was made by Councilor Charles Stephens, seconded by Councilor Hugo Naifeh, to approve the adoption of resolution of the City of Sapulpa, Oklahoma, establishing "Reverend Ervin Ruth Boulevard" as the honorary name for that portion of North Seventh Street lying between East Line Avenue and East Anderson Avenue, and establishing an effective date. (Resolution No. 4517)

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Craig Henderson, Alan Jones, Louis Martin, Hugo Naifeh, Charles Stephens, Carla Stinnett. NAY-None. Motion carried 9-0.

- B. Motion was made by Councilor Alan Jones, seconded by Vice-Mayor Louis Martin, to approve the adoption of a resolution of the City of Sapulpa, Oklahoma, amending the FY 2017-2018 annual budget by increasing revenues and appropriations in the Library Fund in the amount of \$15,914.00 for the purpose of recognizing grant revenue and appropriating funds to be used on training, equipment, furnishings, and books. (Resolution No. 4518)

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Craig Henderson, Alan Jones, Louis Martin, Hugo Naifeh, Charles Stephens, Carla Stinnett. NAY-None. Motion carried 9-0.

- C. Motion was made by Councilor John Anderson, seconded by Vice-Mayor Louis Martin, to approve the adoption a resolution of the City of Sapulpa, Oklahoma, amending the FY 2017-2018 annual budget by increasing revenues and appropriations in the General Fund in the amount of \$7,880.00 for the purpose of recognizing additional revenue from an insurance reimbursement for damages to a fire vehicle. (Resolution No. 4519)

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Craig Henderson, Alan Jones, Louis Martin, Hugo Naifeh, Charles Stephens, Carla Stinnett. NAY-None. Motion carried 9-0.

- D.** Motion was made by Councilor Charles Stephens, seconded by Vice-Mayor Louis Martin, to approve the adoption of a resolution of the City of Sapulpa, Oklahoma, amending the FY 2017-2018 annual budget by increasing revenues and appropriations in the Major Thoroughfare Fund in the amount of \$29,100.00 for the purpose of recognizing additional revenue from a reimbursement for the repair of a damaged traffic signal cabinet. (Resolution No. 4520)

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Craig Henderson, Alan Jones, Louis Martin, Hugo Naifeh, Charles Stephens, Carla Stinnett. NAY-None. Motion carried 9-0.

- E.** Motion was made by Councilor Hugo Naifeh, seconded by Vice-Mayor Louis Martin, to approve a Third Amended Interlocal Agreement between the City of Sapulpa and the Regional 9-1-1 Board.

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Craig Henderson, Alan Jones, Louis Martin, Hugo Naifeh, Charles Stephens, Carla Stinnett. NAY-None. Motion carried 9-0.

- F.** Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Marty Cummins, to approve the acknowledgement of Intent to Participate in the Local Hazard Mitigation Plan.

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Craig Henderson, Alan Jones, Louis Martin, Hugo Naifeh, Charles Stephens, Carla Stinnett. NAY-None. Motion carried 9-0.

- G.** Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Marty Cummins, to approve Amendment No. 1 to the Professional Services Agreement with Tetra Tech, Inc., for engineering services and additional required documentation needed for the construction of a water line running between the Golf Course and Johnson Street for the West Side Waterline Improvement Project.

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Craig Henderson, Alan Jones, Louis Martin, Hugo Naifeh, Charles Stephens, Carla Stinnett. NAY-None. Motion carried 9-0.

- H.** Motion was made by Councilor John Anderson, seconded by Vice-Mayor Louis Martin, to approve the professional services agreement for engineering services with Tetra Tech for the planning, design, and project management of the Westside/SeneGence Sanitary Sewer Extension Project.

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Craig Henderson, Alan Jones, Louis Martin, Hugo Naifeh, Charles Stephens, Carla Stinnett. NAY-None. Motion carried 9-0.



- I. Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Marty Cummins, to approve a lease agreement with Glass Design, Inc., for the property located at 8810 West 100th Street South, Sapulpa, Oklahoma.

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Craig Henderson, Alan Jones, Louis Martin, Hugo Naifeh, Charles Stephens, Carla Stinnett. NAY-None. Motion carried 9-0.

- J. Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Alan Jones, to approve the adoption of a resolution agreeing to file application with the Oklahoma Water Resources Board (The "OWRB") for financial assistance through their various loan programs, with the loan proceeds being for the purpose of financing certain Wastewater System Improvements; and containing other provisions related thereto. (Resolution No. 4521)

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Craig Henderson, Alan Jones, Louis Martin, Hugo Naifeh, Charles Stephens, Carla Stinnett. NAY-None. Motion carried 9-0.

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

- A. The Official Certificate of Votes from Creek County Election Board for the February 13, 2018, City Council Primary Election was presented for review and discussion. There was no action taken by the council.

**6. PUBLIC COMMENTS.**

There were no comments made to the council.

**7. EXECUTIVE SESSION.**

- A. Motion was made by Councilor John Anderson, seconded by Councilor Craig Henderson, to approve entering into an Executive Session for the purpose of:
  1. Confidential communication with the City Attorney concerning pending investigation, claims, and potential action involving the Cobb Street Improvement Project, upon advice that disclosure will seriously impair the ability of the public body to process the investigation, claim, and action in the public's interest. [25 O.S. Section 307 B (4)]

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Craig Henderson, Alan Jones, Louis Martin, Hugo Naifeh, Charles Stephens, Carla Stinnett. NAY-None. Motion carried 9-0.

The council convened into an executive session at 7:30 o'clock P.M.

- B.** At 7:45 o'clock P.M. and in open session, Mayor Reg Green called the regular city council meeting to order.

There was no action taken by the council in regard to the executive session.

**8. ADJOURNMENT.**

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

ROLL CALL: AYE-John Anderson, Marty Cummins, Reg Green, Craig Henderson, Alan Jones, Louis Martin, Hugo Naifeh, Charles Stephens, Carla Stinnett. NAY-None. Motion carried 9-0.

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Mayor

Attest:

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City Clerk



**AGENDA ITEM**

**Presentations & Proclamations 6.A.**

**City Council Regular**

**Meeting Date:** March 19, 2018

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

**Submitted By:** Chris Jeffries, Police Department Admin.

**Department:** Police Department

**Presented By:** Mike Haefner

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**SUBJECT:**

Administration of Oath of Office for Sapulpa's most recent City Law Enforcement Officers.

**BACKGROUND:**

The City recently hired 5 new police officers: Officer Jennifer Williams, Officer Cody Poe, Officer Jacob Patton, Officer Skylar Vaughan, and Officer Cady Byrnes. The Chief of Police, Mike Haefner, is to administer an Oath of Office for those duly appointed peace officers and has requested that this ceremony be conducted during the regular meeting of the City Council.

**RECOMMENDATION:**

Per Council discretion.

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**Attachments**

Oath of Office

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## ***OATH OF OFFICE***

I, \_\_\_\_\_, having been duly appointed a Police Officer of the City of Sapulpa, and a Peace Officer of the State of Oklahoma, do solemnly swear, that I will defend, enforce, and obey the Constitution and Laws of the United States, the State of Oklahoma and the Charter and Ordinances of the City of Sapulpa.

**THAT**, I will obey the lawful orders of my superior officers and the regulations of the Sapulpa Police Department.

**THAT**, I will protect the Rights, Lives and Property of all citizens and uphold the honor of the Police Profession, with my life, if need be.

**THIS**, I solemnly swear, this 19th day of MARCH, 2018.

\_\_\_\_\_

Witness:

\_\_\_\_\_  
Mike Haefner, Chief of Police



**Consent Agenda 7.A.**

**City Council Regular**

**Meeting Date:** March 19, 2018

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

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

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**SUBJECT:**

Consider approving Claims in the amount of \$576,058.74.

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**Attachments**

Claims List 3-19-18

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P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
122374	99-10090	FBI-LEEDA INC	MEMBERSHIP DUES	3/2018	300013576 M REED	50.00
120491	99-10143	PERDUE, BRANDON, FIELDER,	CCOLLECTION SERVICE-COURT	3/2018	2/1-2/28/18 120491	11,413.33
122370	99-10160	MERRIFIELD OFFICE SOLUTIONS	MISC SUPPLIES	3/2018	0140566-001	222.36
122491	99-10160	MERRIFIELD OFFICE SOLUTIONS	MISC OFFICE SUPPLIES	3/2018	0140461-001	69.19
122608	99-10160	MERRIFIELD OFFICE SOLUTIONS	PLASTIC NAME PLATES	3/2018	0139893-001	14.75
122650	99-10235	HULETT, MARK	MEAL REIMBURSEMENTS	3/2018	3/7/18 122650	12.00
122633	99-103	ONG	JAN 2018 GAS CHARGES	3/2018	JAN 2018 122633	4,298.49
122333	99-1037	AMERICAN TEXTILE SCREENPRINT	ENVELOPES	3/2018	30502	60.00
122607	99-1037	AMERICAN TEXTILE SCREENPRINT	SHIRTS-COMBS	3/2018	30585	43.50
120721	99-10395	AUBREY WEATHERFORD	MONTHLY SOCIAL MEDIA FEE	3/2018	SAP0318	500.00
122492	99-10412	BH MEDIA GROUP INC	PUBLISH BID-MATERIALS	3/2018	I0000455547-0301	66.56
122631	99-10422	DESTINY SOFTWARE INC	SOFTWARE LICENSE	3/2018	4013	2,500.00
121384	99-10547	BEASLEY TECHNOLOGY INC	BACKUP & INSTALLATION	3/2018	3008459	1,452.50
122617	99-10633	NATIONAL SAFETY COMPLIANCE	HEALTHCARE TRAINING VIDEO	3/2018	301905	136.00
119791	99-1206	REASOR'S INC.	FOOD FOR STUDY SESSIONS	3/2018	6740 1/26/18	51.89
121637	99-1206	REASOR'S INC.	FOOD FOR VALOR	3/2018	6769 1/17/18	15.58
122129	99-1206	REASOR'S INC.	FOOD FOR PRISONERS	3/2018	5748 1/19/18	711.99
122345	99-1206	REASOR'S INC.	DOG FOOD	3/2018	4871 2/1/18	31.16
122426	99-1206	REASOR'S INC.	FOOD FOR STUDY SESSIONS	3/2018	4942 2/19/18	16.96
118420	99-1565	OKLAHOMA MUNICIPAL ASSURANCE	WORKERS COMP QRTL PYMNTS	3/2018	4TH QTR 118420	75,164.46
119967	99-1565	OKLAHOMA MUNICIPAL ASSURANCE	LIABILITY/PROP INS COVERA	3/2018	GLA14005040 4/1/18	61,279.50
119424	99-1992	JOHN DEERE FINANCIAL ACCT#5	OVERALLS/BOOTS/GLOVES	3/2018	E69612/2 2/1/18	172.75
120129	99-1992	JOHN DEERE FINANCIAL ACCT#5	MISC PARTS-BUILDING MAINT	3/2018	E75787/2 2/14/18	26.97
122114	99-1992	JOHN DEERE FINANCIAL ACCT#5	DOG FOOD FOR VALOR	3/2018	E76344/2 2/16/18	81.98
122149	99-1992	JOHN DEERE FINANCIAL ACCT#5	LIVE TRAPS	3/2018	N08135/2 2/2/18	124.95
122537	99-2552	NCH CORPORATION dba CERTIFIOIL	IMPROVER-ALL VEHICLES	3/2018	3048266	427.00
120022	99-3633	PUBLIC SERVICE COMPANY OF O	MONTHLY FEE-STORM SIREN	3/2018	9536811170 2/26/18	12.89
122056	99-369	CREEK COUNTY ELECTION BRD	PRIMARY/GENERAL ELECTION	3/2018	2/28/18 FOR4/3/18	5,073.34
122159	99-3707	O'REILLY AUTOMOTIVE INC	MISC PARTS FOR VEHICLES	3/2018	153-492251	119.39
122536	99-3707	O'REILLY AUTOMOTIVE INC	WHEEL WEIGHTS	3/2018	153-491183	46.34
122540	99-3707	O'REILLY AUTOMOTIVE INC	ROTORS, BRAKE PADS	3/2018	153-492307	185.03
119793	99-3797	OCCUPATIONAL HEALTH CENTER	PRE-EMPLOY DRUG SCREEN	3/2018	256047359	121.00
122429	99-3797	OCCUPATIONAL HEALTH CENTER	PHYSICALS/DRUG SCREENS	3/2018	256052723	70.00
122244	99-3866	I-CARE BODY WORKS, INC.	REPAIR FD03 EXPEDITION	3/2018	2-19-37A	2,036.00
122369	99-4004	H & M HEAT & AIR CONDITION	REPAIR HEAT-PROPERTY ROOM	3/2018	40046	520.00
122069	99-4025	OKLAHOMA MUNICIPAL COURT	CLANNUAL DUES-S BURZIO	3/2018	2964	110.00
120789	99-4183	UPTOWN SAPULPA ACTION, INC.	CONTRACT W/ MAIN ST	3/2018	MARCH 2018 120789	2,500.00
122636	99-4319	AT&T	MARCH 2018 PHONE CHARGES	3/2018	918A164006 3/5/18	3,894.48
122242	99-4463	INTEGRIS EMPLOYEE HEALTH	EMPLOYMENT PHYSICALS	3/2018	2018-24011	475.00
122623	99-4588	GARY HARRIS	SUBSCRIPTION TO DROPBOX	3/2018	7920	99.00
122634	99-4700	COX COMMUNICATIONS	FEB 2018 PHONE CHARGES	3/2018	067201101 2/1-28/1	10,720.24
122808	99-484	TULSA AUTO SPRING CO	REPAIR SPRING-ENGINE 1	3/2018	00349124	2,940.06
122133	99-4979	JEFF DAVES	MEAL REIMBURSEMENT	3/2018	3/1/18 122133	15.00
122609	99-6130	EXPRESS TEST CORP	FIT TEST-JORDAN COMBS	3/2018	4013	25.00
120737	99-6477	WEST PUBLISHING CORPORATION	WESTLAW SUBSCRIPTION	3/2018	837784182	632.26
122619	99-6543	QUALITY RAGS, INC.	TOWELS FOR TRUCKS	3/2018	32855	180.00
120443	99-6554	PITNEY BOWES INC	MONTHLY POSTAGE FEES	3/2018	3/7/18 120443	1,000.00
122612	99-6628	CDW GOVERNMENT, INC.	BACKUP FOR SERVERS	3/2018	LVJ3798	96.50
122377	99-7019	DELL MARKETING LP	NEW COMPUTER	3/2018	10222218571	816.00
120442	99-7216	US CELLULAR	MONTHLY CELLPHONE CHARGES	3/2018	0237330771	37.49

FUND: 10 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
122342	99-7256	OKLAHOMA GANG INVESTIGATOR	SEMINAR FEES-CLAYTON/DANE	3/2018	2018-05 LONE WOLF	50.00
122618	99-7528	PEARSON EDUCATION INC	ER CARE-13TH EDITION BOOK	3/2018	BK 88606330	550.82
122371	99-7780	INT'L ASSO FOR PROPERTY AND	MEMBERSHIP DUES	3/2018	M18-C95053	50.00
120930	99-7868	WESTLAKE HARDWARE INC	MISC PARTS F/ EQUIP REPAI	3/2018	8136416	45.10
121409	99-7926	SIMPLEX GRINNELL LP	ANNUAL INSPECTIONS	3/2018	84592172	118.00
122380	99-7927	CENTRAL OKLAHOMA PUBLICATIO	PUBLISH-PD UNCLAIMED PROP	3/2018	106316	69.80
122493	99-7927	CENTRAL OKLAHOMA PUBLICATIO	PUBLISH BID-MATERIALS	3/2018	106304	38.75
122624	99-7957	OKLAHOMA WHOLESALE OVERHEAD	SERVICE CALL	3/2018	58470	635.19
121882	99-8074	SPECIAL OPS UNIFORMS, INC	UNIFORMS FOR NEW OFFICERS	3/2018	782208	806.00
121997	99-8074	SPECIAL OPS UNIFORMS, INC	BRASS BADGES	3/2018	782052	1,922.14
122364	99-8074	SPECIAL OPS UNIFORMS, INC	REPLACE DAMAGED ITEMS	3/2018	782084	236.97
122330	99-8216	HILAND DAIRY FOODS CO.LLC	MILK FOR PRISONERS	3/2018	9065486	120.00
122074	99-8250	OLD REPUBLIC SURETY COMPANY	BONDS-COUNCIL, TREASURER,	3/2018	PEB0833642 5/3/18	648.00
122238	99-8269	NAFECO, INC.	FIRE SAFETY GLOVES	3/2018	916668	360.00
121166	99-8434	FLEETCOR TECHNOLOGIES d/b/a	FEB 2018 CNG	3/2018	NP52757697	143.10
121424	99-8493	MESHEK & ASSOCIATES, P.L.C.	WEB BASED GIS DATA VIEWER	3/2018	5350	6,961.22
122535	99-8539	CROW BURLLNGAME COMPANY	OIL FILTERS	3/2018	106-4312	44.57
122132	99-8564	CLAYTON, DERRICK	MAL REIMBURSEMENT	3/2018	3/1/18 122132	15.00
122066	99-86	CITY CLERK'S PETTY CASH	REIMBURSE PETTY CASH	3/2018	3/2/18 122066	152.57
122073	99-8626	CHARLEY E LOYD C & L LOCKSM	CHANGE LOCK COMBINATIONS	3/2018	09944	62.50
122368	99-8696	GT DISTRIBUTORS, INC.	BATTERIES/PEPPER SPRAY	3/2018	INV0650538	592.40
122139	99-8771	NORTHWEST CONTROLS SYSTEMS,	REPAIR HEAT IN PHONE ROOM	3/2018	SVC0011448	294.00
120322	99-8817	DE LAGE LANDEN PUBLIC FINAN	LEASE COPIERS/PRINTERS	3/2018	58321843	2,327.00
122613	99-8936	CONRAD FIRE EQUIPMENT, INC.	MISC PARTS-VEHICLE MAINT	3/2018	525918	340.73
120315	99-9288	ADVANCE ALARMS, INC	ALARM FOR GARAGE	3/2018	1599926	25.00
120494A	99-9397	ELECTRONIC TRANSACTION SYST	CREDIT CARD FEES	3/2018	FEB 2018 120494A	494.12
120444	99-9515	PITNEY BOWES INC	QUARTERLY PAYMENTS	3/2018	3305566656	254.30
122538	99-9756	BOB MOORE OF TULSA, LLC	SEAT BELT LATCH	3/2018	89510T	56.00
119559A	99-9801	LEXISNEXIS RISK DATA MANAGE	PROPERTY LOOK UP	3/2018	1519676-20180228	100.00
119412	99-9859	VERIZON WIRELESS SERVICES L	DATA PLAN BLDG INSP IPAD	3/2018	9802456208A	40.01
120147	99-9859	VERIZON WIRELESS SERVICES L	WIRELESS CHARGES FOR IPAD	3/2018	9802456208	400.10
119796	99-9920	FLEXPLAN ADMINISTRATORS,	INSECTION 125 PLAN	3/2018	032018-96	184.00
FUND TOTAL:						208,806.28

FUND: 20 - SMA-AUTHORITY FUND

SUMMARY REPORT

121747	99-10074	CONTROL SYSTEM SOLUTIONS L	INSTALL UPS-NE LIFT STATI	3/2018	18002	1,170.00
122491	99-10160	MERRIFIELD OFFICE SOLUTIONS	MISC OFFICE SUPPLIES	3/2018	0140461-001	12.58
121093	99-10175	MIDWEST TECHNOLOGY, INC	REPLACE CAMERA-W STATION	3/2018	121093	2,764.00
121735	99-10278	BEARING DISTRIBUTORS, INC	duv BALLASTS	3/2018	6319211	5,340.60
122633	99-103	ONG	JAN 2018 GAS CHARGES	3/2018	JAN 2018 122633	2,864.00
120237	99-10302	LAMPTON WELDING SUPPLY CO,	TANK RENTAL	3/2018	877860	14.90
120288	99-10302	LAMPTON WELDING SUPPLY CO,	CHEMICAL BOTTLE RENTALS	3/2018	877861	23.80
122631	99-10422	DESTINY SOFTWARE INC	SOFTWARE LICENSE	3/2018	4013	2,500.00
121384	99-10547	BEASLEY TECHNOLOGY INC	BACKUP & INSTALLATION	3/2018	3008459	1,452.50
121046	99-10558	TECHNICAL PROGRAMMING SERV	PAYMENT FOR BILLING	3/2018	100968	1,797.63
122458	99-1443	BRENNTAG SOUTHWEST, INC.	BRENPHOS	3/2018	BSW936676	1,598.82
122465	99-1443	BRENNTAG SOUTHWEST, INC.	NOMIONIC POLYMER	3/2018	BSW940925	3,631.50
122466	99-1443	BRENNTAG SOUTHWEST, INC.	SODIUM PERMANGANATE	3/2018	BSW940926	4,097.60
118420	99-1565	OKLAHOMA MUNICIPAL ASSURANC	WORKERS COMP QRTL PYMNTS	3/2018	4TH QTR 118420	11,802.82

FUND: 20 - SMA-AUTHORITY FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
121741	99-1992	JOHN DEERE FINANCIAL ACCT#5MISC	PARTS FOR PLANT	3/2018	E68400/2 1/29/18	13.98
121746	99-1992	JOHN DEERE FINANCIAL ACCT#53	INCH TRASH PUMP	3/2018	E74703/2 2/12/18	299.99
119369	99-3593	CITY OF TULSA	METER CONNECT FEE-POLSON	3/2018	103688966 2/21/18	235.11
120317	99-3633	PUBLIC SERVICE COMPANY OF OSRWCS	ELEC SERVICE	3/2018	9567775920 2/26/18	6,859.51
119972	99-3881	FHC, INC. DBA TETRA TECH	FHOOPERATION/MAINT-SKIATOOK	3/2018	51289668	11,299.40
122058	99-3881	FHC, INC. DBA TETRA TECH	FHENGINEER SRVCSRWCS	3/2018	51289716	430.00
120706	99-3908	VERDIGRIS VALLEY ELEC COOP	SWRCS ELECTRIC	3/2018	2621103200 1/31/18	26.08
120234	99-4112	ACCURATE ENVIRONMENTAL INC.	DEQ REQUIRED TESTING	3/2018	AB23009	360.00
122022	99-4112	ACCURATE ENVIRONMENTAL INC.	OPEDS (FEB)	3/2018	AB26058	220.00
122460	99-4112	ACCURATE ENVIRONMENTAL INC.	SOC FOR ODEQ COMPLIANCE	3/2018	AB26057	420.00
122630	99-4482	OTA / GOV. ACCOUNTS	MONTHLY PIKEPASS	3/2018	20180295595	4.40
122472	99-4663	PAUL KING COMPANY	VALVE SOLENOID ASSEMBLY	3/2018	28418	741.60
119596	99-4936	WASTE MANAGEMENT OF TEXAS,	YEARLY TRASH COLLECTION	3/2018	2193631 / 2194142	111,690.35
121748	99-6399	SMITH & LOVELESS, INC.	MISC PARTS-LIFT STATIONS	3/2018	124448	1,354.32
120449	99-6528	UNIFIRST HOLDINGS, INC.	YEARLY UNIFORM LEASE	3/2018	8241460906	86.46
120442	99-7216	US CELLULAR	MONTHLY CELLPHONE CHARGES	3/2018	0237330771	138.03
122750	99-7642	McCOLLOUGH ENTERPRISES,	INCLOCATE LEAK-DIGESTER AREA	3/2018	43044	700.00
121409	99-7926	SIMPLEX GRINNELL LP	ANNUAL INSPECTIONS	3/2018	84592172	118.00
120307	99-7994	BANCFIRST	SMA UTILITY SYSTEM	3/2018	SERIES 2013 3/7/18	206,280.41
120324	99-7994	BANCFIRST	SMA UTIL REV BOND REF 12	3/2018	SERIES 2012 3/7/18	137,220.84
121166	99-8434	FLEETCOR TECHNOLOGIES d/b/a	FEB 2018 CNG	3/2018	NP52757697	163.78
121424	99-8493	MESHEK & ASSOCIATES, P.L.C.	WEB BASED GIS DATA VIEWER	3/2018	5350	1,817.50
122073	99-8626	CHARLEY E LOYD C & L	LOCKSMCHANGE LOCK COMBINATIONS	3/2018	09944	62.50
120494A	99-9397	ELECTRONIC TRANSACTION	SYSTCREDIT CARD FEES	3/2018	FEB 2018 120494A	2,495.97
120444	99-9515	PITNEY BOWES INC	QUARTERLY PAYMENTS	3/2018	3305566656	254.29
121749	99-9757	CHARLES DEAN TOWNS	YEARLY SCALE CALIBRATION	3/2018	815032	375.00
120700	99-9859	VERIZON WIRELESS SERVICES	LPHONE @ SKIATOOK RAW WATE	3/2018	9802249128	16.01
FUND TOTAL:						522,754.28

FUND: 29 - STORMWATER MANAGEMENT

SUMMARY REPORT

122633	99-103	ONG	JAN 2018 GAS CHARGES	3/2018	JAN 2018 122633	576.50
121312	99-10534	DRYSDALES INC	SAFETY BOOTS	3/2018	1-01943773 3/13/18	200.00
122487	99-10560	CORE & MAIN LP	MANHOLE RING & COVER	3/2018	I448787	237.04
118420	99-1565	OKLAHOMA MUNICIPAL ASSURAN	WORKERS COMP QRTL PYMNTS	3/2018	4TH QTR 118420	1,238.98
117466	99-1992	JOHN DEERE FINANCIAL ACCT#5	MISC HAND TOOLS	3/2018	E74680/2 2/12/18	19.99
117470	99-1992	JOHN DEERE FINANCIAL ACCT#5	MISC TOOLS/SUPPLIES	3/2018	N08623/2 2/9/18	8.99
120442	99-7216	US CELLULAR	MONTHLY CELLPHONE CHARGES	3/2018	0237330771	27.04
121166	99-8434	FLEETCOR TECHNOLOGIES d/b/a	FEB 2018 CNG	3/2018	NP52757697	222.67
121424	99-8493	MESHEK & ASSOCIATES, P.L.C.	WEB BASED GIS DATA VIEWER	3/2018	5350	3,380.00
122637	99-8493	MESHEK & ASSOCIATES, P.L.C.	ADDITIONAL INSP-HICKORY	3/2018	5166	17,000.00
FUND TOTAL:						22,911.21

FUND: 30 - STREET & ALLEY

SUMMARY REPORT

122633	99-103	ONG	JAN 2018 GAS CHARGES	3/2018	JAN 2018 122633	352.90
118420	99-1565	OKLAHOMA MUNICIPAL ASSURAN	WORKERS COMP QRTL PYMNTS	3/2018	4TH QTR 118420	4,567.42
119689	99-1992	JOHN DEERE FINANCIAL ACCT#5	COVERALLS	3/2018	E78354/2 2/20/18	79.98
120453	99-1992	JOHN DEERE FINANCIAL ACCT#5	MISC HAND TOOLS	3/2018	E72311/2 2/7/18	167.66
119699	99-4459	WHITE STAR MACHINERY	RENT 14" PLANER-SKID STEE	3/2018	07177343	522.00



FUND: 30 - STREET &amp; ALLEY

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
120442	99-7216	US CELLULAR	MONTHLY CELLPHONE CHARGES	3/2018	0237330771	27.04
FUND TOTAL:						5,717.00
FUND: 31 - CEMETERY MAINTENANCE						SUMMARY REPORT
122633	99-103	ONG	JAN 2018 GAS CHARGES	3/2018	JAN 2018 122633	480.48
118420	99-1565	OKLAHOMA MUNICIPAL ASSURAN	WORKERS COMP QRTL PYMNTS	3/2018	4TH QTR 118420	2,499.13
120449	99-6528	UNIFIRST HOLDINGS, INC.	YEARLY UNIFORM LEASE	3/2018	8241460903	13.28
121548	99-6646	FASTENAL COMPANY INC	MISC NUTS/BOLTS/PARTS	3/2018	OKSAP152553	68.00
121166	99-8434	FLEETCOR TECHNOLOGIES d/b/a	FEB 2018 CNG	3/2018	NP52757697	27.14
FUND TOTAL:						3,088.03
FUND: 32 - HUNTING & FISHING						SUMMARY REPORT
120583	99-10516	HINSCH MARY	LAKE CARETAKER	3/2018	MARCH 2018 120583	750.00
120710	99-10516	HINSCH MARY	COMMISSION SALES	3/2018	121890	198.00
122195	99-7719	MID-WEST PRINTING COMPANY	25 FISHING PERMIT BOOKS	3/2018	53896	305.00
FUND TOTAL:						1,253.00
FUND: 33 - GOLF COURSE						SUMMARY REPORT
122633	99-103	ONG	JAN 2018 GAS CHARGES	3/2018	JAN 2018 122633	516.15
122281	99-10302	LAMPTON WELDING SUPPLY CO,	C02 FOR FOUNTAIN	3/2018	877859	68.32
121866	99-10478	DAVID BLAKE NOWLAND DT NOW	FERTILIZERS FOR GREENS	3/2018	7997	1,321.00
118420	99-1565	OKLAHOMA MUNICIPAL ASSURAN	WORKERS COMP QRTL PYMNTS	3/2018	4TH QTR 118420	4,327.11
121768	99-175	STANDARD DISTRIBUTING INC	RESTOCK GRILL	3/2018	322248	184.99
122725	99-2926	APAC CENTRAL, INC	75 TONS-CRUSHER RUN	3/2018	7001071585	950.23
122277	99-3999	OKLAHOMA GOLF ASSOCIATION,	MGA MEMBERSHIPS	3/2018	3002918	140.00
121761	99-4686	ANHEUSER BUSCH SALES-OKLAH	ORESTOCK GRILL SUPPLIES	3/2018	116522	182.35
122290	99-4686	ANHEUSER BUSCH SALES-OKLAH	OBEER TO RESTOCK GRILL	3/2018	122190	129.95
122728	99-5367	SOUTHSIDE MOWERS, INC.	2 BACK PACK BLOWERS	3/2018	135595	799.98
120449	99-6528	UNIFIRST HOLDINGS, INC.	YEARLY UNIFORM LEASE	3/2018	8241460908	15.06
122287	99-6568	PING, INC.	BAGS FOR RESALE	3/2018	14091762	821.34
122283	99-68	A & M ELECTRIC, INC	REPAIR GRILL LIGHTS	3/2018	5552	166.00
121751	99-8436	LDF SALES & DISTRIBUTING,	IRESTOCK SALE ITEMS	3/2018	120013	138.40
122280	99-8442	SYSCO FOODS SERVICES OF OKL	RESTOCK GRILL	3/2018	126335330	911.87
122282	99-9173	ALL MAINTENANCE SUPPLY,	INCMISC JANITORIAL SUPPLIES	3/2018	65972-01	396.88
121869	99-9501	C & C CONSTRUCTION LLC	TABLE FOR CHEMICAL MIXING	3/2018	93 3/9/18 121869	200.00
FUND TOTAL:						11,269.63
FUND: 34 - LIBRARY						SUMMARY REPORT
122633	99-103	ONG	JAN 2018 GAS CHARGES	3/2018	JAN 2018 122633	708.19
121335	99-10557	MANUEL, KERRI S	FRAME/HANG HISTORICAL PIC	3/2018	2/1/18 121335	150.00
118420	99-1565	OKLAHOMA MUNICIPAL ASSURAN	WORKERS COMP QRTL PYMNTS	3/2018	4TH QTR 118420	2,253.84
120105	99-7963	TAMMY YVONNE TALLEY	JANITORIAL SRVCS-LIB ANNE	3/2018	MARCH 2018 120105	345.00
120106	99-7963	TAMMY YVONNE TALLEY	JANITORIAL SRVCS-LIBRARY	3/2018	MAR 2018 120106	950.00
121724	99-9890	EMPIRE PAPER CO	MISC JANITORIAL SUPPLIES	3/2018	0395443	356.39
FUND TOTAL:						4,763.42

## FUND: 35 - PARKS &amp; RECREATION

## SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
122521	99-10225	CARLTON E CLINE	ADA FIXTURES-BATHROOMS	3/2018	1374	1,023.00
122633	99-103	ONG	JAN 2018 GAS CHARGES	3/2018	JAN 2018 122633	1,807.94
118420	99-1565	OKLAHOMA MUNICIPAL ASSURANCWORKERS COMP	QRTLY PYMNTS	3/2018	4TH QTR 118420	3,474.12
122197	99-1992	JOHN DEERE FINANCIAL ACCT#5	TRAILER CONNECTION-CNG	3/2018	N08508/2 2/7/18	57.97
122630	99-4482	OTA / GOV. ACCOUNTS	MONTHLY PIKEPASS	3/2018	20180295595	12.60
121104	99-4700	COX COMMUNICATIONS	CABLE-SENIOR & REC CENTER	3/2018	067168801 2/27/18	7.37
120449	99-6528	UNIFIRST HOLDINGS, INC.	YEARLY UNIFORM LEASE	3/2018	8241460907	11.52
122514	99-68	A & M ELECTRIC, INC	REPAIR LIGHT-BTW	3/2018	5566	212.60
122516	99-68	A & M ELECTRIC, INC	REPAIR SENSOR-BATHROOM	3/2018	5549	154.40
120442	99-7216	US CELLULAR	MONTHLY CELLPHONE CHARGES	3/2018	0237330771	27.04
122496	99-7927	CENTRAL OKLAHOMA PUBLICATIO	PUBLISH BID-PLAYGROUND	3/2018	106327	59.55
121166	99-8434	FLEETCOR TECHNOLOGIES d/b/a	FEB 2018 CNG	3/2018	NP52757697	84.16
120562	99-8545	TITAN COMMERCIAL SERVICES,	JANITORIAL SERVICES-PARKS	3/2018	MARCH 2018 120562	600.00
120556	99-9288	ADVANCE ALARMS, INC	MONITORYING-SENIOR CENTER	3/2018	1599440	25.00
120558	99-9288	ADVANCE ALARMS, INC	ALARM/MONITORING SERVICE	3/2018	1600127	25.00
120552	99-9595	CAMPBELL WENDY	DATA ENTRY-TRACKING PROGR	3/2018	2/14-28/18 120552	345.00
120560	99-9996	ALLIANCE MAINTENANCE, INC.	JANITORIAL SRVCS-BTW CENT	3/2018	101826	875.00
120561	99-9996	ALLIANCE MAINTENANCE, INC.	JANITORIAL SRVCS-SENIOR	3/2018	101825	695.00
FUND TOTAL:						9,497.27

## FUND: 36 - SWIMMING POOL

## SUMMARY REPORT

122633	99-103	ONG	JAN 2018 GAS CHARGES	3/2018	JAN 2018 122633	21.65
118420	99-1565	OKLAHOMA MUNICIPAL ASSURANCWORKERS COMP	QRTLY PYMNTS	3/2018	4TH QTR 118420	1,111.97
120557	99-9288	ADVANCE ALARMS, INC	ALARM/MONITORING SERVICE	3/2018	1599137	25.00
122511	99-9370	OKLAHOMA STATE DEPARTMENT	OBATHING PLACE PERMIT	3/2018	9542 5/27/18	200.00
FUND TOTAL:						1,358.62

## FUND: 41 - POLICE CASH

## SUMMARY REPORT

122344	99-10388	PRECISION DELTA CORP	40 S/W RANGER BONDED 165G	3/2018	11064	885.00
FUND TOTAL:						885.00

## FUND: 44 - MAJOR THOROFARE

## SUMMARY REPORT

120316	99-3633	PUBLIC SERVICE COMPANY OF	OEXPRESSWAY LIGHTS-ELEC	3/2018	9599067210 2/26/18	671.35
119688	99-8909	DUNHAM'S ASPHALT SERVICE,	IASPHALT FOR PATCHING	3/2018	248737	1,043.27
FUND TOTAL:						1,714.62

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

## SUMMARY REPORT

122707	99-10252	CECIL COX ENTERPRISES	BACKHOE TIRES	3/2018	3023884	575.20
122633	99-103	ONG	JAN 2018 GAS CHARGES	3/2018	JAN 2018 122633	551.16
122576	99-10560	CORE & MAIN LP	SPECIALITY CLAMP FOR LEAK	3/2018	I513999	1,616.00
122708	99-141	LOCKE SUPPLY CO.	PLUGS FOR VAC TRUCK	3/2018	33714115-00	12.43
118420	99-1565	OKLAHOMA MUNICIPAL ASSURANCWORKERS COMP	QRTLY PYMNTS	3/2018	4TH QTR 118420	4,345.78
122700	99-1992	JOHN DEERE FINANCIAL ACCT#5	T-POSTS	3/2018	N09471/2 2/21/18	27.90
122704	99-3707	O'REILLY AUTOMOTIVE INC	MISC PARTS F/VEHICLES	3/2018	153-490924	13.17
120449	99-6528	UNIFIRST HOLDINGS, INC.	YEARLY UNIFORM LEASE	3/2018	8241460909	10.64
120442	99-7216	US CELLULAR	MONTHLY CELLPHONE CHARGES	3/2018	0237330771	102.09

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

## SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
121166	99-8434	FLEETCOR TECHNOLOGIES d/b/a	FEB 2018 CNG	3/2018	NP52757697	229.31
122539	99-8539	CROW BURLINGAME COMPANY	BATTERY	3/2018	106-4686	72.00
122715	99-8539	CROW BURLINGAME COMPANY	FUSE FOR CAMERA VAN	3/2018	106-4847	10.98
122713	99-9173	ALL MAINTENANCE SUPPLY, INC	BLEACH, SOAP, TOWELS	3/2018	66431-01	147.20
122575	99-9501	C & C CONSTRUCTION LLC	CONCRETE PAD	3/2018	31	1,000.00
FUND TOTAL:						8,713.86

## FUND: 47 - VAC/SPAY/NEUTR ESCRW FUND

## SUMMARY REPORT

122356	99-8803	SPAY OKLAHOMA, INC	SPAY/NEUTER	3/2018	2/12-28/18 122356	1,515.00
FUND TOTAL:						1,515.00

## FUND: 48 - WATER RESOURCE

## SUMMARY REPORT

120308	99-1850	AMERICAN HERITAGE BANK	QRTLTY DEBT SRVC-METER REA	3/2018	4/2/18 METER EQUIP	12,685.48
FUND TOTAL:						12,685.48

## FUND: 55 - INSURANCE FUND

## SUMMARY REPORT

120963	99-9739	THE HOLMES ORGANISATION, IN	MARCH 18 EMPLOY HEALTH IN	3/2018	MARCH 2018 120963	225,461.53
FUND TOTAL:						225,461.53

## FUND: 57 - E-911 FUND

## SUMMARY REPORT

118420	99-1565	OKLAHOMA MUNICIPAL ASSURAN	WORKERS COMP QRTLTY PYMNTS	3/2018	4TH QTR 118420	3,137.92
120376	99-4319	AT&T	E-911 MAPPING FEES	3/2018	91815400646 3/1/18	236.90
FUND TOTAL:						3,374.82

## FUND: 58 - JUVENILE JUSTICE FUND

## SUMMARY REPORT

120492	99-7564	HUMAN SKILLS & RESOURCES	I PROBATION SRVCS-COURT	3/2018	2/1-2/28/18 120492	1,250.00
120493	99-7564	HUMAN SKILLS & RESOURCES	IDRUG ASSESSMENT-COURT	3/2018	FEB 2018 120493	150.00
FUND TOTAL:						1,400.00

## FUND: 65 - STREET IMP.SALES TAX

## SUMMARY REPORT

121300	99-2223	MAXWELL SUPPLY, INC.	MARKING PAINT/MIRIFI	3/2018	455859	640.82
122490	99-2223	MAXWELL SUPPLY, INC.	ROCK BLADE-HOT SAW	3/2018	455166	200.76
122480	99-4737	TERRACON CONSULTANTS INC	GEOTECH SERVICES	3/2018	TA26481	5,100.00
122489	99-6158	OCT EQUIPMENT, LLC	ROCK TEETH FOR EQUIPMENT	3/2018	P19237	150.32
120323	99-7994	BANCFIRST	SMA CAP IMPR REV BOND 14	3/2018	SERIES 2014 3/7/18	52,818.96
119149S	99-9629	GUY ENGINEERING SERVICES,	IENG SRVCS-SAHOMA BRIDGE	3/2018	840C-5	4,158.18
FUND TOTAL:						63,069.04

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

## SUMMARY REPORT

114688R	99-5348	PLANNING DESIGN GROUP	SPORTS COMPLEX	3/2018	4399	5,200.00
114781C	99-8149	BKL, INC.	AMENDMENT #3	3/2018	#15 3/2/18 114781C	15,000.00
FUND TOTAL:						20,200.00
GRAND TOTAL:						1,130,438.09

## G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
3/2018	10	501-301	TRAINING & TRAVEL	68.85	
3/2018	10	501-311	PROFESSIONAL SERVICES	2,500.00	
3/2018	10	501-320	ELECTION EXPENSE	5,073.34	
3/2018	10	502-134	WORKER'S COMPENSATION	1,961.20	
3/2018	10	503-134	WORKER'S COMPENSATION	1,705.94	
3/2018	10	503-302	DUES AND SUBSCRIPTIONS	110.00	
3/2018	10	504-134	WORKER'S COMPENSATION	1,556.51	
3/2018	10	504-315	FEES & OTHER CHARGES	69.80	
3/2018	10	504-401	EQUIPMENT	816.00	
3/2018	10	504-407	BOOKS	632.26	
3/2018	10	505-134	WORKER'S COMPENSATION	298.85	
3/2018	10	506-134	WORKER'S COMPENSATION	909.00	
3/2018	10	506-311P	PHYSICALS	191.00	
3/2018	10	508-134	WORKER'S COMPENSATION	989.94	
3/2018	10	508-214	OPERATIONAL SUPPLIES	473.34	
3/2018	10	508-315	FEES & OTHER CHARGES	25.00	
3/2018	10	508-331	UTILITIES	310.33	
3/2018	10	509-134	WORKER'S COMPENSATION	2,453.05	
3/2018	10	509-201	OFFICE SUPPLIES	59.40	
3/2018	10	510-134	WORKER'S COMPENSATION	469.45	
3/2018	10	510-311	PROFESSIONAL SERVICES	11,413.33	
3/2018	10	510-315	FEES & OTHER CHARGES	391.92	
3/2018	10	511-134	WORKER'S COMPENSATION	31,130.19	
3/2018	10	511-221	FUEL AND OIL	111.60	
3/2018	10	511-241	SAFETY EQUIPMENT	374.75	
3/2018	10	511-301	TRAINING AND TRAVEL	686.82	
3/2018	10	511-311	PROFESSIONAL SERVICES	500.00	
3/2018	10	511-314	UNIFORMS	1,965.64	
3/2018	10	511-331	UTILITIES	2,379.89	
3/2018	10	511-332	COMMUNICATIONS	499.10	
3/2018	10	511-351	MAINTENANCE-EQUIPMENT	321.60	
3/2018	10	511-352	MAINTENANCE-VEHICLES	5,436.18	
3/2018	10	511-353	MAINT-BUILDINGS & FIXTURE	662.16	
3/2018	10	512-134	WORKER'S COMPENSATION	29,297.24	
3/2018	10	512-201	OFFICE SUPPLIES	32.60	
3/2018	10	512-202	POSTAGE	78.40	
3/2018	10	512-211	JANITORIAL SUPPLIES	189.76	
3/2018	10	512-214	OPERATIONAL SUPPLIES	888.50	
3/2018	10	512-221	FUEL AND OIL	17.11	
3/2018	10	512-301	TRAINING AND TRAVEL	92.00	
3/2018	10	512-314	UNIFORM CLEANING	1,042.97	
3/2018	10	512-321	PRISONER CARE	831.99	
3/2018	10	512-331	UTILITIES	924.57	
3/2018	10	512-352	MAINTENANCE-VEHICLES	290.39	

## G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
3/2018	10	512-353	MAINTENANCE-BUILDINGS	814.00	
3/2018	10	513-134	WORKER'S COMPENSATION	1,067.15	
3/2018	10	513-260	MINOR EQUIPMENT & FURNISHINGS	124.95	
3/2018	10	513-331	UTILITIES	519.15	
3/2018	10	513-332	COMMUNICATIONS	37.49	
3/2018	10	514-134	WORKER'S COMPENSATION	139.47	
3/2018	10	515-134	WORKER'S COMPENSATION	1,090.81	
3/2018	10	516-134	WORKER'S COMPENSATION	520.49	
3/2018	10	516-201	OFFICE SUPPLIES	9.79	
3/2018	10	516-312	ADVERTISING	105.31	
3/2018	10	517-134	WORKER'S COMPENSATION	1,089.54	
3/2018	10	517-314	UNIFORMS	172.75	
3/2018	10	517-332	COMMUNICATION	40.01	
3/2018	10	518-134	WORKER'S COMPENSATION	485.63	
3/2018	10	518-221	FUEL & OIL	14.39	
3/2018	10	518-311	PROFESSIONAL SERVICES	100.00	
3/2018	10	518-315	FEES & OTHER CHARGES	62.00	
3/2018	10	590-141	CONTRACT LABOR	87.50	
3/2018	10	590-202	POSTAGE	1,000.00	
3/2018	10	590-315	FEES & OTHER CHARGES	286.20	
3/2018	10	590-331	UTILITIES	177.44	
3/2018	10	590-332	COMMUNICATIONS	14,614.72	
3/2018	10	590-341	RENTAL OF EQUIPMENT	254.30	
3/2018	10	590-351	MAINTENANCE-EQUIPMENT	3,865.00	
3/2018	10	590-353	MAINT-BUILDING & FIXTURES	180.50	
3/2018	10	590-362	INSURANCE EXPENSE	61,927.50	
3/2018	10	590-505	LEASE PAYMENTS	2,327.00	
3/2018	10	591-390	CONTINGENCY FOR EXP NOT BUDGET	7,461.22	208,806.28
3/2018	20	504-134	WORKER'S COMPENSATION	261.50	
3/2018	20	522-134	WORKER'S COMPENSATION	1,512.92	
3/2018	20	522-201	OFFICE SUPPLIES	12.58	
3/2018	20	523-134	WORKER'S COMPENSATION	1,986.09	
3/2018	20	523-311	PROFESSIONAL SERVICES	1,797.63	
3/2018	20	523-314	UNIFORM CLEANING	21.14	
3/2018	20	523-315	OTHER FEES & CHARGES	2,495.97	
3/2018	20	523-332	COMMUNICATIONS	138.03	
3/2018	20	524-134	WORKER'S COMPENSATION	3,580.36	
3/2018	20	524-212	CHEMICALS	9,327.92	
3/2018	20	524-221	FUEL & OIL	102.11	
3/2018	20	524-301	TRAINING AND TRAVEL	4.40	
3/2018	20	524-311	PROFESSIONAL SERVICES	640.00	
3/2018	20	524-314	UNIFORM CLEANING	31.92	
3/2018	20	524-315B	FEES & OTHR CHGS-SKIATOOK	11,745.41	
3/2018	20	524-322	WATER PURCHASE	235.11	

## G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
3/2018	20	524-331	UTILITIES	8,500.14	
3/2018	20	524-341	RENTAL OF EQUIPMENT	23.80	
3/2018	20	524-354	MAINTENANCE-FACILITIES	3,505.60	
3/2018	20	525-134	WORKER'S COMPENSATION	4,461.95	
3/2018	20	525-221	FUEL & OIL	61.67	
3/2018	20	525-260	MINOR EQUIPMENT & FURNISHINGS	299.99	
3/2018	20	525-311	PROFESSIONAL SERVICES	1,075.00	
3/2018	20	525-311D	PROF SERVICES-TESTING	360.00	
3/2018	20	525-314	UNIFORM CLEANING	33.40	
3/2018	20	525-331	UTILITIES	1,072.00	
3/2018	20	525-341	RENTAL OF EQUIPMENT	14.90	
3/2018	20	525-351	MAINTENANCE-EQUIPMENT	2,538.30	
3/2018	20	525-354	MAINTENANCE-FACILITIES	5,340.60	
3/2018	20	527-141	CONTRACT LABOR	111,690.35	
3/2018	20	590-141	CONTRACT LABOR	87.50	
3/2018	20	590-331	UTILITIES	177.45	
3/2018	20	590-341	RENTAL OF EQUIPMENT	254.29	
3/2018	20	590-351	EQUIPMENT MAINTENANCE	3,865.00	
3/2018	20	590-353	BUILDING MAINTENANCE	180.50	
3/2018	20	590-501F	BOND EXP - SERIES 2012	136,595.84	
3/2018	20	590-501G	REVENUE BOND EXP - SERIES 2013	205,801.24	
3/2018	20	590-502	REVENUE BOND TRUSTEE FEES	1,104.17	
3/2018	20	591-390	CONTINGENCY NOT BUDGETED	1,817.50	522,754.28
3/2018	29	529-134	WORKER'S COMPENSATION	1,238.98	
3/2018	29	529-214	OPERATING SUPPLIES	8.99	
3/2018	29	529-221	FUEL & OIL	222.67	
3/2018	29	529-231	MINOR TOOLS	19.99	
3/2018	29	529-241	SAFETY SUPPLIES	200.00	
3/2018	29	529-311	PROFESSIONAL SVCS-ENGINEERING	3,380.00	
3/2018	29	529-311B	PROF SERVICES (BID, CA & RPR)	17,000.00	
3/2018	29	529-331	UTILITIES	576.50	
3/2018	29	529-332	COMMUNICATIONS	27.04	
3/2018	29	529-354	MAINTENANCE-FACILITIES	237.04	22,911.21
3/2018	30	530-134	WORKER'S COMPENSATION	4,567.42	
3/2018	30	530-231	MINOR TOOLS	167.66	
3/2018	30	530-241	SAFETY SUPPLIES	79.98	
3/2018	30	530-331	UTILITIES	352.90	
3/2018	30	530-332	COMMUNICATIONS	27.04	
3/2018	30	530-341	RENTAL OF EQUIPMENT	522.00	5,717.00
3/2018	31	531-134	WORKER'S COMPENSATION	2,499.13	
3/2018	31	531-214	OPERATING SUPPLIES	14.00	
3/2018	31	531-221	FUEL & OIL	27.14	

## G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
3/2018	31	531-231	MINOR TOOLS	54.00	
3/2018	31	531-314	UNIFORM CLEANING	13.28	
3/2018	31	531-331	UTILITIES	480.48	3,088.03
3/2018	32	532-141	CONTRACT LABOR	750.00	
3/2018	32	532-142	PERMIT SALES COMMISSION	198.00	
3/2018	32	532-313	PRINTING	305.00	1,253.00
3/2018	33	533-134	WORKER'S COMPENSATION	4,327.11	
3/2018	33	533-212	CHEMICALS	1,321.00	
3/2018	33	533-213	CONCESSION SUPPLY	2,178.76	
3/2018	33	533-215	PRO SHOP SUPPLIES	821.34	
3/2018	33	533-302	DUES AND SUBSCRIPTIONS	140.00	
3/2018	33	533-314	UNIFORM CLEANING	15.06	
3/2018	33	533-331	UTILITIES	516.15	
3/2018	33	533-351	MAINTENANCE-EQUIPMENT	799.98	
3/2018	33	533-354	MAINTENANCE-FACILITIES	1,150.23	11,269.63
3/2018	34	534-134	WORKER'S COMPENSATION	2,253.84	
3/2018	34	534-141	CONTRACT LABOR	1,295.00	
3/2018	34	534-201	OFFICE SUPPLIES	150.00	
3/2018	34	534-211	JANITORIAL SUPPLIES	356.39	
3/2018	34	534-331	UTILITIES	708.19	4,763.42
3/2018	35	535-134	WORKER'S COMPENSATION	3,474.12	
3/2018	35	535-141	CONTRACT LABOR	2,565.00	
3/2018	35	535-221	FUEL AND OIL	84.16	
3/2018	35	535-301	TRAINING AND TRAVEL	12.60	
3/2018	35	535-312	ADVERTISING	59.55	
3/2018	35	535-314	UNIFORM CLEANING	11.52	
3/2018	35	535-331	UTILITIES	1,807.94	
3/2018	35	535-332	COMMUNICATIONS	34.41	
3/2018	35	535-352	MAINT-VEHICLES	57.97	
3/2018	35	535-353	MAINT-BUILDINGS/FIXTURES	1,390.00	9,497.27
3/2018	36	536-134	WORKMAN'S COMPENSATION	1,111.97	
3/2018	36	536-141	CONTRACT LABOR	25.00	
3/2018	36	536-302	DUES & SUBSCRIPTIONS	200.00	
3/2018	36	536-331	UTILITIES	21.65	1,358.62
3/2018	41	541-401	EQUIPMENT	885.00	885.00
3/2018	44	544-331	UTILITIES	671.35	
3/2018	44	544-354	MAINTENANCE-FACILITIES	1,043.27	1,714.62
3/2018	46	546-134	WORKER'S COMPENSATION	4,345.78	

## G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
3/2018	46	546-211	JANITORIAL SUPPLEIS	147.20	
3/2018	46	546-221	FUEL AND OIL	229.31	
3/2018	46	546-241	SAFETY SUPPLIES	27.90	
3/2018	46	546-314	UNIFORM CLEANING	10.64	
3/2018	46	546-331	UTILITIES	551.16	
3/2018	46	546-332	COMMUNICATIONS	102.09	
3/2018	46	546-351	MAINTENANCE-EQUIPMENT	587.63	
3/2018	46	546-352	MAINTENANCE-VEHICLES	96.15	
3/2018	46	546-354	MAINTENANCE-FACILITIES	2,616.00	8,713.86
3/2018	47	547-315	OTHER SERVICES & CHARGES	1,515.00	1,515.00
3/2018	48	548-501	NOTE PAYMENTS	12,685.48	12,685.48
3/2018	55	555-391	LIFE INS PREM-OTHERS	4,768.93	
3/2018	55	555-392	FEES & OTHER-OTHERS	220,692.60	225,461.53
3/2018	57	557-134	WORKERS COMP	3,137.92	
3/2018	57	557-315-.01	FEES & OTHER CHARGES-WIRELESS	236.90	3,374.82
3/2018	58	558-141	CONTRACT LABOR	1,250.00	
3/2018	58	558-311	PROFESSIONAL SERVICES	150.00	1,400.00
3/2018	65	565-311A	PROF SERVICES - ENGINEERING	4,158.18	
3/2018	65	565-401	EQUIPMENT	351.08	
3/2018	65	565-405A	FACILITIES-IN HOUSE	640.82	
3/2018	65	565-405B	FACILITIES-CONTRACT	5,100.00	
3/2018	65	565-501	BOND EXP -SERIES 2004/2014	52,485.62	
3/2018	65	565-502	REVENUE BOND TRUSTEE FEES	333.34	63,069.04
3/2018	83	577-311A	PROF SVCS-ENG (DESIGN, BID)	15,000.00	
3/2018	83	578-311A	PROF SVCS-ENG (DESIGN, BID)	5,200.00	20,200.00
			GRAND TOTAL ESTIMATE:		0.00
			GRAND TOTAL ACTUAL:		1,130,438.09
			REPORT TOTAL:		1,130,438.09





**Public Hearing 8.A.**

**City Council Regular**

**Meeting Date:** March 19, 2018

**Submitted For:** Nikki White, Urban Development Director

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

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**SUBJECT:**

Consider conducting a public hearing 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.

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## AGENDA ITEM

### Community Development 9.A.

#### City Council Regular

**Meeting Date:** March 19, 2018

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

**Department:** Planning & Development

**Presented By:** Nikki White

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#### **SUBJECT:**

Discussion and possible action regarding an Ordinance of the City of Sapulpa, Oklahoma, Amending the Sapulpa City Zoning Code Part 12, Chapter 4, Residential District Provisions, Section 12-430.1, Table 3, by Providing Conditions to Allow Administrative Approval of Minor Variances to Bulk and Area Requirements for Platted Lots in the RS-3 District; Providing for Repealer; Providing for Severability; and Declaring an Emergency.

#### **BACKGROUND:**

Strict interpretation of the Zoning Code minimum bulk and area requirements for platted lots in RS-3 districts is causing an unnecessary hardship to infill developers. The majority of RS-3 (Residential Single-Family High Density) lots platted prior to the adoption of the current zoning code do not meet the sixty (60) foot width minimum as required by the strict letter of the Code. This amendment would allow administrative adjustments to the bulk and area requirements for lots platted prior to the adoption of the Code to allow infill development as long as the same is not injurious to the existing neighborhood and conforms to existing dwellings.

#### **RECOMMENDATION:**

This amendment was heard at the Sapulpa Metropolitan Area Planning Commission on February 27, 2018. The SMAPC voted unanimously to recommend approval to City Council.

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#### **Attachments**

Case Report

Ordinance

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**SAPULPA METROPOLITAN PLANNING COMMISSION (SMAPC)  
February 27, 2018**

**STAFF REPORT**

**FILE: Text Amendment to the City of Sapulpa Zoning Code**

**REQUEST:**

This Zoning Text Amendment proposes the following changes:

**430 BULK AND AREA REQUIREMENTS IN RESIDENTIAL DISTRICTS**

430.1 Bulk and Area requirements in the RE, RS, RD, and RM districts are shown in Table 3.

**Table 3**

BULK AND AREA REQUIREMENTS IN THE RE, RS, RD AND RM DISTRICTS

	RE	RS-1	RS-2	RS-3****	RD	RM-T	RM-1	RM-2
LOT WIDTH (min. ft.)								
One Family	150*	100	75	60	60		60	60
Two Family					80	70	60	60
Multi-Family (other than RM-T)							100	100
LOT AREA (min. sq. ft.)								
One Family	24,000	13,500	9,000	6,900	6,000		6,000	6,000
Two Family					8,000		7,450	6,900
Multi-Family (Other than RM-T)							9,800	8,300
LAND AREA PER D.U. (min. sq. ft.)								
One Family	28,375	16,000	10,875	8,400	7,500		7,500	7,500
Two Family					5,000		4,600	4,200
Multi-Family (other than RM-T)								
	RE	RS-1	RS-2	RS-3	RD	RM-T	RM-1	RM-2
For each of the First two (2) D.U.'s on the Lot							4,600	4,200
For each additional D.U. less than two bedrooms							3,100	2,400
Two or more bedrooms							4,356	3,100

**TOWNHOUSE DEVELOPMENT\*\***

Development Width (min. ft.)						100	100	100
Lot Width (min. ft.)						20	20	20
Lot Area (min. sq. ft.)						1,600	1,600	1,600
Land Area (of Development) per D.U. (min. sq. ft.)						4,500	4,500	3,100
Structure Height (max. ft.)	26	26	26	26	26	26	26***	26
Livability space Per D.U. (min sq. ft.)	12,000	7,000	5,000	4,000	2,000	1,800	1,500	1,000

Front Yard Abutting a Public Street

Measured from centerline of abutting street; add ½ of right of way designated on the Major Street Plan or 25 feet If not designated on Major Street Plan (min. ft.)

Major	35	35	35	35	35	35	35	35
Not a Major	35	35	30	25	25	25	25	10

All Other Yards Abutting a Public Street:

Measured from centerline of abutting street; add ½ of right of way designated on Major Street Plan Or 25 feet if not designated on Major Street Plan (min. ft.)

Major	20	20	20	20	20	20	15	15
Not a Major	15	15	15	15	15	15	15	15
Rear Yards (min.ft.)	25	25	25	20	20	20	20	10
Side Yards (min.ft.)****								
One side yard	15	10	10	5	5	5	10	10
Other side yard	15	10	5	5	5	--	5	10

\* The frontage of any lot in the RE district which meets the requirements of minimum lot size may be less than the minimum frontages as long as the front building line on said lot is a minimum of one hundred twenty-five (125) linear feet.

\*\* A minimum of three (3) townhouse lots.

\*\*\* In the RM-1 district, a one-story limitation shall apply to structures containing more than three (3) dwelling units which are within 50' of an adjoining RE or RS district.

\*\*\*\* Does not apply to interior lot line of townhouse developments.

\*\*\*\*\*The bulk and area requirements of a lot in the RS-3 district may be modified by administrative staff through minor Variance approval with appropriate conditions so long as the lot was platted prior to June 5, 1989, and the resulting adjustment conforms to existing dwelling units in the neighborhood and would not otherwise be detrimental to the public welfare.

**BACKGROUND:**

After some research, it has been determined that strict interpretation of the code has caused hardship to infill developers. The majority of the lots in Sapulpa platted prior to the adoption of the current zoning code is less than the required sixty (60) feet in width and therefore may not meet the square footage as required by the current code. The amendment would allow administrative adjustments to the bulk and area requirements as long as they are not injurious to the existing neighborhood and conforms to existing dwellings.

**Staff Recommendation:**

Staff has worked diligently on and researched thoroughly the attached proposed amendment, and is now satisfied that it is ready for adoption. Staff recommends APPROVAL of the attached proposed amendment.

**ATTACHMENTS:**

1. Draft Ordinance

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF THE CITY OF SAPULPA, OKLAHOMA, AMENDING THE SAPULPA CITY ZONING CODE PART 12, CHAPTER 4, RESIDENTIAL DISTRICT PROVISIONS, SECTION 12-430.1, TABLE 3, BY PROVIDING CONDITIONS TO ALLOW ADMINISTRATIVE APPROVAL OF MINOR VARIANCES TO BULK AND AREA REQUIREMENTS FOR PLATTED LOTS IN THE RS-3 DISTRICT; PROVIDING FOR REPEALER; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

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

Section 1. The Sapulpa City Code, Part 12, Planning, Zoning & Development, Chapter 4, Section 12-430.1, Table 3, is hereby amended, in part, to read as follows:

“430.1 Bulk and Area requirements in the RE, RS, RD, and RM districts are shown in Table 3.

Table 3

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BULK AND ARE REQUIREMENTS IN THE RE, RS, RD AND RM DISTRICTS

RE	RS-1	RS-2	RS-3*****	RD	RM-T	RM-1	RM-2
----	------	------	-----------	----	------	------	------

\*\*\*\*\*The bulk and area requirements of a lot in the RS-3 district may be modified by administrative staff through minor variance approval with appropriate conditions so long as the lot was platted prior to June 5, 1989, and the resulting adjustment conforms to existing dwelling units in the neighborhood and would not otherwise be detrimental to the public welfare.”

Section 2. All ordinances, or parts of ordinances, in conflict with this ordinance are repealed to the extent of conflict only.

Section 3. If any part or parts of this ordinance are held invalid or ineffective, the remaining portion shall not be affected but remain in full force and effect.

Section 4. 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 in regular session this \_\_\_\_ day of February, 2018, with emergency clause voted on separately.

\_\_\_\_\_  
Reg Green, Mayor

ATTEST:

APPROVED AS TO FORM:

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

\_\_\_\_\_  
David R. Widdoes, City Attorney



## AGENDA ITEM

### Community Development 9.B.

#### City Council Regular

**Meeting Date:** March 19, 2018

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

**Department:** Planning & Development

**Presented By:** Nikki White

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#### SUBJECT:

Discussion and possible action regarding an Ordinance Amending the Zoning Ordinance of the City of Sapulpa; Changing the Zone and District of Land Located at 1740 East Dewey Avenue, City of Sapulpa, Creek County, State of Oklahoma, from AG (Agriculture) to RS-3 (Residential Single Family High Density District), per SAZ-945; 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.

#### BACKGROUND:

The subject property is located at the Southeast corner of East Dewey Avenue and South Mayfield Street. The property currently has an AG (Agriculture) zoning designation. The applicant is making the request to rezone the property for a potential Single Family Residential subdivision. The property is located in an area which is primarily residential. The area has seen a trend of larger tracts being subdivided (Berry Park Estates, Moccasin Bluff, and Mayfield Estates). The property is designated Residential on the Future Land Use Map (FLUM).

#### RECOMMENDATION:

On February 27, 2018, the Sapulpa Metropolitan Area Planning Commission voted unanimously to recommend approval to City Council.

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#### Attachments

Case report  
Case Maps  
Site photo  
Ordinance

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**SAPULPA METROPOLITAN PLANNING COMMISSION (SMAPC)**  
**February 27, 2018**

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**FILE:** SAZ-945 | Rezoning

**OWNERS:** Peggy Scott Cleveland, et al

**ADDRESS:** Southeast corner of East Dewey Avenue and South Mayfield Street

**PARCEL:** 1999-36-018-011-0-530-00

**STR:** Section 36, Township 18 North, Range 11 East

**LEGAL:** A part of the South Half of the Northeast Quarter of Section 36, 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 follows: Beginning at a point 30 feet South and 790 feet West of the Southeast corner of the Northeast Quarter of the Northeast Quarter of Section 36; thence West a distance of 695 feet; thence South a distance of 300 feet; thence East a distance of 825 feet; thence North a distance of 165 feet; thence West a distance of 130n feet; thence North a distance of 135 feet to the Point of Beginning.

**LOT SIZE:** 5.27 acres more or less

**ZONING:** AG – Agriculture

**EXISTING USE:** Vacant

**APPLICANT:** Corey Carr

**CC WARD:** Ward #4 Mayor Reg Green and Mr. Craig Henderson

**PREPARED BY:** Nikki White – Urban Development Director

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**REQUEST:**

The applicant requests to rezone the subject property from Agriculture (AG) to Residential Single Family High Density (RS-3).

**APPLICABLE STATE AND MUNICIPAL CODE SECTIONS:**

City of Sapulpa Zoning Code, Chapter 4, Residential District provisions.

**BACKGROUND:**

The subject property is located at the Southeast corner of East Dewey Avenue and South Mayfield Street. The property currently has an AG (Agriculture) zoning designation. The applicant is making the request to rezone the property for a potential Single Family Subdivision.

The property is located in an area which is primarily residential. The area has seen a trend of larger tracts being subdivided (Berry Park Estates, Moccasin Bluff, and Mayfield Estates).

**SURROUNDING LAND USE AND ZONING:**

North:	RS-3 Residential Single Family
East:	AG - Moccasin Bluff Estates
South:	RS-3/ RS-1 /AG (Church and 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 Residential on the Future Land Use Map (FLUM).

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

**PUBLIC COMMENTS:**

As of writing this report, staff has not received any public comments.

**STAFF RECOMMENDATION:**

**Recommended motion for SMAPC:**

Staff is recommending **APPROVAL** of the application.

**ATTACHMENTS:**

1. Vicinity & Zoning Maps
2. Site photos

# SAZ-945

Cory Carr  
Peggy Cleveland  
1740 E Dewey Ave  
Sapulpa, OK

### CITY OF SAPULPA MAP PRODUCTS

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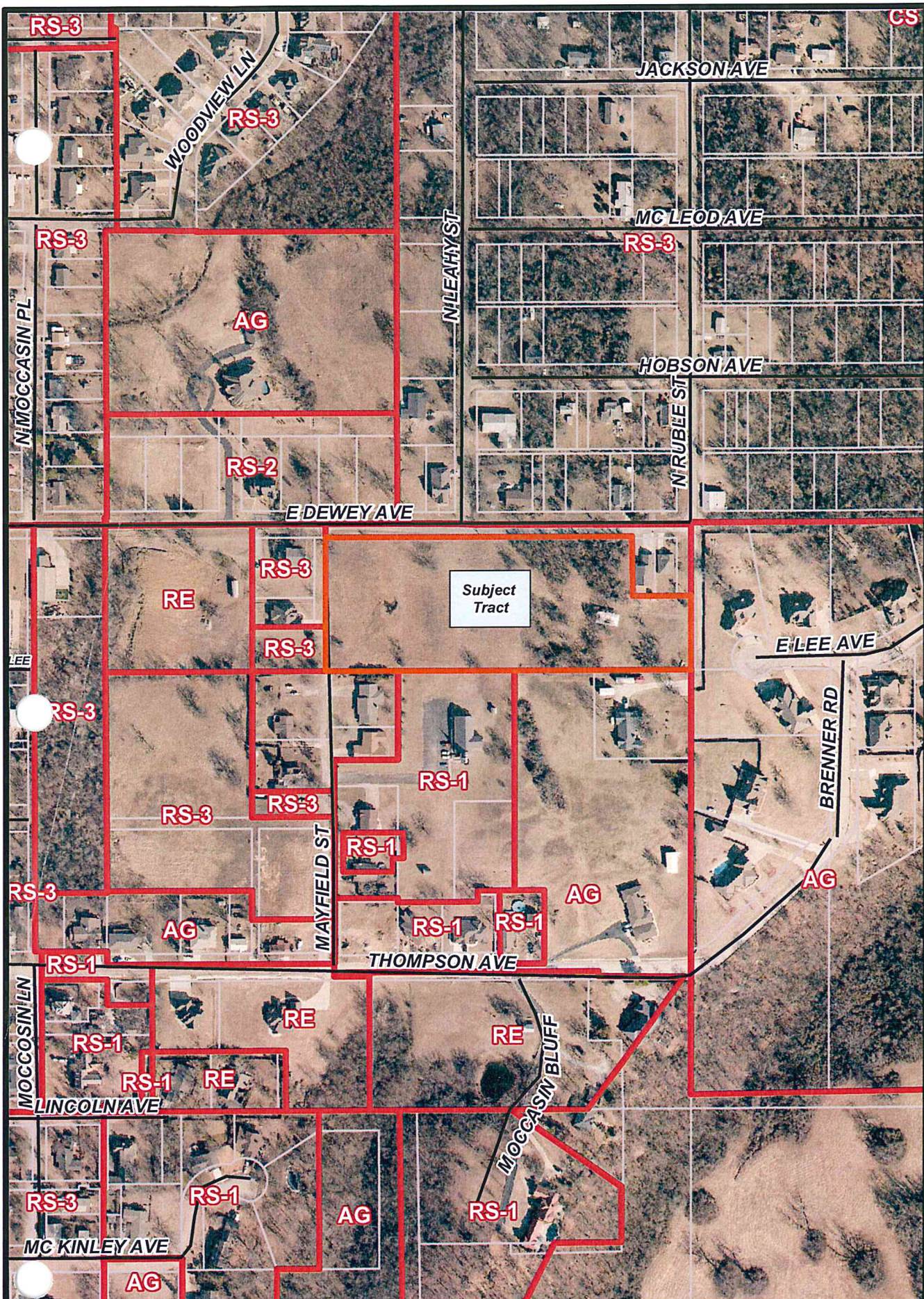
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### Legend

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

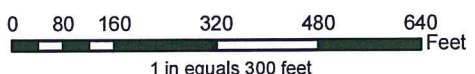


7A-4

## Property Description

Property located in the S2, NE4 of Section 36, Township 18 North, Range 11 East, & also the N2 of W2 of W2 of NE4 of SW4 of NE4 of Sec 36, T18N, R11E, Sapulpa, Creek County, Oklahoma.

E 911: No structures at this time to be addressed



Map Prepared by:  
City of Sapulpa  
Date: 1/23/2018

Source Data:  
Creek County Assessors  
City of Sapulpa, INCOG



# SAZ-945

Cory Carr  
Peggy Cleveland  
1740 E Dewey Ave  
Sapulpa, OK

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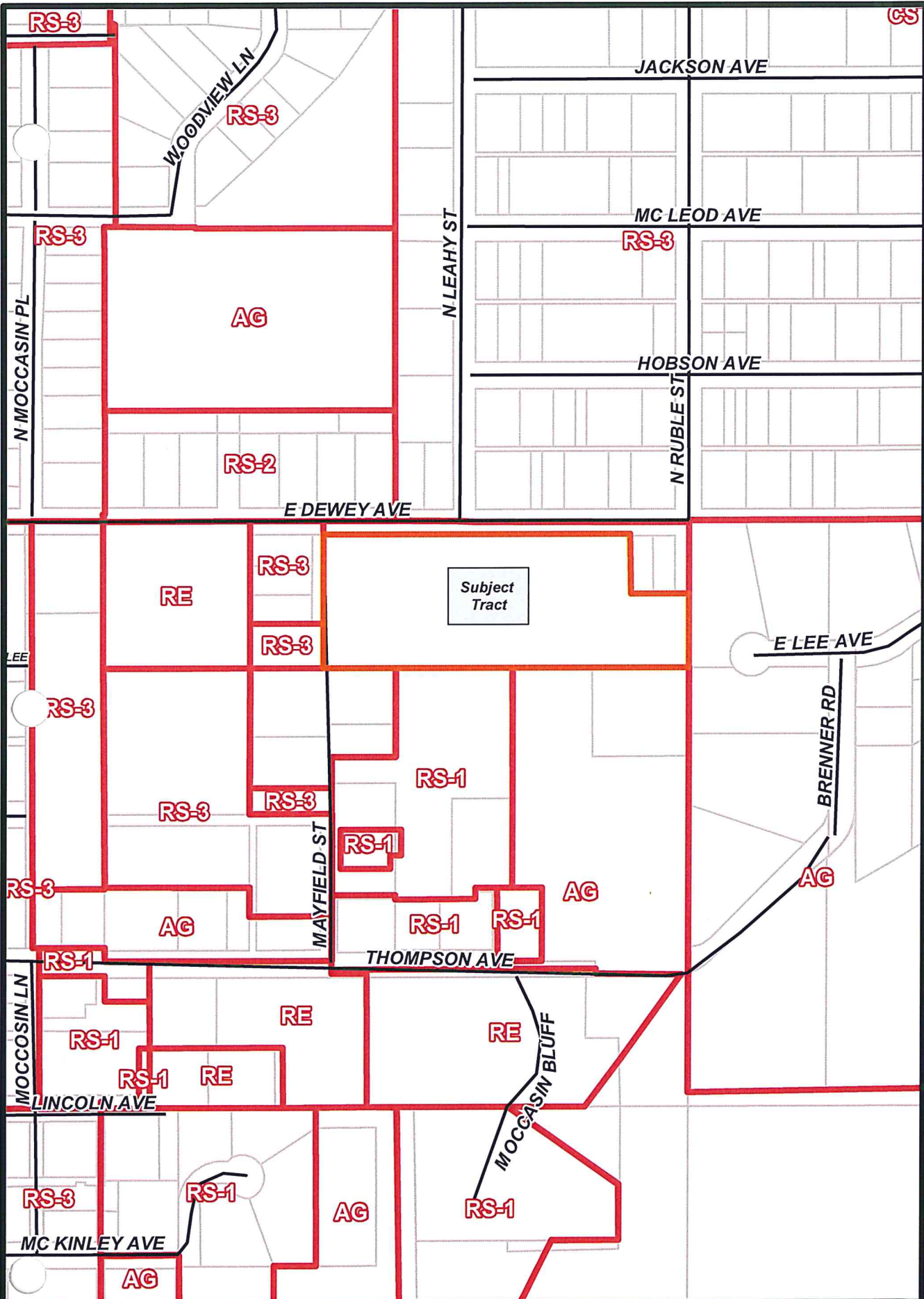
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### Legend

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

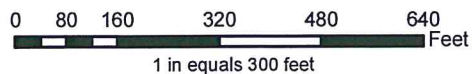


TA-5

## Property Description

Property located in the S2, NE4 of Section 36, Township 18 North, Range 11 East, & also the N2 of W2 of W2 of NE4 of SW4 of NE4 of Sec 36, T18N, R11E, Sapulpa, Creek County, Oklahoma.

E-911: No structures at this time to be addressed.



Map Prepared by:  
City of Sapulpa  
Date: 1/23/2018

Source Data:  
Creek County Assessors  
City of Sapulpa, INCOG





Dewey Ave  
1600  
S Mayfield St  
000

For SALE  
NALE  
666

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF SAPULPA; CHANGING THE ZONE AND DISTRICT OF LAND LOCATED AT 1740 EAST DEWEY AVENUE, CITY OF SAPULPA, CREEK COUNTY, STATE OF OKLAHOMA, FROM AG (AGRICULTURE) TO RS-3 (RESIDENTIAL SINGLE FAMILY HIGH DENSITY DISTRICT), PER SAZ-945; 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, CITY OF SAPULPA, OKLAHOMA:

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

A. SAZ-945 Corey Carr: A part of the South Half of the Northeast Quarter of Section 36, Township 18 North, Range 11 East of the Indian base and Meridian, Creek County, State of Oklahoma, according to the U.S. Government Survey thereof, more particularly described as follows: Beginning at a point 30 feet South and 790 feet West of the Southeast Corner of the Northeast Quarter of the Northeast Quarter of Section 36; Thence West a distance of 695 feet; Thence South a distance of 300 feet; Thence East a Distance of 825 feet; Thence North a distance of 165 feet; Thence West a distance of 130 feet; Thence North a distance of 135 feet to the Point of Beginning, be and are hereby rezoned from AG (Agriculture) to RS-3 (Residential Single Family High Density District)

**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.** All ordinances or parts of ordinances in conflict with this ordinance are repealed to the extent of conflict only.

**Section 4.** If any part or parts of this ordinance are held invalid or ineffective, the remaining portion shall not be affected but remain in full force and effect.

**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.

ORD # \_\_\_\_\_

PASSED AND APPROVED in regular session this \_\_\_\_ day of \_\_\_\_\_  
2018, with emergency clause separately voted upon.

\_\_\_\_\_  
Reg Green, Mayor

ATTEST:

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

APPROVED AS TO FORM:

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





## AGENDA ITEM

### Community Development 9.C.

#### City Council Regular

**Meeting Date:** March 19, 2018

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

**Department:** Planning & Development

**Presented By:** Nikki White

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#### SUBJECT:

Discussion and possible action regarding SUP-015, application for a Specific Use Permit, to Marty and Debra Rivers dba Hobson Street Motors to allow indoor new or used automobile sales at 106 East Hobson Avenue.

#### BACKGROUND:

The subject property is located at the Southeast corner of East Hobson Avenue and North Water Street. The property currently houses office space. The request is for indoor new/used automobile sales. The property has an overhead door to a "showroom" as well as a fenced in area on the East.

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

#### RECOMMENDATION:

On February 27, 2018, the Sapulpa Metropolitan Area Planning Commission voted unanimously to recommend approval to City Council with the following conditions:

1. No outdoor storage/display of vehicles.
2. No parking on the sidewalk.
3. Any signage or alterations to the exterior must go to the Historic Preservation Committee for approval prior to any work being conducted.
4. All exterior signs and lighting must be in working order.

Staff concurs with the recommendation of the Planning Commission provided that the approval of the Specific Use Permit is limited to the existing owner and terminates upon any transfer of ownership or occupancy of the property.

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## **Attachments**

Case report

Case maps

site photo

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**SAPULPA METROPOLITAN PLANNING COMMISSION (SMAPC)**  
**February 27, 2018**  
**STAFF REPORT**

---

**FILE:** SUP-015 | Specific Use Permit

**OWNERS:** Wholesale Petroleum Properties Inc

**ADDRESS:** 106 East Hobson Avenue/ 33 North Water Street

**PARCEL:** 1000-00-040-000-0-020-00

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

**LEGAL:** The West 50 feet of the North 100 feet of Lot Two (2), Block Forty (40), Original Town, Now City of Sapulpa, Creek County, State of Oklahoma, according to the Original Plat and Survey thereof. AND apart of Lot Two (2), Block Forty (40), Original Town, now City of Sapulpa, Creek County, State of Oklahoma, according to the Original Plat and Survey thereof, described as follows: Beginning 50.45 feet East of the Northwest Corner of Block 40; thence 26.5 feet; thence Southeast 27°22' a distance of 6.2 feet; thence South 74.0 feet; thence East 47.3 feet; thence North 106.7 feet; thence West 50.15 feet to the Point of Beginning.

**LOT SIZE:** .233 acres more or less

**ZONING:** CBD – Central Business District

**EXISTING USE:** Office

**APPLICANT:** Marty and Debra Rivers

**CC WARD:** Ward #2 Mr. John Anderson and Mr. Charles Stephens

**PREPARED BY:** Nikki White – Urban Development Director

---

**REQUEST:**

The applicant requests a Specific Use Permit to allow new or used automobile sales on the subject property.

**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 at the Southeast corner of East Hobson Avenue and North Water Street. The property currently houses office space. The request is for indoor new/used automobile sales. The property has an overhead door to a "showroom" as well as a fenced in area on the East.

**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 Central Business District (Special District #1) on the Future Land Use Map. Central Business District (CBD) is the most highly developed, and the retail and business core of the City and the Planning area. 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 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:**

Staff has had several calls regarding the application. Once it was determined that the application was for indoor sales, they were in agreement with the application.

**STAFF RECOMMENDATION:**

**Recommended motion for SMAPC:**

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

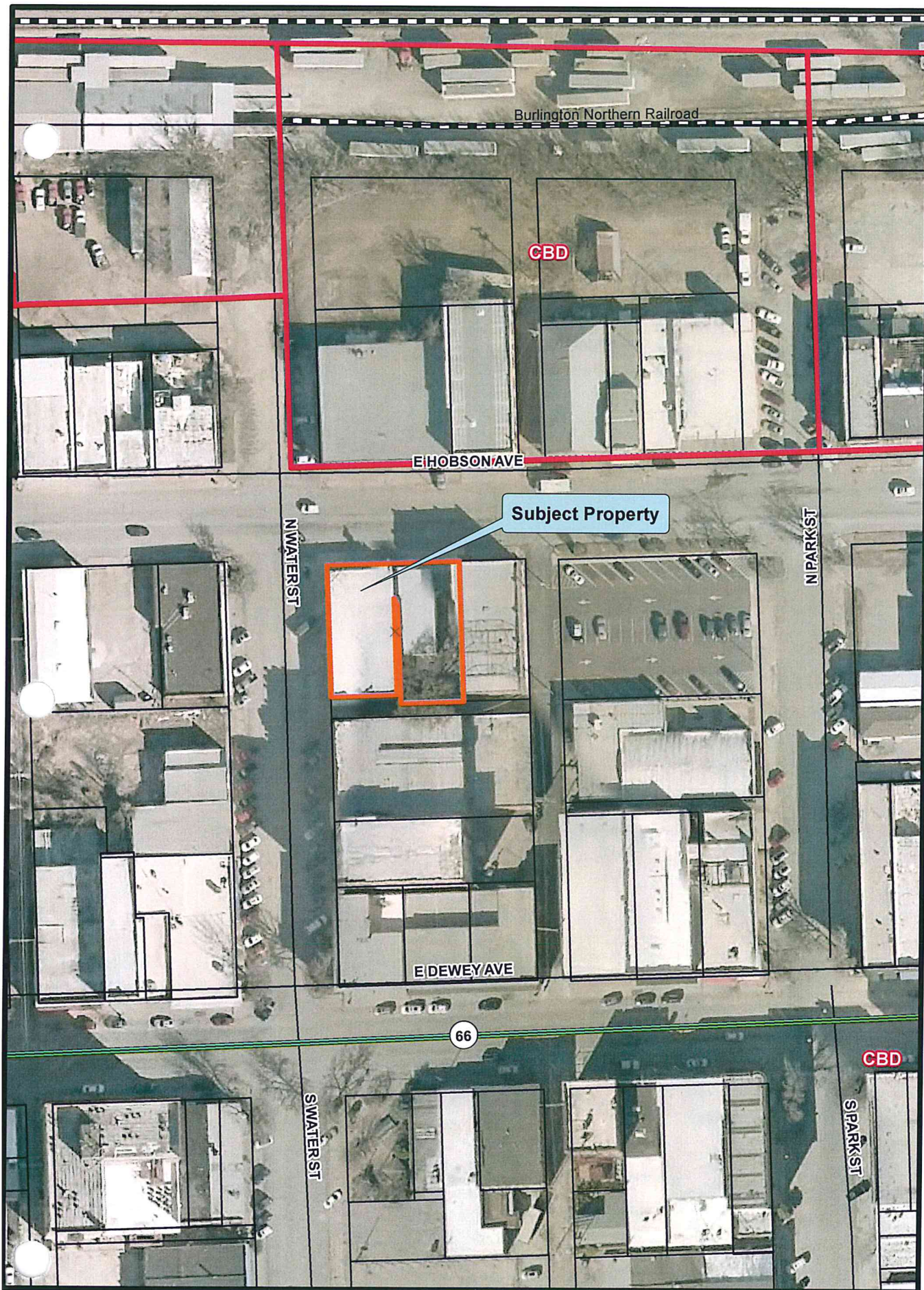
1. No outdoor storage/display of vehicles.
2. No parking on the sidewalk.
3. Any signage or alterations to the exterior must go to the Historic Preservation Committee for approval.

**ATTACHMENTS:**

1. Vicinity & Zoning Maps
2. Site photos

# SUP-015

Marty & Debra Rivers  
106 E Hobson Ave &  
33 N Water Street  
Sapulpa, OK



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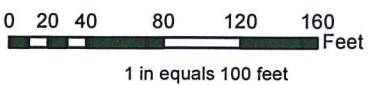
**Legend**

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



## Property Description

Consisting of Portions of  
Lot 2, Block 40, O.T. Sapulpa  
Sapulpa, Creek County, Oklahoma  
E-911: 106 E Hobson Ave, Sapulpa, OK  
and 33 N Water Street, Sapulpa, OK



Map Prepared by:  
City of Sapulpa  
Date: 1/22/2018

Source Data:  
Creek County Assessors  
City of Sapulpa, Incog



# SUP-015

Marty & Debra Rivers  
106 E Hobson Ave &  
33 N Water Street  
Sapulpa, OK

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


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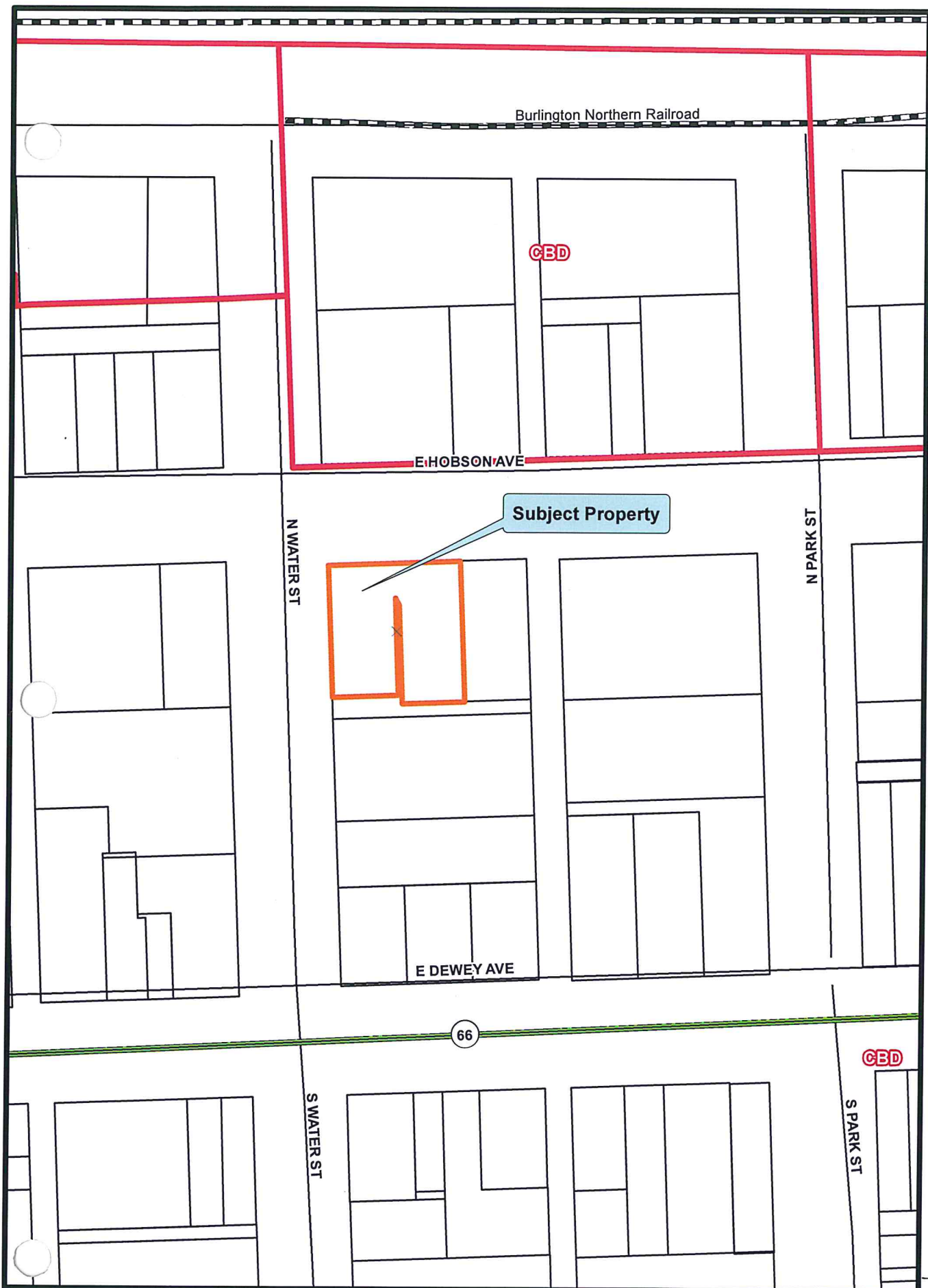
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### Legend

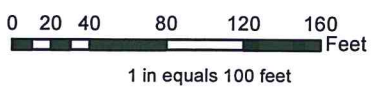
-  Zoning
-  Subject Property
-  Parcels
-  Highways
-  Roads & Streets
-  Railroads



7B-5

## Property Description

Consisting of Portions of  
Lot 2, Block 40, O.T. Sapulpa  
Sapulpa, Creek County, Oklahoma  
E-911: 106 E Hobson Ave, Sapulpa, OK  
and 33 N Water Street, Sapulpa, OK



Map Prepared by:  
City of Sapulpa  
Date: 1/22/2018

Source Data:  
Creek County Assessors  
City of Sapulpa, Incog



# GULF



WASHING

HOBSON ST. MOTORS  
LLC  
918-512-8...  
BUY • SELL • TRADE



VFW CLUB

Willard BATTERIES

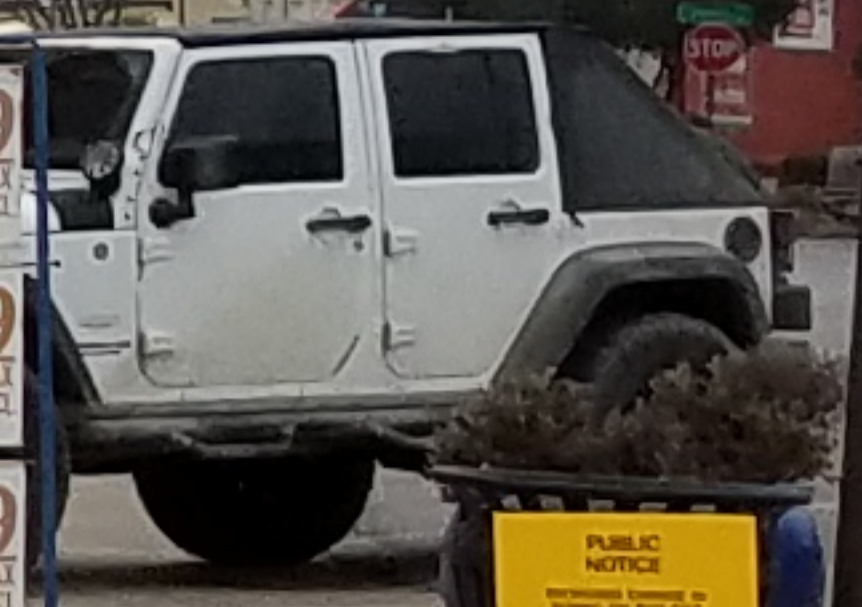
Firestone



SPEED LIMIT 25

Good	19.9
Gulf	21.9
No-nox	23.9

Hobson Ave







## AGENDA ITEM

### Community Development 9.D.

#### City Council Regular

**Meeting Date:** March 19, 2018

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

**Department:** Planning & Development

**Presented By:** Nikki White

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#### SUBJECT:

Discussion and possible action regarding SUP-016, application for a Specific Use Permit, to Cheryl Jackson, Jackson Family Revocable Trust to allow an Air BnB (Bed and Breakfast) at 1003 East Lee Avenue.

#### BACKGROUND:

The subject property is located at the Northeast corner of East Lee Avenue and South Division Street. The property is currently used as a residence. The request is for an Air BnB (Bed and Breakfast) use. The owners' family currently occupy the upstairs portion of the residence, and propose that a BnB use be allowed in the downstairs portion of the structure.

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

#### RECOMMENDATION:

On February 27, 2018 the Sapulpa Metropolitan Area Planning Commission voted unanimously to recommend approval to City Council with the following conditions:

1. Signage must comply with Chapter 4, Section 420.2.7 of the Zoning Code: "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."
2. Parking shall be on a dust free, all weather surface, and off the street.

Staff concurs with the recommendation of the Planning Commission provided that the approval of the Specific Use Permit is limited to the existing owner and terminates upon any transfer of ownership or occupancy of the property.

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## **Attachments**

Case report

case maps

site photo

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**SAPULPA METROPOLITAN PLANNING COMMISSION (SMAPC)**  
**February 27, 2018**  
**STAFF REPORT**

---

**FILE:** SUP-016 | Specific Use Permit  
**OWNERS:** Jackson Family Revocable Trust  
**ADDRESS:** 1003 East Lee Avenue  
**PARCEL:** 1630-00-009-000-0-070-00  
**STR:** Section 36, Township 18 North, Range 11 East  
**LEGAL:** Lots Thirteen (13) and Fourteen (14), Block Nine (9), Woodlawn Addition to the City of Sapulpa, Creek County, State of Oklahoma, according to the recorded plat thereof  
**LOT SIZE:** .334 acres more or less  
**ZONING:** RD – Residential Duplex District  
**EXISTING USE:** Residential  
**APPLICANT:** Cheryl Jackson  
**CC WARD:** Ward #1 Mr. Hugo Naifeh and Mr. Wes Galloway  
**PREPARED BY:** Nikki White – Urban Development Director

---

**REQUEST:**

The applicant requests a Specific Use Permit to allow an Air BnB (Bed and Breakfast) use in an RD (Residential Duplex) 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 at the Northeast corner of East Lee Avenue and South Division Street. The property is currently used as a residence. The request is for an Air BnB (Bed and Breakfast) use. There are currently full time occupants in the upstairs portion of the residence, the BnB use will be in the downstairs portion of the house.

**SURROUNDING LAND USE AND ZONING:**

North:	CG Commercial General (Patriot Café)
East:	RD Residential Duplex
South:	RD Residential Duplex
West:	RD Residential Duplex (Church)

(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 paln.

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

**PUBLIC COMMENTS:**

As of writing this report, staff has received one phone call from a neighboring property owner. He was unsure of the request. Staff advised him to attend the meeting.

**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.*
2. Parking shall be on dust free, all weather surface, and off the street.

**ATTACHMENTS:**

1. Vicinity & Zoning Maps
2. Site photos



# SUP-016

Cheryl Jackson  
1003 E Lee Ave  
Sapulpa, OK

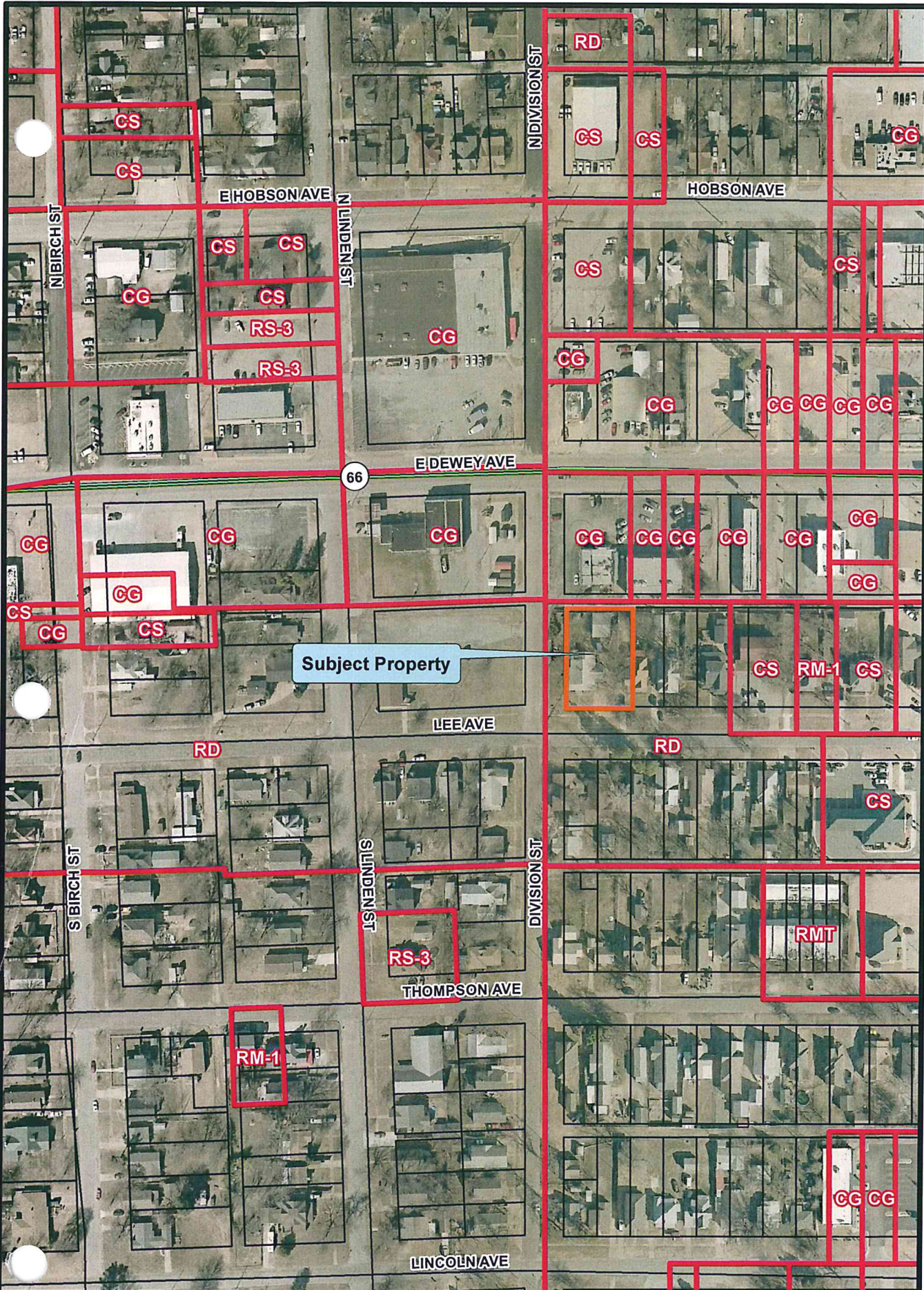
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**Legend**

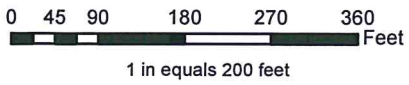
- Zoning
- Subject Property
- Parcels
- Highways
- Roads & Streets
- Railroads



TC-3

## Property Description

Lots 13 & 14, Block 9  
Woodlawn Addn,  
Sapulpa, Creek County, Oklahoma  
E-911: 1003 E Lee Ave, Sapulpa, OK



Map Prepared by:  
City of Sapulpa  
Date: 1/22/2018

Source Data:  
Creek County Assessors  
City of Sapulpa, Incog



# SUP-016

Cheryl Jackson  
1003 E Lee Ave  
Sapulpa, OK

CITY OF SAPULPA  
MAP PRODUCTS







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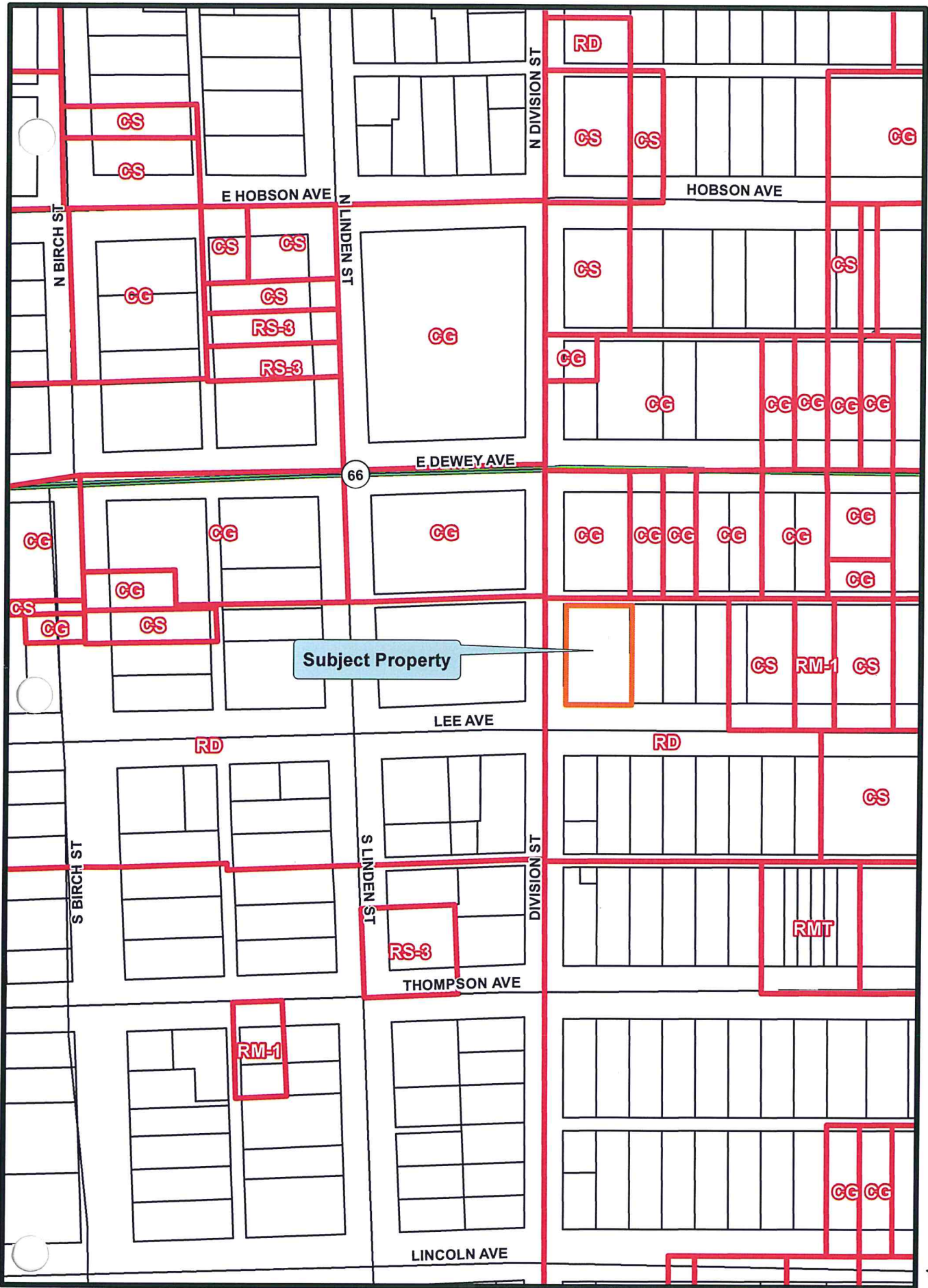
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**Legend**

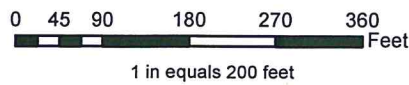
-  Zoning
-  Subject Property
-  Parcels
-  Highways
-  Roads & Streets
-  Railroads



Subject Property

## Property Description

Lots 13 & 14, Block 9  
Woodlawn Addn,  
Sapulpa, Creek County, Oklahoma  
E-911: 1003 E Lee Ave, Sapulpa, OK



Map Prepared by:  
City of Sapulpa  
Date: 1/22/2018

Source Data:  
Creek County Assessors  
City of Sapulpa, Incog



7C-24



1003

PUBLIC NOTICE  
NOTICE TO  
PROPERTY OWNERS  
AND INTERESTED PARTIES  
REGARDING THE  
PLANNED CONVERSION OF  
THIS PROPERTY TO  
MULTI-FAMILY HOUSING  
UNITED STATES OF AMERICA  
COUNTY OF...  
CITY OF...

LUTSCHURCH

LAW GENERAL





**AGENDA ITEM**

**Community Development 9.E.**

**City Council Regular**

**Meeting Date:** March 19, 2018

**Submitted For:** Nikki White, Urban Development Director

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

**Department:** Planning & Development

**Presented By:** Nikki White

---

**SUBJECT:**

Discussion and possible action regarding Application requesting 2018 Community Development Block Grant (CDBG) Assistance from the Tulsa County Urban County Program for \$130,995.00 for the Downtown Stormwater Project.

**BACKGROUND:**

The City of Sapulpa will be expanding the stormwater drainage system inlets at the intersection of Dewey Avenue and Park Street to alleviate stormwater flooding issues.

**RECOMMENDATION:**

Staff Council approve Application and Resolution and authorize Mayor to execute same.

---

**Attachments**

CDBG application

---

**TULSA COUNTY URBAN COUNTY  
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

**APPLICATION FOR FY2018 FUNDS**

1. Name of Unit of Local Government City of Sapulpa  
 Mailing Address PO Box 1130  
 Physical Address 425 E. Dewey Ave  
Sapulpa, Ok Zip Code +4 74067  
 Phone Number 918-224-3040 Fax # 908-227-5132  
 FEI# 73-6005413  
 DUNS 078649779  
 Chief Elected Official Honorable Mayor Reg Green  
 Clerk Shirley Burzio

2. Name of Staff Contact Nikki White  
 Phone Number 918-248-5917 E-mail nwhite@cityofsapulpa.net

3. Project Title, **Detailed** Description of Project  
 (Attach additional detail as needed. Provide Map)

Dewey Avenue (Route 66) and Park Street Drainage Improvements. Expansion of inlets at intersection to alleviate stormwater flooding issues.

4. Number of population served: 630  
 Census Tract/Block Group # 213/206.02  
 Household Income Survey 2010 US Census

5 Project Budget Summary:

CDBG Funds		\$ <u>130,955.00</u>
Other Sources	Storm Water <u>Fees</u>	\$ <u>258,907.00</u>
	_____	\$ _____
<b>Total</b>		<b>\$ <u>389,862.00</u></b>

**TULSA COUNTY URBAN COUNTY  
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

**APPLICATION CERTIFICATION**

The Applicant hereby certifies that all of the information contained in this application for community development assistance through the Tulsa County CDBG Urban County Program is true and accurate to the best of my knowledge and that all documentation supporting the information in this application is on file in the official offices of this unit of local government, available for review by Tulsa County/HUD during normal business hours. The Applicant also affirms that none of the activities set forth in this application have been initiated, nor shall they be initiated unless a grant has been awarded, a contract fully executed, and notice has been issued by Tulsa County that release of funds requirements have been met.

\_\_\_\_\_  
(Type) Name and Title of Chief Elected Official

\_\_\_\_\_  
Date

x

\_\_\_\_\_  
Signature of Chief Elected Official

[S E A L]

State of Oklahoma  
County of \_\_\_\_\_

Attest:

Subscribed and sworn to before me \_\_\_\_\_, 20 18 .

\_\_\_\_\_

# COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) 2018 TULSA COUNTY URBAN COUNTY BUDGET

ATTACHMENT

Name of Applicant: City of Sapulpa

Itemized Description of Construction Activity	Funding Source CDBG Grant	Funding Source City	Funding Source Other	Total Project Expenditures
<i>The City's Drainage Improvement Construction (See Detailed Cost Estimate)</i>	1,309,005	2,578,907	\$ -	\$ 3,887,912
<b>Total Construction Activity</b>	<b>1,309,005</b>	<b>2,578,907</b>	<b>\$ -</b>	<b>\$ 3,887,912</b>
<b>Professional &amp; Non Construction</b>				
<b>Engineering/Architect Funds</b>				
<b>Inspection Funds</b>				
<b>Other: Survey</b>				
<b>Other: Publishing</b>				
<b>Total Professional &amp; Non Const.</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Administrative Costs</b>				
<b>Public Administrative Funds</b>	\$ -----			\$
<b>Direct Administrative Funds</b>	\$ -----			\$
<b>Total Administrative Costs</b>	<b>\$ -</b>			<b>\$ -</b>
<b>Total Project Costs</b>	<b>#VALUE!</b>	<b>2,578,907</b>		<b>3,887,810</b>

If additional is space needed, attach additional sheet(s)

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
TULSA COUNTY URBAN COUNTY**

**DIRECT PROJECT BENEFICIARY INCOME SURVEY SUMMARY FORM**

**ATTACHMENT B**

**Activity Name:** Dewey Avenue and Park Street Drainage Improvements \_\_\_\_\_

COMPLETE THIS SECTION BY PLACING THE TOTAL NUMBER OF HOUSEHOLDS OBTAINED FROM THE HOUSEHOLD SURVEY IN EACH APPROPRIATE COLUMN.

Insert County Income Levels	\$35,800	\$40,900	\$46,000	\$51,100	\$55,200	\$59,300	\$63,400	\$67,500
Number of People in Each Household Below or Above the County Income Levels	1	2	3	4	5	6	7	8
Total Number Of Households	Below Above 0	Below Above	Below Above	Below Above	Below Above	Below Above	Below Above	Below Above

Total Number of Occupied Households/Homes in Activity	Target Area =
Total Number of Persons in Activity	Target Area =
Total Number of Occupied Households/Homes Surveyed in Activity	Target Area =
Total Number of Persons Accounted for by the Survey in the Activity	Target Area =
Total Number of Households Below the Low and Moderate Income Level in the Activity	Target Area =
Percentage of Total Households Below the Low and Moderate Income Level in the Activity	Target Area = _____ %

I hereby certify that the above information was obtained from the occupants of the addresses listed and the information is accurate:

City-wide Low and Moderate Income Level \_\_\_\_\_  
(For use only when projects are of City-wide benefit.)

HUD Census Data for Low and Moderate Income Level for Block Groups, Enumeration Districts or Census Tracts as Provided by HUD (For use only when a project's target area boundaries are identical to BG, ED or Tracts) 54.14 \_\_\_\_\_ %

x Signature of Chief Executive Official \_\_\_\_\_ Date \_\_\_\_\_

[Seal]

Subscribed and sworn to before me \_\_\_\_\_, 20\_\_\_\_. My commission expires \_\_\_\_\_, 20\_\_\_\_.

Commission No. \_\_\_\_\_ Clerk/Notary Signature \_\_\_\_\_

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
TULSA COUNTY URBAN COUNTY

IDENTIFICATION OF OTHER PROJECT FUNDING SOURCES

Federal/State participation, if any (loans, grants, etc.) provide commitment letters.

Agency	Purpose	Amount	Present Status Comment

Other sources and amount of project financing including applicant's local contribution, if any.

Agency	Purpose	Amount	Present Status Comment
City of Sapulpa	Drainage Improvements	\$258,907.00	Already collected in Stormwater fees

x

Chief Elected Signature \_\_\_\_\_ Date \_\_\_\_\_

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
2018 TULSA COUNTY URBAN COUNTY**

Attach Certified Professional Cost Estimates/Engineering Report (where applicable)

**City of Sapulpa  
Dewey Ave. & Park St. Drainage Improvements**

PAYING AND DRAINAGE									
ITEM	ITEM NO.	DESCRIPTION	NOTES	UNIT	TOTAL	UNIT PRICE	TOTAL COST		
1	221 (A)	TEMPORARY BALE BARRIER	8	LF	420	2.00	1,500.00		
2	221 (C)	TEMPORARY SILT FENCE		LF	750	45.00	18,000.00		
3	303 (A)	AGGREGATE BASE TYPE A		CY	400	75.00	6,750.00		
4	411 (A)	SUPERPAVE, TYPE S2 (PG 64-22 OK)	1	TON	90	75.00	6,750.00		
5	411 (C)	SUPERPAVE, TYPE S4 (PG 76-28 OK)	1	TON	90	75.00	6,750.00		
6	414 (A)	P.C. CONCRETE PAVEMENT (PLACEMENT)		SY	45	75.00	3,375.00		
7	414 (A)	P.C. CONCRETE PAVEMENT (PLACEMENT)	2	SY	1000	75.00	75,000.00		
8	414 (G)	P.C. CONCRETE FOR PAVEMENT	2	CY	8	250.00	2,037.04		
9	414 (G)	P.C. CONCRETE FOR PAVEMENT	2	CY	303	250.00	75,747.22		
10	609 (B)	2'-8" COMBINED CURB AND GUTTER (6" BARRIER-NOTCHED)		LF	306	25.00	7,645.00		
11	610 (A)	4" CONCRETE SIDEWALK		SY	54	35.00	1,883.00		
12	611 (A)	MANHOLE (8' DIAMETER)		EA	1	7,500.00	7,500.00		
13	611 (B)	ADDITIONAL DEPTH IN MANHOLE (8' DIAMETER)	5	VF	5	500.00	2,500.00		
14	611 (G)	INLET, 8' RECESSED		EA	2	5,000.00	10,000.00		
15	611 (G)	INLET, 4' RECESSED	7	EA	4	3,500.00	14,000.00		
16	613 (A)	24" R.C. PIPE CLASS IV	7	LF	139	72.00	10,008.00		
17	613 (A)	48" R.C. PIPE CLASS IV	7	LF	63	245.00	15,435.00		
18	613 (A)	43"x68" R.C. PIPE ELLIPTICAL CLASS HE-IV	7	LF	59	400.00	23,600.00		
19	613 (R)	STANDARD BEDDING MATERIAL, CLASS B		CY	183	45.00	8,227.52		
20	613 (V)	TRENCH EXCAVATION	3	CY	468	12.00	5,611.87		
21	619 (B)	REMOVAL OF CONCRETE PAVEMENT	3	SY	24	10.00	244.44		
22	619 (B)	REMOVAL OF CONCRETE PAVEMENT W/ ASPHALT OVERLAY	3	SY	909	11.00	9,997.78		
23	619 (B)	REMOVAL OF SIDEWALK	3	SY	54	10.00	538.00		
24	641	MOBILIZATION		LSUM	1	10,000.00	10,000.00		
25	642 (B)	CONSTRUCTION STAKING LEVEL II		LSUM	4	5,003.00	20,012.00		
26	SPECIAL	42" STORM SEWER LINER PLATES	6	LF	10	400.00	4,000.00		
27	SPECIAL	48" STORM SEWER LINER PLATES	6	LF	30	450.00	13,500.00		
28	SPECIAL	66" STORM SEWER LINER PLATES	6	LF	10	600.00	6,000.00		
29	SPECIAL	STORM SEWER JUNCTION BOX (STRUCTURE NO. 1)	4	EA	1	12,000.00	12,000.00		
30	SPECIAL	STORM SEWER JUNCTION BOX (STRUCTURE NO. 2)	4	EA	1	10,000.00	10,000.00		
31	SPECIAL	STORM SEWER JUNCTION BOX (STRUCTURE NO. 3)	4	EA	1	8,000.00	8,000.00		
					<b>Project Total</b>		<b>\$ 389,861.97</b>		
					<b>10% Contingency</b>		<b>\$ 38,986.20</b>		
					<b>Budget Amount</b>		<b>\$ 38,986.20</b>		



**SYMBOL LEGEND**

—	ALUM. CAP. MONUMENT
—	BRASS CAP. MONUMENT
—	IRON PIN FLOOD SET
—	IRON PIN FLOOD SET
—	GRUNDELIN X FLOOD SET
—	APR. RESET & RECHARGE
—	ELECTRIC CONTROL BOX
—	FLUOROCARBON W/ELL
—	FIRE HYDRANT
—	LAG POLE
—	GUY ANCHOR
—	GUY ANCHOR
—	MAIL BOX/TELEPHONE POLE
—	MAILHOLE SANITARY, STORM
—	SANITARY SEWER CLEAN OUT
—	SANITARY SEWER CLEANOUT
—	TELEPHONE BOX
—	TELEPHONE BOX
—	GAS METER
—	GAS METER
—	GAS METER
—	SMALL CONIFEROUS TREE
—	LARGE CONIFEROUS TREE
—	SMALL DECIDUOUS TREE
—	LARGE DECIDUOUS TREE
—	Fence Line (All Types)
—	Overhead Electric
—	Overhead Electric
—	Overhead Telephone
—	Underground Telephone
—	Underground Cable Television
—	Natural Gas Line
—	Fiber Optic Cable
—	Water Line
—	Stormwater Line
—	Sanitary Sewer Line

**DRAWING REFERENCE LEGEND**

—	REFERS TO A SECTION
—	REFERS TO A DETAIL
—	REFERS TO A PROFILE OR ELEVATION
—	REFERS TO A PROFILE OR ELEVATION
—	SECTION, DETAIL OR PROFILE NUMBER
—	SHEET NUMBER ON WHICH IT IS LOCATED
—	SCALE 1"=1'-0"

**APPLICABLE SPECIFICATIONS:**

CURRENT OKLAHOMA DEPARTMENT OF TRANSPORTATION LATEST DESIGN (20.07.1) STANDARD SPECIFICATIONS FOR CONSTRUCTION SHALL BE USED FOR THE TECHNICAL SPECIFICATIONS.

ALL CONSTRUCTION SHALL BE IN STRICT ACCORDANCE WITH THE CURRENT CITY OF SAPULPA STANDARD SPECIFICATIONS FOR CONSTRUCTION.

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY (OEQ) REGULATIONS SHALL APPLY FOR ALL WASTE AND SEWER RELATED WORK.



**CONTROL POINT**

PK NAIL SET  
 N: 389001.41  
 E: 2427071.89  
 ELEV: 703.95

**DATUM INFORMATION**

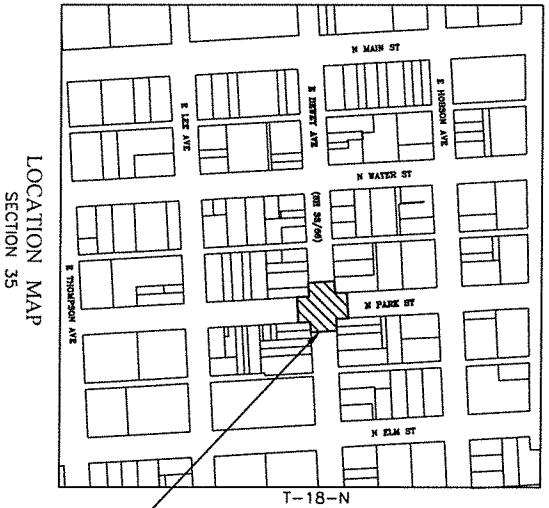
HORIZONTAL DATUM  
 NAD 1983  
 VERTICAL DATUM  
 NAVD 1988

# CITY OF SAPULPA, OKLAHOMA

## PLANS FOR DEWEY AVE. & PARK STREET DRAINAGE IMPROVEMENTS

DEPARTMENT OF PUBLIC WORKS  
 CREEK COUNTY, OKLAHOMA

R-11-E



**DRAWING INDEX**

- 1 - COVER SHEET
- 2 - GENERAL NOTES
- 3 - STORMWATER POLLUTION PREVENTION PLAN
- 4 - SURVEY DATA
- 5 - STORM SEWER REPLACEMENTS
- 6 - STORM SEWER PROFILES
- 7 - PAVING PLAN
- 8 - MISCELLANEOUS DETAILS
- 9 - JUNCTION BOX - STRUCTURE NO.1
- 10 - JUNCTION BOX - STRUCTURE NO.2
- 11 - JUNCTION BOX - STRUCTURE NO.3

**ODOT STANDARDS**

- CI-1 MFC-4 SFI-4
- CI-3 MAB-3 SSI-4

**UTILITIES INFORMATION**

ARE PSD  
 BASKIN HADOOD  
 P50 GO-3E  
 712 E. 6th STREET  
 TULSA, OK 74119  
 599-2183 (W)

TOM CROWELL  
 712 E. 6th STREET  
 TULSA, OK 74119  
 (918) 598-2088

CITY OF SAPULPA  
 ROBERT BERT  
 WATER DEPT. MANAGER  
 425 E. DEWEY  
 SAPULPA, OK 74068  
 946-3464 (MOBILE)

SAPULPA POLICE  
 20 N. WALNUT  
 SAPULPA, OK 74068  
 224-3882

AT&T  
 THE TURNER  
 ATRK  
 5305 E. 7th ST. FLOOR 1  
 SAPULPA, OK 74138  
 598-9422 (W)

Prepared By:  
 MESHEK & ASSOCIATES, P.C.

WILLIAM T. MESHEK, P.E.  
 MESHEK & ASSOCIATES, P.C.  
 DATE

MESHEK & ASSOCIATES, P.L.C.  
 1437 S. Boulder Avenue, Suite 1080  
 Tulsa, OK 74119  
 (918) 597-5300  
 CA 1937 EX. 8300(2013)


**GENERAL CONSTRUCTION NOTES:**

1. DENVER AVE. IS A STATE HIGHWAY AND IS SUBJECT TO ODOT JURISDICTION. THE CONTRACTOR SHALL COORDINATE ALL WORK WITH THE ODOT DIVISION 8 PROJECT ADMINISTRATION. ALL ROADWAY CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE ODOT STANDARD SPECIFICATIONS AND THE 2008 OKLAHOMA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS AND SPECIAL PROVISIONS INCLUDED HEREIN OR IN THE SPECIFICATIONS.
2. ALL EXCAVATED MATERIAL NOT REQUIRED IN OTHER AREAS OF THE PROJECT SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE DISPOSED OF BY THE CONTRACTOR IN A MANNER ACCEPTABLE TO THE ENGINEER WITHOUT COST TO THE OWNER.
3. THE CONTRACTOR SHALL WORK IN COOPERATION WITH THE CITY OF SAPULPA TO ESTABLISH, INSTALL, MAINTAIN AND OPERATE COMPLETE, ADEQUATE AND SAFE TRAFFIC CONTROL DURING THE ENTIRE CONSTRUCTION PERIOD. THE CONTRACTOR SHALL MAINTAIN ADEQUATE TRAFFIC CONTROL THROUGHOUT THE CONSTRUCTION PERIOD.
4. WHERE MATERIALS ARE TRANSPORTED BY THE MANUFACTURER OF THE VEHICLE OR PRESCRIBED BY ANY FEDERAL, STATE OR LOCAL LAW OR REGULATION.
5. ANY DAMAGE TO THE ROADWAY PAVEMENT, CURB, GUTTERS OR SIDEWALK CAUSED BY THE CONTRACTOR'S OPERATION SHALL BE REPAIRED TO THE ENGINEER'S SATISFACTION AND SHALL BE ACCOMPLISHED AT THE CONTRACTOR'S SOLE EXPENSE.
6. CONTRACTOR SHALL OBTAIN THE NOTIFICATION CENTER OF THE OKLAHOMA ONE-CALL SYSTEM, INC. NOTICE OF CONSTRUCTION (NOC) FOR ALL WORK TO BE PERFORMED PRIOR TO COMMENCEMENT OF WORK. PHONE NO. 1-800-522-6543. WORKING HOURS FROM 8:00 AM TO 5:00 PM, MONDAY THROUGH FRIDAY. PHONE NO. 405-522-6543.
7. CONTRACTOR SHALL NOTIFY THE CITY OF SAPULPA A MINIMUM OF FORTY-EIGHT (48) HOURS EXCLUDING SATURDAYS, SUNDAYS, AND LEGAL HOLIDAYS PRIOR TO COMMENCEMENT OF WORK. THE SIGN AND/OR POST. THE CONTRACTOR SHALL REINSTALL ALL SIGNS AND POSTS REMOVED DUE TO CONSTRUCTION. THE SIGN AND/OR POSTS THAT ARE DAMAGED OR DESTROYED DURING CONSTRUCTION SHALL BE REPLACED AT NO COST TO THE CITY.
8. THE CONTRACTOR SHALL TAKE REASONABLE PRECAUTIONS TO PREVENT EXCESS URGENT FROM UNDERGROUND WEATHER OR OTHER SOURCES FROM ENTERING ANY STREET EXCAVATION. IF EXCESS URGENT ENTERS THE EXCAVATION THROUGH THE NEGLIGENCE OF THE CONTRACTOR AND THE ADJOINING PAVEMENT IS ADVERSELY AFFECTED BY THE EXCESS MOISTURE, THE CONTRACTOR SHALL REPLACE THE ADJOINING PAVEMENT AND SUB-BASE AT HIS SOLE EXPENSE.
9. THE CONTRACTOR SHALL COMPLY WITH ALL APPLICABLE FEDERAL, STATE AND LOCAL STATUTES GOVERNING SAFETY, HEALTH AND SANITATION. THE CONTRACTOR SHALL PROVIDE ALL SAFETY DEVICES AND SIGNALS AND ENGINEER MAY DETERMINE REASONABLY NECESSARY TO PROTECT PROPERTY IN CONNECTION WITH THE PERFORMANCE OF WORK COVERED BY THE CONTRACT.
10. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY AND OR LOCATE THE HORIZONTAL AND VERTICAL POSITION OF ALL EXISTING UNDERGROUND UTILITIES. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY BEGINNING EXCAVATION. IF CONDITIONS ARE DISCOVERED, THE CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY.
11. ALL WASTE FROM THE REMOVAL OF ASPHALT PAVEMENT, CONCRETE PAVEMENT, DRIVEWAYS, SIDEWALKS, CURBS, TREES, INLETS AND OTHER INCIDENTAL ITEMS SHALL BECOME THE SOLE PROPERTY OF THE CONTRACTOR AND SHALL BE DISPOSED OF IN A MANNER APPROVED BY THE ENGINEER. NO MATERIAL SHALL BE BURIED ON SITE OR PLACED IN A FLOOD PLAIN.
12. THE CONTRACTOR SHALL PROTECT TREES IN AREAS OF CONSTRUCTION, UNLESS OTHERWISE SPECIFIED IN THE PLANS. COST TO REPLACE DAMAGED TREES SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.
13. MASONRY STRUCTURES SHALL NOT BE CONSTRUCTED WITHIN THE RIGHT-OF-WAY.
14. THE CONTRACTOR SHALL USE NO FLYASH IN ANY CONCRETE MIX.
15. CONSTRUCTION SIGNING WILL BE INSTALLED IN A MANNER APPROVED BY THE ENGINEER, IN ACCORDANCE WITH CHAPTER V OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, CURRENT EDITION, AND APPLICABLE ODOT STANDARD DRAWINGS.
16. DOWLED ON CURBS ARE PROHIBITED ON ALL STREETS.
17. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL STORM WATER PERMITTING IN ACCORDANCE WITH OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY REQUIREMENTS.
18. PEDESTRIAN TRAFFIC SHALL BE MAINTAINED AT ALL TIMES.
19. CONTRACTOR SHALL FIELD VERIFY ALL CONSTRUCTION DIMENSIONS.
20. CONTRACTOR SHALL PROVIDE, MAINTAIN AND PRESERVE ALL CONSTRUCTION STAKING TO THE LINES, GRADES, SLOPES AND ELEVATIONS AS SHOWN IN THESE DRAWINGS. ALL SURFACING SHALL BE PERFORMED BY A SURVEYOR LICENSED IN THE STATE OF OKLAHOMA.
21. ALTHOUGH SUCH WORK MAY NOT BE SPECIFICALLY INDICATED, FURNISH AND INSTALL ALL SUPPLEMENTARY OR MISCELLANEOUS ITEMS, APPURTENANCES AND DEVICES INCIDENTAL TO OR NECESSARY FOR A SOUND, SECURE AND COMPLETE INSTALLATION. NO ADDITIONAL PAYMENT SHALL BE MADE.
22. IN ORDER TO AVOID DUST CONDITIONS DURING GRADING OPERATIONS AND BEFORE PAVING WORK IS COMPLETED, THE CONTRACTOR SHALL SPRINKLE GRADING AT INTERVALS APPROVED BY THE ENGINEER. COST OF SPRINKLING TO BE INCLUDED IN THE PRICE BID FOR OTHER ITEMS OF WORK.
23. CONTRACTOR SHALL BE RESPONSIBLE FOR PREPARING HIS TRUCKS FROM TRACKING DEBRIS, MUD AND/OR SOIL ON PUBLIC ROADS. IF THIS OCCURS, THE CONTRACTOR WILL CLEAN UP DEBRIS AS REQUIRED BY THE ENGINEER. LOADED TRUCKS SHALL HAVE THEIR LOADS COVERED WITH A TARPULIN.
24. EROSION CONTROL SHALL START WITH INITIAL CONSTRUCTION AND BE PRACTICED THROUGHOUT THE PROJECT.
25. ALL EXISTING STRUCTURES SHALL BE CLEANED AND CLEARED OF ALL SEDIMENTATION AND DEBRIS TO THE RIGHT-OF-WAY. COST TO BE INCLUDED IN THE PRICE BID FOR OTHER ITEMS OF WORK.
26. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE COORDINATION AND COST TO BRACE ALL POWER POLES THAT COULD BE DISTURBED IN THE PROSECUTION OF THE WORK.
27. ALL TRAFFIC SIGNS THAT ARE TO BE REMOVED DURING THE PROSECUTION OF THE WORK ARE TO BE CLEANED AND REINSTALLED IN THEIR ORIGINAL LOCATIONS. ANY SIGNS DAMAGED DURING CONSTRUCTION SHALL BE REPLACED AT THE EXPENSE OF THE CONTRACTOR.

**PAY NOTES:**

1. ITEM MEASURED AT 112 LBS PER SQUARE YARD PER INCH THICK.
2. ITEM TO BE USED FOR ACP PAVEMENT.
3. ALL SAW CUTTING AND REMOVAL SHALL BE INCLUDED IN THE COST OF THE ITEM TO BE ADJUSTED, REPAIRED OR REPLACED. SAW CUTTING ADJUSTED TO PAVEMENTS, STRUCTURES, SURFACES OR APPURTENANCES TO REMAIN IN PLACE SHALL BE FULL DEPTH OF THE MATERIAL TO BE REMOVED. NO ADDITIONAL PAYMENT SHALL BE MADE FOR THIS WORK.
4. PAY ITEM INCLUDES ALL LABOR AND MATERIALS REQUIRED TO CONSTRUCT INLETS AND JUNCTION BOXES AS SHOWN IN PLANS IN ACCORDANCE WITH THE ODOT. SPECIFICATIONS.
5. PAY ITEM INCLUDES THE COST OF LABOR AND MATERIAL REQUIRED TO CONSTRUCT MANHOLES BEYOND MINIMUM DEPTH.
6. LINER PLATES ARE TO BE CORRUGATED AND A MINIMUM OF 8 GAGE IN THICKNESS.
7. BACKFILL TOP 2 FEET IN TRENCHES LOCATED IN PAVED AREAS WITH C.L.S.M. COST FOR C.L.S.M. TO BE INCLUDED IN PRICE BID FOR PIPE.
8. ITEM TO BE USED AROUND INLETS.

City of Sapulpa		TOTAL	
ITEM	QUANTITY	UNIT	AMOUNT
1	1211.60	LF	150
2	354.00	LF	284
3	411.00	LF	78
4	411.00	LF	78
5	411.00	LF	78
6	411.00	LF	78
7	411.00	LF	78
8	411.00	LF	78
9	411.00	LF	78
10	411.00	LF	78
11	411.00	LF	78
12	411.00	LF	78
13	411.00	LF	78
14	411.00	LF	78
15	411.00	LF	78
16	411.00	LF	78
17	411.00	LF	78
18	411.00	LF	78
19	411.00	LF	78
20	411.00	LF	78
21	411.00	LF	78
22	411.00	LF	78
23	411.00	LF	78
24	411.00	LF	78
25	411.00	LF	78
26	411.00	LF	78
27	411.00	LF	78
28	411.00	LF	78
29	411.00	LF	78
30	411.00	LF	78
31	411.00	LF	78
SPECIAL			



**CITY OF SAPULPA, OKLAHOMA**  
DEPARTMENT OF PUBLIC WORKS

**GENERAL NOTES**

DESIGNED BY: **Mehhek & Associates, P.L.C.**

DATE: 11/17/10

NO.	DATE	BY	DESCRIPTION
1	11/17/10	DMT	ISSUED FOR PERMIT
2	11/17/10	DMT	REVISIONS

STORMWATER POLLUTION PREVENTION PLAN

SITE DESCRIPTION

PROJECT LIMITS: IN THE N 1/2 OF SECTION 35, TOWNSHIP 18 NORTH,  
RANGE 11 EAST, AND IN THE CITY OF SAPULPA, CREEK  
COUNTY, OKLAHOMA, THE INTERSECTION OF E. DEWEY  
AVE./SHR6 AND N. PARK ST.

PROJECT DESCRIPTION: STORM SEWER INSTALLATION AND PAVEMENT  
REPLACEMENT.

SUGGESTED SEQUENCE OF CONSTRUCTION:

1. TEMPORARY EROSION CONTROL.
2. PAVEMENT REMOVAL.
3. INSTALLATION OF STORM SEWER IMPROVEMENTS.
4. INSTALLATION OF NEW PAVEMENT.

TOTAL AREA TO BE DISTURBED: APPROX. 0.2 ACRES  
NOTE: THIS AREA IS TO BE CALCULATED AS "R/W TO R/W"  
FOR THE EXTENTS OF THE PROJECT, INCLUDING AND  
INCIDENTAL CONSTRUCTION.

WEIGHTED RUNOFF COEFFICIENT: PROJECT = 0.9 RUNOFF COEFFICIENT

NOTE: THIS SHOULD BE DETERMINED BY THE HYDRAULIC  
DESIGNER FOR THE PROJECT. THIS VALUE SHOULD BE THE  
AVERAGE "C" FACTOR USED ON THE PROJECT. IT SHOULD BE  
BASED ON THE ANTICIPATED FUTURE LAND USE.

NAME OF RECEIVING WATERS: ROCK CREEK

NOTE: THIS SHOULD DESCRIBE EACH MAJOR OBER, RIVER  
OR BODY OF WATER WHICH IS RECEIVING STORM WATER RUNOFF  
INCIDENTAL CONSTRUCTION.

NOTE: THIS SHEET SHOULD BE USED IN CONJUNCTION WITH A GENERAL  
OR SITE MAP THAT ILLUSTRATES THE DRAINAGE CHARACTERISTICS AND  
RECEIVING WATERS FOR EACH PROJECT. (SEE SHEET NUMBERS) N/A



EROSION AND SEDIMENT CONTROLS

SOIL STABILIZATION PRACTICES

- TEMPORARY SEEDING
- PERMANENT SEEDING, SPRIGGING OR SEEDING
- MULCHING
- SOIL RETENTION BLENNET
- PRESERVATION OF EXISTING VEGETATION
- OTHER \_\_\_\_\_

STRUCTURAL PRACTICES:

- SILTATION SCREENS
- TEMPORARY BALE BARRIERS
- DIVERSION INTERCEPTOR OR PERIMETER DICES
- DIVERSION INTERCEPTOR OR PERIMETER DITCHES
- DIVERSION DUNE AND DITCH COMBINATIONS
- PREP SLOPE DRAINS
- PAVED DITCH AND DITCH LINER PROTECTION
- ENERGY DISSIPATING DEVICES
- TEMPORARY SEDIMENT BASINS
- TEMPORARY SEDIMENT FILTERS
- OFFSITE VEHICLE TRACKING
- HAUL ROADS DAMPERED FOR DUST CONTROL
- LOADED HAUL TRUCKS TO BE COVERED WITH RAFFPALLUM
- EXCESS DIRT ON ROAD REMOVED DAILY
- STABILIZED CONSTRUCTION EXIT

ADDITIONAL INFORMATION:

OTHER EROSION AND SEDIMENT CONTROLS

THE CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR THE FOLLOWING:

MAINTENANCE AND INSPECTION:

All erosion and sediment control will be maintained in good working order from the beginning of construction until an acceptable regulating cover is established. Inspection by the Contractor and any necessary repairs shall be performed once every 7 calendar days and within 24 hours after any storm event greater than 0.3 inch (as recorded by a rain gauge) or a more frequent event which causes erosion or sediment. All erosion control devices, including silt fences, sediment basins, sediment traps, and sediment control locations are examples of sites that need to be inspected.

HAZARDOUS MATERIALS:

Proper management and disposal of nonhazardous waste material is required by the Contractor. Materials include stockpiles, surplus, debris and oil. All materials shall be removed from the construction process. Practices include disposal, spill prevention and cleanup measures. Examples include eroding compounds and contaminated soils.

GENERAL NOTES:

A Storm Water Pollution Prevention Plan (SWPPP) is required to comply with the National Pollution Discharge Elimination System (NPDES) regulations. This plan is developed prior to construction of the project and is approved by the local authority. The plan shall include an intent (NOI) forms that have been filed with EPA. The best pool of storm water. Management is to improve water quality by reducing pollutants in storm water discharges. Runoff from construction sites has a potential for pollution due to exposed soils and the erosion, confinement of sediment on the construction process. The prevention of soil before leaving the construction site are the best practices for controlling storm water pollution.

The following Subsections of the QDOT Standard Specifications for Highway Construction:

- 101.05 Bonding Requirements
- 104.06 Final Cleaning Up
- 106.06 Storage of Materials
- 107.01 Lanes to Be Observed
- 107.02 Use of Traffic Control Devices
- 226.01 & 226.03 Temporary Erosion and Sediment Control

In addition:

- TP4 - Final NPDES General Permits for Storm Water Discharges from Construction Sites Notices
- Federal Register, Latest Edition

NOTE: THE CONTRACTOR SHALL FILE AN NOI WITH OED PRIOR TO BEGINNING WORK.

DEWEY AVE. AND PARK ST.  
DRAINAGE IMPROVEMENTS  
STORMWATER POLLUTION  
PREVENTION PLAN

CITY OF SAPULPA, OKLAHOMA  
DEPARTMENT OF PUBLIC WORKS

PLANS AND ESTIMATES PREPARED BY:  
Menschik & Associates, P.L.C.

REVISION	BY	DATE

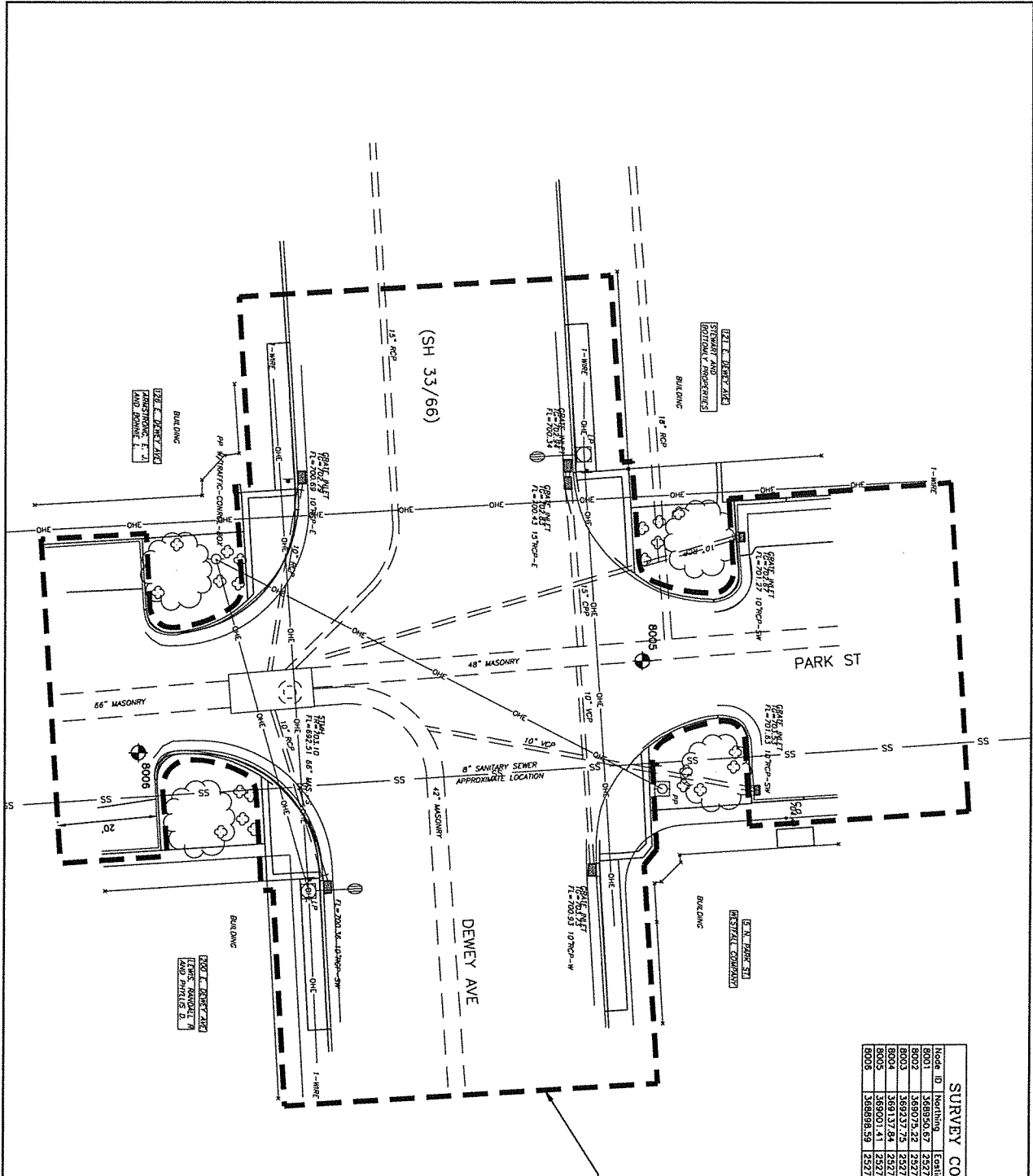
1413 E. S. Boulevard, Suite 3000, Tulsa, OK 74119 (918) 271-3810  
FAX: (918) 271-3810  
HOURS: 8:00 AM - 5:00 PM, M-F

SCALE: AS SHOWN

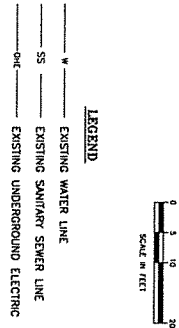
DATE: 10/27/10

PROJECT NO. 10SAP03

SHEET 3 OF 11 SHEETS



SURVEY CONTROL			
8001			
Node ID	Northing	Easting	Elevation
8001	368930.67	2327473.68	708.69
8002	368975.22	2327468.09	710.18
8003	369237.72	2327085.78	707.31
8004	369127.24	2327082.48	705.81
8005	369144.44	2327082.48	703.96
8006	368928.59	2327090.11	702.73



**DEWEY AVE. AND PARK ST. DRAINAGE IMPROVEMENTS**

**SURVEY DATA SHEET**

**CITY OF SAPULPA, OKLAHOMA**  
**DEPARTMENT OF PUBLIC WORKS**

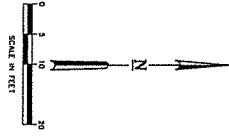
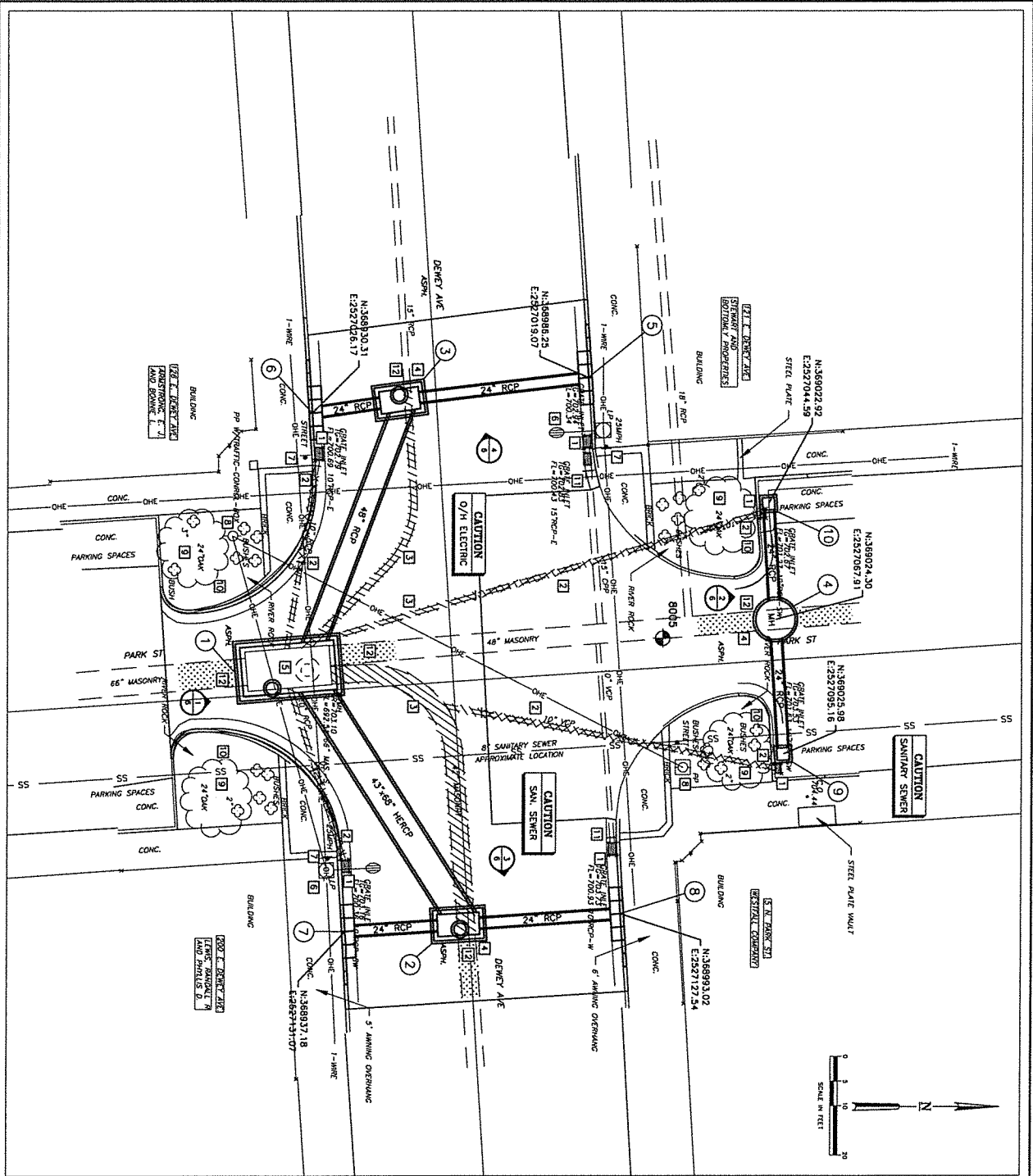
PLANS AND ESTIMATES PREPARED BY:  
**Meshek & Associates, P.L.C.**

1437 E. Boulder Ave., Suite 1050, Lawton, OK 74119 (405) 937-5830








REVISION	BY	DATE

PROJECT SCALE	DATE	APPROVED
1"=10'-0"	12/15/10	

DRAWN BY: [ ]  
 CHECKED BY: [ ]  
 IN CHARGE: [ ]  
 PROJECT NO.: [ ]  
 SHEET NO.: [ ] OF [ ] SHEETS




**LEGEND**

-  EXISTING STORM SEWER PIPE TO BE REMOVED.
-  EXISTING STORM SEWER PIPE TO BE PLUGGED AND FILLED WITH CSJM.
-  EXISTING STORM SEWER PIPE TO BE RENEWED WITH 10 LF MINIMUM OF 4-FLANGE LINER PLATES FROM 10' TO 15' FROM EXISTING JUNCTION BOX AND EXISTING SANITARY SEWER LINE. APPROVED FOR CONSTRUCTION BY THE ENGINEER, FOR APPROVED EXISTING PIPES. SEE DETAIL SHEET 9.
-  EXISTING WATER LINE
-  EXISTING SANITARY SEWER LINE
-  EXISTING UNDERGROUND ELECTRIC
-  LIMITS OF CONSTRUCTION

**CONSTRUCTION NOTES**

- 1 REMOVE EXISTING INLET.
- 2 CUT AND PLUG EXISTING STORM SEWER PIPE. FILL PIPE WITH CSJM.
- 3 REMOVE EXISTING STORM SEWER PIPE.
- 4 EXACT LOCATION AND ELEVATION OF EXISTING PIPE UNKNOWN. PROPOSED JUNCTION BOX LOCATION AND ELEVATION TO BE ADJUSTED, AS VERIFIED BY THE ENGINEER, BASED UPON FIELD SURVEYED PIPE LOCATION AND ELEVATION.
- 5 REMOVE EXISTING JUNCTION BOX AND CONSTRUCT PROPOSED JUNCTION BOX AROUND EXISTING AND PROPOSED PIPES.
- 6 REMOVE AND RESET LIGHT POLE.
- 7 REMOVE AND RESET STREET SIGN.
- 8 PROTECT EXISTING POWER POLE.
- 9 PROTECT EXISTING TREE.
- 10 REMOVE AND REPLACE RIVER ROCK AND PLANTINGS AS NEEDED.
- 11 CUT AND PLUG EXISTING STORM SEWER PIPE.
- 12 PROTECT EXISTING STORM SEWER PIPE.

**CONTROL POINT**  **8005**

PK MAIL SET  
 Nr: 389001.41  
 E: 2427071.89  
 LEV: 703.98



**DEWEY AVE. AND PARK ST. DRAINAGE IMPROVEMENTS**

**STORM SEWER REPLACEMENTS**

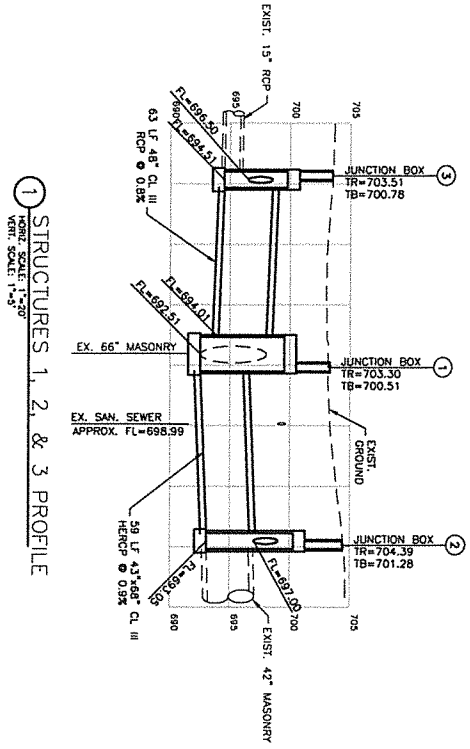
**CITY OF SAPULPA, OKLAHOMA**  
 DEPARTMENT OF PUBLIC WORKS

PLANS AND ESTIMATES PREPARED BY:  
**Mesthek & Associates, P.L.C.**  
 1437 E. Boulder Ave., Suite 1000, Tulsa, OK 74119 (918) 271-3280

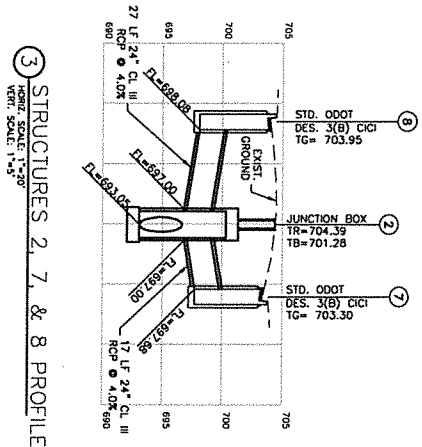
REVISION	BY	DATE

PROJECT SCALE	DATE	APPROVED
1"=10'-0"	08/14/19	
PROJECT SCALE FIELD MARKS	08/14/19	
DESIGNED	08/14/19	
CHECKED	08/14/19	
IN CHARGE	08/14/19	

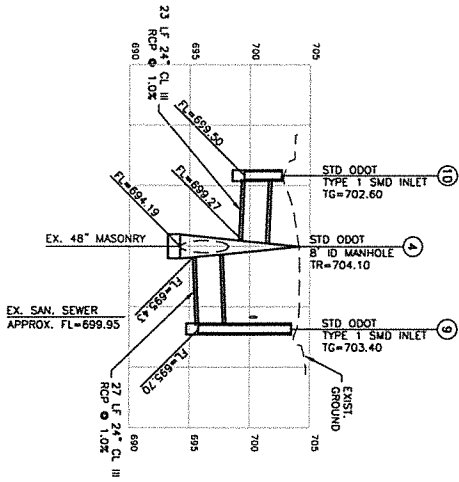
**PROJECT WORKS DIRECTOR**  
 SHEET 3 OF 11 SHEETS



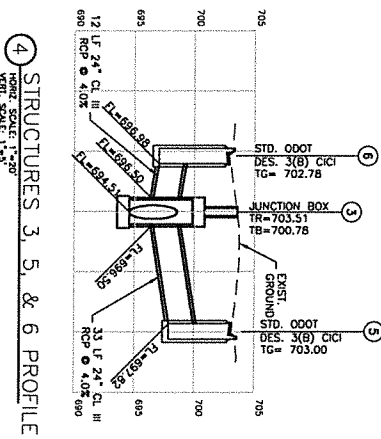
1 STRUCTURES 1, 2, & 3 PROFILE  
 HORIZ. SCALE: 1"=20'  
 VERT. SCALE: 1"=3'



3 STRUCTURES 2, 7, & 8 PROFILE  
 HORIZ. SCALE: 1"=20'  
 VERT. SCALE: 1"=3'



2 STRUCTURES 4, 9, & 10 PROFILE  
 HORIZ. SCALE: 1"=20'  
 VERT. SCALE: 1"=3'



4 STRUCTURES 3, 5, & 6 PROFILE  
 HORIZ. SCALE: 1"=20'  
 VERT. SCALE: 1"=3'

REVISION	BY	DATE	DESCRIPTION



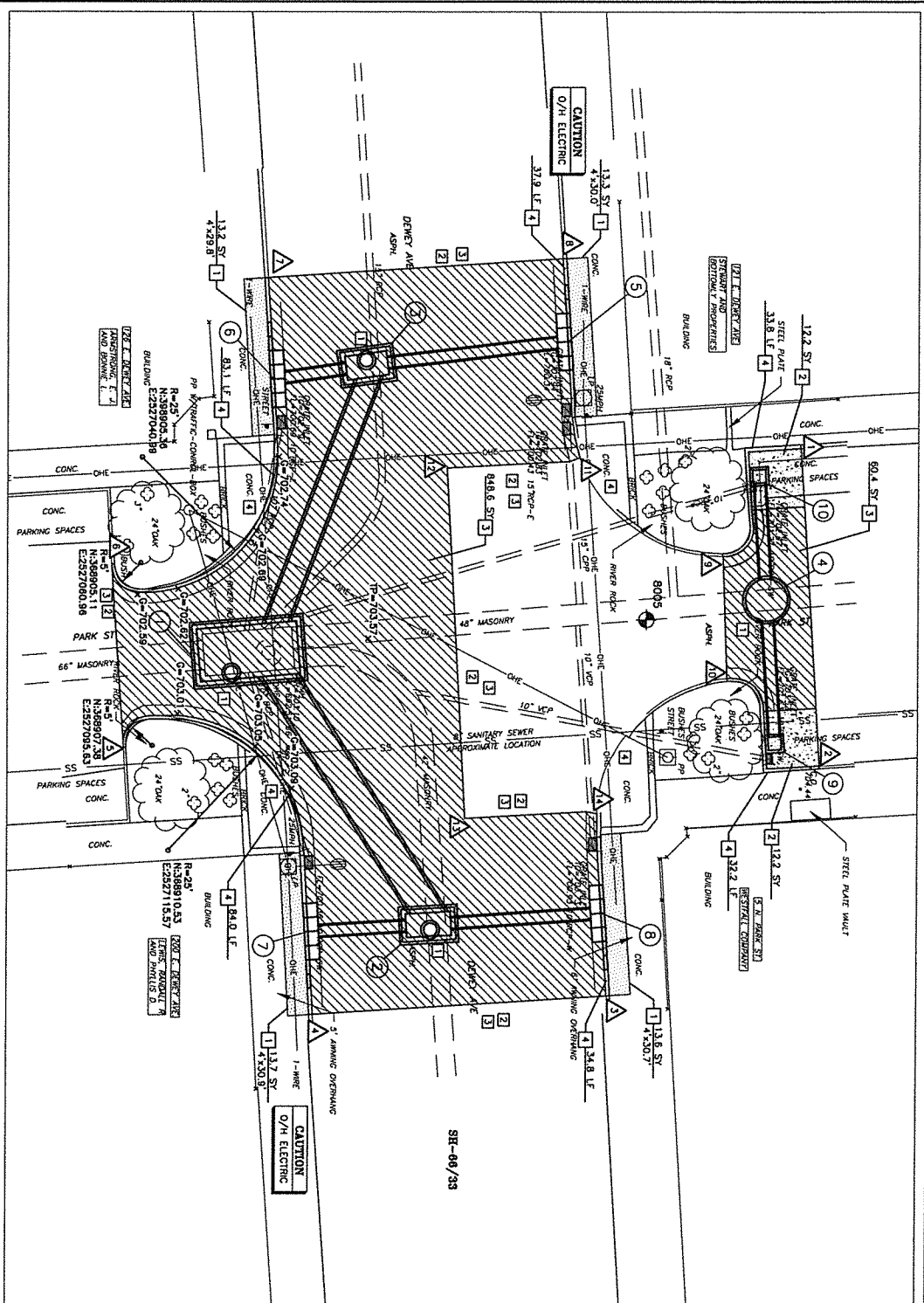
DEWEY AVE. AND PARK ST.  
 DRAINAGE IMPROVEMENTS  
 STORM SEWER PROFILES

CITY OF SAPULPA, OKLAHOMA  
 DEPARTMENT OF PUBLIC WORKS

PLANS AND ESTIMATES PREPARED BY:  
 Meshhek & Associates, P.L.L.C.

1427 S. Boulder Ave., Suite 1000, Tulsa, OK 74119 (918) 783-3510  
 FAX: (918) 783-3510

DATE: 12/1/10  
 SCALE: 2 OF 11 SHEETS



- CONSTRUCTION NOTES**
- 1 ALL MANHOLES SHALL HAVE CONCRETE COLLARS AS SHOWN IN ODOT STANDARD M&B-3
  - 2 FULL DEPTH SAWCUT ALL EXISTING PAVEMENT.
  - 3 PROPOSED PAVEMENT TO MATCH EXISTING ELEVATIONS.
  - 4 PROTECT EXISTING SIDEWALK AND WHEELCHAIR RAMPS.

**PAVEMENT POINT TABLE**

No.	Northing	Easting	No.	Northing	Easting
1	389030.68	2527038.52	8	388985.24	2527003.36
2	389034.54	2527100.00	9	389016.81	2527092.68
3	389094.09	2527143.26	10	389018.81	2527092.63
4	389038.12	2527146.78	11	388988.60	2527041.03
5	389001.97	2527095.99	12	388983.30	2527042.99
6	389021.14	2527061.17	13	388985.53	2527109.44
7	389025.14	2527060.97	14	388982.02	2527108.53

REVISION	BY	DATE

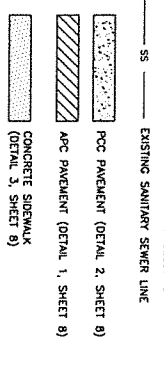
DATE	SCALE	BY	CHKD	APP'D



PLANS AND ESTIMATES PREPARED BY:  
**Mehleik & Associates, P.L.C.**  
 CITY OF SAPULPA, OKLAHOMA  
 DEPARTMENT OF PUBLIC WORKS  
**PAVING PLAN**  
**DEWEY AVE. AND PARK ST.**  
**DRAINAGE IMPROVEMENTS**

1437 S. Broadway, Suite 1000, Tulsa, OK 74119 (918) 271-5925  
 PHONE: (918) 271-5925  
 FAX: (918) 271-5925  
 WWW: www.mehleik.com

- LEGEND**
- EXISTING CURB
  - EXISTING STORM SEWER
  - EXISTING OVERHEAD ELECTRIC
  - SS EXISTING SANITARY SEWER LINE
  - PCC PAVEMENT (DETAIL 2, SHEET 8)
  - PCC PAVEMENT (DETAIL 1, SHEET 8)
  - CONCRETE SIDEWALK (DETAIL 3, SHEET 8)
  - AREA SIDEWALK REPLACEMENT
  - AREA PCC PAVING REPLACEMENT
  - AREA APC PAVING REPLACEMENT
  - CONCRETE CURB & GUTTER REPLACEMENT
  - 0+703.05 X OUTER ELEVATION
  - TP+703.57 X TOP OF PAVEMENT ELEVATION

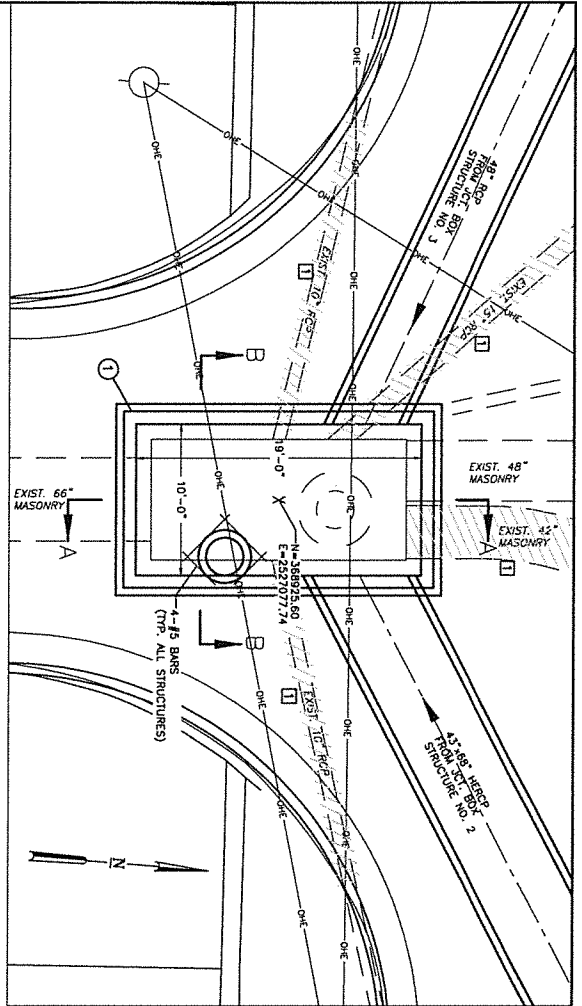


**CONTROL POINT** 8005

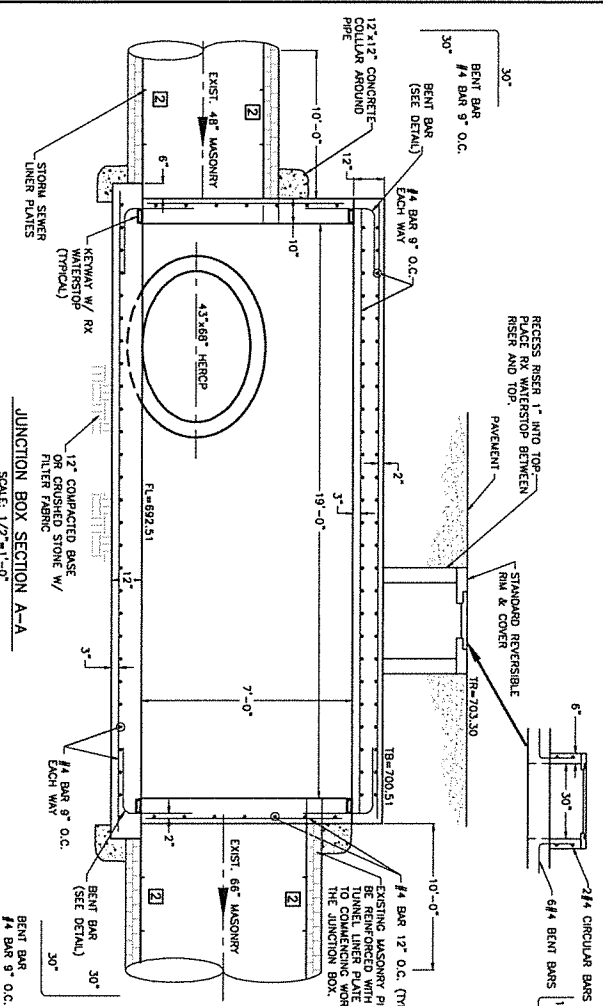
PR. MAIL SET  
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 E: 2527071.89  
 ELEV: 703.96







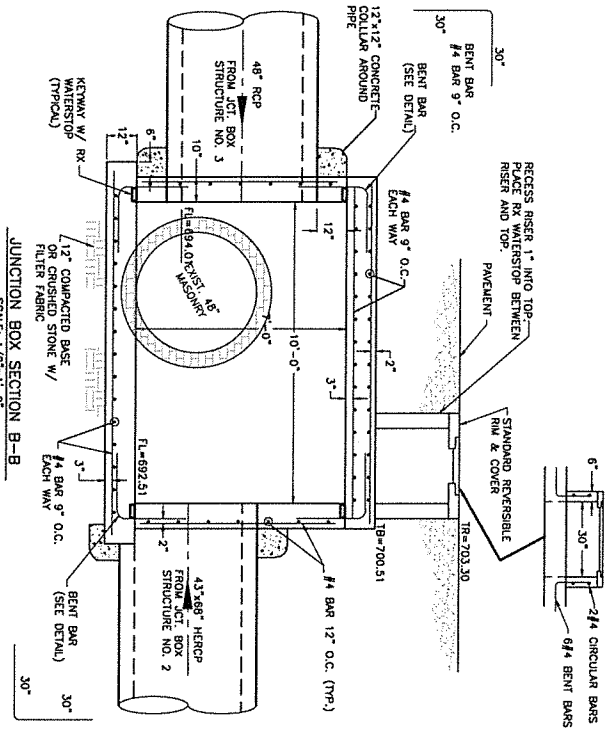
1 JUNCTION BOX - STRUCTURE NO.1  
SCALE: 1"=4'-0"



JUNCTION BOX SECTION A-A  
SCALE: 1/2"=1'-0"

CAST IN PLACE CONCRETE NOTES:

1. ALL CONCRETE SHALL BE CLASS A, AS DESIGNATED IN SECTION 509 OF THE ODOT SPECIFICATIONS, LATEST EDITION.
2. ALL EXPOSED EDGES OF CONCRETE SHALL BE CHAMFERED 3/4" UNLESS OTHERWISE NOTED.
3. CLEAR DISTANCES FROM CAST-IN-PLACE CONCRETE SURFACES TO REINFORCING SHALL BE 2" FOR WALLS, 1-1/2" FOR SUPPORTED SLABS, 3" FROM THE BOTTOM OF FOOTINGS AND 2" FROM THE TOP OF SLABS UNLESS OTHERWISE NOTED.
4. REINFORCING STEEL SHALL MEET ASTM SPECIFICATION A615, GRADE 60.
5. ALL BARS SHALL LAP A MINIMUM OF 30 BAR DIAMETERS OR 12", WHICHEVER IS GREATER, UNLESS OTHERWISE NOTED BY THE ENGINEER.
6. ALL EXPOSED CAST IN PLACE CONCRETE SURFACES SHALL HAVE ALL Voids FILLED, BURS AND FINIS REMOVED AND BE FINISHED.
7. PROVIDE FOR 4" ROUNDING AT ALL EXIST OPENINGS.
8. PROVIDE SMOOTH GROUT FILLERS THROUGH JUNCTION BOXES AND MANHOLES.



JUNCTION BOX SECTION B-B  
SCALE: 1/2"=1'-0"

CONSTRUCTION NOTES

1. EXISTING STORM SEWER TO BE REMOVED
2. INSTALL 10' UP OF STEEL LINER PLATES BEFORE CONCRETE POURING AND REMOVE AFTER ALL WORK IS COMPLETED.

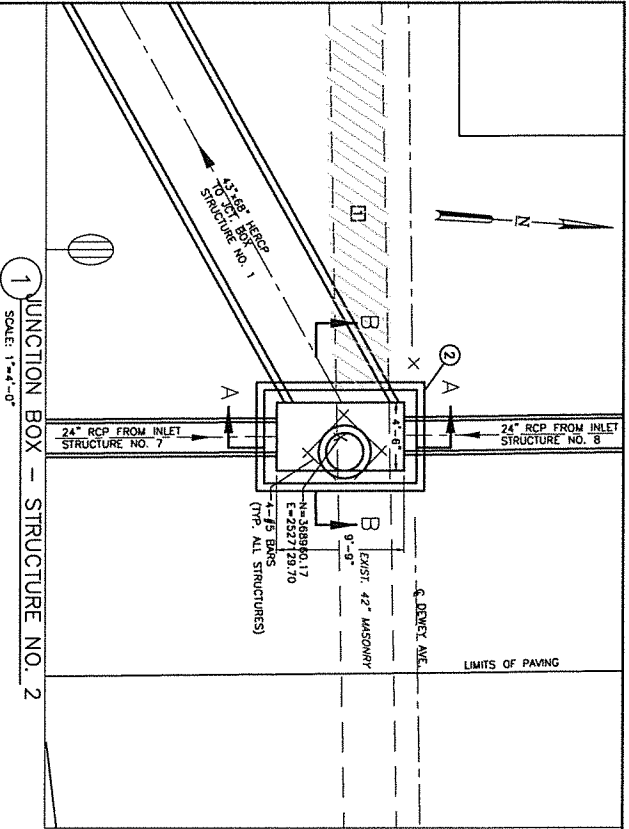
EXACT LOCATION AND ELEVATION OF EXISTING STORM SEWER LINE AND ELEVATION TO BE ADJUSTED AS DIRECTED BY THE ENGINEER TO BE BASED UPON VERIFIED PIPE LOCATION AND ELEVATION.

REVISION	BY	DATE	DESCRIPTION

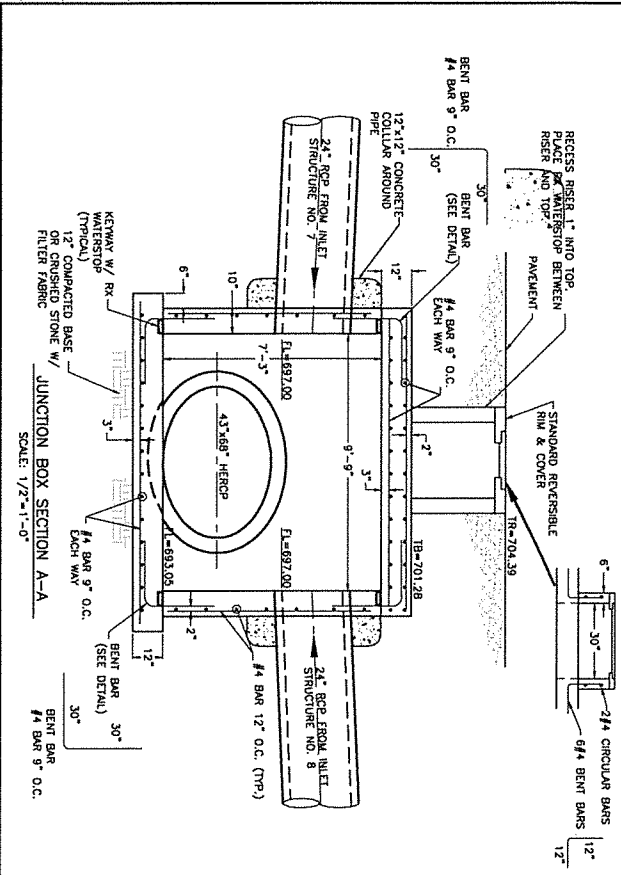


DEWEY AVE. & PARK ST  
DRAINAGE IMPROVEMENTS  
JUNCTION BOX  
STRUCTURE NO. 1  
CITY OF SAPULPA, OKLAHOMA  
DEPARTMENT OF PUBLIC WORKS  
PLANS AND ESTIMATES PREPARED BY:  
Meshkek & Associates, P.L.C.

DATE	SCALE	BY	DATE	DESCRIPTION

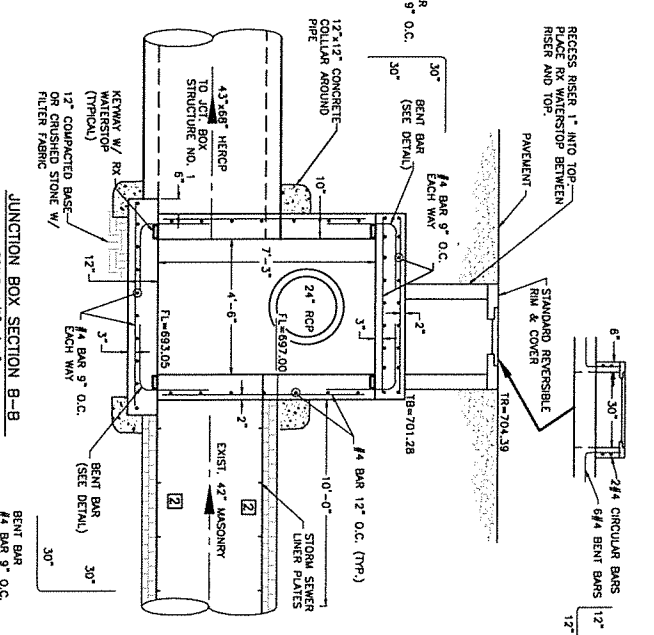


1 JUNCTION BOX - STRUCTURE NO. 2  
SCALE: 1"=4'-0"



JUNCTION BOX SECTION A-A  
SCALE: 1/2"=1'-0"

- CAST IN PLACE CONCRETE NOTES:**
1. ALL CONCRETE SHALL BE CLASS A, AS DESIGNATED IN SECTION 509 OF THE ODOT SPECIFICATIONS, LATEST EDITION.
  2. ALL EXPOSED EDGES OF CONCRETE SHALL BE CHAMFERED 3/4" UNLESS OTHERWISE NOTED.
  3. CLEAR DISTANCES FROM CAST-IN-PLACE CONCRETE SURFACES TO REINFORCING SHALL BE 2" FOR WALLS, 1-1/2" FOR SUPPORTED SLABS, 3" FROM THE BOTTOM OF FOOTINGS AND 2" FROM THE TOP OF SLABS, UNLESS OTHERWISE NOTED.
  4. REINFORCING STEEL SHALL MEET ASTM SPECIFICATION A615, GRADE 60.
  5. ALL BARS SHALL LAP A MINIMUM OF 30 BAR DIAMETERS OR 12", WHICHEVER IS GREATER, UNLESS OTHERWISE NOTED BY THE ENGINEER.
  6. ALL EXPOSED CAST IN PLACE CONCRETE SURFACES SHALL HAVE ALL Voids FILLED, BURNS AND FINIS REMOVED AND BE FINISHED.
  7. PROVIDE FOR 4" ROUNDDING AT ALL EXIT OPENINGS.
  8. PROVIDE SMOOTH GROUT FILLETS THROUGH JUNCTION BOXES AND MANHOLES.




JUNCTION BOX SECTION B-B  
SCALE: 1/2"=1'-0"

- CONSTRUCTION NOTES**
1. EXISTING STORM SEWER TO BE REMOVED
  2. INSTALL 10 LF OF STEEL LINER PLATES BEFORE BEGINNING EXCAVATION TO SUPPORT MASONRY SEWER LINE. LINER PLATES TO REMAIN IN LINES AFTER ALL WORK IS COMPLETED.

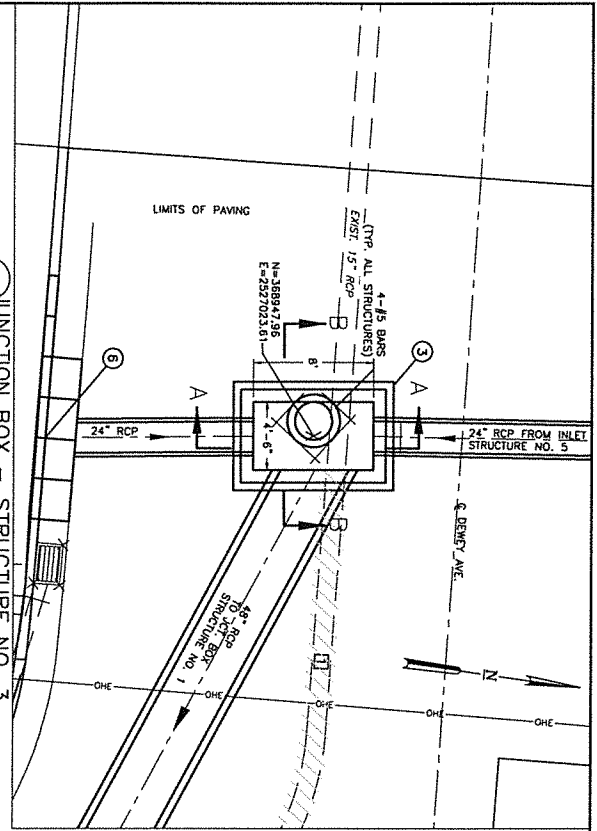
EXACT LOCATION AND ELEVATION OF EXISTING PIPE UNKNOWN. PROPOSED JUNCTION BOX LOCATION AND ELEVATION TO BE ADJUSTED AS NECESSARY TO MAINTAIN 10' MIN. COVER OVER FIELD VERIFIED PIPE LOCATION AND ELEVATION.

REVISION	BY	DATE

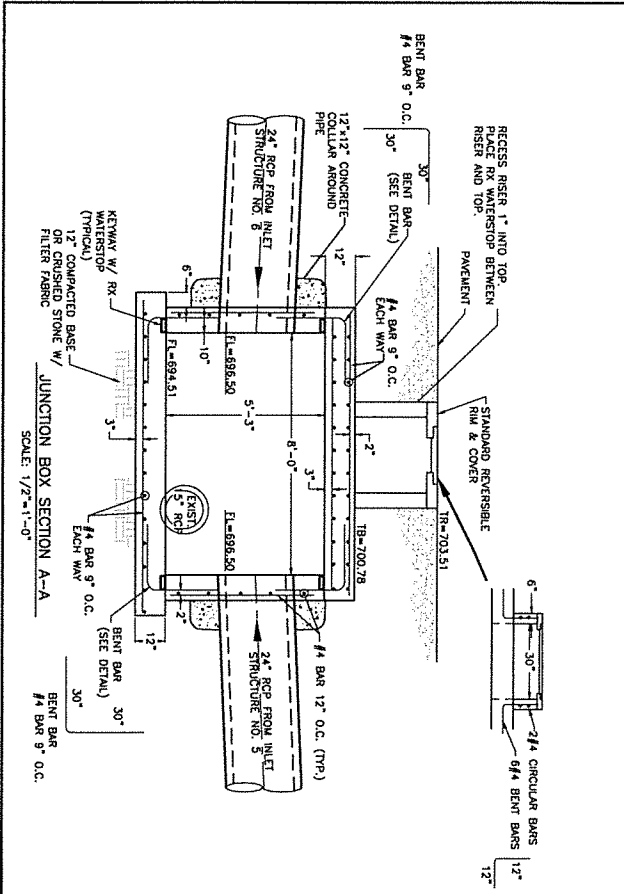
  
**CITY OF SAPULPA, OKLAHOMA**  
**DEPARTMENT OF PUBLIC WORKS**  
 PLANS AND ESTIMATES PREPARED BY:  
**Meshek & Associates, P.L.C.**  
 1137 S. Broadway Ave., Suite 100, Tulsa, OK 74119 (918) 281-5550

**DEWEY AVE. & PARK ST.**  
**DRAINAGE IMPROVEMENTS**  
**JUNCTION BOX**  
**STRUCTURE NO. 2**

DATE: 10/11/10  
 SHEET 10 OF 11 SHEETS

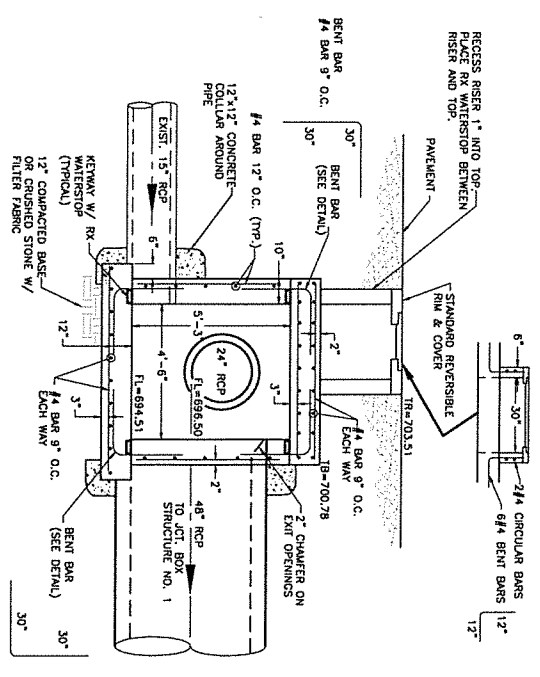


1 JUNCTION BOX - STRUCTURE NO. 3  
SCALE: 1"=4'-0"



JUNCTION BOX SECTION A-A  
SCALE: 1/2"=1'-0"

- CAST IN PLACE CONCRETE NOTES:**
1. ALL CONCRETE SHALL BE CLASS A, AS DESIGNED IN SECTION 509 OF THE GOOD SPECIFICATIONS, LATEST EDITION.
  2. ALL EXPOSED EDGES OF CONCRETE SHALL BE CHAMFERED 3/4" UNLESS OTHERWISE NOTED.
  3. CLEAR DISTANCES FROM CAST-IN-PLACE CONCRETE SURFACES TO REINFORCING SHALL BE 2" FOR WALLS, 1-1/2" FOR SUPPORTED SLABS, 3" FROM THE BOTTOM OF FOOTINGS AND 2" FROM THE TOP OF SLABS, UNLESS OTHERWISE NOTED.
  4. REINFORCING STEEL SHALL MEET ASTM SPECIFICATION A615, GRADE 60.
  5. ALL BARS SHALL LAP A MINIMUM OF 30 BAR DIAMETERS OR 12", WHICHEVER IS GREATER, UNLESS OTHERWISE NOTED BY THE ENGINEER.
  6. ALL EXPOSED CAST IN PLACE CONCRETE SURFACES SHALL HAVE ALL HOLES FILLED, BURRS AND FINIS REMOVED AND BE FINISHED.
  7. PROVIDE FOR 4" ROUNDOFF AT ALL EXIST OPENINGS.
  8. PROVIDE SMOOTH GROUT FILLETS THROUGH JUNCTION BOXES AND MANHOLES.



JUNCTION BOX SECTION B-B  
SCALE: 1/2"=1'-0"

**CONSTRUCTION NOTES**

1. EXISTING STORM SEWER TO BE REMOVED

EXACT LOCATION AND ELEVATION OF EXISTING UTILITY LINES AND STRUCTURES TO BE ADJUSTED, AS DIRECTED BY THE ENGINEER, BASED UPON FIELD VERIFIED PIPE LOCATION AND ELEVATION.

<b>DEWEY AVE. &amp; PARK ST. DRAINAGE IMPROVEMENTS</b> <b>JUNCTION BOX STRUCTURE NO. 3</b>	
<b>CITY OF SAPULPA, OKLAHOMA</b> <b>DEPARTMENT OF PUBLIC WORKS</b>	
PLANS AND ESTIMATES PREPARED BY: MESHINEK & ASSOCIATES, P.L.L.C.	
DATE: 11/13/10 DRAWN: [ ] CHECKED: [ ] IN CHARGE: [ ]	SCALE: 1/2"=1'-0" SHEET NO. 11 OF 11 SHEETS

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
2018 TULSA COUNTY URBAN COUNTY**

**RESOLUTION**

**WHEREAS**, the Housing and Community Development Act of 1974, as amended (24 U.S.C. 93-383 et seq.), (the "Act"), provides that Community Development Block Grant, ("CDBG"), funds may be used for the support of activities that provide decent housing and suitable living environments and expanded economic opportunities principally for persons of low- and moderate-income; and,

**WHEREAS**, CDBG Regulations 24 CFR 570.307(a) allow counties having a total combined population of 200,000 or more from the unincorporated areas and participating incorporated areas to qualify as an urban county; and,

**WHEREAS**, Title I of the Housing and Community Development Act of 1974, Public Law 93-383, as amended, authorized the Secretary of Housing and Urban Development, as a representative of the United States of America, to grant to Tulsa County funds and administrative responsibility for the Tulsa County CDBG Urban County program; and

**WHEREAS**, a Cooperation Agreement between Tulsa County and the City has been executed for the purpose of participation in the Tulsa County Urban County Community Development Block Grant Program for Federal Fiscal Years 2017-2019; and,

**NOW THEREFORE, BE IT RESOLVED** by the \_\_\_\_\_ that the City of \_\_\_\_\_ desires to obtain assistance in addressing community development needs and hereby requests the Tulsa County CDBG Urban County program to provide assistance.

**NOW THEREFORE, BE IT FURTHER RESOLVED** by the \_\_\_\_\_ City Council/Commission that the City of \_\_\_\_\_ affirms its commitment to take all action within its power to facilitate the receipt of the assistance of community development funds, and upon receipt to administer said grant by the rules and regulations established by the United States of America, the State of Oklahoma, Tulsa County and all empowered agencies thereof.

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2018, at a (regularly or specially) scheduled meeting of the governing body, in compliance with the Open Meeting Act, 25 O.S. §§ 301-314 (2001).

\_\_\_\_\_  
(Type) Name and Title of Chief Elected Official

\_\_\_\_\_  
Signature of Chief Elected Official

(S E A L)

Attest:

Subscribed and sworn to before me \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Clerk Signature

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
2018 TULSA COUNTY URBAN COUNTY**

Attach Project Timeline which clearly demonstrates Readiness To Proceed, including an anticipated start date and projected timeline for completion. Documentation of the level of readiness to proceed must be submitted.

March 2018 – Engineering in complete, paid for by City of Sapulpa.

July - September 2018 : Resolution of cooperation agreement between City and County is executed.

September – November 2018 – Environmental clearance and contract execution.

December 2018 – Bid project

February 2019 – Begin construction

## Request for Taxpayer Identification Number and Certification

Give form to the  
 requester. Do not  
 send to the IRS.

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return) <b>City of Sapulpa</b>	
	Business name, if different from above	
	Check appropriate box: <input type="checkbox"/> Individual/Sole proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ _____	<input checked="" type="checkbox"/> Exempt payee
	<input checked="" type="checkbox"/> Other (see instructions) ▶ <b>Municipality</b>	
	Address (number, street, and apt. or suite no.) <b>425 E Dewey Ave / PO Box 1130</b>	Requester's name and address (optional)
City, state, and ZIP code <b>Sapulpa, Ok 74066</b>		
List account number(s) here (optional)		

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number
or
Employer identification number
<b>73      6005413</b>

### Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below).

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶
------------------	----------------------------	--------

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

#### Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

**Note.** If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

- The U.S. grantor or other owner of a grantor trust and not the trust, and
- The U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

**Foreign person.** If you are a foreign person, do not use Form W-9. Instead, use the appropriate Form W-8 (see Publication 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*).

**Nonresident alien who becomes a resident alien.** Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

**Example.** Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity not subject to backup withholding, give the requester the appropriate completed Form W-8.

**What is backup withholding?** Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

**Payments you receive will be subject to backup withholding if:**

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the Part II instructions on page 3 for details),
3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See the instructions below and the separate Instructions for the Requester of Form W-9.

Also see *Special rules for partnerships* on page 1.

## Penalties

**Failure to furnish TIN.** If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

**Civil penalty for false information with respect to withholding.** If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

**Criminal penalty for falsifying information.** Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

**Misuse of TINs.** If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

## Specific Instructions

### Name

If you are an individual, you must generally enter the name shown on your income tax return. However, if you have changed your last name, for instance, due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name.

If the account is in joint names, list first, and then circle, the name of the person or entity whose number you entered in Part I of the form.

**Sole proprietor.** Enter your individual name as shown on your income tax return on the "Name" line. You may enter your business, trade, or "doing business as (DBA)" name on the "Business name" line.

**Limited liability company (LLC).** Check the "Limited liability company" box only and enter the appropriate code for the tax classification ("D" for disregarded entity, "C" for corporation, "P" for partnership) in the space provided.

For a single-member LLC (including a foreign LLC with a domestic owner) that is disregarded as an entity separate from its owner under Regulations section 301.7701-3, enter the owner's name on the "Name" line. Enter the LLC's name on the "Business name" line.

For an LLC classified as a partnership or a corporation, enter the LLC's name on the "Name" line and any business, trade, or DBA name on the "Business name" line.

**Other entities.** Enter your business name as shown on required federal tax documents on the "Name" line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the "Business name" line.

**Note.** You are requested to check the appropriate box for your status (individual/sole proprietor, corporation, etc.).

### Exempt Payee

If you are exempt from backup withholding, enter your name as described above and check the appropriate box for your status, then check the "Exempt payee" box in the line following the business name, sign and date the form.

Generally, individuals (including sole proprietors) are not exempt from backup withholding. Corporations are exempt from backup withholding for certain payments, such as interest and dividends.

**Note.** If you are exempt from backup withholding, you should still complete this form to avoid possible erroneous backup withholding.

The following payees are exempt from backup withholding:

1. An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2),
2. The United States or any of its agencies or instrumentalities,
3. A state, the District of Columbia, a possession of the United States, or any of their political subdivisions or instrumentalities,
4. A foreign government or any of its political subdivisions, agencies, or instrumentalities, or
5. An international organization or any of its agencies or instrumentalities.

Other payees that may be exempt from backup withholding include:

6. A corporation,
7. A foreign central bank of issue,
8. A dealer in securities or commodities required to register in the United States, the District of Columbia, or a possession of the United States,
9. A futures commission merchant registered with the Commodity Futures Trading Commission,
10. A real estate investment trust,
11. An entity registered at all times during the tax year under the Investment Company Act of 1940,
12. A common trust fund operated by a bank under section 584(a),
13. A financial institution,
14. A middleman known in the investment community as a nominee or custodian, or
15. A trust exempt from tax under section 664 or described in section 4947.

The chart below shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 15.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 9
Broker transactions	Exempt payees 1 through 13. Also, a person registered under the Investment Advisers Act of 1940 who regularly acts as a broker
Barter exchange transactions and patronage dividends	Exempt payees 1 through 5
Payments over \$600 required to be reported and direct sales over \$5,000 <sup>1</sup>	Generally, exempt payees 1 through 7 <sup>2</sup>

<sup>1</sup>See Form 1099-MISC, Miscellaneous Income, and its instructions.

<sup>2</sup>However, the following payments made to a corporation (including gross proceeds paid to an attorney under section 6045(f), even if the attorney is a corporation) and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, and payments for services paid by a federal executive agency.

## Part I. Taxpayer Identification Number (TIN)

**Enter your TIN in the appropriate box.** If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited liability company (LLC)* on page 2), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

**Note.** See the chart on page 4 for further clarification of name and TIN combinations.

**How to get a TIN.** If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local Social Security Administration office or get this form online at [www.ssa.gov](http://www.ssa.gov). You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at [www.irs.gov/businesses](http://www.irs.gov/businesses) and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting [www.irs.gov](http://www.irs.gov) or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

**Note.** Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

**Caution:** A disregarded domestic entity that has a foreign owner must use the appropriate Form W-8.

## Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, and 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). Exempt payees, see *Exempt Payee* on page 2.

**Signature requirements.** Complete the certification as indicated in 1 through 5 below.

**1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983.** You must give your correct TIN, but you do not have to sign the certification.

**2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983.** You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.



**3. Real estate transactions.** You must sign the certification. You may cross out item 2 of the certification.

**4. Other payments.** You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

**5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions.** You must give your correct TIN, but you do not have to sign the certification.

## Secure Your Tax Records from Identity Theft

Identity theft occurs when someone uses your personal information such as your name, social security number (SSN), or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

Call the IRS at 1-800-829-1040 if you think your identity has been used inappropriately for tax purposes.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

### Protect yourself from suspicious emails or phishing schemes.

Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to [phishing@irs.gov](mailto:phishing@irs.gov). You may also report misuse of the IRS name, logo, or other IRS personal property to the Treasury Inspector General for Tax Administration at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: [spam@uce.gov](mailto:spam@uce.gov) or contact them at [www.consumer.gov/idtheft](http://www.consumer.gov/idtheft) or 1-877-IDTHEFT(438-4338).

Visit the IRS website at [www.irs.gov](http://www.irs.gov) to learn more about identity theft and how to reduce your risk.

## What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account <sup>1</sup>
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor <sup>2</sup>
4. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee <sup>3</sup>
b. So-called trust account that is not a legal or valid trust under state law	The actual owner <sup>1</sup>
5. Sole proprietorship or disregarded entity owned by an individual	The owner <sup>3</sup>
For this type of account:	Give name and EIN of:
6. Disregarded entity not owned by an individual	The owner
7. A valid trust, estate, or pension trust	Legal entity <sup>4</sup>
8. Corporate or LLC electing corporate status on Form 8832	The corporation
9. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
10. Partnership or multi-member LLC	The partnership
11. A broker or registered nominee	The broker or nominee
12. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity

<sup>1</sup>List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

<sup>2</sup>Circle the minor's name and furnish the minor's SSN.

<sup>3</sup>You must show your individual name and you may also enter your business or "DBA" name on the second name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

<sup>4</sup>List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 1.

**Note.** If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

## Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons who must file information returns with the IRS to report interest, dividends, and certain other income paid to you, mortgage interest you paid, the acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA, or Archer MSA or HSA. The IRS uses the numbers for identification purposes and to help verify the accuracy of your tax return. The IRS may also provide this information to the Department of Justice for civil and criminal litigation, and to cities, states, the District of Columbia, and U.S. possessions to carry out their tax laws. We may also disclose this information to other countries under a tax treaty, to federal and state agencies to enforce federal nontax criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism.

You must provide your TIN whether or not you are required to file a tax return. Payers must generally withhold 28% of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to a payer. Certain penalties may also apply.



**AGENDA ITEM**

**Administration 10.A.**

**City Council Regular**

**Meeting Date:** March 19, 2018

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

**Submitted By:** Chris Jeffries, Police Department Admin.

**Department:** Police Department

**Presented By:** Mike Haefner

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**SUBJECT:**

Discussion and possible action regarding declaring items located at the police department surplus and authorizing staff to sell those items on the Renee Bates auction site or otherwise lawfully dispose of same.

**BACKGROUND:**

The attached items are from pallets that have been set up to be declared surplus and sold. These items are no longer of use to the police department. The items are listed on the attached 2018 Surplus List. All of the items listed are on pallets and the police department is wanting to sell each pallet as is.

**RECOMMENDATION:**

Staff recommends approval of the agenda item.

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**Attachments**

2018 Surplus List

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## **2018 Surplus Items - Police Department**

### **Pallet # 7**

- 2 – Single electric/manual gun racks for automobile
- 24 – Dual electric/manual gun racks (rifle and shotgun)

### **Pallet # 8**

- 1 – Estate Heavy duty Dryer
- 1 – Carrier exterior A/C and heating unit
- 1 – Honda EZ 2500 generator

### **Pallet # 9**

- 9 – MPH K55 Doppler Radar Digital indicator units
- 9 – MPH antenna units
- 3 – Eagle Traffic Radar Systems
- 3 – Eagle Traffic Antennas
- 22 – Gensis II radar Units
- 1 – Gensis Radar Unit
- 1 – Gensis Hand Held VP radar gun
- 44 – Gensis Antenna Units
- 1 – Medium size box containing misc wires and radar switches
- 12- Switch boxes (signal brand)
- 17 – Siren box switches (signal brand)
- 4 – Arrow stick switch boxes (signal brand)
- 9 – Traffic Backer multi flash switches (galls)
- 2 – Red Beam Bulbs
- 4 – Remote Halogen II lights for 98 crown vic

### **Pallet # 10**

- 11- metal consoles for middle of vehicles
- 11 – Switch boxes for emergency lights
- 10 – Siren control boxes
- 11 – Whellen/signal arrow sticks
- 4 – Siren Speakers
- 2 – Strobe power packs
- 1 – Whellen Strobe light
- 1 – Gensis II radar unit with 1 remote switch and 2 radar unit heads
- 2 – mobile recorder trunk systems
- Misc. wires and connectors

### **Pallet # 11**

- 2 – star sabre light bars
- 2 – Vector light bars with arrow sticks
- 3 – Dual electric/manual gun racks
- 3 – MPH camcorder recording boxes containing DVD mobile recorders) no cameras

**Pallet # 12**

- 1 – KDS monitor for computer
- 1 – Cannon AE-1 camera with bag
- 1 – sunpak auto S44 Thyister flash
- 16 – Motorola Radius CM300 VHF radios
- 3 - Motorola smart net max trac
- 11 - Maxon VHF radios
- 4 – Ericsson VHF radios
- 3 – midland VHF radios
- 5 – Motorola VHF microphones
- 4 – Maxon VHF microphones
- 1 – Ericsson VHF microphone
- 12 – Motorola XTS 5000 Walkie Chargers
- 15 – Impress XTS 5000 Walkie Chargers

**Pallet # 13**

2018 Dodge Tail Gate (Black in Color) New

**Pallet # 14**

- 7 – Aurora Times 2 Speed Files (Black metal) shelving
- 1 – MPH DVD mobile recording box

**Item # 19**

2007 Dodge Charger with unknown mileage: VIN: 2B3KA43H67H770952 (no motor, stripped for parts) should be sold for scrap.

**Item # 20**

2009 Dodge Charger with unknown mileage: VIN: 2B3KA43TX9H597654 (No motor, stripped for parts) Should be sold for scrap.

**Item # 21**

2007 Ford E350 Box Truck, Odometer shows 192,446 miles; VIN: 1FDKE37H5SHC15218; No AC; bent front axel; (Donated from private citizen in approximately 2001).



**AGENDA ITEM**

**Administration 10.B.**

**City Council Regular**

**Meeting Date:** March 19, 2018

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

**Submitted By:** Chris Jeffries, Police Department Admin.

**Department:** Police Department

**Presented By:** Mike Haefner

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**SUBJECT:**

Discussion and possible action regarding a Resolution from Creek County Sheriff's Office allowing Officer Ryan Matthias permission to work as a Reserve for the Sapulpa Police Department.

**BACKGROUND:**

Creek County Law Enforcement member Ryan Matthias made written request to Sheriff Bret Bowling to be allowed to work a secondary off-duty employment position with the Sapulpa Police Department Reserves. The County Resolution approving this request is attached and is specifically contingent upon the approval of the City Council.

**RECOMMENDATION:**

Staff recommends approval of this agenda item.

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**Attachments**

Resolution

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RESOLUTION OF THE BOARD OF COUNTY  
COMMISSIONERS

CREEK COUNTY, OKLAHOMA

2018 – 16

DESIGNATING THE NEED FOR RULES GOVERNING THE  
EMPLOYMENT OF CREEK COUNTY LAW ENFORCEMENT  
PERSONNEL BY OTHER GOVERNMENTAL ENTITIES AND/OR  
CAMPUS POLICE AGENCIES, AND DATE WHEN ACTION SHALL  
TAKE EFFECT.

WHEREAS, pursuant to 51 O.S., 2013, § 6, the Board of County Commissioners, the “Board”, may adopt and approve resolution(s) relating to the employment of Creek County Law Enforcement Personnel by other governmental and campus entities and agencies and,

WHEREAS, Creek County Law Enforcement member Ryan Matthias has made written request to Sheriff Bret Bowling, and said request was approved by Sheriff Bret Bowling and forwarded to the “Board”, to be allowed to work a secondary off-duty employment position with Sapulpa Police Reserve and,

WHEREAS, the “Board” finds that Creek County Law Enforcement member Ryan Matthias should be allowed to work a secondary/off-duty employment position with Sapulpa Police Reserve, immediately upon its governing body adopting and passing this Resolution,

NOW THEREFORE BE IT RESOLVED THAT, CREEK COUNTY LAW ENFORCEMENT MEMBER RYAN MATTHIAS IS AUTHORIZED TO WORK A SECONDARY/OFF-DUTY EMPLOYMENT POSITION WITH SAPULPA POLICE RESERVE, IMMEDIATELY UPON ITS GOVERNING BODY ADOPTING AND PASSING THIS RESOLUTION.

BOARD OF COUNTY COMMISSIONERS  
CREEK COUNTY, OKLAHOMA

  
LEON WARNER, CHAIRMAN

2-20-18

  
NEWT STEPHENS, JR., VICE-CHAIRMAN

2-20-18

  
LANE WHITEHOUSE, MEMBER

2-20-18

SAPULPA MAYOR

\_\_\_\_\_  
MAYOR



  
JENNIFER MORTAZAVI  
COUNTY CLERK

2-20-18

ATTEST:

\_\_\_\_\_  
CITY CLERK



**AGENDA ITEM**

**Administration 10.C.**

**City Council Regular**

**Meeting Date:** March 19, 2018

**Submitted For:** David Widdoes, City Attorney      **Submitted By:** Amy Hoehner, Legal Assistant

**Department:** Legal

**Presented By:** David Widdoes

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**SUBJECT:**

Discussion and possible action regarding an Ordinance of the City of Sapulpa, Oklahoma, Amending the Sapulpa City Code, Part 9, Licensing and Business Regulations, Section 9-101 and Section 9-109, by Specifying Authorization for Receipt and Delivery of Transport Gas as Licensed Activity; Providing for an Effective Date; Repealing All Ordinances or Parts of Ordinances in Conflict with this Ordinance; Providing that if any Part or Parts of this Ordinance are held Invalid or Ineffective, the Remaining Portions shall not be Affected; and Declaring an Emergency.

**BACKGROUND:**

This Ordinance amends the City Code to include receipt and/or delivery of transport gas as a specified licensed activity within the City of Sapulpa, as authorized by Ordinance No. 2782.

**RECOMMENDATION:**

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

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**Attachments**

Ordinance

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ORDINANCE NUMBER \_\_\_\_\_

AN ORDINANCE OF THE CITY OF SAPULPA, OKLAHOMA, AMENDING THE SAPULPA CITY CODE, PART 9, LICENSING AND BUSINESS REGULATIONS, SECTION 9-101 AND SECTION 9-109, BY SPECIFYING AUTHORIZATION FOR RECEIPT AND DELIVERY OF TRANSPORT GAS AS LICENSED ACTIVITY; PROVIDING FOR AN EFFECTIVE DATE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE; PROVIDING THAT IF ANY PART OR PARTS OF THIS ORDINANCE ARE HELD INVALID OR INEFFECTIVE, THE REMAINING PORTIONS SHALL NOT BE AFFECTED; AND DECLARING AN EMERGENCY.

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

**Section 1.** The Sapulpa City Code, Part 9, Chapter 1, Occupational Licenses, Section 9-101 is hereby repealed, amended, revised, and replaced to read as follows:

“SECTION 9-101 LICENSE DEFINED; LEVY.

A license is the written authority of the City, issued by its duly authorized agent, employee, or officer, conferring permission on some person to pursue and exercise a trade, occupation, or business, including the receipt or delivery of gas through use of any City franchise holder’s distribution system located in the public ways of the City, for a definite period of time within the limits of the City, under the conditions prescribed by ordinance. A license fee is hereby levied on every person engaging in, exercising, or pursuing any business, profession, trade, occupation, or privilege in this City, for the annual amount as set forth in the Master Fee Schedule.”

**Section 2.** The Sapulpa City Code, Part 9, Chapter 1, Occupational Licenses, Section 9-109 is hereby repealed, amended, revised, and replaced to read as follows:

“SECTION 9-109 LICENSE MAY BE REVOKED.

All licenses issued by the City shall be subject to revocation by the duly authorized officer of the City Council upon any breach of any condition prescribed by ordinance for the regulation of such licensed occupation, including Ordinance No. 2787, or if the licensee operates the licensed occupation or business in violation of the laws of the City or the State or in violation of any law or regulation of the United States government. The duly authorized officer shall mean the City Clerk in all instances except when some other person or board is given the authority by ordinance to revoke or suspend the particular license. The duly authorized officer shall either give written notice, by personal service or



by mail, to the licensee, of the revocation of his license or the suspension of the same, which notice, if mailed, shall be mailed to the address given on the application or license.”

**Section 3.** All ordinances or parts of ordinances in conflict with this ordinance are repealed to the extent of conflict only.

**Section 4.** If any part or parts of this ordinance are held invalid or ineffective, the remaining portion shall not be affected but remain in full force and effect.

**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 in regular session this \_\_\_\_ day of \_\_\_\_\_ 2018, with emergency clause separately voted upon.

\_\_\_\_\_  
Reg Green, Mayor

ATTEST:

APPROVED AS TO FORM:

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

\_\_\_\_\_  
David R. Widdoes, City Attorney



**AGENDA ITEM**

**Administration 10.D.**

**City Council Regular**

**Meeting Date:** March 19, 2018

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

**Department:** Human Resources

**Presented By:** Becky McGinnis

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**SUBJECT:**

Discussion and possible action regarding the renewal of City of Sapulpa Employee Dental Insurance with Delta Dental Plan of Oklahoma.

**BACKGROUND:**

Staff received a renewal quotation from Delta Dental, our current employee dental insurance carrier for a 15.01% increase in premium.

The Employee Insurance Committee held meetings on the matter and agreed to plan design changes within the plan. This reduced the increase to a 8.12% renewal. The City portion of the increase is \$11,068.78.

**RECOMMENDATION:**

Staff recommends the Mayor and City Councilors approve the renewal.

---

**Fiscal Impact**

**Amount:** \$11,068.78

**To be paid from:** Insurance Fund

**Account number:** 55-555-392

---



**AGENDA ITEM**

**Administration 10.E.**

**City Council Regular**

**Meeting Date:** March 19, 2018

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

**Department:** Human Resources

**Presented By:** Becky McGinnis

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**SUBJECT:**

Discussion and possible action regarding the renewal of City of Sapulpa Employee Health Insurance with Community Care Company.

**BACKGROUND:**

Staff received a renewal quotation from Community Care, our current employee health insurance carrier. Our broker negotiated with Community Care reducing the increase from 11.53% to 4%. Approximately half of the increase is a governmental tax which is required by the Affordable Care Act. The City portion of the increase is a \$45,790.85 increase in premium.

**RECOMMENDATION:**

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

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**Fiscal Impact**

**Amount:** \$45,790.85

**To be paid from:** Insurance Fund

**Account number:** 55-555-392

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**Attachments**

HMO Renewal

PPO Renewal

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PROVISIONAL RATES NOT FINAL - FOR DEMONSTRATION PURPOSES ONLY

Group: The City of Sapulpa  
 Product: IDEA  
 Group Number(s): C05208  
 Renewal Date: May 1, 2018

Current Plan:		In-Force Plan Current	In-Force Plan Proposed Renewal	In-Force Plan Current	In-Force Plan Proposed Renewal
IDEA		80/1000, Select, RX \$0/15/40/70/160 2 x mo	80/1000, Select, RX \$0/15/40/70/160 2 x mo	80/1000, Standard, RX \$0/15/40/70/160 2 x mo	80/1000, Standard, RX \$0/15/40/70/160 2 x mo
	<i>Employees by Tier</i>				
Employee	51	\$ 621.54	\$ 646.40	\$ 627.09	\$ 652.17
Employee/Spouse	31	\$ 1,354.92	\$ 1,409.12	\$ 1,367.05	\$ 1,421.73
Employee/Child	9	\$ 1,039.75	\$ 1,081.34	\$ 1,049.06	\$ 1,091.02
Employee/Children	6	\$ 1,039.75	\$ 1,081.34	\$ 1,049.06	\$ 1,091.02
Employee/Spouse/ C	0	\$ 1,746.70	\$ 1,816.57	\$ 1,762.32	\$ 1,832.81
Family	52	\$ 1,746.70	\$ 1,816.57	\$ 1,762.32	\$ 1,832.81
Monthly Premium:		\$ 180,125.71	\$ 187,330.74	\$ 181,736.68	\$ 189,006.15
Rate Action:			4.00%		4.00%

		In-Force Plan Current	In-Force Plan Proposed Renewal	In-Force Plan Current	In-Force Plan Proposed Renewal
		70/1000, Select, RX \$0/15/40/70/160 2 x mo	70/1000, Select, RX \$0/15/40/70/160 2 x mo	70/1000, Standard, RX \$0/15/40/70/160 2 x mo	70/1000, Standard, RX \$0/15/40/70/160 2 x mo
	<i>Employees by Tier</i>				
Employee	51	\$ 602.20	\$ 626.29	\$ 607.58	\$ 631.88
Employee/Spouse	31	\$ 1,312.78	\$ 1,365.29	\$ 1,324.52	\$ 1,377.50
Employee/Child	9	\$ 1,007.41	\$ 1,047.71	\$ 1,016.42	\$ 1,057.08
Employee/Children	6	\$ 1,007.41	\$ 1,047.71	\$ 1,016.42	\$ 1,057.08
Employee/Spouse/ C	0	\$ 1,692.36	\$ 1,760.05	\$ 1,707.49	\$ 1,775.79
Family	52	\$ 1,692.36	\$ 1,760.05	\$ 1,707.49	\$ 1,775.79

**Caveats:**

•Our renewal offer is contingent upon the parameters outlined in this renewal. It is important to note that deviations from these assumptions may result in additional charges and/or adjustments in our quote.

•If you change benefits on or after your group's renewal date, the change(s) will not take effect until the first of the month following 60 calendar days after the date CommunityCare was notified of the change(s).

Please check the box below, then sign and date the form. Fax the completed form to (918) 879-4083 or email the form to your CommunityCare Account Manager no later than 04/05/18



I elect to renew with our current plan as indicated above.

Signature

Date

PROVISIONAL RATES NOT FINAL - FOR DEMONSTRATION PURPOSES ONLY

Group: The City of Sapulpa  
 Product: PPO  
 Group Number(s): C05208  
 Renewal Date: May 1, 2018

Current Plan:		In-Force Plan Current		In-Force Plan Proposed Renewal		In-Force Plan Current		In-Force Plan Proposed Renewal	
PPO		Fundamental 70/2500, Select, RX \$0/15/40/70/160 2 x mo		Fundamental 70/2500, Select, RX \$0/15/40/70/160 2 x mo		Fundamental 70/2500, Standard, RX \$0/15/40/70/160 2 x mo		Fundamental 70/2500, Standard, RX \$0/15/40/70/160 2 x mo	
	Employees by Tier								
Employee	16	\$ 552.77	\$ 574.88	\$ 619.48	\$ 644.26	\$ 619.48	\$ 644.26	\$ 619.48	\$ 644.26
Employee/Spouse	7	\$ 1,205.01	\$ 1,253.21	\$ 1,350.44	\$ 1,404.46	\$ 1,350.44	\$ 1,404.46	\$ 1,350.44	\$ 1,404.46
Employee/Child	1	\$ 924.66	\$ 961.65	\$ 1,036.26	\$ 1,077.71	\$ 1,036.26	\$ 1,077.71	\$ 1,036.26	\$ 1,077.71
Employee/Children	3	\$ 924.66	\$ 961.65	\$ 1,036.26	\$ 1,077.71	\$ 1,036.26	\$ 1,077.71	\$ 1,036.26	\$ 1,077.71
Employee/Spouse/ C	0	\$ 1,553.42	\$ 1,615.56	\$ 1,740.91	\$ 1,810.55	\$ 1,740.91	\$ 1,810.55	\$ 1,740.91	\$ 1,810.55
Family	9	\$ 1,553.42	\$ 1,615.56	\$ 1,740.91	\$ 1,810.55	\$ 1,740.91	\$ 1,810.55	\$ 1,740.91	\$ 1,810.55
Monthly Premium:		\$ 34,958.81	\$ 36,357.16	\$ 39,177.99	\$ 40,745.11	\$ 39,177.99	\$ 40,745.11	\$ 39,177.99	\$ 40,745.11
Rate Action:			4.00%		4.00%		4.00%		4.00%

Caveats:

- Our renewal offer is contingent upon the parameters outlined in this renewal. It is important to note that deviations from these assumptions may result in additional charges and/or adjustments in our quote.
- If you change benefits on or after your group's renewal date, the change(s) will not take effect until the first of the month following 60 calendar days after the date CommunityCare was notified of the change(s).

Please check the box below, then sign and date the form. Fax the completed form to (918) 879-4083 or email the form to your CommunityCare Account Manager no later than 04/05/18



I elect to renew with our current plan as indicated above.

Signature

Date



**AGENDA ITEM**

**Administration 10.F.**

**City Council Regular**

**Meeting Date:** March 19, 2018

**Submitted For:** Bobby Petitt, Water Treatment Supervisor

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

**Department:** Water Treatment

**Presented By:** Bobby Petitt

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**SUBJECT:**

Discussion and possible action regarding Change Order No. 1 to the Agreement with Houchin Electric Co. Inc. for electrical renovations at the water pump station in the amount of \$15,156.00.

**BACKGROUND:**

This change order comes at the request of the contractor, Houchin Electric, and the engineers, Lee & Browne. The requested work will eliminate mechanical splices in existing main feeders and eliminate junction in existing motor control box and remove existing wireway under existing MDP. This will correct code violations that were not visible until after work had begun at the site. For further information, please see attachments.

**RECOMMENDATION:**

Staff recommends Council approve Change Order No. 1 and authorize Mayor to execute same.

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**Fiscal Impact**

**Amount:** \$15,156.00

**To be paid from:** G.O. Bond Fund

**Account number:** 83-576-405B

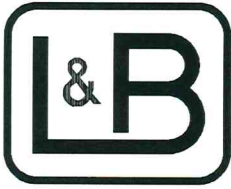
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**Attachments**

Lee & Browne Field Report

Change Order No. 1

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**Lee & Browne**  
Consulting Engineers, Inc.  
1207 South Sheridan Road  
Tulsa, OK 74112-5405  
(918) 836-0271

L&B Job #6271

## **ELECTRICAL RENOVATIONS - FIELD OBSERVATION REPORT**

WATER PUMP STATION, SAPULPA, OKLAHOMA

OBSERVATION NUMBER: E2

OBSERVATION DATE AND TIME: December 29, 2017 08:30-09:30 (approx.)

REPORT ISSUE DATE: January 8, 2018

OBSERVED BY: Frank Broostin

### OBSERVATIONS:

The purpose of this site visit was to review work progress.

While on-site, I noticed that there were cast "FS" style boxes and cast conduit tees being installed indoors where standard 1900 boxes could be used. The method being used is acceptable, but is not required.

The bolted front trim on existing panel MDP was removed when I arrived on site, which allowed observation of existing conditions that were not seen during design. There is a code violation in the way that the MDP neutral-ground bond is installed. Houchin will need to install a new neutral-ground jumper, #4/0 copper THHN in panel MDP.

The south section of the existing motor control center "MCC" will need to stay in place as a pullbox because the existing service entrance conductors pass thru the bottom portion of this equipment. This project does not change the service entrance conductors.

A question came up regarding the quantity of conduits from the Telemetry/Control Panel to the field devices as shown on detail 1 of drawing ED-1. I spoke with Chris Schuermann about the conductors and conduits needed. According to the Belden conduit fill calculator, the following quantities of cables can be combined:

- (4)-Belden 8719 in 1" RMC
- (8)-Belden 8719 in 1-1/4" RMC
- (10)-Belden 8719 in 1-1/2" RMC
- (17)-Belden 8719 in 2" RMC
- (25)-Belden 8719 in 2-1/2" RMC

Do not install twisted pair conductors, even if shielded, in same raceway system with the #14THHN control conductors. Use NEC conduit fill tables to determine how many #14THHN can be combined in a shared conduit. This means that the

#14THHN conductors can be grouped with more in a shared conduit than is shown on the plans.

The Contractor shall review the following suggestions and provide price for the revisions for consideration:

1. Panel MDP has several feeders and service conductors that occupy much of the "gutter" space in the panel. Also, the new automatic transfer switch could be better utilized if the existing portable generator tap box was connected to the ATS emergency lugs. Therefore, I recommend the following:
  - a. The existing cables and conduits from MDP to the portable tap box be removed.
  - b. The interior back panel of the portable tap box be rotated 180 degrees.
  - c. An insulated lug block, similar to existing, be added in the portable tap box for neutral conductors.
  - d. Use the factory solid neutral that is provided in the new ATS for "emergency" and "normal" power source neutral connection. No neutral conductors are necessary on the load side of the ATS, so that feeder will remain as specified.
  - e. Build (4)-parallel 3" C. each with (3)-350kcm, (1)-#4/0N, (1)-#4/0G from portable tap box to ATS "emergency lugs".
  - f. Revise feeder from 1200 amp circuit breaker in MDP to add neutral conductors. New feeder would be (4)-parallel 3" C. each with (3)-350kcm, (1)-#4/0N, (1)-#4/0G.

The floor plan arrangement drawing that was sent from Mark Marshal at Houchin to Frank Broostin at Lee and Browne on December 6. That sketch was commented on by email on the same day as having a potential rear access problem. The ASCO submittal for the ATS indicates rear access is recommended, but the Houchin sketch has the ATS backed up to a wall. Today, I called the local ASCO rep, Automatic Engineering, and they said that rear access is indicated so that the feeder conductors can be installed and connections made to the factory lugs. However, the side panels on the ATS cabinet can be removed to gain access instead of the rear at the option of the Contractor. Houchin needs to review the equipment information and provide an updated sketch. I recommend that Houchin do one of the following:

Option 1: Rearrange the equipment to provide rear access to the ATS.

Option 2: Install the ATS with back a few inches from the wall and provide side access to remove panels, install feeder conductors and terminate conductors. If this option is chosen, do not install conduits thru the side panels of the ATS because that will make side panel removal impractical.



## WORK DIRECTIVE CHANGE

DATE: January 26, 2018 WDC. NO. 1

PROJECT: Electrical Renovations Water Pump Station, Sapulpa, OK.  
 OWNER: City of Sapulpa  
 ENGINEER: Lee & Browne Inc.  
 CONTRACTOR: Houchin Electric Co., Inc.

The following work or other items are requested for acceleration in accordance with Change Order No. Replace main service feeders from outside junction box to existing MDP main breaker. Remove feeders to generator junction box and replace lugs in junction box. Remove conduit from generator box to new automatic transfer switch.

Justification or Goal: 1) Eliminate mechanical splices in existing main feeders.  
2) Eliminate junction in existing motor control box, remove existing 8x8 wireway under existing MDP.

Date to begin work: \_\_\_\_\_

	COST				TOTAL TO DATE	
	ESTIMATED		ACTUAL			
Materials	\$4,960.00			Previous WDC		
Labor	\$6,500.00					
Other						
Overhead (1%)	\$1,719.00			Total w/this request (Est)		
Subtotal	\$13,179.00					
Profit (15%)	\$1,977.00			Total (Actual)		
TOTAL	\$15,156.00					

REQUESTED BY: Houchin Electric Co., Inc.  
 CONTRACTOR

RECOMMENDED BY: [Signature], President, Lee & Browne  
 ENGINEER

AUTHORIZED BY: \_\_\_\_\_ OWNER

Note: Attach additional backup sheets as required.



**AGENDA ITEM**

**Administration 10.G.**

**City Council Regular**

**Meeting Date:** March 19, 2018

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

**Department:** Finance

**Presented By:** Pam Vann

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**SUBJECT:**

Discuss and possible action regarding a Resolution of the City of Sapulpa, Oklahoma, amending the FY 2017-2018 Fire Cash Fund annual budget by increasing appropriations by \$9,890.00 to conduct a Fire Department Master Station Location Analysis.

**BACKGROUND:**

During the public safety study conducted by McGrath Consulting Group, Inc. it was determined that the current locations of the City's four fire stations were not ideal. McGrath will conduct a comprehensive facility location study to identify the most advantageous location for emergency responses as well as the most cost-effective means of accomplishing that goal.

**RECOMMENDATION:**

Staff recommends approval of the resolution.

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**Attachments**

Fire Cash Fund Resolution 031918

Fire Cash Fund Budget Adjustment 031918

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

A RESOLUTION OF THE CITY OF SAPULPA, OKLAHOMA, AMENDING THE FY 2017-2018 FIRE CASH FUND ANNUAL BUDGET BY INCREASING APPROPRIATIONS BY \$9,890.00 TO CONDUCT A FIRE DEPARTMENT MASTER STATION LOCATION ANALYSIS.

**WHEREAS**, it was identified in the Public Safety Study by McGrath Consulting Group that the City's four fire stations were not in the most advantageous locations for emergency responses, and

**WHEREAS**, McGrath will provide a complete comprehensive facility location study for a cost of \$9,890.00 which was not included in the FY 2017-2018 budget,

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

**FIRE CASH FUND**

(Increase) 40-540-311 Professional Services	<u>\$9,890.00</u>
Total Appropriation Increase:	\$9,890.00

**PASSED BY THE CITY COUNCIL FOR THE CITY OF SAPULPA, OKLAHOMA** and signed by the Mayor this 19th day of March 2018.

\_\_\_\_\_  
Reg Green, Mayor

ATTEST:

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

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

# BUDGET TRANSFER REQUEST

<b>DEPARTMENT</b>	<b>Department Head Signature</b>	<b>Date Requested</b>
Fire Sales Tax		3/19/2018

to provide funds for a Fire Department Master Station Location Analysis

**RESOLUTION #**

Account #	Account Name	Amount Budgeted	Amount of Increase	Amount of Decrease	Adjusted Budget
40-540-311	Professional Services	\$0	\$9,890		\$9,890

<b>Date Approved</b>	<b>Finance Director</b>	<b>Date Rejected</b>	<b>Reason</b>

<b>Date Approved</b>	<b>City Manager</b>	<b>Date Rejected</b>	<b>Reason</b>

**FY 17-18**

**Transfer #: 17-**



**AGENDA ITEM**

**Administration 10.H.**

**City Council Regular**

**Meeting Date:** March 19, 2018

**Submitted For:** Nikki White, Urban Development Director

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

**Department:** Planning & Development

**Presented By:** Nikki White

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**SUBJECT:**

Discussion and possible action regarding a Resolution of the City of Sapulpa, Oklahoma, Requesting 2018 Community Development Block Grant (CDBG) Assistance from the Tulsa County Urban County Program for \$130,995.00 for the Downtown Stormwater Project.

**BACKGROUND:**

This Resolution affirms the City of Sapulpa's desire to obtain 2018 Community Development Block Grant (CDBG) funding to expanding the stormwater drainage system inlets at the intersection of Dewey Avenue and Park Street to alleviate stormwater flooding issues.

**RECOMMENDATION:**

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

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**Attachments**

Resolution

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RESOLUTION \_\_\_\_\_

A RESOLUTION OF THE CITY OF SAPULPA, OKLAHOMA, REQUESTING 2018 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ASSISTANCE FROM THE TULSA COUNTY URBAN COUNTY PROGRAM FOR \$130,995.00 FOR THE DOWNTOWN STORMWATER PROJECT.

**WHEREAS**, the Housing and Community Development Act of 1974, as amended (24 U.S.C. 93-383 et seq.), (the "Act"), provides that Community Development Block Grant, ("CDBG"), funds may be used for the support of activities that provide decent housing and suitable living environments and expanded economic opportunities principally for persons of low- and moderate-income; and,

**WHEREAS**, CDBG Regulations 24 CFR 570.307(a) allow counties having a total combined population of 200,000 or more from the unincorporated areas and participating incorporated areas to qualify as an urban county; and,

**WHEREAS**, Title I of the Housing and Community Development Act of 1974, Public Law 93-383, as amended, authorized the Secretary of Housing and Urban Development, as a representative of the United States of America, to grant to Tulsa County funds and administrative responsibility for the Tulsa County CDBG Urban County program; and

**WHEREAS**, a Cooperation Agreement between Tulsa County and the City has been executed for the purpose of participation in the Tulsa County Urban County Community Development Block Grant Program for Federal Fiscal Years 2018-2019; and,

**NOW THEREFORE, BE IT RESOLVED** by the Mayor and the City Council that the City of Sapulpa desires to obtain assistance in addressing community development needs and hereby requests the Tulsa County CDBG Urban County program to provide assistance.

**NOW THEREFORE, BE IT FURTHER RESOLVED** by the City Council that the City of Sapulpa affirms its commitment to take all action within its power to facilitate the receipt of the assistance of community development funds, and upon receipt to administer said grant by the rules and regulations established by the United States of America, the State of Oklahoma, Tulsa County and all empowered agencies thereof.

**PASSED AND ADOPTED** in regular session this \_\_\_\_ day of \_\_\_\_\_, 2018, in compliance with the Open Meeting Act, 25 O.S. §§ 301- 314 (2001).

\_\_\_\_\_  
Reg Green, Mayor

Attest:  
Subscribed and sworn to before me \_\_\_\_\_, 2018

\_\_\_\_\_  
Clerk Signature