

SAPULPA CITY COUNCIL MEETING

CITY HALL - 425 EAST DEWEY AVENUE

COUNCIL CHAMBERS, 2ND FLOOR

7:00 P.M., MONDAY, APRIL 16, 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 16th day of April, 2018, 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 minutes of the April 2, 2018, regular city council meeting.
6. **APPOINTMENTS, AWARDS, PRESENTATIONS, AND PROCLAMATIONS.**
7. **CONSENT ITEMS:** All matters under “Consent” are considered by the City Council to be routine and will be enacted by one motion. Any City Council member may, however, remove an item from consent by request.
 - A. Consider approving Claims in the amount of \$549,058.16
 - B. Consider approving Prepaid Claims in the amount of \$350.00.

8. PUBLIC HEARINGS.

9. COMMUNITY DEVELOPMENT.

- A.** Discussion and possible action regarding an Ordinance Amending the Zoning Ordinance of the City of Sapulpa; Changing the Zoning District of Land Located at 1005 East Pfendler Avenue, City of Sapulpa, Creek County, State of Oklahoma, from RS-3 (Residential Single Family) to RD (Residential Duplex), per SAZ-946; 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.
- B.** Discussion and possible action regarding an Ordinance Amending the Zoning Ordinance of the City of Sapulpa; Changing the Zoning District of Land Located at 216 South Main Street, City of Sapulpa, Creek County, State of Oklahoma, from OM (Office Medium Intensity) to CS (Commercial Shopping Center), per SAZ-947; 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 an Ordinance Amending the Zoning Ordinance of the City of Sapulpa; Changing the Zoning District of Land Located at 826 & 830 South Watchorn Street and 1303 East Taft Avenue, City of Sapulpa, Creek County, State of Oklahoma, from RS-3 (Residential Single Family High Density) to OL (Office Low Intensity), per SAZ-948; 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.
- D.** Discussion and possible action regarding SUP-018, application for a Specific Use Permit, to the Muscogee Creek Nation to allow a Church at 875 McDonald Road.

10. ADMINISTRATION.

- A.** Discuss and possible action regarding Resolution Contract/Agreement Renewal of CDBG FY 2016 and FY 2017 Contracts with Tulsa County Urban County Community Development Block Grant (CDBG).
- B.** Discuss and possible action regarding a resolution of the City of Sapulpa, Oklahoma, amending the FY 2017-2018 annual budget by increasing revenues and appropriations in the Library Fund for the purpose of recognizing funds received from donations in the amount of \$6,031.00 and appropriating such funds to be used in connection with the summer reading program.

- C. Discuss and possible action regarding Amendment No. 1 to Professional Services Agreement with Tetra Tech, Inc. for Continued Construction Administration services for the Dewey Avenue Connection wastewater line project in the amount of \$5,400.00.
 - D. Presentation and discussion of Sapulpa's Comprehensive Annual Financial Report and Independent Auditor's Reports for Fiscal Year Ended June 30, 2017.
11. **NEW BUSINESS.** (Items that were not known about at the time of posting the agenda.)
12. **INFORMATIONAL ITEMS FROM MAYOR, CITY COUNCIL, CITY MANAGER, OR CITY ATTORNEY.**
13. **PUBLIC COMMENTS.** The purpose of the Public Comments Section of the Agenda is for members of the public to speak to the City Council on any subject not scheduled on the Regular Agenda. City Council shall make no decision or action, except to direct the City Manager to take action, or to schedule the matter for City Council discussion at a later date.
Please come to the podium when the Mayor calls your name and keep your comments as brief as possible.
14. **EXECUTIVE SESSION.**
15. **ADJOURNMENT.**

Posted this 13th day of April, 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: April 16, 2018

Submitted By: Shirley Burzio, City Clerk

Department: City Clerk

Presented By:

SUBJECT:

Consider approving minutes of the April 2, 2018, regular city council meeting.

BACKGROUND:

RECOMMENDATION:

Attachments

minutes.04-02-2018 city draft

DRAFT

CITY OF SAPULPA, OKLAHOMA
COUNCIL PROCEEDINGS
Meeting of April 2, 2018

The City Council of Sapulpa, Oklahoma, met in regular session Monday, April 2, 2018, at 7:00 o'clock P.M. in the City Hall Council Chambers, 425 East Dewey Avenue, Sapulpa, Oklahoma.

Present: Reg Green, Mayor
Louis Martin, Jr., Vice-Mayor
John Anderson, Councilor
Marty Cummins, Councilor
Wes Galloway, Councilor
Craig Henderson, Councilor
Alan Jones, Councilor
Hugo Naifeh, Councilor
Charles Stephens, Councilor

Absent: Carla Stinnett, Councilor

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

1. INVOCATION.

The invocation was given by Mrs. Mary Walters.

2. PLEDGE OF ALLEGIANCE.

Mayor Reg Green led the Pledge of Allegiance.

3. MINUTES AND CONSENT ITEMS.

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

- A.** Approve the minutes of the March 19, 2018, regular city council meeting;
- B.** Approve claims in the amount of \$169,470.15.

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

4. APPOINTMENTS, AWARDS, PRESENTATIONS, AND PROCLAMATIONS.

- A.** Motion was made by Councilor Charles Stephens, seconded by Councilor John Anderson, to approve a proclamation declaring the month of April 2018 as Sapulpa Arts Month in the City of Sapulpa, Oklahoma.

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

Mayor Reg Green presented the proclamation to members of Sapulpa Arts.

5. ADMINISTRATION.

- A.** Motion was made by Councilor Marty Cummins, seconded by Councilor Wes Galloway, to approve the agreement with McGrath Consulting Group, Inc., to conduct a Fire Department Master Station Location Analysis for the City of Sapulpa.

ROLL CALL: AYE-John Anderson, Marty Cummins, Wes Galloway, Reg Green, Craig Henderson, Louis Martin, Hugo Naifeh, Charles Stephens. NAY-Alan Jones. Motion carried 8-1.

- B.** Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Marty Cummins, to approve the adoption of 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. (Resolution No. 4524)

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

- C.** Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Marty Cummins, to approve the adoption of a Resolution authorizing participation in the Oklahoma Municipal Assurance Group (OMAG) Recognition Program. (Resolution No. 4525)

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

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

- A.** Sapulpa Main Street Profit & Loss Status Reports for January through December 2017 and January through February 2018 were presented for review and discussion only. There was no action taken by the board.

7. **PUBLIC COMMENTS.**

There were no comments made to the council.

8. **ADJOURNMENT.**

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

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

Mayor

Attest:

City Clerk



Consent Agenda 7.A.

City Council Regular

Meeting Date: April 16, 2018

Submitted By: Amber Fisher, Accounts Payable Clerk

SUBJECT:

Consider approving Claims in the amount of \$549,058.16

Attachments

Claims List 4-16-18

FUND: 10 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
122148	99-10116	HYATT CORP, AS AGENT OF HOTLODGING FOR SEMINAR		4/2018	FOREMAN 4/21/18	718.02
120491	99-10143	PERDUE, BRANDON, FIELDER, CCOLLECTION SERVICE-COURT		4/2018	3/1-3/31/18 120491	6,377.28
121195	99-10160	MERRIFIELD OFFICE SOLUTIONSMISC OFFICE SUPPLIES		4/2018	0142584-001	55.67
122683	99-10160	MERRIFIELD OFFICE SOLUTIONSPAPER		4/2018	0141717-001	58.80
122687	99-10160	MERRIFIELD OFFICE SOLUTIONSTRASH BAGS		4/2018	0141716-001	87.54
122696	99-10160	MERRIFIELD OFFICE SOLUTIONSMISC JANITORIAL SUPPLIES		4/2018	0142852-001	230.79
122953	99-10160	MERRIFIELD OFFICE SOLUTIONSMISC OFFICE/JAN SUPPLIES		4/2018	0142242-001	59.97
122650	99-10235	HULETT, MARK	MEAL REIMBURSEMENTS	4/2018	4/4/18 122650	12.00
122359	99-10240	VIEWU LLC	BODY CAMERA	4/2018	28273	4,533.75
122643	99-103	ONG	FEB 2018 GAS CHARGES	4/2018	FEB 2018 122643	3,061.76
122348	99-10326	ELDER, JEFF	MEAL REIMBURSEMENT	4/2018	4/2-6/18 122348	60.00
122243	99-10355	CIRCLE C CONSULTING LLC	2 CASES-NON STERILE GLOVE	4/2018	916	123.80
120721	99-10395	AUBREY WEATHERFORD	MONTHLY SOCIAL MEDIA FEE	4/2018	SAP0418	500.00
122236	99-10488	ADMIRAL EXPRESS LLC	MISC JANITORIAL SUPPLIES	4/2018	1944065-0	253.73
122902	99-10488	ADMIRAL EXPRESS LLC	MISC JANITORIAL SUPPLIES	4/2018	1951780-0	185.75
122954	99-10488	ADMIRAL EXPRESS LLC	TOILET PAPER/PAPER TOWELS	4/2018	1949651-0	51.98
121383	99-10547	BEASLEY TECHNOLOGY INC	ANTI-VIRUS PROTECTION	4/2018	3008830	915.00
121384	99-10547	BEASLEY TECHNOLOGY INC	BACKUP & INSTALLATION	4/2018	3008970	225.00
121386	99-10547	BEASLEY TECHNOLOGY INC	MONTHLY COMPUTER MAINT	4/2018	3009064A	2,250.00
122379	99-10547	BEASLEY TECHNOLOGY INC	HDMI/DISPLAY ADAPTER	4/2018	3008919	36.00
122602	99-10632	LAWTON LODGING LLC	LODGING FOR FIRE TRAINING	4/2018	110837 A TAYLOR D	364.00
122665	99-10639	PATEL & PATEL LLC	LODGING FOR TRAINING	4/2018	ARNOLD 4/27/18	95.41
122817	99-10644	ANDAX INDUSTRIES LLC	SURVIVOR LIGHT	4/2018	130592	483.00
122904	99-10648	STEVEN W KENNEDY	REPAIR DRYER	4/2018	3781	192.00
122129	99-1206	REASOR'S INC.	FOOD FOR PRISONERS	4/2018	9522 3/2/18	334.23
122345	99-1206	REASOR'S INC.	DOG FOOD	4/2018	2240 3/1/18	31.16
122426	99-1206	REASOR'S INC.	FOOD FOR STUDY SESSIONS	4/2018	9817 3/5/18	39.51
122652	99-1206	REASOR'S INC.	FOOD FOR PRISONERS	4/2018	0287 3/9/18	532.35
120360	99-161	CREEK COUNTY RURAL WTR #4	SEWER FOR STAT 4	4/2018	741 2/26-3/28/18	90.00
120948	99-1992	JOHN DEERE FINANCIAL ACCT#5	MISC BOLTS, ROPE, ETC	4/2018	E83240/2 3/2/18	8.97
122381	99-2576	OKLAHOMA MUNICIPAL LEAGUE	ISPRING CONFERENCE	4/2018	D WIDDOES 4/13/18	75.00
122910	99-2922	OFFICE DEPOT CREDIT PLAN	KEYBOARD CASE	4/2018	011988 4/11/18	74.99
120022	99-3633	PUBLIC SERVICE COMPANY OF	OMONTHLY FEE-STORM SIREN	4/2018	953681117 3/27/18	11.96
122549	99-3707	O'REILLY AUTOMOTIVE INC	SOFTWARE UPGRADE	4/2018	153-496844	829.99
123003	99-3707	O'REILLY AUTOMOTIVE INC	FUEL PUMPS	4/2018	153-497712	302.16
120964	99-3822	TYLER TECHNOLOGIES, INC	W2 ELEC FILING	4/2018	025-218243	800.00
122928	99-3842	BURZIO, SHIRLEY	REIMBURSEMENT FOR PHONE	4/2018	002182 4/2/18	38.29
122332	99-3977	RANDY ARNOLD	MEAL REIMBURSEMENT	4/2018	4/5/18 122332	12.00
120789	99-4183	UPTOWN SAPULPA ACTION, INC.	CONTRACT W/ MAIN ST	4/2018	APRIL 2018 120789	2,500.00
120394	99-4269	CREEK COUNTY RURAL WTR #3	WATER BILL-GUN RANGE	4/2018	33975 2/15-3/19/18	24.00
122644	99-4700	COX COMMUNICATIONS	MARCH 2018 PHONE CHARGES	4/2018	0672011101 3/31/18	10,666.44
122818	99-4743	B & M OIL COMPANY, INC.	BAGS FOR FLOOR DRY	4/2018	0469616-IN	297.00
122693	99-4779	CITY WIDE PLUMBING, INC.	BROKEN PIPE	4/2018	4731	115.00
122234	99-5388	OFFICE DEPOT 25022426	MISC OFFICE SUPPLIES	4/2018	122118908001	87.18
122499	99-5388	OFFICE DEPOT 25022426	MISC OFFICE SUPPLIES	4/2018	119023522001	319.35
122669	99-5388	OFFICE DEPOT 25022426	COPY PAPER/LABELS	4/2018	117673528001	344.46
120737	99-6477	WEST PUBLISHING CORPORATION	WESTLAW SUBSCRIPTION	4/2018	837949782	533.26
120443	99-6554	PITNEY BOWES INC	MONTHLY POSTAGE FEES	4/2018	3/29/18 120443	1,000.00
120526	99-7011	LOWE'S HOME CENTERS, INC.	FILTER FOR FRIDGE-CITY	4/2018	15056 4/11/18	65.12
122382	99-7612	SUBWAY, INC	FOOD FOR COUNCIL TRAINING	4/2018	0826	18.18

FUND: 10 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
122952	99-7719	MID-WEST PRINTING COMPANY	CITY ENVELOPES	4/2018	54108	80.00
120156	99-7868	WESTLAKE HARDWARE INC	MISC JANITORIAL SUPPLIES	4/2018	8136655	93.22
121978	99-7868	WESTLAKE HARDWARE INC	MISC EQUIP-BLDG MAINTENAN	4/2018	8136654	22.77
121409	99-7926	SIMPLEX GRINNELL LP	ANNUAL INSPECTIONS	4/2018	20118934	234.00
122804	99-7957	OKLAHOMA WHOLESALE OVERHEADOPERATOR MOTOR		4/2018	58783	493.12
122614	99-8016	NORTHERN SAFETY COMPANY	INSAFETY HELMET	4/2018	902871062	258.46
122364	99-8074	SPECIAL OPS UNIFORMS, INC	REPLACE DAMAGED ITEMS	4/2018	782630	87.99
122330	99-8216	HILAND DAIRY FOODS CO.LLC	MILK FOR PRISONERS	4/2018	9065823	120.00
122303	99-8374	TRIKNTRUX	STEP BAR/CARGO NET	4/2018	15888	225.00
122626	99-8409	DTECH COMPUTERISTS, INC	REPAIR PRINTER	4/2018	2792	245.00
121170	99-8434	FLEETCOR TECHNOLOGIES d/b/aCNG		4/2018	NP52965808	148.98
120361	99-8469	SAPULPA RURAL WATER	WATER USAGE STAT 4	4/2018	48003 2/16-3/16/18	66.50
122671	99-8497	APPLIED CONCEPTS	POWER CORD FOR RADAR	4/2018	324746	79.00
122697	99-8606	KAPS TOWING LLC	TOW VEHICLE	4/2018	12616	104.50
122350	99-8627	SNELSON, DAVID	MEAL REIMBURSEMENT	4/2018	4/2-6/18 122350	60.00
120322	99-8817	DE LAGE LANDEN PUBLIC FINANLEASE	COPIERS/PRINTERS	4/2018	58675399	2,327.00
120327	99-8817	DE LAGE LANDEN PUBLIC FINANCOPIER/PRINTER LEASE		4/2018	58668509	150.00
122436	99-8916	SOCIETY FOR HUMAN RESOURCE MEMBERSHIP DUES		4/2018	5/1-4/30/19 111641	209.00
122613	99-8936	CONRAD FIRE EQUIPMENT, INC.	MISC PARTS-VEHICLE MAINT	4/2018	526330	141.10
122349	99-9158	HEDGES, JASON	MEAL REIMBURSEMENT	4/2018	4/2-6/18 122349	60.00
120315	99-9288	ADVANCE ALARMS, INC	ALARM FOR GARAGE	4/2018	1609058	25.00
122900	99-9666	OKLAHOMA KENWORTH dba MHC	KBRAKE REPAIR E4	4/2018	R00483700191903	1,324.84
119559A	99-9801	LEXISNEXIS RISK DATA MANAGE	PROPERTY LOOK UP	4/2018	1519676-20180331	100.00
119412	99-9859	VERIZON WIRELESS SERVICES	LDATA PLAN BLDG INSP IPAD	4/2018	9804302321A	40.01
120147	99-9859	VERIZON WIRELESS SERVICES	LWIRELESS CHARGES FOR IPAD	4/2018	9804302321	400.10
119796	99-9920	FLEXPLAN ADMINISTRATORS,	INSECTION 125 PLAN	4/2018	042018-68	90.00
120036	99-9996	ALLIANCE MAINTENANCE, INC.	JANITORIAL SERVICES	4/2018	102353	1,595.00
120446	99-9996	ALLIANCE MAINTENANCE, INC.	JAN SRVCS-CITY HALL/ANNEX	4/2018	102357	947.50
FUND TOTAL:						49,809.94

FUND: 20 - SMA-AUTHORITY FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
122953	99-10160	MERRIFIELD OFFICE SOLUTIONS	MISC OFFICE/JAN SUPPLIES	4/2018	0142242-001	59.99
122752	99-10282	UNITED RENTALS (NORTH AMERI	PUMP RENTAL	4/2018	155359297-001	1,160.16
122643	99-103	ONG	FEB 2018 GAS CHARGES	4/2018	FEB 2018 122643	2,418.94
120237	99-10302	LAMPTON WELDING SUPPLY CO,	TANK RENTAL	4/2018	880662	15.86
120288	99-10302	LAMPTON WELDING SUPPLY CO,	CHEMICAL BOTTLE RENTALS	4/2018	880663	25.72
122754	99-10451	NCH CORPORATION	DIESEL PRESERVATIVE	4/2018	3077828	179.95
122954	99-10488	ADMIRAL EXPRESS LLC	TOILET PAPER/PAPER TOWELS	4/2018	1949651-0	51.98
121383	99-10547	BEASLEY TECHNOLOGY INC	ANTI-VIRUS PROTECTION	4/2018	3008830	915.00
121384	99-10547	BEASLEY TECHNOLOGY INC	BACKUP & INSTALLATION	4/2018	3008970	225.00
121386	99-10547	BEASLEY TECHNOLOGY INC	MONTHLY COMPUTER MAINT	4/2018	3009064A	2,250.00
121046	99-10558	TECHNICAL PROGRAMMING SERV	PAYMENT FOR BILLING	4/2018	101174	593.56
121067	99-10628	DALE & LEE'S SERVICE INC	REPLACE HVAC-SRWCS STATIO	4/2018	18-250	2,270.00
122467	99-1443	BRENNTAG SOUTHWEST, INC.	BRENPHOS CHEMICALS	4/2018	BSW947933	1,693.82
121047	99-1992	JOHN DEERE FINANCIAL ACCT#5	GLOVES	4/2018	E93496/2 3/20/18	15.96
121741	99-1992	JOHN DEERE FINANCIAL ACCT#5	MISC PARTS FOR PLANT	4/2018	E81783/2 2/27/18	82.75
119369	99-3593	CITY OF TULSA	METER CONNECT FEE-POLSON	4/2018	103688966 3/23/18	235.11
120317	99-3633	PUBLIC SERVICE COMPANY OF	OSRWCS ELEC SERVICE	4/2018	956777592 3/27/18	5,792.19
120706	99-3908	VERDIGRIS VALLEY ELEC COOP	SWRCS ELECTRIC	4/2018	262110320 2-4/2/18	12.94

FUND: 20 - SMA-AUTHORITY FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
120234	99-4112	ACCURATE ENVIRONMENTAL INC.	DEQ REQUIRED TESTING	4/2018	AC30005	135.00
121731	99-4112	ACCURATE ENVIRONMENTAL INC.	IN HOUSE TESTING	4/2018	SU27988	437.22
122075	99-4112	ACCURATE ENVIRONMENTAL INC.	Q1 TESTING-INFL/EFFL	4/2018	AC14040	2,860.00
122976	99-4112	ACCURATE ENVIRONMENTAL INC.	D WATER CLASSES-THRASHER	4/2018	S14022	230.00
122975	99-4819	ODEQ	CLASS D LICENSE-THRAMER	4/2018	OE 4536059	62.00
119596	99-4936	WASTE MANAGEMENT OF TEXAS,	YEARLY TRASH COLLECTION	4/2018	2196006 / 2196522	112,127.55
120997	99-5250	ENVIRONMENTAL RESOURCE ASSO	2018 PT STANDARDS FOR LAB	4/2018	857461	1,068.74
122499	99-5388	OFFICE DEPOT 25022426	MISC OFFICE SUPPLIES	4/2018	119023522001	6.49
120449	99-6528	UNIFIRST HOLDINGS, INC.	YEARLY UNIFORM LEASE	4/2018	8241468358	188.19
122926	99-6671	SAPULPA AREA CHAMBER OF COM	CONTRACT-PRIDE IN SAPULPA	4/2018	APRIL 2018 122926	2,500.00
120984	99-7330	L & L CONSTRUCTION, INC.	REPAIR DAMAGED HANDRAILS	4/2018	3537	7,500.00
121409	99-7926	SIMPLEX GRINNELL LP	ANNUAL INSPECTIONS	4/2018	20118934	234.00
120324	99-7994	BANCFIRST	SMA UTIL REV BOND REF 12	4/2018	SERIES2012 4/4/18	137,220.84
120238	99-7998	AMERICAN ENVIRONMENTAL LAND	SLUDGE DISPOSAL FEE	4/2018	8678	2,200.02
122461	99-8128	HAYNES EQUIPMENT COMPANY LL5	REPAIR KITS	4/2018	8119184-IN	265.88
121170	99-8434	FLEETCOR TECHNOLOGIES d/b/ac	NG	4/2018	NP52965808	157.87
121424	99-8493	MESHEK & ASSOCIATES, P.L.C.	WEB BASED GIS DATA VIEWER	4/2018	5416	769.29
123001	99-8539	CROW BURLINGAME COMPANY	AIR/OIL FILTERS/OIL	4/2018	106-5407	124.28
123002	99-8539	CROW BURLINGAME COMPANY	OIL/FILTERS/TUBING KIT	4/2018	106-5535	32.38
121068	99-9788	MATRIX SERVICE INC.	SRWCS WEST-CLEAN OUT	4/2018	214AP13041	3,926.80
120700	99-9859	VERIZON WIRELESS SERVICES	LPHONE @ SKIATOOK RAW WATE	4/2018	9804091507	16.00
120446	99-9996	ALLIANCE MAINTENANCE, INC.	JAN SRVCS-CITY HALL/ANNEX	4/2018	102357	947.50
FUND TOTAL:						291,008.98

FUND: 29 - STORMWATER MANAGEMENT

SUMMARY REPORT

122643	99-103	ONG	FEB 2018 GAS CHARGES	4/2018	FEB 2018 122643	550.98
117466	99-1992	JOHN DEERE FINANCIAL ACCT#5	MISC HAND TOOLS	4/2018	E82211/2 2/28/18	141.32
122955	99-2223	MAXWELL SUPPLY, INC.	LOCATE FLAGS/PAINT	4/2018	457728	127.20
121170	99-8434	FLEETCOR TECHNOLOGIES d/b/ac	NG	4/2018	NP52965808	256.01
FUND TOTAL:						1,075.51

FUND: 30 - STREET & ALLEY

SUMMARY REPORT

123005	99-10146	CHRIS NIKEL'S AUTOHAUS, INCL	LABOR FOR CHECKING TRUCK	4/2018	299447	157.33
122953	99-10160	MERRIFIELD OFFICE SOLUTIONS	MISC OFFICE/JAN SUPPLIES	4/2018	0142242-001	44.98
122643	99-103	ONG	FEB 2018 GAS CHARGES	4/2018	FEB 2018 122643	283.84
122829	99-10534	DRYSDALES INC	SAFETY BOOTS	4/2018	1-01948813 4/2/18	189.99
122632	99-1992	JOHN DEERE FINANCIAL ACCT#5	HAND TOOLS	4/2018	E95055/2 3/23/18	26.96
122825	99-6158	OCT EQUIPMENT, LLC	REPLACE BRUSH-SKID LOADER	4/2018	P19541	706.00
FUND TOTAL:						1,409.10

FUND: 31 - CEMETERY MAINTENANCE

SUMMARY REPORT

122564	99-10065	KUBOTA OF NORTHWEST ARKANSA	TIP FOR TRACTOR	4/2018	P15538	21.80
122643	99-103	ONG	FEB 2018 GAS CHARGES	4/2018	FEB 2018 122643	340.75
122565	99-1775	LIBERTY FLAGS, INC.	AMERICAN FLAGS	4/2018	84882	143.00
122558	99-3707	O'REILLY AUTOMOTIVE INC	EQUIPMENT REPAIRS	4/2018	153-498299	44.39
120449	99-6528	UNIFIRST HOLDINGS, INC.	YEARLY UNIFORM LEASE	4/2018	8241468355	13.28
122560	99-7704	AUTOZONE, INC.	BATTERY	4/2018	0525743366	119.00

FUND: 31 - CEMETERY MAINTENANCE

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
120606	99-8372	SAWYER ENTERPRISES	MOW FLOOD PROPERTY	4/2018	300041118	950.00
121170	99-8434	FLEETCOR TECHNOLOGIES d/b/aCNG		4/2018	NP52965808	17.46
FUND TOTAL:						1,649.68

FUND: 32 - HUNTING & FISHING

SUMMARY REPORT

120583	99-10516	HINSCH MARY	LAKE CARETAKER	4/2018	APRIL 2018 120583	750.00
120710	99-10516	HINSCH MARY	COMMISSION SALES	4/2018	121894	322.50
120720	99-4269	CREEK COUNTY RURAL WTR #3	WATER BILL @SAHOMA LAKE	4/2018	24027 2/23-3/23/18	63.00
120566	99-7876	DEWAYNE MOTE	STOCK CHANNEL CATFISH	4/2018	4/9/18 120566	1,266.00
FUND TOTAL:						2,401.50

FUND: 33 - GOLF COURSE

SUMMARY REPORT

122279	99-10271	STEVE WOLTJER	CLEAN OUT VENT HOOD	4/2018	6038	250.00
122643	99-103	ONG	FEB 2018 GAS CHARGES	4/2018	FEB 2018 122643	412.61
122281	99-10302	LAMPTON WELDING SUPPLY CO,	C02 FOR FOUNTAIN	4/2018	880661	75.01
121866	99-10478	DAVID BLAKE NOWLAND DT NOW	FERTILIZERS FOR GREENS	4/2018	8023	989.00
121867	99-106	SAND SPRINGS SAND & GRAVEL	TOPDRESSING SAND	4/2018	28745	1,973.60
122291	99-175	STANDARD DISTRIBUTING INC	RESTOCK FOR GRILL	4/2018	324554	190.65
121873	99-1992	JOHN DEERE FINANCIAL ACCT#5	HOSES AND TIPS	4/2018	E81229/2 2/26/18	125.74
122730	99-1992	JOHN DEERE FINANCIAL ACCT#5	MARKER DYE & SURFACTANT	4/2018	E89528/2 3/13/18	201.90
122733	99-1992	JOHN DEERE FINANCIAL ACCT#5	MARKER DYE	4/2018	E93062/2 3/19/18	186.92
122734	99-1992	JOHN DEERE FINANCIAL ACCT#5	60 GALLON SPRAYER	4/2018	E93228/2 3/19/18	359.99
122736	99-3707	O'REILLY AUTOMOTIVE INC	GOLF CART BATTERY	4/2018	153-497514	93.69
122278	99-3794	BOTTLING GROUP, LLC	RESTOCK GRILL	4/2018	45742103 4/3/18	348.89
122290	99-4686	ANHEUSER BUSCH SALES-OKLAHO	BEER TO RESTOCK GRILL	4/2018	149915	341.30
122289	99-5267	TITLEIST	HIGH SCHOOL BAGS FOR TEAM	4/2018	905436533	1,299.20
122729	99-5278	R & R PRODUCTS, INC.	MARKERS FOR GREENS	4/2018	CD2216317	884.40
122499	99-5388	OFFICE DEPOT 25022426	MISC OFFICE SUPPLIES	4/2018	119023522001	185.32
120449	99-6528	UNIFIRST HOLDINGS, INC.	YEARLY UNIFORM LEASE	4/2018	8241468360	15.06
122731	99-779	INTERNATIONAL SAFETY, LLC	SPRAY SUITS/RESPIRATORS	4/2018	460751	160.75
122293	99-8442	SYSCO FOODS SERVICES OF OKL	GRILL RESTOCK SUPPLIES	4/2018	126366739	601.83
122296	99-8442	SYSCO FOODS SERVICES OF OKL	SUPPLIES FOR GRILL	4/2018	126378466	345.12
122297	99-8727	PHIL & DONNA GEIGER	REIMBURSE FOR SUPPLIES	4/2018	3/29/18 122297	15.92
122735	99-8951	REGAL CHEMICAL COMPANY	MISC CHEMICALS	4/2018	0458197	746.71
122286A	99-9107	ROGER CLEVELAND GOLF CO,	INSPRING BALL ORDER	4/2018	5350267 SO	427.50
121874	99-9974	BOWERS OIL CO.	DIESEL/UNLEADED	4/2018	33999	747.17
FUND TOTAL:						10,978.28

FUND: 34 - LIBRARY

SUMMARY REPORT

122643	99-103	ONG	FEB 2018 GAS CHARGES	4/2018	FEB 2018 122643	486.50
122864	99-224	US POST OFFICE	MAILOUTS AND CARDS	4/2018	4/11/18 122864	394.80
120105	99-7963	TAMMY YVONNE TALLEY	JANITORIAL SRVCS-LIB ANNE	4/2018	APRIL 2018 120105	345.00
120106	99-7963	TAMMY YVONNE TALLEY	JANITORIAL SRVCS-LIBRARY	4/2018	APRIL 2018 120106	950.00
FUND TOTAL:						2,176.30

FUND: 35 - PARKS & RECREATION

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
122500	99-10086	SWANK MOTION PICTURES, INC	MOVIES IN THE PARK	4/2018	DB 2488981	265.00
122643	99-103	ONG	FEB 2018 GAS CHARGES	4/2018	FEB 2018 122643	1,248.06
122497	99-10412	BH MEDIA GROUP INC	PUBLISH BID-PLAYGROUND	4/2018	I0000457378-0307	87.04
122788	99-141	LOCKE SUPPLY CO.	HOT WATER TANK	4/2018	33949641-00	265.47
122519	99-1992	JOHN DEERE FINANCIAL ACCT#5	MISC TOOLS	4/2018	N11677/2 3/19/18	63.96
121104	99-4700	COX COMMUNICATIONS	CABLE-SENIOR & REC CENTER	4/2018	028122401 3/25/18	39.52
122499	99-5388	OFFICE DEPOT 25022426	MISC OFFICE SUPPLIES	4/2018	119023522001	8.50
120449	99-6528	UNIFIRST HOLDINGS, INC.	YEARLY UNIFORM LEASE	4/2018	8241468359	11.52
122786	99-7070	MO' PIZZA RESTAURANTS, LLC	PIZZA FOR DANCE	4/2018	330182	32.99
121170	99-8434	FLEETCOR TECHNOLOGIES d/b/a	CNG	4/2018	NP52965808	97.55
123004	99-8539	CROW BURLINGAME COMPANY	SPARK PLUGS/COILS	4/2018	106-5575	58.32
120562	99-8545	TITAN COMMERCIAL SERVICES,	JANITORIAL SERVICES-PARKS	4/2018	APRIL 2018 120562	750.00
122784	99-9173	ALL MAINTENANCE SUPPLY, INC	MISC JANITORIAL SUPPLIES	4/2018	67172-01	48.85
120556	99-9288	ADVANCE ALARMS, INC	MONITORING-SENIOR CENTER	4/2018	1608568	25.00
120558	99-9288	ADVANCE ALARMS, INC	ALARM/MONITORING SERVICE	4/2018	1609263	25.00
120552	99-9595	CAMPBELL WENDY	DATA ENTRY-TRACKING PROGR	4/2018	3/16-30/18 120552	345.00
120560	99-9996	ALLIANCE MAINTENANCE, INC.	JANITORIAL SRVCS-BTW CENT	4/2018	102741	875.00
120561	99-9996	ALLIANCE MAINTENANCE, INC.	JANITORIAL SRVCS-SENIOR	4/2018	102740	695.00
FUND TOTAL:						4,941.78

FUND: 36 - SWIMMING POOL

SUMMARY REPORT

122643	99-103	ONG	FEB 2018 GAS CHARGES	4/2018	FEB 2018 122643	21.65
122520	99-10325	CARDIAC SCIENCE CORPORATION	REPLACE AED BATTERY	4/2018	7316076	250.00
122780	99-10652	PADDOCK POOL EQUIPMENT CO	IDRAIN COVER SCREWS	4/2018	1912	20.00
120557	99-9288	ADVANCE ALARMS, INC	ALARM/MONITORING SERVICE	4/2018	1608247	25.00
122504	99-9309	ADOLPH KIEFER & ASSOCIATES,	SUPPLIES FOR LIFEGUARDS	4/2018	730232	156.75
FUND TOTAL:						473.40

FUND: 40 - FIRE CASH

SUMMARY REPORT

122823	99-9702	HAHN APPLIANCE CENTER, INC.	2 WASHERS	4/2018	S1429276	1,658.00
FUND TOTAL:						1,658.00

FUND: 44 - MAJOR THOROFARE

SUMMARY REPORT

120316	99-3633	PUBLIC SERVICE COMPANY OF	OEXPRESSWAY LIGHTS-ELEC	4/2018	959906721 3/27/18	644.95
122950	99-6680	VANCE BROTHERS, INC.	HANDICAP STENCIL	4/2018	IP 26122	45.30
FUND TOTAL:						690.25

FUND: 46 - WATER & SEWER SALES TAX

SUMMARY REPORT

122579	99-10094	JUAN LOZANO	OIL CHANGES FOR VEHICLES	4/2018	34821	72.59
122953	99-10160	MERRIFIELD OFFICE SOLUTIONS	MISC OFFICE/JAN SUPPLIES	4/2018	0142242-001	13.68
122643	99-103	ONG	FEB 2018 GAS CHARGES	4/2018	FEB 2018 122643	373.45
122272	99-10547	BEASLEY TECHNOLOGY INC	ADAPTER FOR COMPUTER	4/2018	3008920	25.00
122702	99-10560	CORE & MAIN LP	MISC STOCK SUPPLIES	4/2018	I497985	333.06
122712	99-10560	CORE & MAIN LP	PIPE & FITTINGS	4/2018	I557666	1,038.00
122716	99-10560	CORE & MAIN LP	MISC STOCK SUPPLIES	4/2018	I594399	345.14
122719	99-10560	CORE & MAIN LP	MISC STOCK ITEMS	4/2018	I639073	207.25

FUND: 46 - WATER & SEWER SALES TAX

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
122706	99-1992	JOHN DEERE FINANCIAL ACCT#5	SLEDGE HAMMER, SHOVEL, ET	4/2018	E82167/2 2/28/18	42.97
122710	99-1992	JOHN DEERE FINANCIAL ACCT#5	SPRAY BOTTLES	4/2018	E86143/2 3/7/18	25.98
121779	99-2926	APAC CENTRAL, INC	TYPE A AGG GRAVEL	4/2018	7001079836	787.64
120449	99-6528	UNIFIRST HOLDINGS, INC.	YEARLY UNIFORM LEASE	4/2018	8241468361	10.64
122724	99-7868	WESTLAKE HARDWARE INC	DUCT TAPE	4/2018	8136718	39.92
121170	99-8434	FLEETCOR TECHNOLOGIES d/b/acng		4/2018	NP52965808	229.37
122722	99-8539	CROW BURLINGAME COMPANY	HOSE FITTINGS	4/2018	106-5867	79.89
123000	99-9572	YELLOWHOUSE MACHINERY CO	OFDOOR SHOCK-BACKHOE	4/2018	320684	42.50
FUND TOTAL:						3,667.08

FUND: 47 - VAC/SPAY/NEUTR ESCRW FUND

SUMMARY REPORT

122659	99-8803	SPAY OKLAHOMA, INC	SPAY & NEUTER	4/2018	3/5-28/18 122659	1,777.50
FUND TOTAL:						1,777.50

FUND: 48 - WATER RESOURCE

SUMMARY REPORT

122702	99-10560	CORE & MAIN LP	MISC STOCK SUPPLIES	4/2018	I497985	472.86
122716	99-10560	CORE & MAIN LP	MISC STOCK SUPPLIES	4/2018	I594399	6,295.82
122719	99-10560	CORE & MAIN LP	MISC STOCK ITEMS	4/2018	I639073	304.32
FUND TOTAL:						7,073.00

FUND: 55 - INSURANCE FUND

SUMMARY REPORT

120965	99-9739	THE HOLMES ORGANISATION, IN	APRIL 18 EMPLOY HEALTH IN	4/2018	APRIL 2018 120965	223,920.02
FUND TOTAL:						223,920.02

FUND: 57 - E-911 FUND

SUMMARY REPORT

120376	99-4319	AT&T	E-911 MAPPING FEES	4/2018	9181540064 4/1/18	236.90
FUND TOTAL:						236.90

FUND: 58 - JUVENILE JUSTICE FUND

SUMMARY REPORT

120492	99-7564	HUMAN SKILLS & RESOURCES	IPROBATION SRVCS-COURT	4/2018	3/1-3/31/18 120492	1,250.00
120493	99-7564	HUMAN SKILLS & RESOURCES	IDRUG ASSESSMENT-COURT	4/2018	MARCH 2018 120493	100.00
FUND TOTAL:						1,350.00

FUND: 59 - HOTEL/MOTEL TAX FUND

SUMMARY REPORT

120701	99-10253	SAPULPA HOSPITALITY, LLC	REIMBURSE 50% TAX-AGRMNT	4/2018	JAN-MAR 18 120701	5,028.20
120702	99-6671	SAPULPA AREA CHAMBER OF COM	HOTEL/MOTEL TAX-QRTLY PYM	4/2018	JAN-MAR 18 120702	9,602.65
FUND TOTAL:						14,630.85

FUND: 63 - SERIES 2014 STR CAP IMPR

SUMMARY REPORT

114108B	99-1031	BNSF RAILWAY COMPANY	SURFACE INSTALL-N HICKORY	4/2018	90168509 / 1008017	54,592.00
FUND TOTAL:						54,592.00

FUND: 65 - STREET IMP.SALES TAX

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
120323	99-7994	BANCFIRST	SMA CAP IMPR REV BOND 14	4/2018	SERIES2014 4/4/18	52,818.96
					FUND TOTAL:	52,818.96
FUND: 83 - G.O.BOND CONSTR FUND						SUMMARY REPORT
121421	99-10584	HOUCHIN ELECTRIC CO, INC	ELEC RENOVATION	4/2018	#2 (37817-2)	138,062.70
114781C	99-8149	BKL, INC.	AMENDMENT #3	4/2018	#16 4/2/18 114781C	25,000.00
119357R	99-9994	LEE & BROWNE CONSULTING ENG CA	INSPECT WPS PROJECT	4/2018	670403	8,000.00
					FUND TOTAL:	171,062.70
					GRAND TOTAL:	899,401.73

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
4/2018	10	501-201	OFFICE SUPPLIES	42.99	
4/2018	10	501-301	TRAINING & TRAVEL	57.69	
4/2018	10	501-311	PROFESSIONAL SERVICES	2,500.00	
4/2018	10	503-201	OFFICE SUPPLIES	232.42	
4/2018	10	504-301	TRAINING AND TRAVEL	75.00	
4/2018	10	504-401	EQUIPMENT	36.00	
4/2018	10	504-407	BOOKS	533.26	
4/2018	10	506-302	DUES AND SUBSCRIPTIONS	209.00	
4/2018	10	508-315	FEES & OTHER CHARGES	25.00	
4/2018	10	508-331	UTILITIES	254.62	
4/2018	10	508-351	MAINTENANCE-EQUIPMENT	829.99	
4/2018	10	509-201	OFFICE SUPPLIES	82.23	
4/2018	10	509-311	PROFESSIONAL SERVICES	800.00	
4/2018	10	509-351	MAINTENANCE-EQUIPMENT	245.00	
4/2018	10	510-311	PROFESSIONAL SERVICES	6,377.28	
4/2018	10	511-201	OFFICE SUPPLIES	217.84	
4/2018	10	511-211	JANITORIAL SUPPLIES	532.70	
4/2018	10	511-214	OPERATIONAL SUPPLIES	297.00	
4/2018	10	511-214E	EMS SUPPLIES	123.80	
4/2018	10	511-221	FUEL AND OIL	148.98	
4/2018	10	511-231	MINOR TOOLS & EQUIPMENT	483.00	
4/2018	10	511-241	SAFETY EQUIPMENT	258.46	
4/2018	10	511-301	TRAINING AND TRAVEL	364.00	
4/2018	10	511-331	UTILITIES	1,902.03	
4/2018	10	511-332	COMMUNICATIONS	400.10	
4/2018	10	511-351	MAINTENANCE-EQUIPMENT	31.74	
4/2018	10	511-352	MAINTENANCE-VEHICLES	1,465.94	
4/2018	10	511-353	MAINT-BUILDINGS & FIXTURE	685.12	
4/2018	10	511-505	LEASE PAYMENTS	150.00	
4/2018	10	512-141	CONTRACT LABOR	1,595.00	
4/2018	10	512-201	OFFICE SUPPLIES	403.26	
4/2018	10	512-211	JANITORIAL SUPPLIES	318.33	
4/2018	10	512-214	OPERATIONAL SUPPLIES	4,643.91	
4/2018	10	512-301	TRAINING AND TRAVEL	1,017.43	
4/2018	10	512-314	UNIFORM CLEANING	87.99	
4/2018	10	512-321	PRISONER CARE	986.58	
4/2018	10	512-331	UTILITIES	609.02	
4/2018	10	512-352	MAINTENANCE-VEHICLES	406.66	
4/2018	10	513-331	UTILITIES	357.32	
4/2018	10	513-353	MAINT - BUILDINGS	115.00	
4/2018	10	515-201	OFFICE SUPPLIES	80.00	
4/2018	10	517-332	COMMUNICATION	40.01	
4/2018	10	517-352	MAINTENANCE-VEHICLE	225.00	
4/2018	10	518-311	PROFESSIONAL SERVICES	100.00	

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
4/2018	10	590-141	CONTRACT LABOR	3,422.50	
4/2018	10	590-201	OFFICE SUPPLIES	44.98	
4/2018	10	590-202	POSTAGE	1,000.00	
4/2018	10	590-211	JANITOR SUPPLIES	66.97	
4/2018	10	590-315	FEES & OTHER CHARGES	90.00	
4/2018	10	590-331	UTILITIES	131.23	
4/2018	10	590-332	COMMUNICATIONS	10,666.44	
4/2018	10	590-351	MAINTENANCE-EQUIPMENT	915.00	
4/2018	10	590-353	MAINT-BUILDING & FIXTURES	299.12	
4/2018	10	590-505	LEASE PAYMENTS	2,327.00	
4/2018	10	591-390	CONTINGENCY FOR EXP NOT BUDGET	500.00	49,809.94
4/2018	20	522-201	OFFICE SUPPLIES	6.49	
4/2018	20	523-241	SAFETY SUPPLIES	15.96	
4/2018	20	523-301	TRAINING & TRAVEL	292.00	
4/2018	20	523-311	PROFESSIONAL SERVICES	593.56	
4/2018	20	523-314	UNIFORM CLEANING	22.89	
4/2018	20	524-212	CHEMICALS	1,693.82	
4/2018	20	524-221	FUEL & OIL	96.22	
4/2018	20	524-314	UNIFORM CLEANING	131.90	
4/2018	20	524-315B	FEES & OTHR CHGS-SKIATOOK	6,212.80	
4/2018	20	524-322	WATER PURCHASE	235.11	
4/2018	20	524-331	UTILITIES	7,214.67	
4/2018	20	524-341	RENTAL OF EQUIPMENT	25.72	
4/2018	20	524-352	MAINTENANCE-VEHICLE	25.46	
4/2018	20	524-354	MAINTENANCE-FACILITIES	265.88	
4/2018	20	525-214-.01	OPERATING SUPPLIES-LAB	1,505.96	
4/2018	20	525-221	FUEL & OIL	61.65	
4/2018	20	525-311D	PROF SERVICES-TESTING	135.00	
4/2018	20	525-314	UNIFORM CLEANING	33.40	
4/2018	20	525-331	UTILITIES	878.17	
4/2018	20	525-341	RENTAL OF EQUIPMENT	1,176.02	
4/2018	20	525-345	DISPOSAL OF SLUDGE	2,200.02	
4/2018	20	525-351	MAINTENANCE-EQUIPMENT	393.90	
4/2018	20	525-354	MAINTENANCE-FACILITIES	7,500.00	
4/2018	20	527-141	CONTRACT LABOR	112,127.55	
4/2018	20	527-391	CONTINGENCY - 2% OF REFUSE	2,500.00	
4/2018	20	528-311D	PROFESSIONAL SERV - TESTING	2,860.00	
4/2018	20	590-141	CONTRACT LABOR	3,422.50	
4/2018	20	590-201	OFFICE SUPPLIES	44.99	
4/2018	20	590-211	JANITORIAL SUPPLIES	66.98	
4/2018	20	590-331	UTILITIES	131.23	
4/2018	20	590-351	EQUIPMENT MAINTENANCE	915.00	
4/2018	20	590-353	BUILDING MAINTENANCE	234.00	
4/2018	20	590-501F	BOND EXP - SERIES 2012	136,595.84	

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
4/2018	20	590-502	REVENUE BOND TRUSTEE FEES	625.00	
4/2018	20	591-390	CONTINGENCY NOT BUDGETED	769.29	291,008.98
4/2018	29	529-214	OPERATING SUPPLIES	127.20	
4/2018	29	529-221	FUEL & OIL	256.01	
4/2018	29	529-231	MINOR TOOLS	141.32	
4/2018	29	529-331	UTILITIES	550.98	1,075.51
4/2018	30	530-211	JANITORIAL SUPPLIES	44.98	
4/2018	30	530-231	MINOR TOOLS	26.96	
4/2018	30	530-241	SAFETY SUPPLIES	189.99	
4/2018	30	530-331	UTILITIES	283.84	
4/2018	30	530-351	MAINTENANCE-EQUIPMENT	863.33	1,409.10
4/2018	31	531-141	CONTRACT LABOR	950.00	
4/2018	31	531-221	FUEL & OIL	17.46	
4/2018	31	531-314	UNIFORM CLEANING	13.28	
4/2018	31	531-331	UTILITIES	340.75	
4/2018	31	531-351	MAINTENANCE-EQUIPMENT	185.19	
4/2018	31	531-354	MAINTENANCE-FACILITIES	143.00	1,649.68
4/2018	32	532-141	CONTRACT LABOR	750.00	
4/2018	32	532-142	PERMIT SALES COMMISSION	322.50	
4/2018	32	532-331	UTILITIES	63.00	
4/2018	32	532-405A	FISH STOCKINGS	1,266.00	2,401.50
4/2018	33	533-212	CHEMICALS	2,956.33	
4/2018	33	533-213	CONCESSION SUPPLY	2,168.72	
4/2018	33	533-215	PRO SHOP SUPPLIES	1,726.70	
4/2018	33	533-221	FUEL & OIL	747.17	
4/2018	33	533-314	UNIFORM CLEANING	15.06	
4/2018	33	533-331	UTILITIES	412.61	
4/2018	33	533-351	MAINTENANCE-EQUIPMENT	93.69	
4/2018	33	533-354	MAINTENANCE-FACILITIES	2,858.00	10,978.28
4/2018	34	534-141	CONTRACT LABOR	1,295.00	
4/2018	34	534-202	POSTAGE	394.80	
4/2018	34	534-331	UTILITIES	486.50	2,176.30
4/2018	35	535-141	CONTRACT LABOR	2,715.00	
4/2018	35	535-201	OFFICE SUPPLIES	8.50	
4/2018	35	535-211	JANITORIAL SUPPLIES	48.85	
4/2018	35	535-221	FUEL AND OIL	97.55	
4/2018	35	535-243	RECREATIONAL SUPPLIES	297.99	
4/2018	35	535-312	ADVERTISING	87.04	

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
4/2018	35	535-314	UNIFORM CLEANING	11.52	
4/2018	35	535-331	UTILITIES	1,248.06	
4/2018	35	535-332	COMMUNICATIONS	39.52	
4/2018	35	535-352	MAINT-VEHICLES	58.32	
4/2018	35	535-353	MAINT-BUILDINGS/FIXTURES	265.47	
4/2018	35	535-354	MAINTENANCE-FACILITIES	63.96	4,941.78
4/2018	36	536-141	CONTRACT LABOR	25.00	
4/2018	36	536-241	SAFETY SUPPLIES	250.00	
4/2018	36	536-260	MINOR EQUIPMENT & FURNISHINGS	156.75	
4/2018	36	536-331	UTILITIES	21.65	
4/2018	36	536-354	MAINTENANCE-FACILITIES	20.00	473.40
4/2018	40	540-404	BUILDING AND FIXTURES	1,658.00	1,658.00
4/2018	44	544-251	SIGN SUPPLIES	45.30	
4/2018	44	544-331	UTILITIES	644.95	690.25
4/2018	46	1699	INVENTORY PURCHASED	333.06	
4/2018	46	546-201	OFFICE SUPPLIES	38.68	
4/2018	46	546-214	OPERATIONAL SUPPLIES	162.56	
4/2018	46	546-221	FUEL AND OIL	229.37	
4/2018	46	546-231	MINOR TOOLS	32.98	
4/2018	46	546-241	SAFETY SUPPLIES	25.98	
4/2018	46	546-314	UNIFORM CLEANING	10.64	
4/2018	46	546-331	UTILITIES	373.45	
4/2018	46	546-351	MAINTENANCE-EQUIPMENT	122.39	
4/2018	46	546-352	MAINTENANCE-VEHICLES	72.59	
4/2018	46	546-353	MAINTENANCE-BUILDINGS	9.99	
4/2018	46	546-354	MAINTENANCE-FACILITIES	2,255.39	3,667.08
4/2018	47	547-315	OTHER SERVICES & CHARGES	1,777.50	1,777.50
4/2018	48	1699	INVENTORY PURCHASED	7,073.00	7,073.00
4/2018	55	555-391	LIFE INS PREM-OTHERS	4,643.75	
4/2018	55	555-392	FEES & OTHER-OTHERS	219,276.27	223,920.02
4/2018	57	557-315-.01	FEES & OTHER CHARGES-WIRELESS	236.90	236.90
4/2018	58	558-141	CONTRACT LABOR	1,250.00	
4/2018	58	558-311	PROFESSIONAL SERVICES	100.00	1,350.00
4/2018	59	501-311	PROFESSIONAL SERVICES	9,602.65	
4/2018	59	590-319	ECONOMIC DEVELOPMENT INCENTIVE	5,028.20	

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
					14,630.85
4/2018	63	565-405B	FACILITIES-CONTRACT	54,592.00	54,592.00
4/2018	65	565-501	BOND EXP -SERIES 2004/2014	52,485.62	
4/2018	65	565-502	REVENUE BOND TRUSTEE FEES	333.34	52,818.96
4/2018	83	576-311B	PROF SVCS-ENG (CA & INSP)	8,000.00	
4/2018	83	576-405B	FACILITIES-CONTRACT	138,062.70	
4/2018	83	577-311A	PROF SVCS-ENG (DESIGN, BID)	25,000.00	171,062.70
			GRAND TOTAL ESTIMATE:		0.00
			GRAND TOTAL ACTUAL:		899,401.73
			REPORT TOTAL:		899,401.73



Consent Agenda 7.B.

City Council Regular

Meeting Date: April 16, 2018

Submitted By: Amber Fisher, Accounts Payable Clerk

SUBJECT:

Consider approving Prepaid Claims in the amount of \$350.00.

Attachments

Prepaid Claims 4-16-18

Prepaid Claims for Agenda 4/16/18
Submitted by: Amber Fisher A/P

City:

Oz Productions for Recreational Programming 3/30/18.

Total Amount for City- \$ 350.00

City of Sapulpa
 P.O. BOX 1130
 Sapulpa, Oklahoma 74067
 (918) 224-3040

Vendor No. 10031
 Name Bark Ozbrin - Oz Productions
 Address _____

REQUISITION & PURCHASE ORDER

122513

Check Date _____
 Date Written 2/10/18 Fiscal Year 17/18

DESCRIPTION	INVOICE AND/OR TICKET NO.	DEPARTMENT	PROJECT	ACCOUNT NO.	ENCUMBERED AMOUNT	EXPENDED AMOUNT
Recreational Programming	3/30/18	PIR	DJ for Daddy	35-535-243	\$350.00	350.00
			Daughter Dance			
			3/30/18			
will need check on date of event			REF PMS 4/2/18			
3/30/18			PA 124415			
			APR 03 2018			
			per ADF			
OK PV 2/13/18						

I hereby certify that the amount of this encumbrance has been entered against the designated appropriation account and that this encumbrance is within the authorized available balance of said appropriation.

Dated 2-14-18
 Encumbering Officer Sasha Carr E

I approve the issuance of this Purchase Order.
 City Manager - Approved for Purchase KL
 Purchasing Officer - All Items and Service Received and Ready for Payment.

DATE	DESCRIPTION	INVOICE AMOUNT # :	1099 OTHER AMOUNT
4/03/18	3/30/18 122513 RECREATIONAL PROGRAMMING	350.00	350.00
TOTALS			350.00

TREASURER OF
THE CITY OF SAPULPA
 P.O. BOX 1130
 SAPULPA, OK 74067-1130

AMERICAN HERITAGE BANK AND TRUST
 SAPULPA, OK 74066

CHECK NO #: 122445

VEND: 10631

TO THE ORDER OF
 BURK OZBIRN
 dba OZ PRODUCTIONS
 1717 LUKER LANE
 SAPULPA, OK 74066

AMOUNT
 350.00

Burk Ozbirn
 Shurley Burgess
 VOID AFTER ONE YEAR

THREE HUNDRED FIFTY & 00/100 DOLLARS
 DATE 4/03/2018
 CHECK/WARRANT NUMBER 122445

⑈ 22445⑈ ⑆ 103100615⑆ ⑈ 180 928 2⑈



AGENDA ITEM

Community Development 9.A.

City Council Regular

Meeting Date: April 16, 2018

Submitted By: Nikki White, Urban Development Director

Department: Planning & Development

Presented By: Nikki White

SUBJECT:

Discussion and possible action regarding an Ordinance Amending the Zoning Ordinance of the City of Sapulpa; Changing the Zoning District of Land Located at 1005 East Pfendler Avenue, City of Sapulpa, Creek County, State of Oklahoma, from RS-3 (Residential Single Family) to RD (Residential Duplex), per SAZ-946; 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 West of the Northwest corner of East Pfendler Avenue and North Mission Street. The property currently has an RS-3 (Residential Single Family High Density) zoning designation. The applicant is making the request to rezone the property for the construction of a new duplex.

In the immediate area, there are several different zoning designations and a wide variety of uses. There is Duplex zoning to the South (across Pfendler) approved in 1964 per SAZ-103 and Ordinance number 1100.

Although on the Future Land Use Map the property has an office/light commercial designation, rezoning to Duplex would not have an adverse effect on the neighborhood. Duplex use is allowed by Special Exception in both Office and Commercial zoning Districts.

RECOMMENDATION:

On March 27, 2018, the Sapulpa Metropolitan Area Planning Commission voted unanimously (per staff recommendation) to recommend approval to City Council.

Attachments

Case report

Case maps

site plan

site photo

Ordinance



SAPULPA METROPOLITAN PLANNING COMMISSION (SMAPC)
March 27, 2018

FILE: SAZ-946 | Rezoning
OWNERS: Greg Ables
ADDRESS: 1005 East Pfendler Avenue
PARCEL: 1120-00-001-000-0-080-00
STR: Section 25, Township 18 North, Range 11 East
LEGAL: Lot Fifteen (15) and Lot Sixteen (16), Block One (1), Downer Place addition to the City of Sapulpa, Creek County, State of Oklahoma, according to the recorded plat thereof.

LOT SIZE: 14,500 square feet more or less
ZONING: RS-3 Residential Single Family
EXISTING USE: Vacant
APPLICANT: Greg Ables
CC WARD: Ward #2 Mr. John Anderson and Mr. Charles Stephens
PREPARED BY: Nikki White – Urban Development Director

REQUEST:

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

APPLICABLE STATE AND MUNICIPAL CODE SECTIONS:

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

BACKGROUND:

The subject property is located west of the Northwest corner of East Pfendler Avenue and North Mission Street. The property currently has an RS-3 (Residential Single Family High Density) zoning designation. The applicant is making the request to rezone the property for the construction of a new duplex (conceptual site plan attached to this report).

In the immediate area, there are several different zoning designations and a wide variety of uses. There is Duplex zoning to the South (across Pfendler) approved in 1964 per SAZ-103 and Ordinance number 1100. Although on the Future Land Use Map the property has a office/light commercial designation, rezoning to duplex would not have an adverse effect on the neighborhood. Duplex use is allowed by Special exception in both Office and Commercial zoning districts.

SURROUNDING LAND USE AND ZONING:

North:	A-1 Ardaugh Glass plant (legal non-conforming use-County)
East:	RS-3 Residential Single Family High Density
South:	RD Residential Duplex
West:	CS Commercial Shopping Center (appears to be used as residence)

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

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

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

PUBLIC COMMENTS:

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
3. Site plan

SAZ-946

Greg Ables
1005 E Pfendler Ave
Sapulpa, OK 74066

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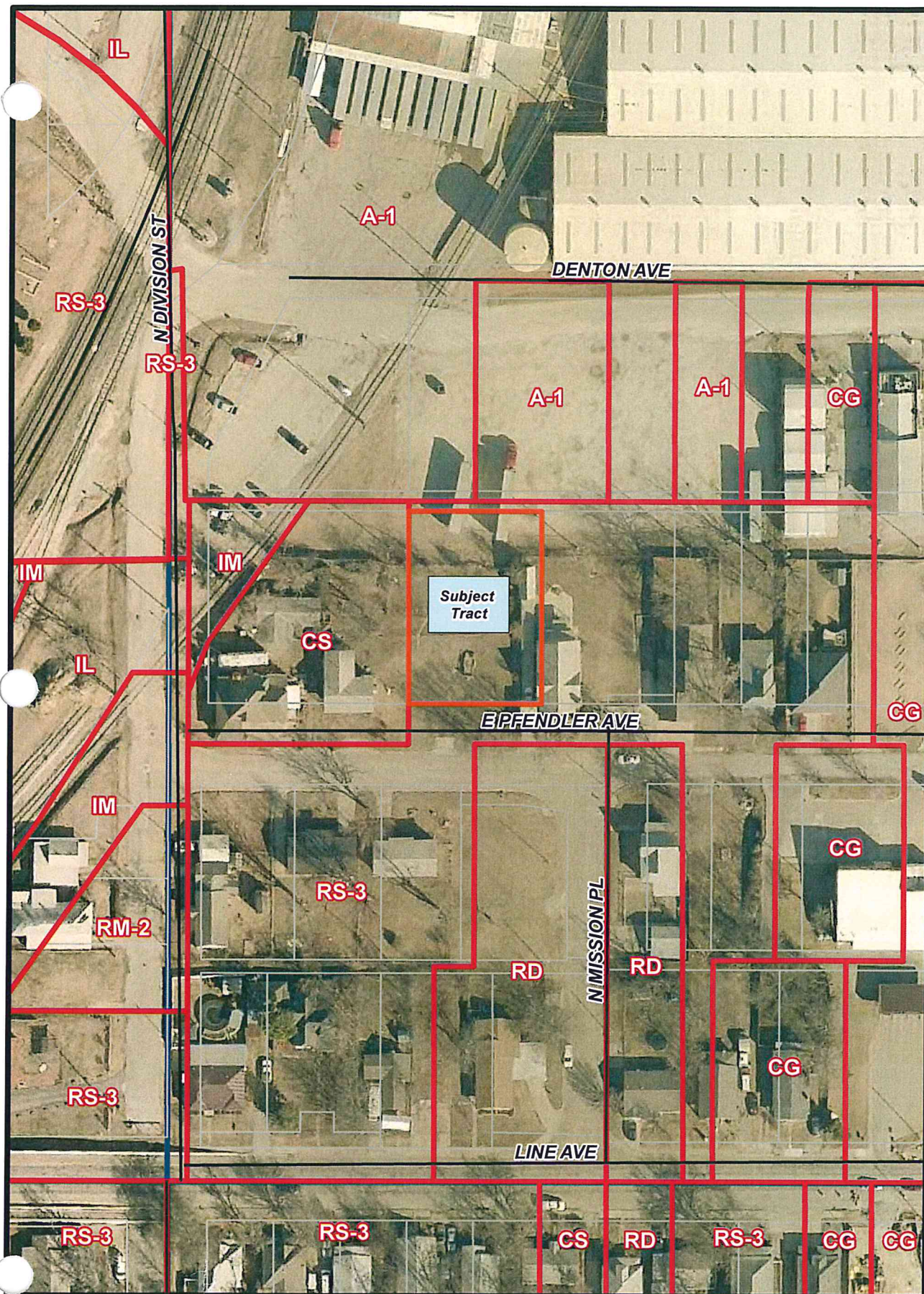
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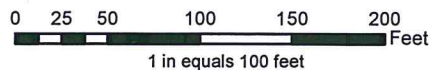
Legend

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



Property Description

Downer Addition, Block 1,
Lots 15 & 16, Sapulpa, Creek
County, Oklahoma.
E-911: 1005 E Pfendler Ave.



Map Prepared by:
City of Sapulpa
Date: 2/20/2018

Source Data:
Creek County Assessors
City of Sapulpa, INCOG



SAZ-946

Greg Ables
1005 E Pfendler Ave
Sapulpa, OK 74066

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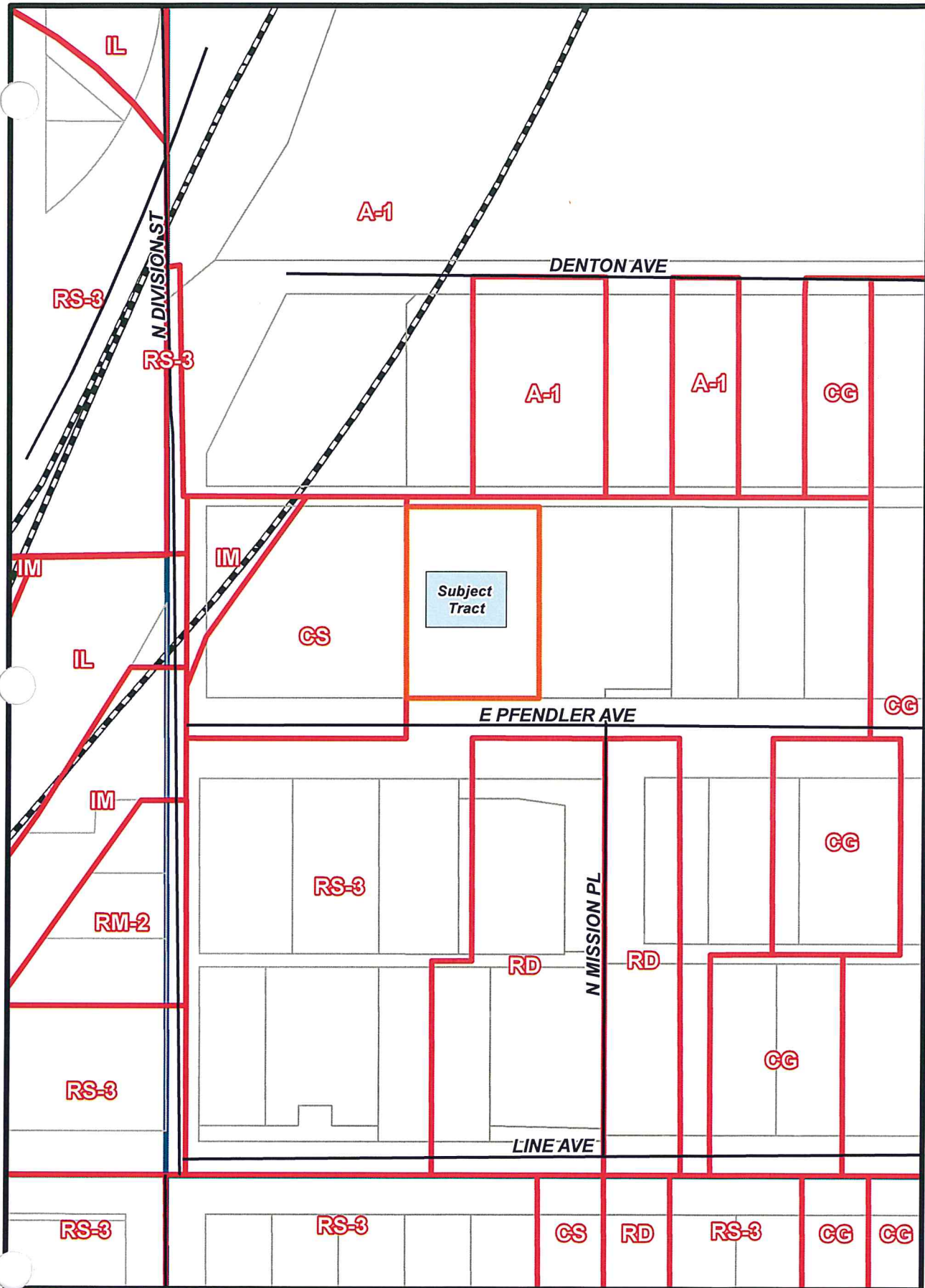
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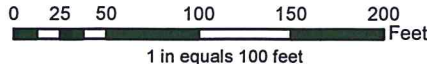
Legend

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



Property Description

Downer Addition, Block 1,
Lots 15 & 16, Sapulpa, Creek
County, Oklahoma.
E-911: 1005 E Pfendler Ave.



Map Prepared by:
City of Sapulpa
Date: 2/20/2018
Source Data:
Creek County Assessors
City of Sapulpa, INCOG



7A-5





**AMERICAN EAGLE
LAND SURVEYING, LLC**

2023 West 111th Street Jenks, OK. 74037
OFFICE (918)640-4162 FAX (918)894-5248
darrellbible@gmail.com

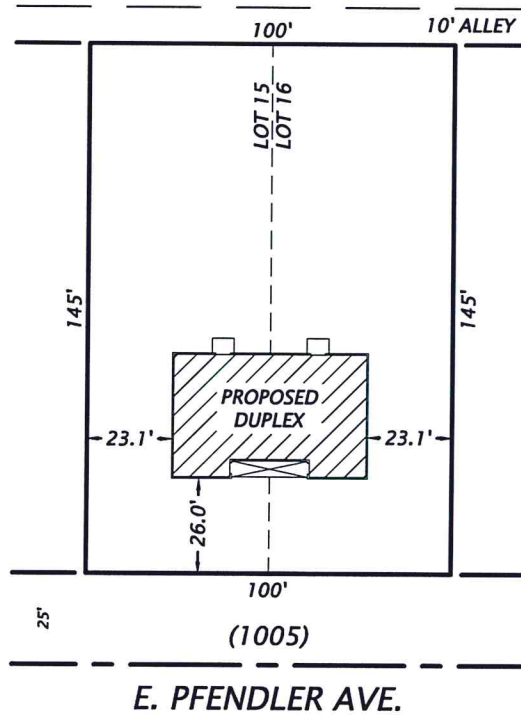
**PROFESSIONAL LAND SURVEYOR'S
PLAT OF SITE PLAN**

Order No. 1801252A
Client: V. Gregory Ables and Tina Ables

Legal Description

Lot Fifteen (15) and Sixteen (16), Block One (1), DOWNER PLACE ADDITION,
an Addition to the City of Sapulpa, Creek County, State of Oklahoma,
according to the recorded Plat thereof.


SCALE
1" = 40'



SUBJECT PROPERTY LIES WITHIN FLOOD ZONE "UNSHADED X" AN AREA OF MINIMAL
FLOOD HAZARD AS SHOWN ON FIRM MAP#40037C0190D, DATED 5/18/09

Property address: 1005 East Pfendler Avenue, Sapulpa, Oklahoma

CERTIFICATE

I DARRELL BIBLE, PROFESSIONAL LAND SURVEYOR #1731 IN AND FOR THE STATE OF OKLAHOMA,
HEREBY CERTIFY THAT THE ABOVE PLAT AND LEGAL DESCRIPTION REPRESENTS A SITE PLAN
PERFORMED UNDER MY DIRECT SUPERVISION. THIS SITE PLAN IS NOT A LAND OR BOUNDARY LINE
SURVEY. NO PROPERTY CORNERS WERE SET, THE ABOVE PLAT MAY BE SUBJECT TO EASEMENTS
AND/OR RIGHTS OF WAYS OF RECORD. NO RESEARCH OF ABSTRACT OR RECORD OFFICES HAS BEEN
CONDUCTED.

Darrell Bible

Darrell Bible
OKLAHOMA REGISTERED
LAND SURVEYOR NO. 1731
CA #6588 EXPIRES 6/30/2018
Final: 2/19/2018



7A-6



PUBLIC NOTICE
PROPOSED CHANGE IN
ZONING OR USE DISTRICT
FROM
TO
DATE: 12/21/11
10:00 P.M.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF SAPULPA; CHANGING THE ZONE AND DISTRICT LAND OF LOCATED AT 1005 EAST PFENDLER AVENUE, CITY OF SAPULPA, CREEK COUNTY, STATE OF OKLAHOMA, FROM RS-3 (RESIDENTIAL SINGLE FAMILY HIGH DENSITY) TO RD (RESIDENTIAL DUPLEX DISTRICT), PER SAZ-946; AND DIRECTING THE CITY CLERK TO SHOW EACH CHANGE UPON THE OFFICIAL ZONING MAP; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH PROVIDING FOR SEVERABILITY AND DECLARING AN EMERGENCY.

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

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

A. SAZ-946 Greg Ables: Lots Fifteen (15) and Lot Sixteen (16), Block One (1), Downer Place addition to the City of Sapulpa, Creek County, State of Oklahoma, according to the recorded plat thereof, be and are hereby rezoned from RS-3 (Residential Single Family High Density) to RD (Residential Duplex 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. That all ordinances or parts of ordinances in conflict herewith are hereby repealed.

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

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

PASSED AND APPROVED in regular session this ____ day of _____, 2018.

Mayor

ATTEST:

City Clerk

APPROVED:

City Attorney



AGENDA ITEM

Community Development 9.B.

City Council Regular

Meeting Date: April 16, 2018

Submitted By: Nikki White, Urban Development Director

Department: Planning & Development

Presented By: Nikki White

SUBJECT:

Discussion and possible action regarding an Ordinance Amending the Zoning Ordinance of the City of Sapulpa; Changing the Zoning District of Land Located at 216 South Main Street, City of Sapulpa, Creek County, State of Oklahoma, from OM (Office Medium Intensity) to CS (Commercial Shopping Center), per SAZ-947; 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 Southwest corner of West Thompson Avenue and South Main Street and currently has an OM (Office Medium Intensity) zoning designation. The applicant is making the request to rezone the property for a multi use project. The proposal is for a fitness center, offices, and a restaurant.

Previously the property was used for a funeral home, church, and an ATM drive thru facility. Those properties have been removed and the subject property is now vacant.

The proposed use is compatible with the Future Land Use Map designation of office/light commercial.

RECOMMENDATION:

On March 27, 2018 the Sapulpa Metropolitan Area Planning Commission voted unanimously (per staff recommendation) to recommend approval to City Council.

Attachments

case report

casemaps

site photos

Ordinance



SAPULPA METROPOLITAN PLANNING COMMISSION (SMAPC)
March 27, 2018

FILE: SAZ-947 | Rezoning

OWNERS: S & F Investments, LLC

ADDRESS: 216 South Main Street

PARCEL: 1000-00-071-000-0-070-00
1000-00-071-000-0-010-00

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

LEGAL: The South 81.4 feet of Lot Four (4) and the North 18.6 feet of Lot Five (5), Block Seventy-one (71), in the Original Town now City of Sapulpa, Creek County, State of Oklahoma, according to the recorded plat thereof. AND The South 88 feet of Lot Five (5), Block Seventy-one (71) in the Original Town now City of Sapulpa, Creek County, State of Oklahoma, according to the recorded plat thereof.

LOT SIZE: 44,800 square feet more or less

ZONING: OM Office Medium Intensity

EXISTING USE: Vacant

APPLICANT: Shaun Fisher

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

PREPARED BY: Nikki White – Urban Development Director

REQUEST:

The applicant requests to rezone the subject property from Office Medium Intensity (OM) to Commercial Shopping Center (CS).

APPLICABLE STATE AND MUNICIPAL CODE SECTIONS:

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

BACKGROUND:

The subject property is located at the Southwest corner of West Thompson Avenue and South Main Street. The property currently has an OM (Office Medium Intensity) zoning designation. The applicant is making the request to rezone the property for a multi use project. The proposal is for a fitness center, offices, and a restaurant.

Previously the property was used for a funeral home, church, and an atm drive through facility. Those buildings have been removed and the property is now vacant.

SURROUNDING LAND USE AND ZONING:

North:	CG Commercial General (Cecil and Sons Tire)
East:	CS Commercial Shopping Center
South:	OM Office Medium Intensity
West:	RS-3/CS Residential Single Family/Commercial Shopping Center

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

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

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

PUBLIC COMMENTS:

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-947

Shawn Fisher
S & F Investments, LLC,
216 S Main Street,
Sapulpa, OK

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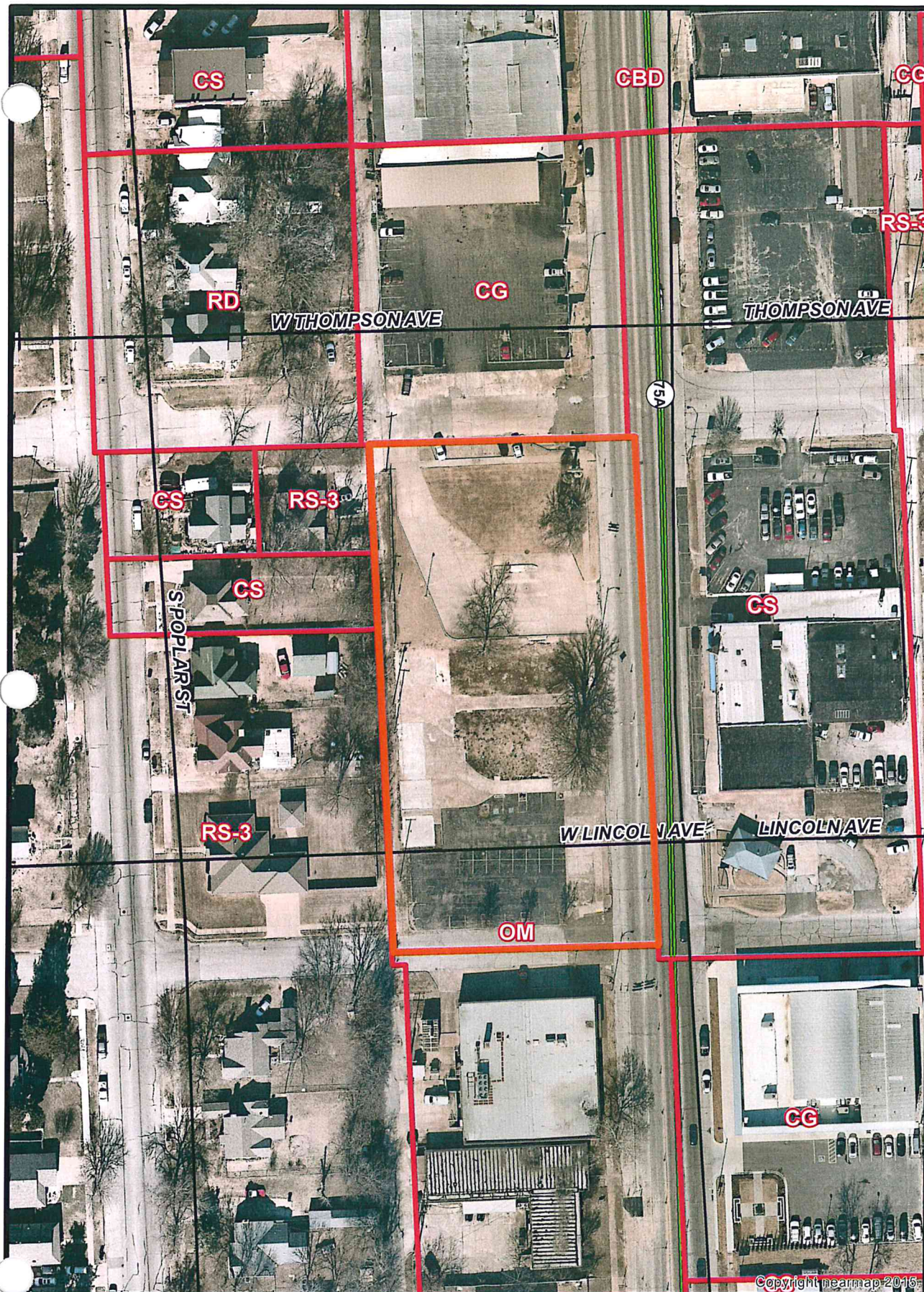
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Legend

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



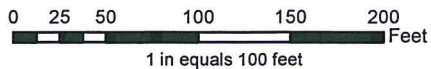
Copyright nearmap 2016



Property Description

Property located in all of Lots 1, 4 & 5, Block 71, O.T. Sapulpa, Sapulpa, Creek County, Oklahoma.

E-911: Addresses will be assigned to structures/businesses when permits are obtained. 216 S Main St is from previous business and not to be used at this time for addressing.



Map Prepared by:
City of Sapulpa
Date: 2/26/2018

Source Data:
Creek County Assessors
City of Sapulpa, INCOG



SAZ-947

Shawn Fisher
S & F Investments, LLC,
216 S Main Street,
Sapulpa, OK

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Legend

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



Property Description

Property located in all of Lots 1, 4 & 5, Block 71, O.T. Sapulpa, Sapulpa, Creek County, Oklahoma.

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Map Prepared by:
City of Sapulpa
Date: 2/26/2018

Source Data:
Creek County Assessors
City of Sapulpa, INCOG



East



West



South



North



ORDINANCE NO. _____

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF SAPULPA; CHANGING THE ZONE AND DISTRICT OF LAND LOCATED AT 216 SOUTH MAIN STREET, CITY OF SAPULPA, CREEK COUNTY, STATE OF OKLAHOMA, FROM OM (OFFICE MEDIUM INTENSITY) TO CS (COMMERCIAL SHOPPING CENTER), PER SAZ-947; AND DIRECTING THE CITY CLERK TO SHOW EACH CHANGE UPON THE OFFICIAL ZONING MAP; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH PROVIDING FOR SEVERABILITY AND DECLARING AN EMERGENCY.

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

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

A. SAZ-947 S & F Investments, LLC: The South 81.4 feet of Lot Four (4) and the North 18.6 feet of Lot Five (5), Block Seventy-one (71), in the Original Town now City of Sapulpa, Creek County, State of Oklahoma, according to the recorded plat thereof AND the South 88 feet of Lot Five (5), Block Seventy-one (71) in the Original Town now City of Sapulpa, Creek County, State of Oklahoma, according to the recorded plat thereof, be and are hereby rezoned from OM (Office Medium Intensity) to CS (Commercial Shopping Center)

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

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

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

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

PASSED AND APPROVED in regular session this ____ day of _____, 2018.

Mayor

ATTEST:

City Clerk

APPROVED:

City Attorney



AGENDA ITEM

Community Development 9.C.

City Council Regular

Meeting Date: April 16, 2018

Submitted By: Nikki White, Urban Development Director

Department: Planning & Development

Presented By: Nikki White

SUBJECT:

Discussion and possible action regarding an Ordinance Amending the Zoning Ordinance of the City of Sapulpa; Changing the Zoning District of Land Located at 826 & 830 South Watchorn Street and 1303 East Taft Avenue, City of Sapulpa, Creek County, State of Oklahoma, from RS-3 (Residential Single Family High Density) to OL (Office Low Intensity), per SAZ-948; 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 North of the Northwest corner of East Taft Avenue (State Highway 117) and South Watchorn Street. Lot Seventeen (17), which is the southernmost lot in the application, currently houses Executives Title and is a non-conforming use; approval of this request will bring the property into compliance. Lots Thirteen (13) and Sixteen (16) are vacant. The owners would like to expand the existing business and construct additional parking.

The property owner to the West submitted a letter stating stormwater run-off concerns (the letter is attached to this report).

The majority of the property is designated Residential on the Future Land Use Map. Approval of this application will require a comprehensive land map amendment.

RECOMMENDATION:

On March 27, 2018, the Sapulpa Metropolitan Area Planning Commission voted unanimously (per staff recommendation) to recommend approval to the City Council with the following conditions:

1. Hydrology study shall be complete prior to a building permit or earth change permit being

issued.

2. Comprehensive Plan amendment from Residential to Office/Light Commercial.
3. Appropriate screening from all R districts shall be maintained and in good repair.
4. Must be in compliance with the landscape ordinance.

Attachments

case report

case maps

conceptual site plan

site photos

letter

Ordinance



SAPULPA METROPOLITAN PLANNING COMMISSION (SMAPC)
March 27, 2018

FILE: SAZ-948 | Rezoning

OWNERS: Terry & Carolyn Gartside Trust

ADDRESS: 826 & 830 South Watchorn Street & 1303 East Taft Avenue

PARCEL: 1170-00-001-000-0-100-00
1170-00-001-000-0-120-00
1170-00-001-000-0-130-00

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

LEGAL: Lots Thirteen (13), Sixteen (16), and Seventeen (17), Block One (1), Egan Addition to the City of Sapulpa, Creek County, State of Oklahoma, according to the recorded plat thereof.

LOT SIZE: 21,000 square feet more or less

ZONING: RS-3 Residential Single Family High Density

EXISTING USE: Existing Executives Title (17) Lots 13 & 16 vacant

APPLICANT: Mark Galbraith

CC WARD: Ward #1 Mr. Hugo Naifeh and Mr. Wes Galloway

PREPARED BY: Nikki White – Urban Development Director

REQUEST:

The applicant requests to rezone the subject property from Residential Single Family (RS-3) to Office Low Intensity (OL) for an expansion of an existing business and additional parking.

APPLICABLE STATE AND MUNICIPAL CODE SECTIONS:

City of Sapulpa Zoning Code, Chapter 5, Office District provisions.

BACKGROUND: The subject property is located north of the Northwest corner of East Taft Avenue (State Highway 117). Lot seventeen, which is the southernmost lot in the application currently houses Executive Title, and is a non-conforming use; approval of the request will bring the property into compliance. Lots thirteen and sixteen are vacant.

SURROUNDING LAND USE AND ZONING:

North:	RS-3 Residential Single Family
East:	RS-3 Residential Single Family
South:	CG Commercial General
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). Approval of this request will require a comprehensive plan map amendment.

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

PUBLIC COMMENTS:

Dorothy Garner (property owner to the North) is concerned that she owns property south of her fence and that she will lose it if the development moves forward. She was also concerned with the proximity of the Middle School. Ms. Garner is elderly and unsure if she can be in attendance at the public meeting.

Loren Elmore – 717 S. Apple St – property owner to the West. He has lived on the property since 1973. He stated that he was assured the applicants would be required to build a retention pond at the time of the construction of the current buildings. He is very concerned with stormwater runoff. In addition, he feels that the applicants existing buildings do not have adequate drainage and asked that the screening fence on the West side of the subject property be repaired. There is a letter attached to this report from Mr. Elmore.

STAFF RECOMMENDATION:

Recommended motion for SMAPC:

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

1. Hydrology study shall be complete prior to a building permit/earth change permit being issued.
2. Comprehensive Plan amendment from Residential to Office/Light Commercial
3. Appropriate screening from all R districts shall be maintained and in good repair.
4. Must be in compliance with the landscape ordinance.

ATTACHMENTS:

1. Vicinity & Zoning Maps
2. Site photos
3. Letter from Mr. Elmore

SAZ-948

Gartside/Gailbraith
826 & 830 S Hawthorne
& 1303 E Taft Ave,
Sapulpa, OK

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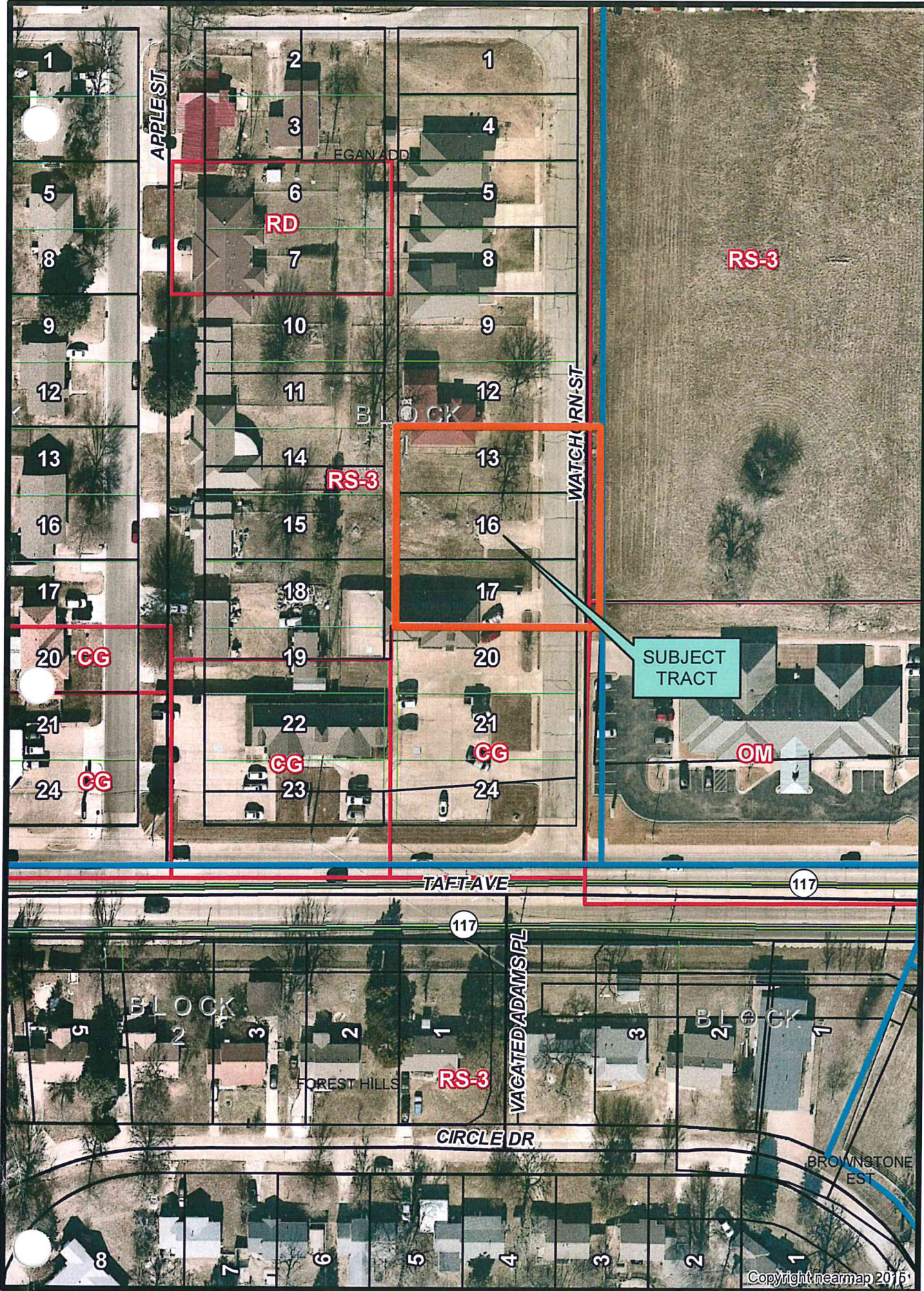
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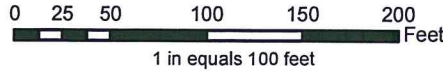
- Zoning
- Subject Property
- Parcels
- Highways
- Roads & Streets
- Railroads



Property Description

Property located in all of Lots 13, 16 & 17, Block 1, Egan Addition, Sapulpa, Creek County, Oklahoma.

E-911: Address for 1303 E Taft Ave structure will need to be changed after zoning is approved to conform to E-911 standards.



Map Prepared by:
City of Sapulpa
Date: 3/5/2018

Source Data:
Creek County Assessors
City of Sapulpa, INCOG



Copyright nearmap 2015

TE-4

SAZ-948

Gartside/Gailbraith
826 & 830 S Hawthorne
& 1303 E Taft Ave,
Sapulpa, OK

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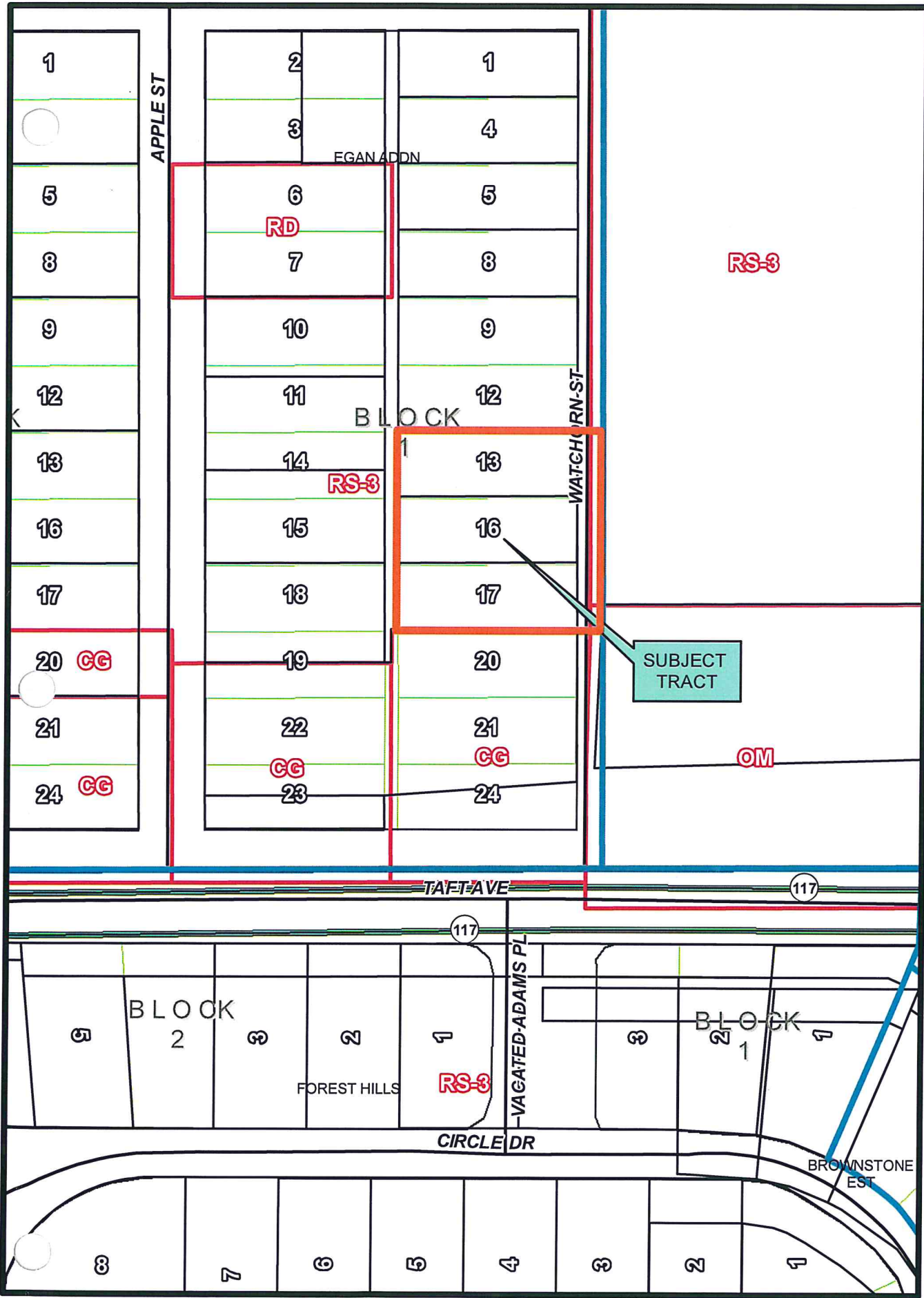
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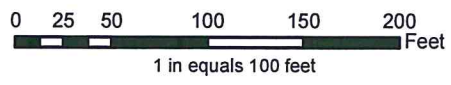
- Zoning
- Subject Property
- Parcels
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Property Description

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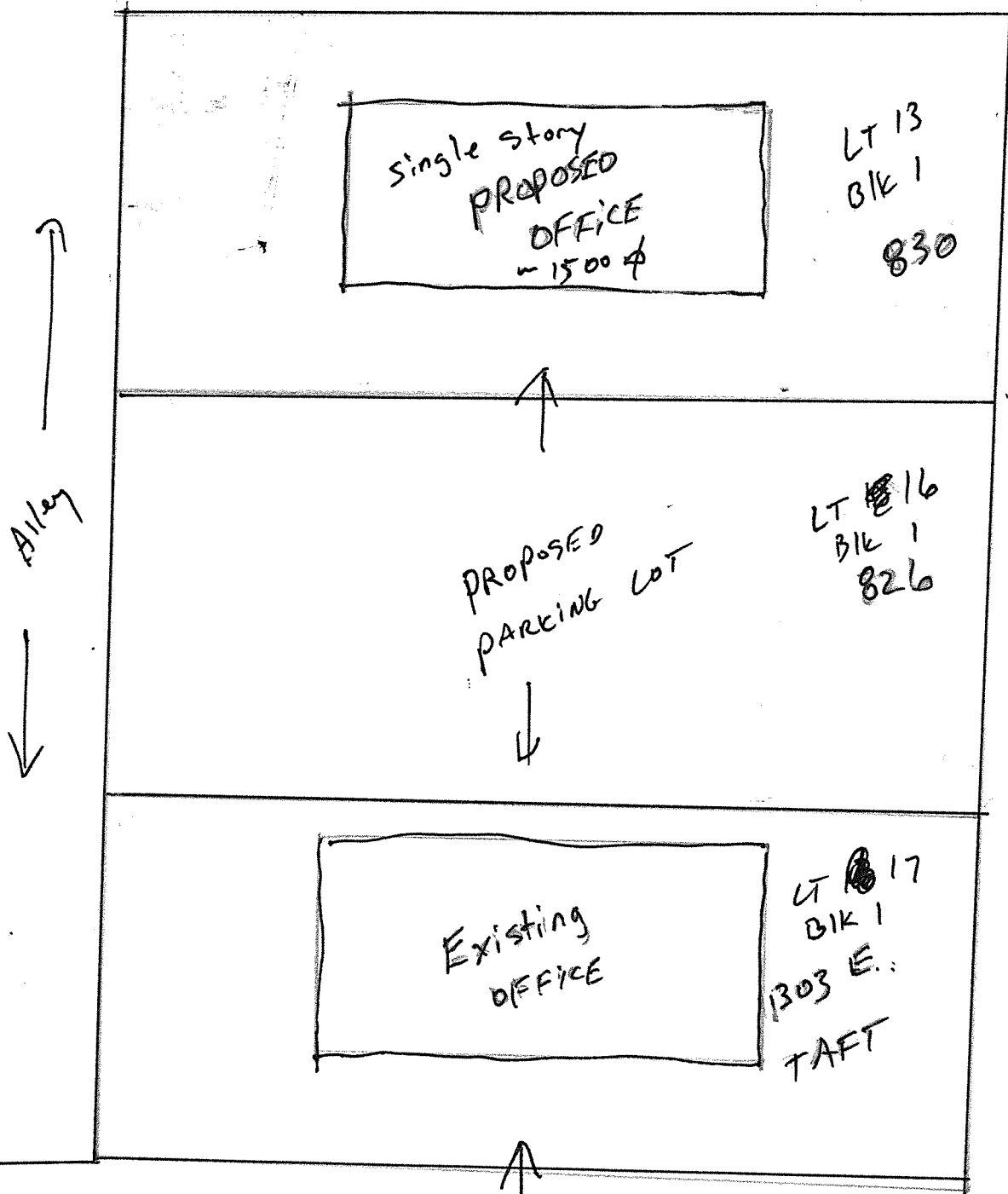
Map Prepared by:
City of Sapulpa
Date: 3/5/2018

Source Data:
Creek County Assessors
City of Sapulpa, INCOG



TE-5

EGAN SUB.



Alley

LT 13
Bk 1
830

PROPOSED
PARKING LOT

LT 16
Bk 1
826

WATCHORN
STREET

Existing
OFFICE

LT 17
Bk 1
1303 E.
TAFT

COLDWELL
Existing
OFFICE

Existing
PARKING
LOT

TE-6



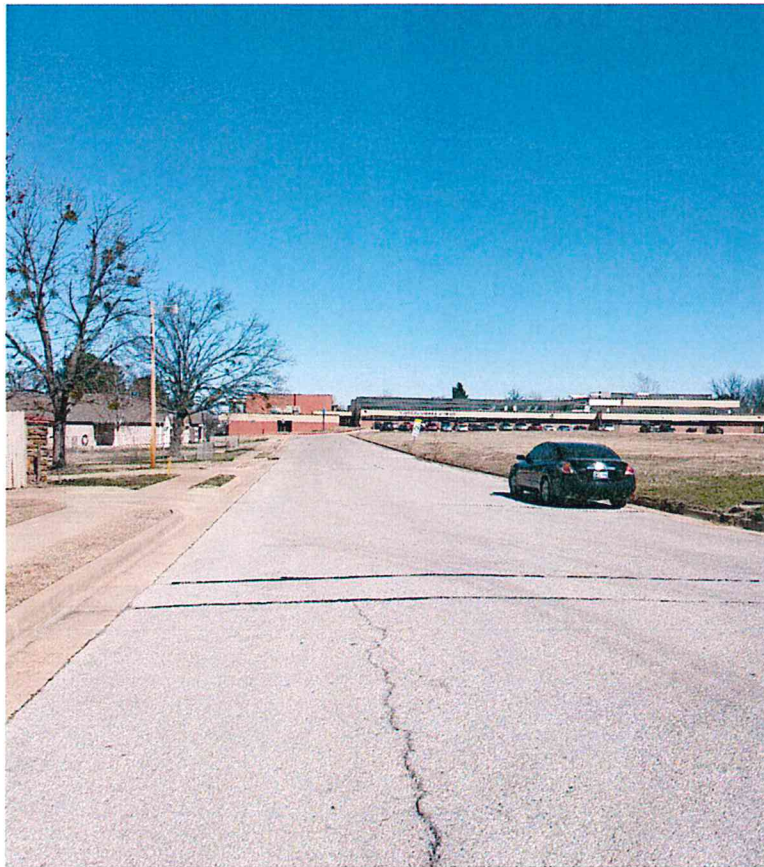
West



South



South



North



East



Existing office
on lot 17



Vacant lots

To Whom It May Concern:

A Little History -

We moved to 717 South Apple Street in 1973 and purchased the property in 1976. At this time, the little house on the back of the property was rented and the alley was used as a driveway, for trash pickup, for electric and sewer vehicles, and for firetrucks and police vehicles. If, at any time, the renter parked in the alleyway, the police would immediately come and have the car moved from the alleyway.

Later, the four houses on the south end of the block came up for sale and the man with the "gold" bought all of them. The City allowed the closure of the alley completely and allowed him to build the business. The man with the "gold" was also allowed to build the privacy fence in the middle of the alley. This fence is on top of the sewer line that is used by the houses and businesses in the area. Due to a sewer issue at one time, the fence had to be taken down, so the problem could be fixed. It took almost a year to get the fence fixed and look at it today!

Water Problem

The water problem is my main concern. The water run off is terrible! Back when the businesses were being built, I spoke with Mr. Gilliland about my concerns and he assured me there would be a retaining sump, but I've yet to see it! The water runs off Highway 117 and onto all the properties down Apple and Adams Street. The addition of more buildings and concrete will make the run off even worse.

Sincerely,

Loren Elmore

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF SAPULPA; CHANGING THE ZONE AND DISTRICT OF LAND LOCATED AT 826 AND 830 SOUTH WATCHORN STREET AND 1303 EAST TAFT AVENUE, CITY OF SAPULPA, CREEK COUNTY, STATE OF OKLAHOMA, FROM RS-3 (RESIDENTIAL SINGLE FAMILY HIGH DENSITY) TO OL (OFFICE LOW INTENSITY), PER SAZ-948; AND DIRECTING THE CITY CLERK TO SHOW EACH CHANGE UPON THE OFFICIAL ZONING MAP; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith PROVIDING FOR SEVERABILITY AND DECLARING AN EMERGENCY.

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

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

A. SAZ-948 Terry and Carolyn Gartside: Lots Thirteen (13), Sixteen (16) and Seventeen (17), Block One (1), Egan Addition to the City of Sapulpa, Creek County, State of Oklahoma, according to the recorded plat thereof, be and are hereby rezoned from RS-3 (Residential Single Family) to OL (Office Low Intensity)

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

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

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

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

ORD # _____

PASSED AND APPROVED in regular session this ____ day of _____, 2018.

Mayor

ATTEST:

City Clerk

APPROVED:

City Attorney



AGENDA ITEM

Community Development 9.D.

City Council Regular

Meeting Date: April 16, 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 SUP-018, application for a Specific Use Permit, to the Muscogee Creek Nation to allow a Church at 875 McDonald Road.

BACKGROUND:

The subject property is located at the Northeast corner of State Highway 117 and McDonald Road. It has a CG (Commercial General) zoning designation. The request of the Muscogee (Creek) Nation is for a Church use.

Highway 117 (Taft Avenue) is considered a "Corridor", therefore the "City of Sapulpa Corridor Design Criteria" shall be followed. The subject property is a metal building, per the criteria, metal buildings are not allowed. The following are the approved materials to be used in the design of commercial exteriors:

- Natural materials such as wood, brick, unpolished stone.
- Cement plaster (stucco) or similar material.
- Textured masonry with integral color.
- Formed concrete with integral color and textured finish.
- All sides viewable from a public street shall be covered in a material utilizing those referenced above.
- The material must be from ground to roof.

Roofing material and design must integrate into the overall material and color scheme.

Color: The use of color in buildings should seek an overall harmony and limited palette. Colors should be light and muted earth tones for basic surfaces with strong hues only as accents. Color is encouraged in detail and ornamentation.

Approved Color Schemes:

- Light and muted earth tones, including off-whites such as ivory
- Natural brick, stone and wood tones
- Foreground surfaces and roofs: warm earth tones
- Accents: saturated and bright colors may be used in small area for detail, ornamentation, doors and windows, stairs or other architectural features

Non-Approved Color Schemes:

- Highly reflective colors that cause glare
- Large dark buildings or surfaces
- Large areas of dark glass
- Colors so dark or intense as to neutralize shadow patterns
- Saturated hues and bright colors except for use in small areas

“These criteria will be applicable to all future zoning requests, final development plans, and building permit applications for all non-residential projects.”

The Muscogee Creek Nation Principal Chief submitted a letter in opposition of the Corridor Design Criteria, that letter is attached to this report.

RECOMMENDATION:

On March 27, 2018, the Sapulpa Metropolitan Area Planning Commission voted unanimously (per staff recommendation) to recommend approval to the City Council with the following conditions:

1. City of Sapulpa Corridor Design Criteria shall be followed unless specifically waived by City Council.
2. The landscape ordinance shall be followed unless specifically waived by City Council.

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.

Attachments

Case report

case maps

site photos

MCN letter



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

FILE: SUP-018 | Specific Use Permit

OWNERS: Muscogee (Creek) Nation

ADDRESS: 875 McDonald Road

PARCEL: 1999-31-018-012-0-030-01

STR: Section 31, Township 18 North, Range 12 East

LEGAL: A part of the West Half of the West Half of the Southwest Quarter of the Southeast Quarter (W/2 W/2 SW/4 SE/4) of Section 31 Township 18 North, Range 12 East of the Indian Base and Meridian, Creek County, State of Oklahoma, according to the U.S. Government Survey thereof, lying South of the South boundary line of McDonald Acres, a platted subdivision and North of the Northerly right of way of State Highway 117, more particularly described as follows: Commencing at the Southwest Corner of Said W/2 W/2 SW/4 SE/4 of Section 31; thence N89°58'00"E along the South line of said W/2 W/2 SW/4 SE/4 of Section 31 a distance of 329.75 feet; thence N00°03'09"E a distance of 70 feet to the Northerly right of way of State Highway 117 also being the point of beginning; thence N00°03'09"E a distance of 249.77 feet to an iron pin found as the Southeast Corner of said McDonald Acres, a platted subdivision; thence S89°58'00"W along the South line of said McDonald Acres, a platted subdivision, a distance of 165.05 feet; thence S00°03'09"W a distance of 219.05 feet to the Northerly right of way of State Highway 117; thence S79°29'11"E along said right of way a distance of 167.84 feet to the point of beginning.

LOT SIZE: 36,425 square feet more or less

ZONING: CG – Commercial General

EXISTING USE: Vacant metal building

APPLICANT: Muscogee (Creek) Nation

CC WARD: Ward #5 Mr. Alan Jones and Ms. Carla Stinnett

PREPARED BY: Nikki White – Urban Development Director

REQUEST:

The applicant requests a Specific Use Permit to allow a church use in a CG (Commercial General) zoning district

APPLICABLE STATE AND MUNICIPAL CODE SECTIONS:

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

BACKGROUND: The subject property is located at the Northeast corner of State Highway 117 and McDonald Road. It has a CG (Commercial General) zoning designation. The request of the Muscogee (Creek) Nation is for a Church use.

Highway 117 (Taft Avenue) is considered a "Corridor", therefore the "City of Sapulpa Corridor Design Criteria" shall be followed. The subject property is a metal building, per the criteria, metal buildings are not allowed. The following are the approved materials to be used in the design of commercial exteriors:

- Natural materials such as wood, brick, unpolished stone.
- Cement plaster (stucco) or similar material.
- Textured masonry with integral color.
- Formed concrete with integral color and textured finish.
- All sides viewable from a public street shall be covered in a material utilizing those referenced above.
- The material must be from ground to roof.

Roofing material and design must integrate into the overall material and color scheme.

Color: The use of color in buildings should seek an overall harmony and limited palette. Colors should be light and muted earth tones for basic surfaces with strong hues only as accents. Color is encouraged in detail and ornamentation.

Approved Color Schemes:

- Light and muted earth tones, including off-whites such as ivory
- Natural brick, stone and wood tones
- Foreground surfaces and roofs: warm earth tones
- Accents: saturated and bright colors may be used in small area for detail, ornamentation, doors and windows, stairs or other architectural features

Non-Approved Color Schemes:

- Highly reflective colors that cause glare

- Large dark buildings or surfaces
- Large areas of dark glass
- Colors so dark or intense as to neutralize shadow patterns
- Saturated hues and bright colors except for use in small areas

“These criteria will be applicable to all future zoning requests, final development plans, and building permit applications for all non-residential projects.”

SURROUNDING LAND USE AND ZONING:

North:	RS-1 Residential Single Family Low Density
East:	RS-1/CG Residential Single Family Low Density/Commercial General
South:	State Highway 117
West:	AG Agriculture

(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). Prior to the SUP process, Church use was allowed by Special Exception in Residential Districts. It is staff’s opinion that the use is compliant with the Comprehensive plan.

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

PUBLIC COMMENTS: As of writing this report, staff has received one phone call asking if the subject property is required to meet the “City of Sapulpa Corridor Design Criteria”. The property fronts State Highway 117, which is a corridor.

STAFF RECOMMENDATION:

Recommended motion for SMAPC:

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

1. City of Sapulpa Corridor Design Criteria shall be followed unless specifically waived by SMAPC or City Council.

2. The Landscape Ordinance shall be followed unless specifically waived by SMAPC or City Council (attached to this report).

ATTACHMENTS:

1. Vicinity & Zoning Maps
2. Site photos
3. Site plan
4. Landscape Ordinance

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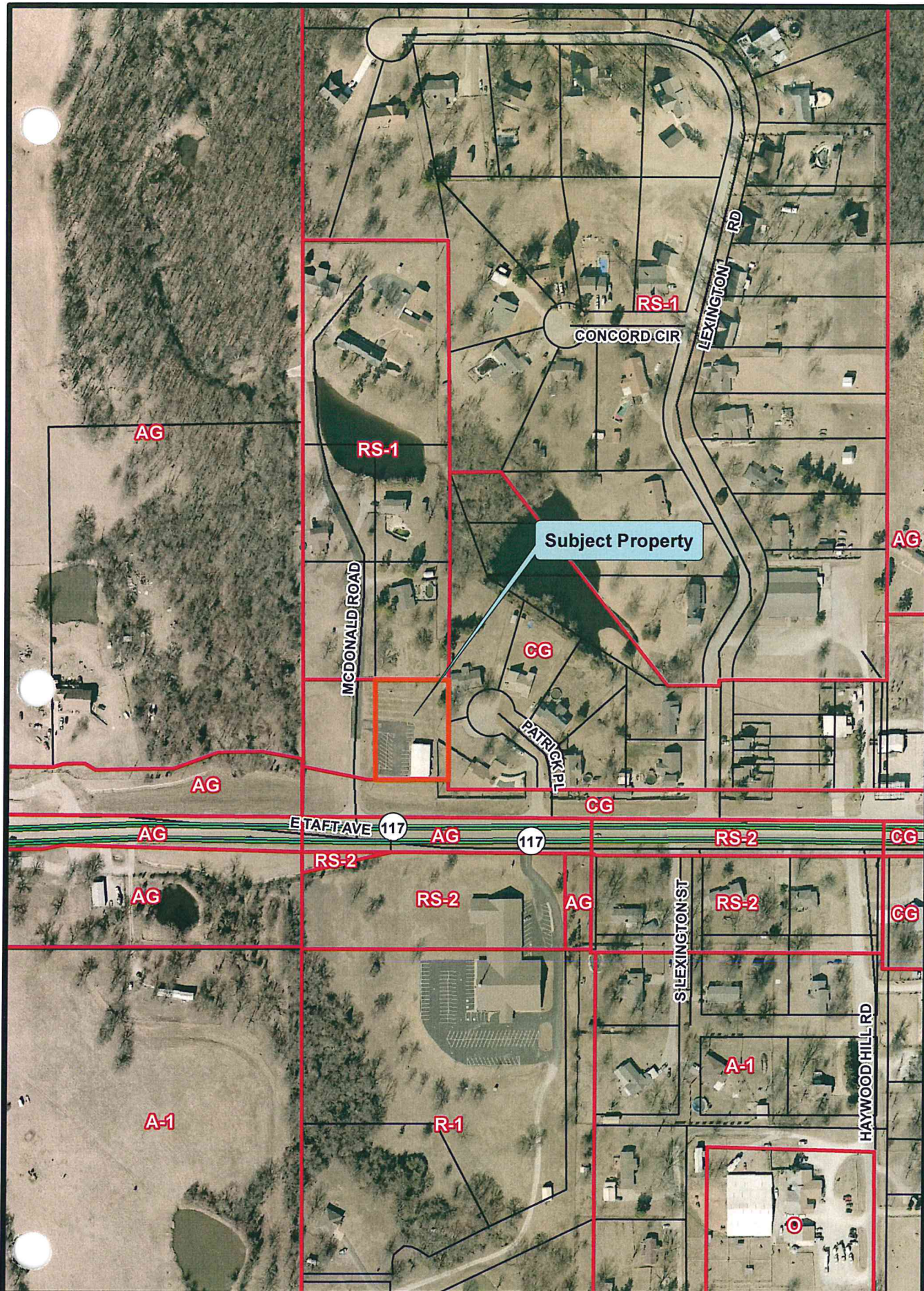
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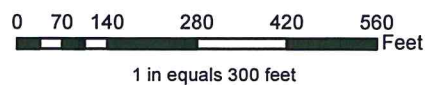
Legend

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



Property Description

Property located in a portion of the W2, W2, SW/4, SE/4 in Sec 31, T18N, R12E, Sapulpa, Creek County, Oklahoma. E-911: 875 McDonald Road, Sapulpa, OK



Map Prepared by:
 City of Sapulpa
 Date: 2/28/2018

Source Data:
 Creek County Assessors
 City of Sapulpa, Incog



SUP-018

Muskogee Creek Nation
875 McDonald Road
Sapulpa, OK 74066

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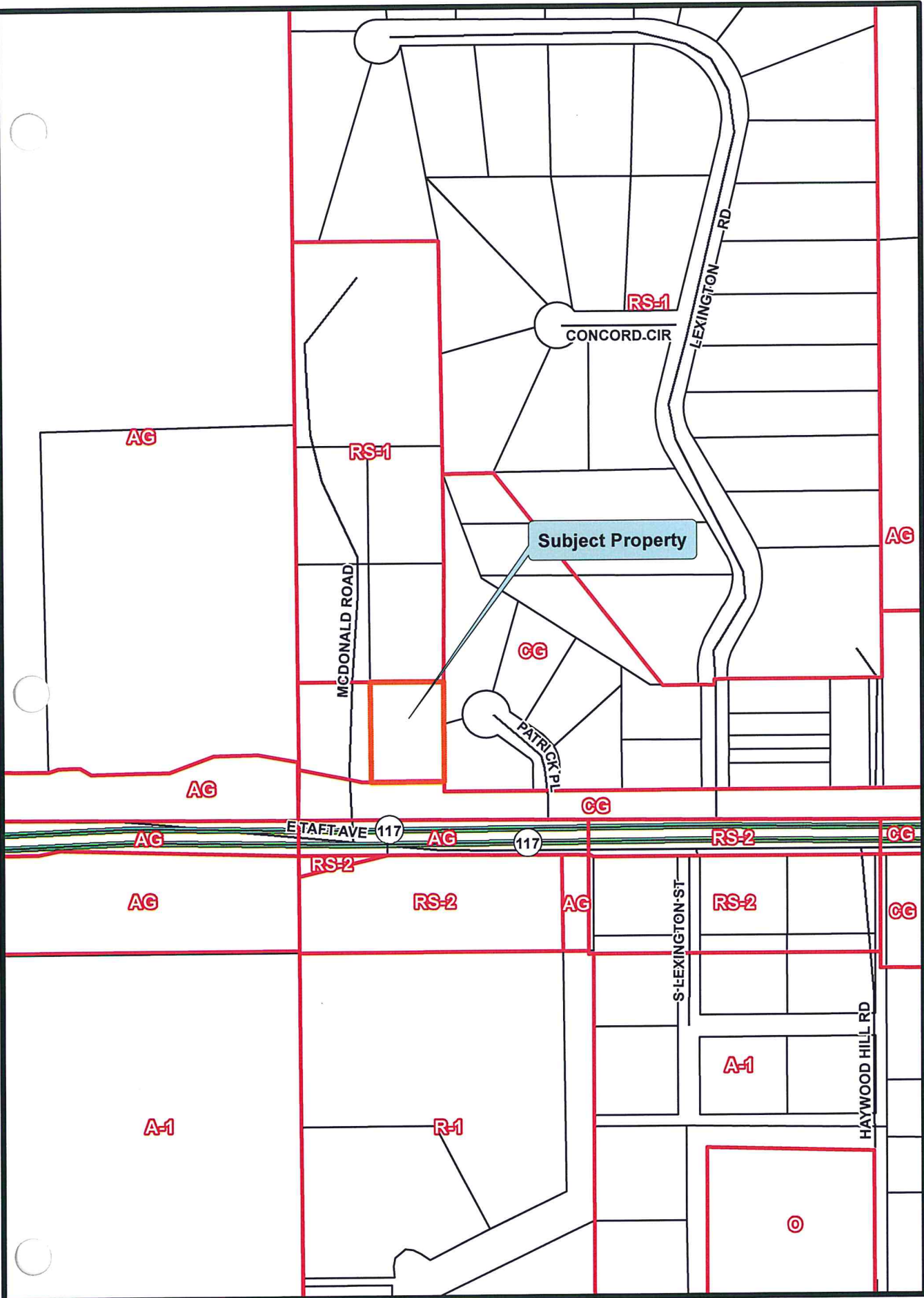
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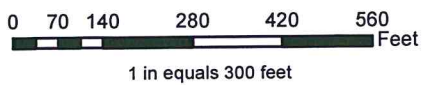
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-  Zoning
-  Subject Property
-  Parcels
-  Highways
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Property located in a portion of the W2, W2, SW/4, SE/4 in Sec 31, T18N, R12E, Sapulpa, Creek County, Oklahoma.
E-911: 875 McDonald Road, Sapulpa, OK



Map Prepared by:
City of Sapulpa
Date: 2/28/2018

Source Data:
Creek County Assessors
City of Sapulpa, Incog





Subject



proximity to
Hwy 117



East



North



West



South



Muscogee (CREEK) Nation

Executive Office

March 29, 2018

Nikki White
Urban Development Director
City of Sapulpa
PO Box 1130
Sapulpa, OK 74067

Re: Muscogee (Creek) Nation – SUP-018- Location: Northeast corner of East Taft Avenue (State Highway 117) and McDonald Road (875 McDonald Road). The applicant requests a “Specific Use Permit” to allow a Church.

Dear Ms. White:

A meeting was held before the Sapulpa Metropolitan Area Planning Commission (SMAPC) on Tuesday, March 27, 2018. Pastor Gary Hawkins of Native Stone Baptist Church was in attendance for the purpose of obtaining a “Specific Use Permit” to allow a church to be located on tribal property leased from the Muscogee (Creek) Nation (the Nation).

It has come to the attention of the Nation that Pastor Hawkins was informed during the Commission meeting that additional improvements are required to the existing building in conformance with the City of Sapulpa Corridor Design Criteria (December 2001). This came as a surprise to us because it was never discussed in any of the prior meetings and/or discussions which occurred between the Nation and the City of Sapulpa.

The following is a timeline of events regarding the subject property:

- 2018-01-09 Request for Building Permit submitted to Brittany Billingsly, Permit Clerk of Sapulpa at permitclerk@cityofsapulpa.net.
- 2018-01-23 Request for update to application sent to Brittany Billingsly.
- 2018-01-24 Received notification the permit was ready for pick up.
- 2018-01-30 Permit fee paid (\$375.20) and permit picked up from City Hall.
- 2018-02-15 Informed by Brittany Billingsly that a Specific Use Permit would be required for our project and to contact Nikki White, City Planner of Sapulpa.
- 2018-02-16 Spoke with Nikki White and was given details on what the Specific Use Permit is and how to properly submit the application. It should be noted that the Nation

was never informed of any specific design/construction requirements for buildings along the SH-117 corridor.

- 2018-02-16 James Vickrey (Fire Marshal) and Farley Fisher (Building Inspector) request walkthrough for 2018-02-19.
- 2018-02-19 Performed walk through with Muscogee (Creek) Nation, Farley Fisher, James Vickrey, and Chance Hale (Contractor).
- 2018-02-26 Picked up required abstract documentation from Creek County Abstract in Sapulpa. Paid required fee of \$300.
- 2018-02-26 Submitted Specific Use Permit application to Nikki White with \$200 permit fee. Informed that due to the information contained in the abstract, an additional \$101.10 would be required. Ms. White informed us she would still submit the application while awaiting the additional payment.
- 2018-03-14 Informed via email by James Vickrey (Fire Marshal) about life safety issues resulting from project revisions would need to be corrected.
- 2018-03-20 Requested Prepayment to mail \$101.10 to be sent to City of Sapulpa.
- 2018-03-27 SMAPC Committee Meeting attended by Pastor Gary Hawkins. Pastor Hawkins is informed that modifications specific to the City of Sapulpa Corridor Design Criteria will be required for the building.

The Nation acquired the property in 2013. Prior to the purchase, a Phase I Environmental Site Assessment was conducted on the property. As part of the Site Assessment an interview with the property owner, Norman McDonald, was conducted. Mr. McDonald indicated that the building was constructed in 2001. Assessor information confirms that the building was constructed in 2001 and was listed as "commercial property" and operated as "a gymnasium". Review of historic information reveals the facility was commercially operated as a Jazzercise business and a Tae Kwon Do business. From 2013 to the present, the Nation has utilized the building for storage. It is the intent of the Nation to utilize the property by entering into a lease agreement with the Native Stone Baptist Church. We believe this use of the property will effect positive change to the area.

At no time prior to the SMAPC Commission meeting held on March 27, 2018 was any mention of additional improvements being required for an existing building. Based on the fact that design criteria constraints were not communicated to the Nation at any time during the permitting/construction process, we strongly believe that this issue be further explored in an expeditious manner.

We respectfully request a meeting with your office to discuss this matter.

Sincerely,



James R. Floyd
Principal Chief



AGENDA ITEM

Administration 10.A.

City Council Regular

Meeting Date: April 16, 2018

Submitted For: Rick Rumsey, Assistant City Manager

Submitted By: Amy Hoehner, Legal Assistant

Department: Public Works

Presented By: Rick Rumsey

SUBJECT:

Discuss and possible action regarding Resolution Contract/Agreement Renewal of CDBG FY 2016 and FY 2017 Contracts with Tulsa County Urban County Community Development Block Grant (CDBG).

BACKGROUND:

The City of Sapulpa entered into two contracts, Fiscal Year 2016 and Fiscal Year 2017, to receive funding for public improvements with Tulsa County Urban County Community CDBG. These two Resolution Contract/Agreement Renewals extend both contracts until June 30, 2019 to allow for allocation of any remaining funds for the designated projects. Please see attachments for more detailed information.

RECOMMENDATION:

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

Attachments

FY 2016 Resolution Contract/Agreement Renewal

FY 2017 Resolution Contract/Agreement Renewal

RESOLUTION
CONTRACT/AGREEMENT RENEWAL

Department: Tulsa County BOCC

Vendor: City of Sapulpa

Describe Product/Service provided by this contract: Extension of the FY2016

Contract for the Street Repairs Project using Tulsa County Urban County CDBG Funds.

Original CMF # 240674

Dated: 3/20/2017

Current CMF # 241713

Dated: 6/19/2017

The Board of County Commissioners, on behalf of the department above, by this renewal adopts and ratifies all the provisions and terms in the original or the most recent renewal of the contract/agreement, without amendments or addendums, as if the terms and provisions were set out in full herein.

The terms of this contract/agreement shall be in full force and effect for the fiscal year July 1, 2018 - June 30, 2019 and shall be effective upon full execution of this contract/agreement renewal.

Chairman, Board of County Commissioners
Tulsa County

ATTEST:

Date: _____

Michael Willis
County Clerk

Reg Green, Mayor, City of Sapulpa

NOTE: Original to County Clerk for placement on Board of County Commissioners' Meeting Agenda

MAR 20 2017

Contract For Public Improvements For Community Development Block Grant Program

This Contract for Community Development Block Grant ("CDBG") funds is made and entered into this 20th day February 2017 by and between Tulsa County ("COUNTY"), and the City of Sapulpa ("CITY").

This Contract shall be in effect the 1st day of February, 2017 and shall be in effect through the 30th day of January, 2018. If the funds are not exhausted at the end of the contract period, the Contract period may be extended by mutual agreement of both parties.

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, a Cooperation Agreement between the 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 2014-2016; and,

WHEREAS, the City desires to enter into a Contract with Tulsa County, as lead entity of the Tulsa County Community Development Block Grant Urban County Program (CFDA 14.218) pursuant to Title I of the Housing and Community Development Act of 1974, as amended; to receive an allocation of FY2016 Tulsa County CDBG Urban County funds for the purpose of public improvements (**B-16-UC-40-0001**);

NOW THEREFORE, the parties do mutually agree as follows:

I. Scope of Services

The City shall be responsible for the oversight of a project titled Street Repairs which proposes overlay and patching of various street segments in southeastern quadrant of City. The project will be located on S. Cedar St (W. Orleans to end); W. Portland Ave. (S. Cedar to end); W. Orleans Ave. (Cedar to Poplar); W. Newburg Ave. (Monterey to Mounds); W. Orleans Ave. (Hickory to Cedar). Project to meet the objectives of the Community Development Block Grant program in accordance with the terms and conditions as set forth herein.

The City agrees to perform those duties, obligations, and representations contained in its application to Tulsa County and to be bound by the provisions of its application, all amendments thereto and all correspondence relating thereto, which were submitted to and accepted by

240614

Tulsa County in contemplation of this contract, said application being incorporated herein and made a part hereof by reference.

II. Budget

The City shall be allocated \$116,864.00 from Fiscal Year 2016 Tulsa County CDBG Urban County funds for infrastructure improvements.

III. Performance Measurement

The project must be under construction with a Notice To Proceed issued no later than **180** days from the date of approval of this contract by the County. Failure to commence construction within the timeframe may result in withdrawal of CDBG funds by the County for noncompliance of timely expenditure of funds.

IV. Method Of Payment

- a. Payment will be made to the City on either a reimbursement of paid invoices basis or submission of actual payable invoices. The City shall submit a "Request for Funds" form to the program administrator, INCOG, for approval and payment by Tulsa County.
- b. City will maintain proper financial records for the project, which the County reserves the right to inspect on a periodic basis.
- c. In no event will the total compensation to be paid hereunder exceed the expressly agreed maximum sum of One Hundred Sixteen Thousand Eight Hundred Sixty-Four Dollars (\$116,864) for all services required.

V. Reversion of Assets

After reconciliation of the project books and submittal of remaining unpaid claims to the County, the City shall return any unused CDBG funds within 30 days of the date this agreement terminates or expires.

GENERAL TERMS AND CONDITIONS

Subcontract Notification Provision

None of the work and services covered by this contract may be subcontracted without written consent of the County. Any work or services subcontracted hereunder shall be specified by written agreement and shall be subject to each provision of this agreement. In no event will the City incur any obligation on the part of the County.

Modification

This contract is subject to such modification as may be required by federal or state law or regulations. The work and services to be performed and the total contract amount may be modified only upon written agreement of both parties.

Disputes, Interpretation, Remedies

- a. In the event the parties fail to agree on interpretations of this contract, the details of such disagreement shall be forwarded to the legal counsels of both parties for review and recommendation and such recommendations forwarded to HUD, who shall make the final determination.
- b. Neither forbearance nor payment by the County shall be construed to constitute waiver of any remedies for any default or breach by the City that exists then or occurs later.

Severability Clause

If any provision under this contract or its application to any person or circumstance is held invalid by any court of competent jurisdiction, such invalidity does not affect any other provision of this contract or its application that can be given effect without the invalid provision or application.

Hold Harmless Clause

City shall, within limitations placed on such entities by any law, hold harmless the United States government, its agents, officers, and employees and the County, its agents, officers, and employees from all claims and actions, and all expenses defending same, that are brought as a result of any injury or damage sustained by any person or property which injury or damage is legally determined to be caused by any act or omission of City committed within the performance of its duties under this contract. City shall, within limitations placed on such entity by any law, hold harmless the United States government, its agents, officers, and employees and the County, its agents, officers and employees from any claim or amount recovered as a result of infringement of patent trademark, copyright, or from any claim or amounts arising or recovered under Workers' Compensation Laws, to the extent such claims arise out of acts committed in furtherance of this contract. In any agreement with any sub-recipient or any agent for City, City will specify that such sub-recipient or agents shall hold harmless the United States government, its agents, officers, and employees, and the County its agents, officers and employees for all the herein before described expenses, claims, actions, or amounts recovered, which is legally determined to be caused by this sub-recipient or agent in the performance of their duties relating to this contract.

Personnel

- a. The City represents that it will secure all personnel required in performing the services under this contract. Such personnel shall not be employees of or have any contractual relationship with the County.
- b. The City has full responsibility for payment of worker's compensation insurance, unemployment insurance, social security, state and federal income tax and any other deductions required by law for its employees.
- c. All of the services required hereunder will be performed by the City or under its supervision and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under state and local law to perform such services.

Termination of Contract for Cause

If, through any cause, the City shall fail to fulfill in a timely and proper manner his/her obligations under this contract, or if the City shall violate any of the covenants, agreements, or stipulations of this contract, the County shall thereupon have the right to terminate this contract by giving written notice to the City of such termination and specifying the effective date thereof, at least 15 days before the effective date of such termination. In such event, the City shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder.

Notwithstanding the above, the City shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the contract by the City.

Termination of Contract for Convenience

Either the City or the County may terminate this contract at any time by giving at least 15 days notice in writing to the other party. If the contract is terminated as provided herein, the City will be paid for the services provided and all allowable expenses incurred up to the termination date.

Conflict of Interest

No member of the governing body of the City, and no other officer, employee, or agent of the City who exercises any function or responsibility in connection with the planning and carrying out of the program, shall have any personal financial interest, direct or indirect, in this agreement, and the City shall take appropriate steps to assure compliance.

Interest of City and Employees

The City covenants that it presently has no interest and shall not acquire interest, direct or indirect, in the project area or any parcels therein or any other interest which would conflict in any manner or degree with the performance of his services hereunder. The City further covenants that in the performance of this agreement no person having any such interest shall be employed.

Reports and Information

The City, at such times and in such forms as the County may require, shall furnish the County such periodic reports as it may request pertaining to the work or services undertaken pursuant to the contract, costs and obligations incurred or to be incurred in connection there with and any other matters covered by this contract.

City shall furnish the County narrative reports and financial reports related to the elements of this contract in the forms and at such times as may be required by the County or federal grantor agencies.

Compliance with Local Laws

The City shall comply with all applicable laws, ordinances and codes of the state and local governments.

Copyright

No reports, maps, or other documents produced in whole or in part under this contract shall be the subject of an application for copyright by or on behalf of the City.

Records and Audits

City shall retain all books, documents, papers, records, and other materials involving all activities and transactions related to this contract for at least five (5) years from the date of submission of the final expenditure report or until all audit findings have been resolved, whichever is later. City shall, as often as deemed necessary by the County, permit authorized representatives of the County and its Auditors, the U.S. Department of Housing and Urban Development, the federal or state Department of Labor and the U.S. Comptroller General to have full access to and the right to fully examine all such materials.

The City shall comply with OMB circulars A-110 and A-122 requirements, where applicable. The OMB circulars are hereby made a part of this contract. The City shall provide a copy of its annual audit to the County for the periods of these CDBG funds within the earlier of 30 days after the City's receipt of the auditor's report or nine months after the end of the audit period.

Federal Funds in Excess of \$750,000

If the City expends \$750,000 or more in a year in Federal awards from all sources, the City shall comply with OMB circular A-133 requirements and have a Single Audit conducted. This OMB circular is hereby made a part of this contract. The City shall provide a copy of its A-133 audit to the County for the periods of these CDBG funds within the earlier of 30 days after the City's receipt of the auditor's report or nine months after the end of the audit period.

Anti-Kickback Regulations

The City shall comply with all applicable anti-kickback regulations covered under the Department of Labor Regulation 29 CFR, Part III.

Equal Employment Opportunity

The City shall comply with the following equal opportunity requirements as part of CDBG assurances:

- a. Civil Rights Act of 1964, Title VI

City shall comply with Title VI of the Civil Rights Act of 1964, which provides that no person in the United States shall on the grounds of race, religion, color, or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives federal financial assistance.

- b. Housing and Community Development Act of 1974, Section 109

City shall comply with Section 109 of the Housing and Community Development Act of 1974, which provides that no person in the United States shall on the grounds of race, color, religion, national origin or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded under the Act.

c. Housing and Urban Development Act of 1968, Section 3

City shall comply with Section 3, which provides that to the greatest extent feasible, training and employment opportunities shall be made available to lower-income residents of the unit of local government or metropolitan area (or non-metropolitan county) in which the project is located and that contracts be awarded to small businesses located within or owned in substantial part by residents of the same metropolitan area (or non-metropolitan county) as the project.

d. Affirmative Action

City shall take affirmative actions steps to contract with small and minority owned firms and women business enterprises in a part of the requirements of 24 CFR Part 85.36 or 24 CFR Part 570, Sub-part J. Affirmative Actions steps include, but are not limited to, the following:

1. Including qualified small, minority and women business enterprises on solicitation lists.
2. Assuring that small, minority and women business enterprises are solicited whenever they are potential sources.
3. When economically feasible, dividing total requirements into smaller tasks or quantities to permit maximum small, minority and women business enterprises participation.
4. Where the requirement permits, establishing delivery schedules which will encourage participation by small, minority and women business enterprises.
5. Using the services and assistance of the Small Business Administration, the Office of Minority Business Enterprise of the U.S. Department of Commerce and the local minority business development center that assists with management and technical aspects and maintains a directory of minority contractors, suppliers and vendors.

Labor Standards

- a. The City shall comply with the requirements of Davis-Bacon Act (40 USC Section 276a-276a-5), which requires payment of the prevailing wage for the locality to workers on construction contracts over \$2,000. Housing rehabilitation projects of fewer than eight units are exempt. Regulations are at 29 CFR, Part 5. The City further certifies that it shall include in its bidders' packages the U.S. Department of Labor Wage Determination List and a statement that the Contractor and any subcontractors must comply with these wage rates in performance of the work required.
- b. Copeland (Anti-Kickback) Act (18 USC Section 874, 40 USC Section 176c), which applies to all contracts covered by Davis-Bacon and

provides that workers must be paid weekly, with only permissible deductions allowed. Regulations are at 29 CFR, Part 3;

- c. Contract Work Hours and Safety Standards Act (40 USC Section 327, et seq.) which requires overtime compensation. Regulations are at 29 CFR, Part 5.

Acquisition and Relocation

Uniform Relocation Assistance and real Property Acquisition Policies Act of 1970, as amended (P.L. 91-646, P.L. 100-17) Section 305 of Title III and Section 210 of Title II require State and local recipients to comply with real property acquisition and relocation requirements set forth in said Act. Regulations are at 49 CFR, Part 24.

Age Discrimination Act of 1975

City shall comply with the provisions of the Age Discrimination Act of 1975, which prohibits discrimination on the basis of age in the delivery of services and benefits supported by federal funds.

Americans With Disabilities Act of 1990

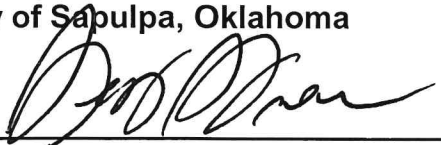
City shall comply to the extent required with the provisions of the Americans with Disabilities Act of 1990 which prohibits discrimination on the basis of disabled status in any publicly funded program and activity.

Rehabilitation Act of 1973, Section 504


City shall comply with the provisions of Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap in any programs or activities receiving federal financial assistance.


IN WITNESS WHEREOF, the City and County have executed this contract as of the date first written above.

City of Sapulpa, Oklahoma

By , Mayor

ATTEST:


City Clerk 2-20-2017

Approved: 
City Attorney



Tulsa County Board of Commissioners

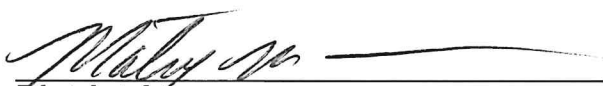
By  Chair

ATTEST:


County Clerk



Approved:


District Attorney

RESOLUTION
CONTRACT/AGREEMENT RENEWAL

Department: Tulsa County BOCC

Vendor: City of Sapulpa

Describe Product/Service provided by this contract: Extension of the FY2017

Contract for the Street Repairs Project using Tulsa County Urban County CDBG Funds.

Original CMF # 242891

Dated: 10/9/2017

Current CMF # 242891

Dated: 10/9/2017

The Board of County Commissioners, on behalf of the department above, by this renewal adopts and ratifies all the provisions and terms in the original or the most recent renewal of the contract/agreement, without amendments or addendums, as if the terms and provisions were set out in full herein.

The terms of this contract/agreement shall be in full force and effect for the fiscal year July 1, 2018 - June 30, 2019 and shall be effective upon full execution of this contract/agreement renewal.

Chairman, Board of County Commissioners
Tulsa County

ATTEST:

Date: _____

Michael Willis
County Clerk

Reg Green, Mayor, City of Sapulpa

NOTE: Original to County Clerk for placement on Board of County Commissioners' Meeting Agenda

APPROVED

OCT 09 2017

STATE OF OKLAHOMA
TULSA COUNTY
RECEIVED

Contract For Public Improvements For Community Development Block Grant Program

OCT -4 AM 10:46

This Contract for Community Development Block Grant ("CDBG") funds is made and entered into this 18th day of Sept 2017 by and between Tulsa County ("COUNTY"), and the City of Sapulpa ("CITY").

WOMEL WILLIS
TULSA COUNTY CLERK

This Contract shall be in effect the 1st day of July, 2017 and shall be in effect through the 30th day of June, 2018. If the funds are not exhausted at the end of the contract period, the Contract period may be extended by mutual agreement of both parties.

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, a Cooperation Agreement between the 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,

242891

WHEREAS, the City desires to enter into a Contract with Tulsa County, as lead entity of the Tulsa County Community Development Block Grant Urban County Program (CFDA 14.218) pursuant to Title I of the Housing and Community Development Act of 1974, as amended; to receive an allocation of FY2017 Tulsa County CDBG Urban County funds for the purpose of public improvements (**B-17-UC-40-0001**);

NOW THEREFORE, the parties do mutually agree as follows:

I. Scope of Services

The City shall be responsible for the oversight of a project titled Street Repairs which proposes overlay and patching of various street segments in southeastern quadrant of City. The project will be located on S. Poplar St (W. Monterey Ave. to south end of roadway); S. Mounds St. (W. Orleans Ave. to W. Monterey Ave.); S. Water St. (S. Main St. to W. Portland Ave); S. Main St. (200' south of W. Teel Rd to end of roadway in subdivision); W. Monterey Ave. (S. Cedar St. to S. Main St.). Project to meet the objectives of the Community Development Block Grant program in accordance with the terms and conditions as set forth herein.

The City agrees to perform those duties, obligations, and representations contained in its application to Tulsa County and to be bound by the

provisions of its application, all amendments thereto and all correspondence relating thereto, which were submitted to and accepted by Tulsa County in contemplation of this contract, said application being incorporated herein and made a part hereof by reference.

II. Budget

The City shall be allocated \$130,955.00 from Fiscal Year 2017 Tulsa County CDBG Urban County funds for infrastructure improvements.

III. Performance Measurement

The project must be under construction with a Notice To Proceed issued no later than **180** days from the date of approval of this contract by the County. Failure to commence construction within the timeframe may result in withdrawal of CDBG funds by the County for noncompliance of timely expenditure of funds.

IV. Method Of Payment

- a. Payment will be made to the City on either a reimbursement of paid invoices basis or submission of actual payable invoices. The City shall submit a "Request for Funds" form to the program administrator, INCOG, for approval and payment by Tulsa County.
- b. City will maintain proper financial records for the project, which the County reserves the right to inspect on a periodic basis.
- c. In no event will the total compensation to be paid hereunder exceed the expressly agreed maximum sum of One Hundred Thirty Thousand Nine Hundred Fifty-Five Dollars (\$130,955.00) for all services required.

V. Reversion of Assets

After reconciliation of the project books and submittal of remaining unpaid claims to the County, the City shall return any unused CDBG funds within 30 days of the date this agreement terminates or expires.

GENERAL TERMS AND CONDITIONS

Subcontract Notification Provision

None of the work and services covered by this contract may be subcontracted without written consent of the County. Any work or services subcontracted hereunder shall be specified by written agreement and shall be subject to each provision of this agreement. In no event will the City incur any obligation on the part of the County.

Modification

This contract is subject to such modification as may be required by federal or state law or regulations. The work and services to be performed and the total contract amount may be modified only upon written agreement of both parties.

Disputes, Interpretation, Remedies

- a. In the event the parties fail to agree on interpretations of this contract, the details of such disagreement shall be forwarded to the legal counsels of both parties for review and recommendation and such recommendations forwarded to HUD, who shall make the final determination.
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If any provision under this contract or its application to any person or circumstance is held invalid by any court of competent jurisdiction, such invalidity does not affect any other provision of this contract or its application that can be given effect without the invalid provision or application.

Hold Harmless Clause

City shall, within limitations placed on such entities by any law, hold harmless the United States government, its agents, officers, and employees and the County, its agents, officers, and employees from all claims and actions, and all expenses defending same, that are brought as a result of any injury or damage sustained by any person or property which injury or damage is legally determined to be caused by any act or omission of City committed within the performance of its duties under this contract. City shall, within limitations placed on such entity by any law, hold harmless the United States government, its agents, officers, and employees and the County, its agents, officers and employees from any claim or amount recovered as a result of infringement of patent trademark, copyright, or from any claim or amounts arising or recovered under Workers' Compensation Laws, to the extent such claims arise out of acts committed in furtherance of this contract. In any agreement with any sub-recipient or any agent for City, City will specify that such sub-recipient or agents shall hold harmless the United States government, its agents, officers, and employees, and the County its agents, officers and employees for all the herein before described expenses, claims, actions, or amounts recovered, which is legally determined to be caused by this sub-recipient or agent in the performance of their duties relating to this contract.

Personnel

- a. The City represents that it will secure all personnel required in performing the services under this contract. Such personnel shall not be employees of or have any contractual relationship with the County.
- b. The City has full responsibility for payment of worker's compensation insurance, unemployment insurance, social security, state and federal income tax and any other deductions required by law for its employees.

- c. All of the services required hereunder will be performed by the City or under its supervision and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under state and local law to perform such services.

Termination of Contract for Cause

If, through any cause, the City shall fail to fulfill in a timely and proper manner his/her obligations under this contract, or if the City shall violate any of the covenants, agreements, or stipulations of this contract, the County shall thereupon have the right to terminate this contract by giving written notice to the City of such termination and specifying the effective date thereof, at least 15 days before the effective date of such termination. In such event, the City shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder.

Notwithstanding the above, the City shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the contract by the City.

Termination of Contract for Convenience

Either the City or the County may terminate this contract at any time by giving at least 15 days notice in writing to the other party. If the contract is terminated as provided herein, the City will be paid for the services provided and all allowable expenses incurred up to the termination date.

Conflict of Interest

No member of the governing body of the City, and no other officer, employee, or agent of the City who exercises any function or responsibility in connection with the planning and carrying out of the program, shall have any personal financial interest, direct or indirect, in this agreement, and the City shall take appropriate steps to assure compliance.

Interest of City and Employees

The City covenants that it presently has no interest and shall not acquire interest, direct or indirect, in the project area or any parcels therein or any other interest which would conflict in any manner or degree with the performance of his services hereunder. The City further covenants that in the performance of this agreement no person having any such interest shall be employed.

Reports and Information

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City shall furnish the County narrative reports and financial reports related to the elements of this contract in the forms and at such times as may be required by the County or federal grantor agencies.

Compliance with Local Laws

The City shall comply with all applicable laws, ordinances and codes of the state and local governments.

Copyright

No reports, maps, or other documents produced in whole or in part under this contract shall be the subject of an application for copyright by or on behalf of the City.

Records and Audits

City shall retain all books, documents, papers, records, and other materials involving all activities and transactions related to this contract for at least five (5) years from the date of submission of the final expenditure report or until all audit findings have been resolved, whichever is later. City shall, as often as deemed necessary by the County, permit authorized representatives of the County and its Auditors, the U.S. Department of Housing and Urban Development, the federal or state Department of Labor and the U.S. Comptroller General to have full access to and the right to fully examine all such materials.

The City shall comply with 2 CFR24 Part 200 requirements, where applicable. The OMB circulars are hereby made a part of this contract. The City shall provide a copy of its annual audit to the County for the periods of these CDBG funds within the earlier of 30 days after the City's receipt of the auditor's report or nine months after the end of the audit period.

Federal Funds in Excess of \$750,000

If the City expends \$750,000 or more in a year in Federal awards from all sources, the City shall comply with OMB circular A-133 requirements and have a Single Audit conducted. This OMB circular is hereby made a part of this contract. The City shall provide a copy of its A-133 audit to the County for the periods of these CDBG funds within the earlier of 30 days after the City's receipt of the auditor's report or nine months after the end of the audit period.

Anti-Kickback Regulations

The City shall comply with all applicable anti-kickback regulations covered under the Department of Labor Regulation 29 CFR, Part III.

Equal Employment Opportunity

The City shall comply with the following equal opportunity requirements as part of CDBG assurances:

- a. Civil Rights Act of 1964, Title VI

City shall comply with Title VI of the Civil Rights Act of 1964, which provides that no person in the United States shall on the grounds of race, religion, color, or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives federal financial assistance.

- b. Housing and Community Development Act of 1974, Section 109

City shall comply with Section 109 of the Housing and Community Development Act of 1974, which provides that no person in the United States shall on the grounds of race, color, religion, national origin or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded under the Act.

c. Housing and Urban Development Act of 1968, Section 3

City shall comply with Section 3, which provides that to the greatest extent feasible, training and employment opportunities shall be made available to lower-income residents of the unit of local government or metropolitan area (or non-metropolitan county) in which the project is located and that contracts be awarded to small businesses located within or owned in substantial part by residents of the same metropolitan area (or non-metropolitan county) as the project.

d. Affirmative Action

City shall take affirmative actions steps to contract with small and minority owned firms and women business enterprises in a part of the requirements of 24 CFR Part 85.36 or 24 CFR Part 570, Sub-part J. Affirmative Actions steps include, but are not limited to, the following:

1. Including qualified small, minority and women business enterprises on solicitation lists.
2. Assuring that small, minority and women business enterprises are solicited whenever they are potential sources.
3. When economically feasible, dividing total requirements into smaller tasks or quantities to permit maximum small, minority and women business enterprises participation.
4. Where the requirement permits, establishing delivery schedules which will encourage participation by small, minority and women business enterprises.
5. Using the services and assistance of the Small Business Administration, the Office of Minority Business Enterprise of the U.S. Department of Commerce and the local minority business development center that assists with management and technical aspects and maintains a directory of minority contractors, suppliers and vendors.

Labor Standards

- a. The City shall comply with the requirements of Davis-Bacon Act (40 USC Section 276a-276a-5), which requires payment of the prevailing wage for the locality to workers on construction contracts over \$2,000. Housing rehabilitation projects of fewer than eight units are exempt. Regulations are at 29 CFR, Part 5. The City further certifies that it shall include in its bidders' packages the U.S. Department of Labor Wage

Determination List and a statement that the Contractor and any subcontractors must comply with these wage rates in performance of the work required.

- b. Copeland (Anti-Kickback) Act (18 USC Section 874, 40 USC Section 176c), which applies to all contracts covered by Davis-Bacon and provides that workers must be paid weekly, with only permissible deductions allowed. Regulations are at 29 CFR, Part 3;
- c. Contract Work Hours and Safety Standards Act (40 USC Section 327, et seq.) which requires overtime compensation. Regulations are at 29 CFR, Part 5.

Acquisition and Relocation

Uniform Relocation Assistance and real Property Acquisition Policies Act of 1970, as amended (P.L. 91-646, P.L. 100-17) Section 305 of Title III and Section 210 of Title II require State and local recipients to comply with real property acquisition and relocation requirements set forth in said Act. Regulations are at 49 CFR, Part 24.

Age Discrimination Act of 1975

City shall comply with the provisions of the Age Discrimination Act of 1975, which prohibits discrimination on the basis of age in the delivery of services and benefits supported by federal funds.

Americans With Disabilities Act of 1990

City shall comply to the extent required with the provisions of the Americans with Disabilities Act of 1990 which prohibits discrimination on the basis of disabled status in any publicly funded program and activity.

Rehabilitation Act of 1973, Section 504

City shall comply with the provisions of Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap in any programs or activities receiving federal financial assistance.

IN WITNESS WHEREOF, the City and County have executed this contract as of the date first written above.

City of Sapulpa, Oklahoma

By *Ravis A. Martin*, Mayor

ATTEST:

Shirley Dargis
City Clerk 9-18-2017



Approved:

City Attorney

Tulsa County Board of Commissioners

By _____ Chair

ATTEST:

County Clerk



Approved:

Asst.

District Attorney



AGENDA ITEM

Administration 10.B.

City Council Regular

Meeting Date: April 16, 2018

Submitted By: Pam Vann, Finance Director

Department: Finance

Presented By: Pam Vann

SUBJECT:

Discuss and possible action regarding a resolution of the City of Sapulpa, Oklahoma, amending the FY 2017-2018 annual budget by increasing revenues and appropriations in the Library Fund for the purpose of recognizing funds received from donations in the amount of \$6,031.00 and appropriating such funds to be used in connection with the summer reading program.

BACKGROUND:

The City has received donations in the amount of \$6,031.00 to be used for the summer reading program. These funds were not included in the original FY 2017-2018 budget and will need to be appropriated to be used. These funds will be used for programs, marketing and performers.

RECOMMENDATION:

Staff recommends approval of the resolution.

Attachments

Library Resolution 041618

Library Budget Adjustment 041618

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF SAPULPA, OKLAHOMA AMENDING THE FY 2017-2018 ANNUAL BUDGET BY INCREASING REVENUES AND APPROPRIATIONS IN THE LIBRARY FUND FOR THE PURPOSE OF RECOGNIZING FUNDS RECEIVED FROM DONATIONS IN THE AMOUNT OF \$6,031.00 AND APPROPRIATING SUCH FUNDS TO BE USED IN CONNECTION WITH THE SUMMER READING PROGRAM.

WHEREAS, City of Sapulpa, Oklahoma, has received \$6,031.00 in additional donations for the Library's summer reading program; and

WHEREAS, the Library will use these funds for programs, marketing and performers for the summer reading program,

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

LIBRARY FUND

(Increase)	34-4082 Donations	<u>\$6,031.00</u>
	Total Revenues Increase:	\$6,031.00
(Increase)	34-534-311 Professional Services	<u>\$6,031.00</u>
	Total Appropriations Increase:	\$6,031.00

PASSED BY THE CITY COUNCIL FOR THE CITY OF SAPULPA, OKLAHOMA and signed by the Mayor this 16th day of April 2018.

Reg Green, Mayor

ATTEST:

Shirley Burzio, City Clerk

David Widdoes, City Attorney

BUDGET TRANSFER REQUEST

DEPARTMENT	Department Head Signature	Date Requested
LIBRARY		4/16/2018

**TO RECOGNIZE ADDITIONAL DONATION REVENUE TO PROVIDE APPROPRIATIONS
FOR THE SUMMER READING PROGRAM**

RESOLUTION #

Account #	Account Name	Amount Budgeted	Amount of Increase	Amount of Decrease	Adjusted Budget
34-4082	DONATIONS	\$4,757	\$6,031		\$10,788
34-534-311	PROFESSIONAL SEVICES	\$6,257	\$6,031		\$12,288

Date Approved	Finance Director	Date Rejected	Reason

Date Approved	City Manager	Date Rejected	Reason

FY 17-18	Transfer #: 17-
-----------------	------------------------



AGENDA ITEM

Administration 10.C.

City Council Regular

Meeting Date: April 16, 2018

Submitted For: Rick Rumsey, Assistant City Manager

Submitted By: Amy Hoehner, Legal Assistant

Department: Public Works

Presented By: Rick Rumsey

SUBJECT:

Discuss and possible action regarding Amendment No. 1 to Professional Services Agreement with Tetra Tech, Inc. for Continued Construction Administration services for the Dewey Avenue Connection wastewater line project in the amount of \$5,400.00.

BACKGROUND:

This is an amendment to the agreement with Tetra Tech is for construction administration services during the extra 85 days the contractor ran over the agreed upon completion date on the Dewey Avenue Connection wastewater line replacement project. This project was for the replacement of the wastewater line from East Dewey Avenue to East Lee Avenue in the alleyway between Oak Street and the County Courthouse. For additional information, please refer to the attachments.

RECOMMENDATION:

Staff recommends Council approve Amendment No. 1 to Agreement with Tetra Tech and to authorize Mayor to execute same.

Fiscal Impact

Amount: \$5,400.00

To be paid from: Capital Improvement Fund

Account number: 45-546-405B

Attachments

Amendment No. 1 TetraTech



**Tetra Tech, Inc.
Amendment No. 1
Professional Services Agreement for Engineering Services**

This is an amendment to the Agreement made on the 13th day of September, 2016, between **City of Sapulpa, Oklahoma** (Client) and **Tetra Tech, Inc.** (Consultant), a Delaware corporation, made on this 5th day of April, 2018.

Client and Consultant agree to specific changes to the referenced Agreement for the **Dewey Avenue Connection, Tetra Tech Project No. 200-11390-17001**, as described in Attachment A. Consultant agrees to perform the services in consideration of the compensation described in Attachment A and in accordance with the terms of the Agreement.

This Amendment consists of this document together with Attachment A – Amended Project Requirements. This Amendment to the Agreement between the Client and Consultant supersedes all prior written and oral understandings.

In executing this Amendment, the undersigned also acknowledge their authority to bind the parties to all terms and conditions.

In witness whereof, the parties hereto have made and executed this Amendment as of the day and year first written.

City of Sapulpa, Oklahoma
P.O. Box 1130
Sapulpa, Oklahoma 74067

Tetra Tech, Inc.
7645 East 63rd Street, Suite 301
Tulsa, Oklahoma 74133
918.249.3909

By _____
Client's Authorized Signature

Reg Green
Mayor

By *Felix R. Belanger*
Consultant's Authorized Signature

Felix R. Belanger, P.E.
Vice President



**Professional Services Agreement
Amendment No. 1
Attachment A – Amended Project Requirements**

Client: City of Sapulpa, Oklahoma

Project Description

Dewey Avenue Connection
Tetra Tech Project No. 200-11390-17001

Amendments to Scope of Services

Consultant shall provide the following additional services:

- Continued Construction Administration (CA) and part time Resident Project Representation (RPR) services during the extra 85 days of construction contract over run.

Special Assumptions

Amendments to Project Schedule

Task	Date
------	------

Method of Compensation

Lump Sum Fee, 09/13/16	\$25,300.00
Amendment No. 1	<u>\$5,400.00</u>
TOTAL AUTHORIZED FEE	\$30,700.00

Supplemental Terms and Conditions



Administration 10.D.

City Council Regular

Meeting Date: April 16, 2018

Submitted By: Pam Vann, Finance Director

SUBJECT:

Presentation and discussion of Sapulpa's Comprehensive Annual Financial Report and Independent Auditor's Reports for Fiscal Year Ended June 30, 2017.

Attachments

2017 CAFR



**COMPREHENSIVE ANNUAL FINANCIAL REPORT
AND INDEPENDENT AUDITOR'S REPORTS**

AS OF AND FOR THE FISCAL YEAR ENDED

JUNE 30, 2017

CITY OF SAPULPA, OKLAHOMA
COMPREHENSIVE ANNUAL FINANCIAL REPORT
AND ACCOMPANYING
INDEPENDENT AUDITOR'S REPORTS

FOR THE FISCAL YEAR ENDED
JUNE 30, 2017

**CITY OF SAPULPA, OKLAHOMA
 COMPREHENSIVE ANNUAL FINANCIAL REPORT
 AND ACCOMPANYING INDEPENDENT AUDITOR’S REPORTS
 FOR THE FISCAL YEAR ENDED JUNE 30, 2017**

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**CITY OF SAPULPA, OKLAHOMA
 COMPREHENSIVE ANNUAL FINANCIAL REPORT
 AND ACCOMPANYING INDEPENDENT AUDITOR’S REPORTS
 FOR THE FISCAL YEAR ENDED JUNE 30, 2017**

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INTRODUCTION SECTION



Oklahoma's Most Connected City

425 EAST DEWEY AVENUE
P.O. BOX 1130 • SAPULPA, OK 74067

March 31, 2018

To the Honorable Mayor Reg Green, City Councilors, and Citizens:

We are pleased to submit to you the Comprehensive Annual Financial Report (CAFR) of the City of Sapulpa for the fiscal year ended June 30, 2017. The report was prepared by the Finance Department of the City of Sapulpa to present the financial position of the City and the results of the City's financial operations in accordance with generally accepted accounting principles. Responsibility for both the accuracy of the presented data and the completeness and fairness of the presentation, including all disclosures, rests with the City. We believe the data, as presented, is accurate in all material respects, and all disclosures necessary to enable the reader to gain the maximum understanding of the City's financial affairs have been included. The Management's Discussion and Analysis provide additional narrative and detailed analysis of the City's financial affairs, and we encourage readers to consider that information in conjunction with the information presented here.

To facilitate the understanding of the City's financial affairs, the CAFR is divided into the following sections:

- Introductory Section – Includes a table of contents, a letter of transmittal, the City's organizational chart, and a list of City Officials.
- Financial Section – Consists of the independent auditor's report, management's discussion and analysis, the basic financial statements, required supplementary information, and other supplementary information.
- Statistical Section – Presents unaudited financial, economic and demographic data and other information relative to the community.

Governmental Structure

The City of Sapulpa, the County seat of Creek County, Oklahoma, is located in the extreme northeast corner of the County, only twelve miles from the City of Tulsa, Oklahoma. The City lies astride Interstate Highway 44 (Turner Turnpike) connecting the cities of Tulsa and Oklahoma City. First incorporated prior to Oklahoma statehood, its first City Charter was adopted in 1910, with major revisions thereto in 1922, 1970, 2002, 2005, and 2014. Currently operating under a Municipal Charter form of Government pursuant to Oklahoma Statutes 1991, Sect. 13-101, et seq., the city is governed by a Board of Councilors consisting of ten councilors, two council members from each of five wards. The mayor is chosen from among the council itself. The City Council also serves as trustees of the Sapulpa Municipal Authority. The Mayor and Council appoint a City Manager, a City Attorney, and a City Treasurer. The responsibility for the day-to-day operations of the City rests with the City Manager.

Economic Conditions and Outlook

The primary measure of local economic activity is sales tax revenue. The City relies on sales tax revenue to fund its governmental operations. Sales tax revenue had a slight decrease, \$14,954, from the prior fiscal year. Actual sales tax revenue received was 3.3% over the original amount budgeted.

In preparing the FY 2017/2018 budget City officials believe that the overall outlook for the City remains stable. A conservative approach to projecting sales tax resulted in a budget of \$11,790,036, a 2.28% decrease from FY 2016-2017 actual receipts. Sapulpa residents approved a .5% sales tax on sales in the portion of Sapulpa located in Tulsa County only. This additional sales tax, effective January 2017, will be used to promote economic development in the mentioned area. Voters also passed a 4% Franchise Fee which will replace the 2% Gross Receipts currently received from Oklahoma Natural Gas.

The other major revenue is the Sapulpa Municipal Authority (SMA) charges for service, which include water, sewer, and refuse revenue. The FY 2016/17 charges for service increased .8% over prior year.

Overall economic outlook for the City looks positive. The City is experiencing growth in several ways, new apartment complexes, downtown building renovations, along with a new industrial park. Also an international cosmetics and skin care firm plan to open a distribution center in the Sapulpa area with construction beginning during fiscal year 2018-2019.

Acknowledgments

The preparation of this report is a combined effort of the staff of the Finance Department with the professional assistance of our consultants, Crawford & Associates, P.C., and our

independent auditors, Arledge & Associates, P.C. We would like to express our appreciation to all individuals who assisted in the preparation of this report.

We would also like to thank the Mayor and the members of the City Council for their leadership, encouragement and support in our effort to provide the citizens with quality services, management and financial reporting.

Respectfully submitted,


Joan Riley
City Manager


Pamela Vann
Finance Director

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CITY OF SAPULPA
LIST OF CITY OFFICIALS
FOR THE FISCAL YEAR
JULY 1, 2016 – JUNE 30, 2017

HONORABLE REG GREEN, MAYOR
HONORABLE LOUIS MARTIN, JR, VICE-MAYOR

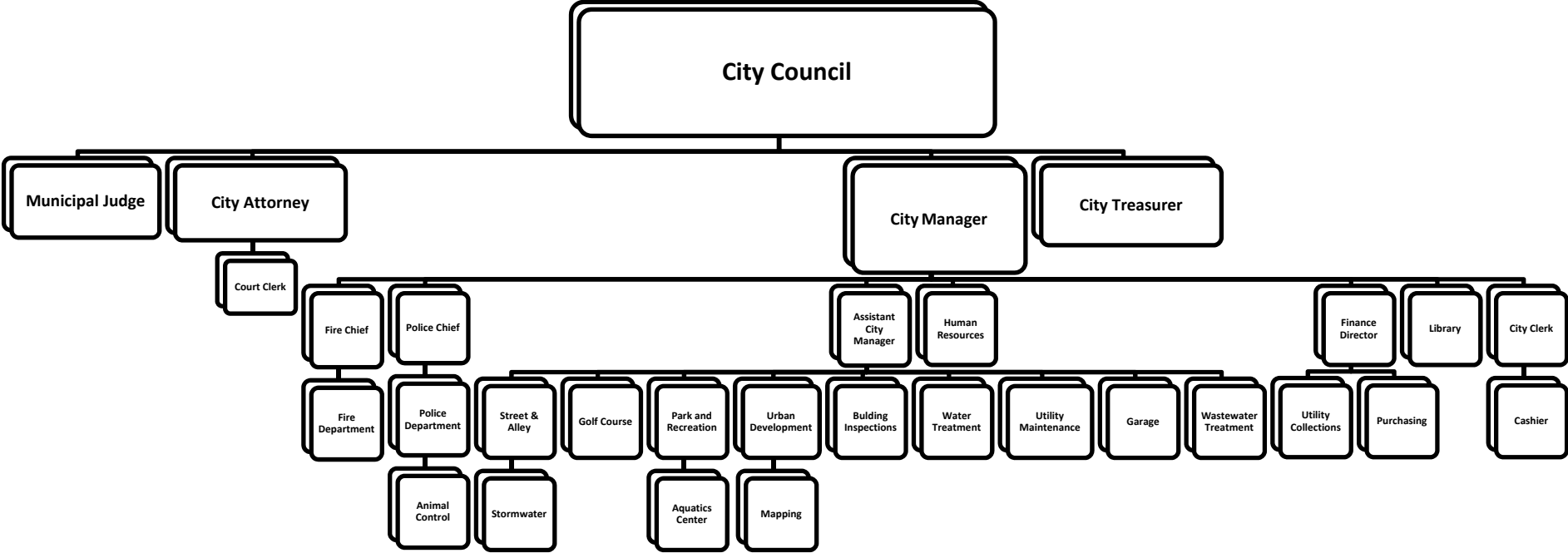
COUNCIL:

CRAIG HENDERSON
WES GALLOWAY
CHARLES STEPHENS
JOHN ANDERSON

MARTY CUMMINS
HUGO NAIFEH
ALAN H. JONES
CARLA STINNETT

Joan Riley, City Manager
Rick Rumsey, Assistant Manager
David Widdoes, City Attorney
Shirley Burzio, City Clerk
Pamela Vann, Finance Director

CITY OF SAPULPA ORGANIZATIONAL CHART



FINANCIAL SECTION



INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and Members of the City Council
City of Sapulpa, Oklahoma

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Sapulpa, Oklahoma (the "City"), as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City as of June 30, 2017, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, pension exhibits, and other post-employment benefits funding schedule, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The introductory section, other supplementary information, and statistical section, as listed in the table of contents, are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The other supplementary information, as listed in the table of contents, are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the other information is fairly stated in all material respects in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated March 31, 2018, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.



March 31, 2018

Our discussion and analysis of the City of Sapulpa's financial performance provides an overview of the City's financial activities for the fiscal year ended June 30, 2017. Please read it in conjunction with the City's financial statements, which follow this section.

FINANCIAL HIGHLIGHTS

- For the fiscal year ended June 30, 2017, the City's total net position increased by \$6.3 million from the prior year.
- During the year, the City's expenses for governmental activities were \$17.1 million and were funded by program revenues of \$6.0 million and further funded with taxes, other general revenues and transfers that totaled \$16.9 million.
- In the City's business-type activities, such as utilities and golf course, total program revenues funded expenses in excess of \$0.4 million while general revenues and transfers totaled \$2.1 million.
- At June 30, 2017, the General Fund reported an unassigned fund balance of \$0.7 million.
- For budgetary reporting purposes, the General Fund reported revenues under estimates by \$0.1 million or 0.7%, while expenditures were less than final appropriations by \$1.1 million or 5.3%.

OVERVIEW OF THE FINANCIAL STATEMENTS

The financial statements presented herein include all of the activities of the City of Sapulpa (the "City") and its component units using the integrated approach as prescribed by GASB Statement No. 34. Included in this report are government-wide statements for each of two categories of activities – governmental and business-type. The government-wide financial statements present the complete financial picture of the City from the economic resources measurement focus using the accrual basis of accounting. They present governmental activities and business-type activities separately and combined. These statements include all assets of the City (including infrastructure capital assets) as well as all liabilities (including all long-term debt), along with any inflows and outflows that are deferred.

Reporting the City as a Whole

The Statement of Net Position and the Statement of Activities

One of the most frequently asked questions about the City's finances is, "Has the City's overall financial condition improved, declined or remained steady over the past year?" The Statement of Net Position and the Statement of Activities report information about the City as a whole and about its activities in a way that helps answer this question. These statements include all assets, deferred inflows, liabilities, and deferred outflows using the accrual basis of accounting. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two government-wide statements report the City's net position and changes in them from the prior year. You can think of the City's net position – the difference between assets, deferred inflows, liabilities, and deferred outflows – as one way to measure the City's financial condition, or position. Over time, increases or decreases in the City's net position are one indicator of whether its financial health is improving, deteriorating, or remaining steady. However, you must consider other nonfinancial factors, such as changes in the City's tax base, the condition of the City's roads, and the quality of services to assess the overall health and performance of the City.

As mentioned above, in the Statement of Net Position and the Statement of Activities, we divide the City into two kinds of activities:

- **Governmental activities** -- Most of the City's basic services are reported here, including the police, fire, general administration, streets, and parks. Sales taxes, franchise fees, fines, and state and federal grants finance most of these activities.
- **Business-type activities** -- The City charges a fee to customers to help cover all or most of the cost of certain services it provides. The City's water, wastewater, sanitation, stormwater and golf course activities are reported here.

Reporting the City's Most Significant Funds

Fund Financial Statements

The fund financial statements provide detailed information about the most significant funds – not the City as a whole. Some funds are required to be established by State law and by bond covenants. However, management establishes many other funds to help it control and manage money for particular purposes or to show that it is meeting legal responsibilities for using certain taxes, grants and other money.

Governmental funds -- Most of the City's basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the City's general government operations and the basic service it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs. The differences of results in the Governmental Fund financial statements to those in the Government-Wide financial statements are explained in a reconciliation following each Governmental Fund financial statement.

Proprietary funds -- When the City charges customers for the services it provides – whether to outside customers or to other units of the City – these services are generally reported in proprietary funds. Proprietary funds are reported in the same way that all activities are reported in the Statement of Net Position and the Statement of Revenues, Expenses and Changes in Fund Net Position. In fact, the City's enterprise funds are essentially the same as the business-type activities we report in the government-wide statements but provide more detail and additional information, such as cash flows.

A FINANCIAL ANALYSIS OF THE CITY AS A WHOLE

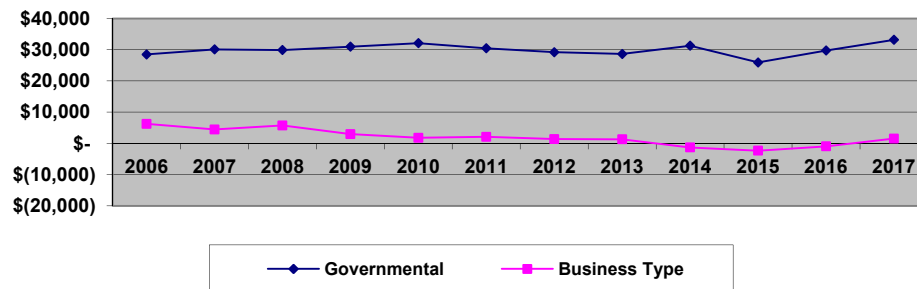
Net Position

The City's combined net position increased from \$28.4 million to \$34.8 million between fiscal years 2016 and 2017. A comparative, condensed presentation of net position follows (reported in thousands).

TABLE 1
NET POSITION (In Thousands)

	Governmental Activities		% Inc. (Dec.)	Business-Type Activities		% Inc. (Dec.)	Total		% Inc. (Dec.)
	2017	2016		2017	2016		2017	2016	
Current assets	\$ 16,477	\$ 16,155	2%	\$ 4,367	\$ 4,438	-2%	\$ 20,844	\$ 20,593	1%
Capital assets, net	53,442	51,508	4%	59,526	58,195	2%	112,968	109,703	3%
Total assets	69,919	67,663	3%	63,893	62,633	2%	133,812	130,296	3%
Deferred amount on refunding	90	102	-12%	5,257	5,949	-12%	5,347	6,051	-12%
Deferred amount related to pension	2,820	880	220%	-	-	0%	2,820	880	220%
Total deferred outflows	2,910	982	196%	5,257	5,949	-12%	8,167	6,931	18%
Current liabilities	2,871	2,231	29%	2,192	2,208	-1%	5,063	4,439	14%
Non-current liabilities	36,077	35,758	1%	65,396	67,323	-3%	101,473	103,081	-2%
Total liabilities	38,948	37,989	3%	67,588	69,531	-3%	106,536	107,520	-1%
Deferred inflows - pension	639	1,266	-50%	-	-	0%	639	1,266	-50%
Net position									
Net investment in capital assets	39,647	37,695	5%	(1,481)	(4,739)	69%	38,166	32,956	16%
Restricted	3,461	2,246	54%	698	694	1%	4,159	2,940	41%
Unrestricted (deficit)	(9,866)	(10,552)	-7%	2,345	3,096	-24%	(7,521)	(7,456)	1%
Total net position	\$ 33,242	\$ 29,389	13%	\$ 1,562	\$ (949)	-265%	\$ 34,804	\$ 28,440	22%

Net Position
(In Thousands)



Changes in Net Position

For the year ended June 30, 2017, the change in net position of the primary government was the result of the following (amounts are reported in thousands):

CITY OF SAPULPA, OKLAHOMA
MANAGEMENT'S DISCUSSION & ANALYSIS
June 30, 2017

TABLE 2
CHANGES IN NET POSITION (In Thousands)

	Governmental Activities		% Inc. (Dec.)	Business-Type Activities		% Inc. (Dec.)	Total		% Inc. (Dec.)
	2017	2016		2017	2016		2017	2016	
Revenues									
Charges for service	\$ 1,872	\$ 1,971	-5%	\$ 11,524	\$ 11,455	1%	\$ 13,396	\$ 13,426	0%
Operating grants and contributions	1,482	1,508	-2%	-	-	0%	1,482	1,508	-2%
Capital grants and contributions	2,629	2,505	5%	710	-	100%	3,339	2,505	33%
Taxes	16,461	15,454	7%	-	-	0%	16,461	15,454	7%
Intergovernmental revenue	271	260	4%	-	-	0%	271	260	4%
Investment income	63	42	50%	10	8	25%	73	50	46%
Miscellaneous	140	340	-59%	157	338	-54%	297	678	-56%
Total revenues	22,918	22,080	4%	12,401	11,801	5%	35,319	33,881	4%
Expenses									
Administration	1,351	1,223	10%	-	-	-	1,351	1,223	10%
General government	1,206	1,310	-8%	-	-	-	1,206	1,310	-8%
Legal and judicial	345	351	-2%	-	-	-	345	351	-2%
Public safety	10,466	10,139	3%	-	-	-	10,466	10,139	3%
Urban development	308	412	-25%	-	-	-	308	412	-25%
Streets	1,306	1,755	-26%	-	-	-	1,306	1,755	-26%
Culture, parks and recreation	1,437	1,464	-2%	-	-	-	1,437	1,464	-2%
Interest on long-term debt	726	670	8%	-	-	-	726	670	8%
Water	-	-	-	3,968	4,061	-2%	3,968	4,061	-2%
Wastewater	-	-	-	5,061	5,057	0%	5,061	5,057	0%
Sanitation	-	-	-	1,485	1,398	6%	1,485	1,398	6%
Stormwater	-	-	-	480	408	18%	480	408	18%
Golf operations	-	-	-	817	796	3%	817	796	3%
Total expenses	17,145	17,324	-1%	11,811	11,720	1%	28,956	29,044	0%
Excess (deficiency) before transfers	5,773	4,756	21%	590	81	628%	6,363	4,837	32%
Transfers	(1,921)	(1,305)	-47%	1,921	1,305	47%	-	-	-
Increase in net position	\$ 3,852	\$ 3,451	12%	\$ 2,511	\$ 1,386	81%	\$ 6,363	\$ 4,837	32%

Explanations for the more significant changes include:

Streets Expense - \$390,000 decrease (22%) due mainly to uncapitalized street repairs decreasing \$245,000 from prior year.

Transfers - \$616,000 (47%) change due primarily to a decrease in the transfer from the SMA to the General Fund for operations.

To aid in the understanding of the Statement of Activities some additional explanation is given. Of particular interest is the format that is significantly different than a typical Statement of Revenues, Expenses, and Changes in Fund Balance. You will notice that expenses are listed in the first column with revenues from that particular program reported to the right. The result is a Net (Expense)/Revenue. The reason for this kind of format is to highlight the relative financial burden of each of the functions on the City's taxpayers. It also identifies how much each function draws from the general revenues or if it is self-financing through fees and grants or contributions. All other governmental revenues are reported as general. It is important to note all taxes are classified as general revenue even if restricted for a specific purpose.

Governmental Activities

The following table compares fiscal year 2017 and 2016 total Governmental Activities expenses and net revenue (expense) of services:

TABLE 3
Net Revenue (Expense) of Governmental Activities
(In Thousands)

	Total Expense of Services		% Inc. (Dec.)	Net Revenue (Expense) of Services		% Inc. (Dec.)
	2017	2016		2017	2016	
Administration	\$ 1,351	\$ 1,223	10%	(\$1,351)	(\$1,223)	10%
General government	1,206	1,310	-8%	(836)	(893)	-6%
Legal and judicial	345	351	-2%	(345)	(351)	-2%
Public safety	10,466	10,139	3%	(7,577)	(7,540)	0%
Urban development	308	412	-25%	(257)	(305)	-16%
Streets	1,306	1,755	-26%	1,099	741	48%
Culture and recreation	1,437	1,464	-2%	(1,169)	(1,099)	6%
Interest on long-term debt	726	670	8%	(725)	(670)	8%
Total	\$17,145	\$17,324	-1%	(\$11,161)	(\$11,340)	-2%

Business-type Activities

The following table compares fiscal year 2017 and 2016 total Business-type Activities expenses and net revenue (expense) of services:

TABLE 4
Net Revenue (Expense) of Business-Type Activities
(In Thousands)

	Total Expense of Services		% Inc. Dec.	Net Revenue (Expense) of Services		% Inc. Dec.
	2017	2016		2017	2016	
Water	\$ 3,968	\$ 4,061	-2%	\$ 1,686	\$ 796	112%
Wastewater	5,061	5,057	0%	(1,432)	(1,356)	6%
Sanitation	1,485	1,398	6%	252	260	-3%
Stormwater	480	408	18%	381	452	-16%
Golf operations	817	796	3%	(464)	(418)	11%
Total	\$ 11,811	\$ 11,720	1%	\$ 423	\$ (266)	-259%

A FINANCIAL ANALYSIS OF THE CITY'S FUNDS

As the City completed its 2017 fiscal year, the governmental funds reported a combined fund balance of \$14.9 million or a 0.2% increase from the prior year. The enterprise funds reported a combined net position of \$1.1 million or a 177% increase in the net position deficit from 2016.

FUND BALANCE/NET POSITION
(In thousands of dollars)

Governmental Funds		Enterprise Funds	
Nonspendable	\$ 101	Net Investment in Capital Assets	\$ (1,481)
Restricted	11,778	Restricted for debt service	231
Committed	-	Unrestricted	2,346
Assigned	2,344		
Unassigned	661	Total Net Position	\$ 1,096
Total Fund Balance	\$ 14,884		

Other fund highlights include:

- For the year ended June 30, 2017, the General Fund's total fund balance increased by \$0.05 million or 2.9% primarily from an increase in transfers in of \$368,825.
- The Sapulpa Municipal Authority enterprise fund reported an increase in net position, after transfers, of \$2.5 million.

General Fund Budgetary Highlights

Over the course of the year, the City Council revised the General Fund budget various times. The revised budget included an increase in overall revenue projections of 3.7% or approximately \$0.7 million, mainly related to increased sales tax collections over original estimates, and an increase in appropriations of 2.8% or \$0.6 million, with most of the increased appropriations related to the required sales tax transfers.

For budgetary reporting purposes, the General Fund reported revenues under final estimates by \$0.1 million or 0.7%, while expenditures were less than the final appropriations by \$1.1 million or 5.3%.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

At the end of June 30, 2017, the City had nearly \$113 million invested in capital assets, net of depreciation, including police and fire equipment, buildings, park facilities, water lines and sewer lines. (See table below). This represents a net increase of \$3 million over the prior year.

TABLE 5
Primary Government Capital Assets
(In Thousands)
(Net of accumulated depreciation)

	<u>Governmental</u>		<u>Business-Type</u>		<u>Total</u>	
	<u>Activities</u>		<u>Activities</u>			
	<u>2017</u>	<u>2016</u>	<u>2017</u>	<u>2016</u>	<u>2017</u>	<u>2016</u>
Land	\$ 4,779	\$ 4,652	\$ 71	\$ 71	\$ 4,850	\$ 4,723
Buildings	7,632	7,865	2,393	2,471	10,025	10,336
Imp. other than buildings	2,108	2,065	375	444	2,483	2,509
Machinery, furniture and equipment	6,146	3,448	1,393	1,616	7,539	5,064
Infrastructure	29,336	24,260	4,097	2,650	33,433	26,910
Intangible water rights	-	-	4,915	4,915	4,915	4,915
Utility property	-	-	43,784	43,271	43,784	43,271
Construction in progress	3,441	9,219	2,498	2,758	5,939	11,977
Totals	\$ 53,442	\$ 51,509	\$ 59,526	\$ 58,196	\$ 112,968	\$ 109,705

This year's more significant capital asset additions include:

\$436,828 – Fire Emergency Vehicles
\$378,437 – Bryan Street Project
\$331,519 – E. Bird Avenue Project

See Note 3.D. to the financial statements for more detail information on the City's capital assets and changes therein.

Long- Term Debt

At year-end, the City had \$104 million in long-term debt outstanding, which represents a \$1 million or 0.9% decrease from the prior year, resulting mainly by making normal debt service payments of about \$4.6 million. The City's changes in long-term debt by type of debt are as follows (excludes unamortized premiums/discounts and deferred amounts on refunding):

TABLE 6
Primary Government Long-Term Debt
(In Thousands)

	<u>Governmental</u>		<u>Business-Type</u>		<u>Total</u>	
	<u>Activities</u>		<u>Activities</u>			
	<u>2017</u>	<u>2016</u>	<u>2017</u>	<u>2016</u>	<u>2017</u>	<u>2016</u>
Accrued absences	\$ 1,618	\$ 1,571	\$ 197	\$ 170	\$ 1,815	\$ 1,741
Revenue bonds	6,255	6,700	64,345	65,870	70,600	72,570
Due to depositors	-	-	314	296	314	296
Water contract obligations	-	-	1,098	1,433	1,098	1,433
Notes payable	-	-	33	76	33	76
General obligation bonds	15,300	16,365	-	-	15,300	16,365
Judgments payable	85	110	-	-	85	110
Estimated claims payable	-	14	-	-	-	14
Net pension liability	12,791	10,526	-	-	12,791	10,526
Net OPEB obligation	1,451	1,408	-	-	1,451	1,408
Capital leases	446	474	-	-	446	474
Totals	\$ 37,946	\$ 37,167	\$ 65,987	\$ 67,845	\$ 103,933	\$ 105,013

See Note 3.F. to the financial statements for more detail information on the City's long-term debt and changes therein.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET AND RATES

Sapulpa's economic outlook seems to be remaining stable. Total sales tax collections, which are the major revenue for the General Fund, had a slight decrease from fiscal year 2015-2016 (\$12,080,526) to fiscal year 2016-2017 (\$12,065,572). A very conservative approach was used in projecting for sales tax for FY 17/18. Sales tax was budgeted at 2.28%, or \$275,536, less than the FY 16/17 actual. Currently sales tax is 4.3% above budget. Total assessed valuation of property went up 3.33% from 2016 to 2017.

The Sapulpa Municipal Authority (SMA) charges for service, which include water, sewer, and refuse revenues, shows an increase of just .8% for fiscal year 2016-2017 (\$10,065,710) from 2015-2016 actual (\$9,983,748). Revenues for these services for fiscal year 2017-2018 were projected 1.7%, or \$171,290, higher than fiscal year 2016-2017 actual. This increase was due to an increase in refuse rates initiated by Waste Management, our contract trash service provider.

CONTACTING THE CITY'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers and creditors with a general overview of the City's finances and to show the City's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Finance Director's office at 425 E. Dewey, P. O. Box 1130, Sapulpa, Oklahoma 74067-1130 or by phone at (918) 248-5911.

**City of Sapulpa
Statement of Net Position
June 30, 2017**

	Governmental Activities	Business-type Activities	Total
ASSETS			
Cash and cash equivalents	\$ 7,229,302	\$ 1,813,491	\$ 9,042,793
Investments	6,149,760	614,875	6,764,635
Deposits with insurance pool	3,701	-	3,701
Deposits with fiscal agent	188	-	188
Internal balances	100,000	(100,000)	-
Interest receivable	12,790	1,239	14,029
Accounts receivable, net of allowance	50	834,476	834,526
Franchise tax receivable	205,547	-	205,547
Court fine receivable, net of allowance	892,882	-	892,882
Due from other governments	1,819,129	430,640	2,249,769
Other receivables	31,637	110,163	141,800
Inventory	32,080	88,512	120,592
Prepaid expenses	-	573,055	573,055
Capital assets:			
Land and construction in progress	8,219,602	7,483,725	15,703,327
Other capital assets, net of depreciation	45,222,757	52,042,543	97,265,300
Total assets	69,919,425	63,892,719	133,812,144
DEFERRED OUTFLOWS OF RESOURCES			
Deferred amount on refunding	89,703	5,257,061	5,346,764
Deferred amounts related to pensions	2,820,475	-	2,820,475
Total deferred outflows	2,910,178	5,257,061	8,167,239
LIABILITIES			
Accounts payable	606,845	333,283	940,128
Accrued payroll liabilities	140,757	75,725	216,482
Accrued interest payable	67,913	389,335	457,248
Due to other governments	3,027	-	3,027
Escrow deposits	7,992	-	7,992
Due to bondholders	10,761	-	10,761
Unearned revenue	-	5,880	5,880
Long-term liabilities:			
Due within one year	2,034,028	1,387,700	3,421,728
Due in more than one year	36,077,296	65,395,635	101,472,931
Total liabilities	38,948,619	67,587,558	106,536,177
DEFERRED INFLOWS OF RESOURCES			
Deferred amounts related to pensions	639,417	-	639,417
Total deferred inflows	639,417	-	639,417
NET POSITION			
Net investment in capital assets	39,647,053	(1,481,179)	38,165,874
Restricted for:			
Capital projects	662,202	-	662,202
Debt service	1,109,257	231,345	1,340,602
Public safety	1,575,476	-	1,575,476
Economic development	113,259	-	113,259
Water or sewer maintenance	-	164,620	164,620
Water capital projects	-	204,099	204,099
Sewer capital projects	-	97,790	97,790
Unrestricted (deficit)	(9,865,680)	2,345,547	(7,520,133)
Total net position	\$ 33,241,567	\$ 1,562,222	\$ 34,803,789

See accompanying notes to the basic financial statements.

**City of Sapulpa
Statement of Activities
For the Year Ended June 30, 2017**

Functions/Programs	Expenses	Program Revenue			Net (Expense) Revenue and Changes in Net Position		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities	Total
Primary government							
Governmental activities:							
Administration	\$ 1,351,137	\$ -	\$ -	\$ -	\$ (1,351,137)	\$ -	\$ (1,351,137)
General government	1,206,167	370,386	-	-	(835,781)	-	(835,781)
Legal and judicial	345,408	-	-	-	(345,408)	-	(345,408)
Public safety	10,465,597	1,277,984	1,254,399	356,270	(7,576,944)	-	(7,576,944)
Urban development	307,727	-	582	50,460	(256,685)	-	(256,685)
Streets	1,306,127	4,295	179,045	2,221,963	1,099,176	-	1,099,176
Culture and recreation	1,437,105	219,787	48,425	-	(1,168,893)	-	(1,168,893)
Interest on long-term debt	725,486	-	-	-	(725,486)	-	(725,486)
Total governmental activities	<u>17,144,754</u>	<u>1,872,452</u>	<u>1,482,451</u>	<u>2,628,693</u>	<u>(11,161,158)</u>	<u>-</u>	<u>(11,161,158)</u>
Business-type activities							
Water	3,967,948	4,944,803	-	709,501	-	1,686,356	1,686,356
Wastewater	5,061,205	3,628,741	-	-	-	(1,432,464)	(1,432,464)
Sanitation	1,485,048	1,737,669	-	-	-	252,621	252,621
Stormwater	479,443	860,819	-	-	-	381,376	381,376
Golf operations	816,663	352,376	-	-	-	(464,287)	(464,287)
Total business-type activities	<u>11,810,307</u>	<u>11,524,408</u>	<u>-</u>	<u>709,501</u>	<u>-</u>	<u>423,602</u>	<u>423,602</u>
Total primary government	<u>\$ 28,955,061</u>	<u>\$ 13,396,860</u>	<u>\$ 1,482,451</u>	<u>\$ 3,338,194</u>	<u>(11,161,158)</u>	<u>423,602</u>	<u>(10,737,556)</u>
General revenues:							
Taxes:							
Sales and use taxes					12,738,375	-	12,738,375
Property taxes					2,001,667	-	2,001,667
Franchise and public service taxes					537,161	-	537,161
Payment in lieu of tax					657,214	-	657,214
Hotel/motel taxes					226,145	-	226,145
Tax apportionment revenue					61,120	-	61,120
E-911 taxes					239,336	-	239,336
Intergovernmental revenue not restricted to specific programs					270,648	-	270,648
Investment income					62,587	10,328	72,915
Miscellaneous					139,931	156,508	296,439
Transfers - Internal activity					(1,920,797)	1,920,797	-
Total general revenues and transfers					<u>15,013,387</u>	<u>2,087,633</u>	<u>17,101,020</u>
Change in net position					<u>3,852,229</u>	<u>2,511,235</u>	<u>6,363,464</u>
Net position - beginning					<u>29,389,338</u>	<u>(949,013)</u>	<u>28,440,325</u>
Net position - ending					<u>\$ 33,241,567</u>	<u>\$ 1,562,222</u>	<u>\$ 34,803,789</u>

See accompanying notes to the basic financial statements.

**Balance Sheet
Governmental Funds
June 30, 2017**

	<u>General Fund</u>	<u>G.O. Bond Construction Fund</u>	<u>Grants & Aid Fund</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
ASSETS					
Cash and cash equivalents	\$ 815,868	\$ 298,852	\$ 69,245	\$ 6,116,064	\$ 7,300,029
Investments	75,557	5,030,860	-	1,056,343	6,162,760
Deposits with insurance pool	3,701	-	-	-	3,701
Deposits with fiscal agent	-	-	-	188	188
Accrued interest receivable	75	11,486	-	1,229	12,790
Due from other funds	-	-	-	100,000	100,000
Due from other governments	845,585	-	80,062	1,324,122	2,249,769
Franchise tax receivable	205,547	-	-	-	205,547
Court fine receivable, net	853,876	-	-	39,006	892,882
Other receivables	2,423	-	-	29,210	31,633
Inventory	8,757	-	-	91,939	100,696
Total assets	<u>\$ 2,811,389</u>	<u>\$ 5,341,198</u>	<u>\$ 149,307</u>	<u>\$ 8,758,101</u>	<u>\$ 17,059,995</u>
LIABILITIES, DEFERRED INFLOWS AND FUND BALANCES					
Liabilities:					
Accounts payable	\$ 190,841	\$ 37,588	\$ 62,388	\$ 330,811	\$ 621,628
Accrued payroll liabilities	95,536	-	-	61,029	156,565
Due to other funds	-	-	-	100,000	100,000
Due to other governments	2,484	-	-	543	3,027
Escrow deposit	7,992	-	-	-	7,992
Refundable court bonds	9,932	-	-	829	10,761
Total liabilities	<u>306,785</u>	<u>37,588</u>	<u>62,388</u>	<u>493,212</u>	<u>899,973</u>
DEFERRED INFLOW OF RESOURCES					
Deferred revenue	<u>772,993</u>	<u>7,354</u>	<u>75,947</u>	<u>419,707</u>	<u>1,276,001</u>
Fund balances:					
Non-spendable	8,757	-	-	91,939	100,696
Restricted	-	5,296,256	11,464	6,470,212	11,777,932
Assigned	1,061,401	-	-	1,283,031	2,344,432
Unassigned (deficit)	661,453	-	(492)	-	660,961
Total fund balances	<u>1,731,611</u>	<u>5,296,256</u>	<u>10,972</u>	<u>7,845,182</u>	<u>14,884,021</u>
Total liabilities, deferred inflows and fund balances	<u>\$ 2,811,389</u>	<u>\$ 5,341,198</u>	<u>\$ 149,307</u>	<u>\$ 8,758,101</u>	<u>\$ 17,059,995</u>

See accompanying notes to the basic financial statements.

City of Sapulpa
Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position
June 30, 2017

Fund Balance - Net Position Reconciliation: \$ 14,884,021

Amounts reported for governmental activities in the Statement of Net Position are different because:

Capital assets used in governmental activities are not current financial resources and therefore are not reported in the funds, net of accumulated depreciation of \$27,368,950 53,442,359

Internal service funds are used by management to charge costs of certain activities that benefit multiple funds, such as self-insurance costs, to individual funds. The assets and liabilities of these internal service funds are reported in the governmental activities of the Statement of Net Position:

Internal service funds' net position 14,171

Certain special revenue funds are used by management to perform business-type activities. The assets and liabilities of these special revenue funds are included in business-type activities in the Statement of Net Position:

Water & sewer sales tax fund	(164,620)
Water resources fund	(204,099)
Sewer plant sales tax fund	(97,790)
	(466,509)

Other long-term assets and deferred outflows are not available to pay for current period expenditures and therefore are deferred or not reported in the funds:

Pension related deferred outflows of resources	2,820,475
Deferred amount on general obligation bond refunding	89,703
	2,910,178

Certain long-term liabilities are not due and payable from current financial resources and they, along with certain deferred inflows, are not reported in the funds:

Deferred revenue	1,276,001
Accrued interest payable	(67,913)
Capital lease obligation	(445,824)
Judgments payable	(85,000)
Revenue bonds	(6,255,000)
General obligation bond	(15,300,000)
Unamortized premium on general obligation bonds	(165,305)
Net pension liability	(12,791,037)
Pension related deferred inflows of resources	(639,417)
Net OPEB obligation	(1,450,592)
Accrued compensated absences	(1,618,566)
	(37,542,653)

Net Position of Governmental Activities in the Statement of Net Position \$ 33,241,567

See accompanying notes to the basic financial statements.

City of Sapulpa
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the Year Ended June 30, 2017

	<u>General Fund</u>	<u>G.O. Bond Construction Fund</u>	<u>Grants & Aid Fund</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
REVENUES					
Taxes	\$ 7,186,591	\$ -	\$ -	\$ 8,887,620	\$ 16,074,211
Intergovernmental	1,472,309	-	572,597	179,045	2,223,951
Charges for services	787,061	-	-	331,326	1,118,387
Fines and forfeitures	668,933	-	-	30,433	699,366
Licenses and permits	178,401	-	-	-	178,401
Investment income	3,275	37,065	40	20,876	61,256
Miscellaneous	196,220	-	19,135	79,972	295,327
Total revenues	<u>10,492,790</u>	<u>37,065</u>	<u>591,772</u>	<u>9,529,272</u>	<u>20,650,899</u>
EXPENDITURES					
Current:					
Administration	1,266,259	-	-	-	1,266,259
General government	766,249	57,600	-	364,431	1,188,280
Legal and judicial	308,989	-	-	-	308,989
Public safety	9,944,892	53,411	71,637	106,420	10,176,360
Urban development	149,822	-	21,540	166,150	337,512
Streets	-	-	-	675,147	675,147
Culture and recreation	526,863	52,558	-	622,012	1,201,433
Water	-	-	-	887,295	887,295
Capital Outlay	145,306	835,195	512,937	1,823,843	3,317,281
Debt Service:					
Principal	94,417	-	-	1,689,091	1,783,508
Interest	5,971	-	-	759,238	765,209
Total expenditures	<u>13,208,768</u>	<u>998,764</u>	<u>606,114</u>	<u>7,093,627</u>	<u>21,907,273</u>
Excess (deficiency) of revenues over expenditures	<u>(2,715,978)</u>	<u>(961,699)</u>	<u>(14,342)</u>	<u>2,435,645</u>	<u>(1,256,374)</u>
OTHER FINANCING SOURCES (USES)					
Transfers in	5,046,903	-	23,384	1,075,651	6,145,938
Transfers out	(2,415,320)	-	-	(2,715,018)	(5,130,338)
Proceeds from long-term debt	133,712	-	-	-	133,712
Judgment proceeds	-	-	-	129,000	129,000
Proceeds from sale of building	-	-	-	20,032	20,032
Total other financing sources (uses)	<u>2,765,295</u>	<u>-</u>	<u>23,384</u>	<u>(1,490,335)</u>	<u>1,298,344</u>
Net change in fund balances	49,317	(961,699)	9,042	945,310	41,970
Fund balances - beginning	1,682,294	6,257,955	1,930	6,899,872	14,842,051
Fund balances - ending	<u>\$ 1,731,611</u>	<u>\$ 5,296,256</u>	<u>\$ 10,972</u>	<u>\$ 7,845,182</u>	<u>\$ 14,884,021</u>

See accompanying notes to the basic financial statements.

**Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of
Governmental Funds to the Statement of Activities
For the Year Ended June 30, 2017**

Changes in Fund Balance - Changes in Net Position Reconciliation: \$ 41,970

Amounts reported for Governmental Activities in the Statement of Activities are different because:

Governmental funds report outlays for capital assets as expenditures while governmental activities report depreciation and amortization expense to allocate those expenditures over the life of the assets:

Capital asset purchases capitalized	3,918,071
Construction in progress expensed	(48,625)
Book value of disposed capital assets	(142,108)
Depreciation expense	<u>(1,793,452)</u>
	<u>1,933,886</u>

Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the funds:

Change in deferred revenue	111,700
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In the Statement of Activities, the net cost of pension benefits earned is calculated and reported as pension expense. The fund financial statements report pension contributions as pension expenditures. This amount represents the difference between pension contributions and calculated pension expense.

302,111

Certain special revenue funds are used by management to perform business-type activities. The net change in fund balances of these special revenue funds are included in business-type activities in the Statement of Net Position:

Water & Sewer Sales Tax Fund	(16,957)
Water Resources Fund	11,934
Sewer Plant Sales Tax Fund	<u>(28,304)</u>
	<u>(33,327)</u>

Debt proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the Statement of Net Position. Repayment of debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position:

Principal payment on capital lease obligation	97,567
Principal payment on judgments payable	154,433
Principal payment on G.O. bonds payable	1,065,000
Principal payment on Revenue bonds payable	445,000
Bond refunding amortization	(11,961)
Bond premium amortization	19,049
Proceeds from capital lease obligation	(68,925)
Proceeds from judgments payable	<u>(129,000)</u>
	<u>1,571,163</u>

Some expenses reported in the Statement of Activities do not require the use of current financial resources and these are not reported as expenditures in governmental funds:

Change in accrued interest payable	(18,053)
Change in net OPEB obligation	(42,320)
Change in accrued compensated absences	<u>(47,190)</u>
	<u>(107,563)</u>

Internal service fund activity is reported as a proprietary fund in the fund financial statements, but certain net revenues are reported in governmental activities on the Statement of Activities:

Change in net position for internal service funds	32,289
Change in net position of governmental activities	<u>\$ 3,852,229</u>

See accompanying notes to the basic financial statements.

City of Sapulpa
Statement of Net Position
Proprietary Funds
June 30, 2017

	Enterprise Funds			
	SMA Utility Fund	Golf Course Fund	Total	Internal Service Fund
ASSETS				
Current assets:				
Cash and cash equivalents	\$ 809,246	\$ 245,402	\$ 1,054,648	\$ 14,117
Restricted cash and cash equivalents	673,999	-	673,999	-
Investments	329,761	-	329,761	-
Interest receivable	1,239	-	1,239	-
Accounts receivable, net	831,924	2,552	834,476	-
Other receivables	110,163	-	110,163	54
Inventory	-	19,896	19,896	-
Total current assets	<u>2,756,332</u>	<u>267,850</u>	<u>3,024,182</u>	<u>14,171</u>
Non-current assets:				
Restricted investments	272,114	-	272,114	-
Prepaid bond insurance	573,055	-	573,055	-
Capital assets:				
Land and other non-depreciable assets	7,448,765	34,960	7,483,725	-
Other capital assets, net of depreciation	51,497,018	545,525	52,042,543	-
Total non-current assets	<u>59,790,952</u>	<u>580,485</u>	<u>60,371,437</u>	<u>-</u>
Total assets	<u>62,547,284</u>	<u>848,335</u>	<u>63,395,619</u>	<u>14,171</u>
DEFERRED OUTFLOWS OF RESOURCES				
Deferred amount on refunding	5,257,061	-	5,257,061	-
Total deferred outflows	<u>5,257,061</u>	<u>-</u>	<u>5,257,061</u>	<u>-</u>
LIABILITIES				
Current liabilities:				
Accounts payable	295,841	21,266	317,107	-
Accrued payroll liabilities	46,255	15,055	61,310	-
Accrued interest payable	389,335	-	389,335	-
Unearned revenue	427	5,453	5,880	-
Current portion of:				
Due to depositors	62,729	-	62,729	-
Notes payable	-	32,965	32,965	-
Water contract obligations	352,580	-	352,580	-
Revenue bonds payable	920,000	-	920,000	-
Accrued compensated absences	16,886	2,540	19,426	-
Total current liabilities	<u>2,084,053</u>	<u>77,279</u>	<u>2,161,332</u>	<u>-</u>
Non-current liabilities:				
Due to depositors	250,918	-	250,918	-
Water contract obligations	745,935	-	745,935	-
Revenue bonds payable, net	64,221,287	-	64,221,287	-
Accrued compensated absences	154,636	22,859	177,495	-
Total non-current liabilities	<u>65,372,776</u>	<u>22,859</u>	<u>65,395,635</u>	<u>-</u>
Total liabilities	<u>67,456,829</u>	<u>100,138</u>	<u>67,556,967</u>	<u>-</u>
NET POSITION				
Net investment in capital assets	(2,028,699)	547,520	(1,481,179)	-
Restricted for debt service	231,345	-	231,345	-
Unrestricted	2,144,870	200,677	2,345,547	14,171
Total net position	<u>\$ 347,516</u>	<u>\$ 748,197</u>	<u>\$ 1,095,713</u>	<u>\$ 14,171</u>

Amounts reported for business-type activities in the Statement of Net Position are different because:

Certain special revenue funds are used by management to perform business-type activities. The assets and liabilities of certain special revenue funds are included in the business-type activities in the Statement of Net Position.

466,509

Net Position of business-type activities

\$ 1,562,222

See accompanying notes to the basic financial statements.

City of Sapulpa
Statement of Revenues, Expenses and Changes in Fund Net Position
Proprietary Funds
For the Year Ended June 30, 2017

	<u>Enterprise Funds</u>			<u>Internal Service Fund</u>
	<u>SMA Utility Fund</u>	<u>Golf Course Fund</u>	<u>Total</u>	
REVENUES				
Water charges	\$ 4,511,174	\$ -	\$ 4,511,174	\$ -
Sewer charges	3,595,256	-	3,595,256	-
Sanitation	1,633,621	-	1,633,621	-
Water taps	29,500	-	29,500	-
Sewer taps	33,485	-	33,485	-
Late charges	221,611	-	221,611	-
Trucked water	104,048	-	104,048	-
Stormwater	860,819	-	860,819	-
Golf course	-	342,952	342,952	-
Self insurance charges	-	-	-	2,739,410
Miscellaneous	182,518	9,424	191,942	-
Total operating revenues	<u>11,172,032</u>	<u>352,376</u>	<u>11,524,408</u>	<u>2,739,410</u>
OPERATING EXPENSES				
General government	240,568	-	240,568	-
Administration	220,862	-	220,862	-
Utility collections	336,503	-	336,503	-
Water treatment plant	1,498,560	-	1,498,560	-
Industrial pretreatment	67,996	-	67,996	-
Wastewater treatment plant	964,764	-	964,764	-
Stormwater management	770,771	-	770,771	-
Sanitation	1,322,999	-	1,322,999	-
Golf course operations	-	671,301	671,301	-
Depreciation expense	1,808,113	144,082	1,952,195	-
Claims expense	-	-	-	2,722,271
Total operating expenses	<u>7,231,136</u>	<u>815,383</u>	<u>8,046,519</u>	<u>2,722,271</u>
Operating income (loss)	<u>3,940,896</u>	<u>(463,007)</u>	<u>3,477,889</u>	<u>17,139</u>
NON-OPERATING REVENUES (EXPENSES)				
Investment income	8,281	690	8,971	150
Miscellaneous	155,511	-	155,511	-
Gain (loss) on disposal of capital assets	(184)	-	(184)	-
Interest expense and fiscal charges	(3,332,940)	(1,280)	(3,334,220)	-
Total non-operating revenue (expenses)	<u>(3,169,332)</u>	<u>(590)</u>	<u>(3,169,922)</u>	<u>150</u>
Income (loss) before contributions and transfers	771,564	(463,597)	307,967	17,289
Capital contributions	3,200,541	-	3,200,541	-
Transfers in	4,898,245	463,275	5,361,520	15,000
Transfers out	(6,392,120)	-	(6,392,120)	-
Change in net position	2,478,230	(322)	2,477,908	32,289
Total net position - beginning	(2,130,714)	748,519	(1,382,195)	(18,118)
Total net position - ending	<u>\$ 347,516</u>	<u>\$ 748,197</u>	<u>\$ 1,095,713</u>	<u>\$ 14,171</u>
Change in net position			\$ 2,477,908	

Amounts reported for business-type activities in the Statement of Activities are different because:

Certain special revenue funds are used by management to perform business-type activities. The activities of these special revenue funds are included in the business-type activities in the Statement of Activities.	
Water & sewer sales tax fund	16,957
Water resources fund	(11,934)
Sewer plant sales tax fund	28,304
Change in net position of the business-type activities	<u>\$ 2,511,235</u>

See accompanying notes to the basic financial statements.

City of Sapulpa
Statement of Cash Flows
Proprietary Funds
For the Year Ended June 30, 2017

	SMA Utility Fund	Golf Course Fund	Total Enterprise Funds	Internal Service Fund
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts from customers	\$ 11,493,716	\$ 351,751	\$ 11,845,467	\$ -
Payments to suppliers	(2,609,721)	(200,127)	(2,809,848)	(2,722,271)
Payments to employees	(2,851,910)	(436,687)	(3,288,597)	-
Receipts of customer meter deposits	129,497	-	129,497	-
Refunds of customer meter deposits	(112,053)	-	(112,053)	-
Interfund receipts/payments	350,000	-	350,000	(105,000)
Receipts from others	-	-	-	2,725,227
Net cash provided by (used in) operating activities	<u>6,399,529</u>	<u>(285,063)</u>	<u>6,114,466</u>	<u>(102,044)</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES				
Transfers from other funds	4,898,245	463,275	5,361,520	15,000
Transfers to other funds	(6,392,120)	-	(6,392,120)	-
Net cash provided by (used in) noncapital financing activities	<u>(1,493,875)</u>	<u>463,275</u>	<u>(1,030,600)</u>	<u>15,000</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES				
Purchases of capital assets	(81,869)	(14,365)	(96,234)	-
Loss on sale of capital assets	-	-	-	-
Principal paid on capital debt	(1,859,677)	(43,356)	(1,903,033)	-
Interest and fiscal agent fees paid on capital debt	(2,656,179)	(1,280)	(2,657,459)	-
Net cash provided by (used in) capital and related financing activities	<u>(4,597,725)</u>	<u>(59,001)</u>	<u>(4,656,726)</u>	<u>-</u>
CASH FLOWS FROM INVESTING ACTIVITIES				
Sale (Purchase) of investments	(131,974)	-	(131,974)	25,289
Interest and dividends	8,153	690	8,843	209
Net cash provided by (used in) investing activities	<u>(123,821)</u>	<u>690</u>	<u>(123,131)</u>	<u>25,498</u>
Net increase (decrease) in cash and cash equivalents	184,108	119,901	304,009	(61,546)
Balances - beginning of year	<u>1,299,137</u>	<u>125,501</u>	<u>1,424,638</u>	<u>75,663</u>
Balances - end of year	<u>\$ 1,483,245</u>	<u>\$ 245,402</u>	<u>\$ 1,728,647</u>	<u>\$ 14,117</u>
Reconciliation to Statement of Net Position:				
Cash and cash equivalents	\$ 809,246	\$ 245,402	\$ 1,054,648	\$ 14,117
Restricted cash and cash equivalents - current	673,999	-	673,999	-
Total cash and cash equivalents, end of year	<u>\$ 1,483,245</u>	<u>\$ 245,402</u>	<u>\$ 1,728,647</u>	<u>\$ 14,117</u>

(Continued)

See accompanying notes to the financial statements.

**City of Sapulpa
Statement of Cash Flows
Proprietary Funds
For the Year Ended June 30, 2017**

	<u>SMA Utility Fund</u>	<u>Golf Course Fund</u>	<u>Total Enterprise Funds</u>	<u>Internal Service Funds</u>
Reconciliation of operating income (loss) to net cash provided by (used in) operating activities:				
Operating income (loss)	\$ 3,940,896	\$ (463,007)	\$ 3,477,889	\$ 17,139
Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities:				
Depreciation expense	1,808,113	144,082	1,952,195	-
Miscellaneous income	155,511	-	155,511	-
Change in assets and liabilities:				
Due from other funds	350,000	-	350,000	-
Accounts receivable	140,440	(737)	139,703	-
Other receivables	25,306	-	25,306	-
Inventory		10,897	10,897	-
Accounts payable	(70,173)	8,254	(61,919)	-
Accrued payroll payable	6,279	134	6,413	-
Construction in Progress expensed		13,500	13,500	-
Due to other funds	-	-	-	(105,000)
Unearned revenue	427	112	539	(14,183)
Deposits subject to refund	17,444	-	17,444	-
Accrued compensated absences	25,286	1,702	26,988	-
Net cash provided by (used in) operating activities	<u>\$ 6,399,529</u>	<u>\$ (285,063)</u>	<u>\$ 6,114,466</u>	<u>\$ (102,044)</u>
Noncash activities:				
Contributed capital assets	<u>\$ 3,200,541</u>	<u>\$ -</u>	<u>\$ 3,200,541</u>	<u>\$ -</u>

See accompanying notes to the basic financial statements.

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City's accounting and financial reporting policies conform to accounting principles generally accepted in the United States of America (GAAP). GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. The accounting and reporting framework and the more significant accounting policies are discussed in subsequent subsections of this Note.

During the fiscal year, the City implemented the following GASB Pronouncements:

Statement No. 77, *Tax Abatement Disclosures* – GASB 77 establishes financial reporting standards for tax abatement agreements entered into by state and local governments. The disclosures required by this Statement encompass tax abatements resulting from both (a) agreements that are entered into by the reporting government and (b) agreements that are entered into by other governments and that reduce the reporting government's tax revenues. See Note 4.B.

1.A. FINANCIAL REPORTING ENTITY

The City's financial reporting entity is comprised of the following:

Primary Government:	City of Sapulpa
Component Units:	Sapulpa Municipal Authority Sapulpa Development Authority

In determining the financial reporting entity, the City complies with the provisions of Governmental Accounting Standards Board Statement (GASB) No. 14, *The Financial Reporting Entity*, and GASB Statement No. 61, *The Financial Reporting Entity: Omnibus, an amendment of GASB Statements No. 14 and No. 34*, and includes all component units of which the City is fiscally accountable.

The component units listed above are Public Trusts established pursuant to Title 60 of Oklahoma State law. A Public Trust (Authority) has no taxing power. The Authority is generally created to finance City services through issuance of revenue bonds or other non-general obligation debt and to enable the City Council to delegate certain functions to the governing body (Trustees) of the Authority. The Authority generally retains title to assets which are acquired or constructed with Authority debt or other Authority generated resources. In addition, the City has leased certain existing assets at the creation of the Authority to the Trustees on a long-term basis. The City, as beneficiary of the Public Trust, receives title to any residual assets when a Public Trust is dissolved.

BLENDED COMPONENT UNITS

A blended component unit is a separate legal entity that meets the component unit criteria in the standards listed above. The Sapulpa Municipal Authority, a blended component unit is included since 1) the City can impose its will by authorization of debt issuances; 2) the governing body is the same as the City Council; and 3) management of the Trust and the City are the same. The component units' funds are blended into those of the City's by appropriate fund category to comprise the primary government presentation. The Sapulpa Development Authority is blended for the same reasons.

The component units that are blended into the primary government's fund categories are presented below.

CITY OF SAPULPA
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2017

<u>Component Unit</u>	<u>Brief Description/Inclusion Criteria</u>	<u>Included Funds</u>
Sapulpa Municipal Authority	Created February 19, 1968, to finance, develop and operate the water, wastewater, solid waste and golf activities of the City. Current City Council serves as the entire governing body (Trustees). Debt issued by the Authority requires 2/3rds approval of the City Council. And management of the City and Trust is the same.	SMA Utility and SMA Golf Course Enterprise Funds
Sapulpa Development Authority	Created September 21, 2009 to promote the development of business and industry within and without the city limits and to provide additional employment and commerce that will benefit and strengthen the economy of the City. Current City Council serves as the entire governing body (Trustees). Debt issued by the Authority requires 2/3rds approval of the City Council. And management of the City and Trust is the same.	Sapulpa Development Authority Fund - Special Revenue Fund

1.B. BASIS OF PRESENTATION

Government-Wide Financial Statements:

The statement of net position and statement of activities display information about the City as a whole including component units. They include all financial activities of the reporting entity. Eliminations have been made to minimize the double reporting of transactions involving internal activities. Individual funds are not displayed in these statements. Instead, the statements distinguish between governmental and business-type activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange revenues. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services.

The statement of activities presents a comparison between the expenses and program revenues directly associated with the different governmental functions and business-type activities to arrive at the net revenue or expense of the function or activity prior to the use of taxes and other general revenues. Program revenues include (1) fees, fines, and service charges generated by the program or activity, (2) operating grants and contributions that are restricted to meeting the operational requirements of the program or activity, and (3) capital grants and contributions that are restricted to meeting the capital requirements of the program or activity.

Fund Financial Statements:

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be separate accounting entities. Each fund is accounted for by providing a separate set of self-balancing accounts which constitute its assets, deferred inflows of resources, liabilities, deferred outflows of resources, or fund equity, revenues, and expenditures/expenses. Funds are organized into two major categories: governmental and proprietary. The City presently has no fiduciary funds. An emphasis is placed on major funds within the governmental and proprietary categories. A fund is considered major if it is the primary operating fund of the City or meets the following criteria:

CITY OF SAPULPA
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2017

- a. Total assets plus deferred outflows of resources, liabilities plus deferred inflows of resources, revenues or expenditures/expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type, and
- b. Total assets plus deferred outflows of resources, liabilities plus deferred inflows of resources, revenues or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.
- c. A fund that does not meet the criteria of (a) and (b), but for which management has determined is of such significance to be reported as a major fund.

All remaining governmental and enterprise funds not meeting the above criteria are aggregated and reported as nonmajor funds. The funds of the financial reporting entity are described below:

GOVERNMENTAL FUNDS

General Fund (Major Fund)

The General Fund is the primary operating fund of the City. It is used to account for and report all financial resources not accounted for and reported in another fund. Included or combined with the General Fund are the following funds that, in addition to the General Fund, comprise the General Fund Accounts:

<u>Fund</u>	<u>Description</u>
Hunting & Fishing Account	Accounts for revenues from hunting and fishing fees and other sources and expenditures made there from.
Library Account	Accounts for revenues received from sales tax (2.5% of the second and third penny), grants, fines and other sources for library maintenance and operations.
Swimming Pool	Accounts for revenues received from donations and charges for services for swimming pool expenditures.

Major Funds

<u>Fund</u>	<u>Description</u>
Grants & Aid Fund	Accounts for revenue received and expenditures made for all grant projects, except for library grants and aid.
GO Bond Construction Fund (Major Capital Project Fund)	Accounts for the financing and construction of specified capital improvements.

CITY OF SAPULPA
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2017

Special Revenue Funds (Nonmajor Funds)

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects. The reporting entity includes the following special revenue funds:

<u>Fund</u>	<u>Description</u>
Cemetery Maintenance Fund	Accounts for revenues received from sales tax (2.5% of the second and third penny), lot sales and charges for interment to be used for maintenance and operations of the cemetery. Additional monies are transferred into this fund for right-of-way mowing operations.
Street & Alley Fund	Accounts for revenues received from gasoline excise tax, motor vehicle tax and expenditures made for street maintenance and operations.
Parks & Recreation Fund	Accounts for revenues received from sales tax (5% of the second and third penny) and from other sources to be used for parks and leisure services.
Federal SAF Fund	Accounts for monies received from federal drug seizures. All monies and property received must be used for law enforcement purposes only.
Major Thoroughfare Fund	Accounts for revenue received from sales tax (5% of the second and third penny) and expenditures for major thoroughfares.
Water & Sewer Sales Tax Fund	Accounts for revenues received from sales tax (10% of the second and third penny) and expenditures made for maintenance, operations and capital outlay.
Spay & Neuter Fund	Accounts for monies received for and expenditures related to spaying and neutering.
E911 Fund	Accounts for revenues received from tariff rates on base line telephone charges and expenditures for operations and maintenance of the E-911 system.
Juvenile Justice Fund	Accounts for revenues received and expenditures related to the municipal juvenile court and/or any juvenile programs.
Hotel/Motel Tax Fund	Accounts for revenues received from Hotel/Motel Tax and expenditures for operations of the Sapulpa Economic Development Department, promoting tourism, and park capital improvements.
Polson Apportionment Fund	Accounts for all apportioned ad valorem tax levies within the Polson Industrial Park Increment District and payment of project costs with the same.

CITY OF SAPULPA
NOTES TO BASIC FINANCIAL STATEMENTS
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Capital Project Fund (Nonmajor Funds)

Capital Project Funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditures for capital outlays. The reporting entity includes the following capital project funds:

<u>Fund</u>	<u>Description</u>
Restricted Construction Park & Recreation Fund	Accounts for revenue received and expenditures made exclusively for the acquisition of new park lands and/or capital and maintenance improvements of such new parks.
Park Development Fund	Accounts for revenue received from the Hotel/Motel Tax fund and expenditures for the acquisition of new park lands and/or making capital improvements to parks.
Fire Cash Fund	Accounts for revenue received from sales tax (2.5% of the second and third penny) and for expenditures for capital improvements.
Police Cash Fund	Accounts for revenue received from sales tax (2.5% of the second and third penny) and for expenditures for capital improvements.
Cemetery Care Fund	Accounts for revenues received from 12.5% of cemetery lot sales and interments. Per state statute, the principal can only be used for the purchase of land and for making permanent capital improvements. The interest can be used for improving, caring for and embellishing lots, walks, drives, parks and other improvements in such cemeteries and maintenance of office and care of records.
Capital Improvement Fund	Accounts for revenues received from sales tax (10% of the second and third penny) and other sources and expenditures for capital improvements in an amount of \$7,500 or greater in value with an estimated life of three years or more.
Water Resources Fund	Accounts for revenues received from sales tax (20% of the second and third penny) and expenditures made for water systems capital improvements.
Economic Development Sales Tax	Accounts for revenues received from ½ cent dedicated sales tax (only effective for the portion of Sapulpa in Tulsa County) for the promotion of economic development.
Street Improvement Sales Tax	Accounts for revenues received from ½ cent dedicated sales tax, transfers made to the SMA for debt service payments, and expenditures made for capital outlay.
Sewer Plant Sales Tax	Accounts for revenues received from ½ cent dedicated sales tax, transfers made to the SMA for debt service payments, and expenditures made for capital outlay.
Series 2014 Street Capital Improvement Fund	Accounts for the use of bond proceeds from the Series 2014 Street Capital Improvement bonds.

CITY OF SAPULPA
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2017

Debt Service Fund (Nonmajor Fund)

The Debt Service Fund is used to account for ad-valorem taxes levied by the City for use in retiring court-assessed judgments and general obligation bonds and their related interest expense. In State Statutes this fund is referred to as the Sinking Fund.

PROPRIETARY FUNDS

Proprietary funds include both enterprise funds and internal service funds. Enterprise funds are used to account for business-like activities provided to the general public. Internal service funds are used to account for business-like activities provided and charged to other funds or entities within the reporting entity. These activities are financed primarily by user charges and the measurement of financial activity focuses on net income measurement similar to the private sector. The reporting entity includes the following enterprise funds and internal service fund:

Enterprise Funds (Major Funds)

<u>Fund</u>	<u>Description</u>
Sapulpa Municipal Authority Utility	Accounts for revenues of the public trust from providing water, wastewater and sanitation services to the public. Included accounts of the SMA:
Sewer System Development & Extension Fee Account	Accounts for revenues received from sewer system development and extension fees associated with the sewer expansion program, related expenses, and to account for funds being placed in escrow which are received from developers.
Stormwater Management Account	Accounts for revenues received from stormwater management fees and expenditures made for stormwater maintenance and operations.
Series 2012 Revenue Bond Construction Account	Accounts for bond proceeds used to construct utility capital assets
SMA Golf Course Fund	Accounts for revenues received from fees and operational expenses associated with the golf course.

Internal Service Fund

Insurance Fund	Accounts for revenues and expenses of insurance costs for employees with the City, including police and fire retirees.
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1.C. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

Measurement focus is a term used to describe **how** transactions are recorded within the financial statements. Basis of accounting refers to **when** transactions are recorded regardless of the measurement focus applied.

Measurement Focus

Government-wide and Proprietary Fund Financial Statements

In the government-wide Statement of Net Position and the Statement of Activities, and the proprietary fund statements, the “*economic resources*” measurement focus is applied. The accounting objectives of this measurement focus are the determination of operating income, changes in net position (or cost recovery), financial position and cash flows. All assets, deferred outflows of resources, liabilities, and deferred inflows of resources (whether current or noncurrent, financial or nonfinancial) associated with their activities are reported. Fund equity is classified as net position.

Governmental Fund Financial Statements

In the governmental fund financial statements, a “*current financial resources*” measurement focus is applied. Under this focus, only current financial assets, deferred outflows of resources, liabilities, and deferred inflows of resources are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.

Basis of Accounting

Government-wide and Proprietary Fund Financial Statements

In the government-wide Statement of Net Position and Statement of Activities, and the proprietary fund financial statements, the accrual basis of accounting is applied. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, deferred outflows of resources, liabilities and deferred inflows of resources resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

Governmental Fund Financial Statements

In the governmental fund financial statements, the modified accrual basis of accounting is applied. Under this modified accrual basis of accounting, revenues are recognized when “measurable and available”. Measurable means knowing or being able to reasonably estimate the amount. Available means collectible within the current period or soon enough thereafter to pay current liabilities. The City has defined “available” as collected within 60 days after year end. Sales and use taxes, franchise taxes, hotel/motel taxes, court fines and interest are considered susceptible to accrual. Expenditures (including capital outlay) are recorded when the related fund liability is incurred, except for general long-term debt principal and interest, claims and judgments, and accrued compensated absences, which are recorded as expenditures to the extent they have matured. Proceeds of general long-term debt, bond premiums, and capital leases are reported as other financial sources.

1.D. ASSETS, DEFERRED OUTFLOWS, LIABILITIES, DEFERRED INFLOWS, AND EQUITY

Cash and Cash Equivalents

Cash and cash equivalents include all demand and savings accounts, and certificates of deposit or short-term investments with an original maturity of three months or less. Investments in open-ended mutual funds held in the trustee accounts are considered cash equivalents.

CITY OF SAPULPA
NOTES TO BASIC FINANCIAL STATEMENTS
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Investments

Investments consist of certificates of deposit whose original maturity term exceeds three months and certain U.S. Government securities. Investments that do not have an established market are reported at estimated fair value as estimated by a broker/dealer. The U.S. Government securities are reported at fair value. All non-negotiable certificates of deposit whose original maturity term exceeds three months are carried at cost.

Receivables

Material receivables in governmental funds and governmental activities include revenue accruals such as sales tax, franchise tax, and grants and other similar intergovernmental revenues since they are usually both measurable and available. Revenue from non-exchange transactions collectible but not available are deferred in accordance with GASB Statement 33 at the fund level.

Proprietary funds and business-type activities material receivables consist of all revenues earned at year-end and not yet received. Billed and unbilled utility accounts receivable comprise the majority of these receivables. They are reported net of allowances for uncollectible accounts.

Inventories

Inventory recorded in governmental funds and governmental activities is valued at average cost and consists of material and supplies used for vehicle maintenance and office and janitorial activities. The cost is allocated to the various user departments based upon their consumption. The consumption method of accounting treatment is utilized by the City's governmental funds.

Special reporting treatments are applied to governmental fund inventories to indicate that they do not represent available spendable resources even though they are a component of current assets. Such amounts are generally offset by fund balance nonspendable accounts.

Proprietary fund and business-type activities inventories are recorded on an average cost basis. Inventory of the enterprise funds consists of materials and supplies used for golf.

Capital Assets and Depreciation

The accounting treatment of property, plant and equipment (capital assets) depends on whether the assets are used in governmental fund operations or proprietary fund operations and whether they are reported in the government-wide or fund financial statements.

Government-Wide Statements and Proprietary Funds

In the government-wide financial statements and proprietary funds, property, plant and equipment are accounted for as capital assets. The City's capitalization threshold was \$2,000 for the year ended June 30, 2017. All capital assets are valued at historical cost, or estimated historical cost if actual is unavailable, except for donated capital assets which are recorded at their acquisition fair value at the date of donation. General infrastructure assets (such as roads, bridges, and traffic systems) acquired prior to July 1, 2002, are reported at estimated historical cost using deflated replacement costs. The cost of normal maintenance and repairs to these assets that do not add materially to the value of the asset or materially extend the assets' useful lives are not capitalized.

Depreciation of all exhaustible capital assets is recorded as an operating expense in proprietary fund financial statements and an allocated expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Position. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation.

CITY OF SAPULPA
NOTES TO BASIC FINANCIAL STATEMENTS
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The range of estimated useful lives by type of asset is as follows:

Buildings	25 - 50 years
Other Improvements	5 - 50 years
Infrastructure	25-100 years
Machinery and Equipment	3 - 20 years
Utility System	25 - 50 years

In the governmental fund financial statements, capital assets acquired are accounted for as capital outlay expenditures.

Restricted Assets

Restricted assets include current and noncurrent assets of enterprise funds and business-type activities that are legally restricted as to their use. The primary restricted assets are related to trustee accounts restricted for debt service and deposits held for refund.

Long-Term Debt

Accounting treatment of long-term debt varies depending upon the source of repayment and the measurement focus applied, and whether the debt is reported in the government-wide or fund financial statements.

All long-term debt to be repaid from governmental activities, business-type activities and proprietary funds are reported as liabilities as incurred. The long-term debt presently is primarily comprised of general obligation bonds, capital lease obligations payable, judgments payable, water contract obligations, revenue bonds payable, net pension liability, and accrued compensated absences. This long-term debt is reported net of unamortized discounts and premiums.

Long-term debt of governmental funds is not reported as liabilities in the fund financial statements. The debt proceeds are reported as other financing sources and payments of principal and interest are reported as expenditures.

Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Oklahoma Police Pension & Retirement System (OPPRS) and the Oklahoma Firefighters Pension & Retirement System (FPRS) and additions to/deductions from OPPRS's and FPRS's fiduciary net positions have been determined on the same basis as they are reported by OPPRS and FPRS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Compensated Absences

The City's policies regarding vacation, sick and compensatory time permit employees to accumulate varying amounts as determined by management and contracts with employee groups.

Compensated absences are reported as accrued in the government-wide and proprietary fund financial statements. Governmental funds report only the matured compensated absences payable to currently terminating employees.

Equity Classification

Government-Wide and Proprietary Fund Financial Statements:

Equity is classified as net position and displayed in three components:

- a. Net investment in capital assets - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net position - Consists of net position with constraints placed on the use either by 1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments, or 2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net position - All other net position that does not meet the definition of “restricted” or “net investment in capital assets”.

It is the City’s policy to first use restricted net position prior to the use of unrestricted net position when an expense is incurred for purposes for which both restricted and unrestricted net position are available.

Governmental Fund Financial Statements:

Governmental fund equity is classified as fund balance. Fund balance is further classified as nonspendable, restricted, committed, assigned and unassigned. These classifications are defined as:

- a. Nonspendable – includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.
- b. Restricted – consists of fund balance with constraints placed on the use of resources either by (a) external groups such as creditors, grantors, contributors, or laws or regulations of other governments, or (b) law through constitutional provisions or enabling legislation.
- c. Committed – includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the City’s highest level of decision-making authority. The City’s highest level of decision-making authority is made by ordinance.
- d. Assigned – includes amounts that are constrained by the City’s intent to be used for specific purposes but are neither restricted or committed. Assignments of fund balance may be made by city council action or management decision when the city council has delegated that authority. Assignments for transfers and interest income for governmental funds are made through the budgetary process.
- e. Unassigned – represents fund balance that has not been assigned to other funds and has not been restricted, committed, or assigned to specific purposes within the general fund.

It is the City’s policy to first use restricted fund balances prior to the use of unrestricted fund balance when an expense is incurred for purposes for which both restricted and unrestricted fund balances are available. The City’s policy for the use of unrestricted fund balance amounts require that committed amounts would be reduced first, followed by assigned amounts and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

Proprietary fund equity is classified the same as in the government-wide statements.

1.E. INTERNAL AND INTERFUND BALANCES AND ACTIVITIES

In the process of aggregating the financial information for the government-wide financial statements, some amounts reported as interfund activity and balances in the fund financial statements have been eliminated or reclassified.

Government-Wide Financial Statements:

Interfund activity and balances, if any, are eliminated or reclassified in the government-wide financial statements as follows:

1. Internal balances - amounts reported in the fund financial statements as interfund receivables and payables are eliminated in the governmental and business-type activities columns of the statement of net position, except for the net residual amounts due between governmental and business-type activities, which are reported as Internal Balances.
2. Internal activities - amounts reported as interfund transfers in the fund financial statements are eliminated in the government-wide statement of activities except for the net amount of transfers between governmental and business-type activities, which are reported as Transfers - Internal Activities. The effect of interfund services between funds are not eliminated in the statement of activities.

Fund Financial Statements:

Interfund activity, if any, within and among the governmental and proprietary fund categories is reported as follows in the fund financial statements:

1. Interfund loans - amounts provided with a requirement for repayment are reported as interfund receivables and payables.
2. Interfund services - sales or purchases of goods and services between funds are reported as revenues and expenditures/expenses.
3. Interfund reimbursements - repayments from funds responsible for certain expenditures/expenses to the funds that initially paid for them are not reported as reimbursements but as adjustments to expenditures/expenses in the respective funds.
4. Interfund transfers - flow of assets from one fund to another where repayment is not expected are reported as transfers in and out.

1.F. REVENUES, EXPENDITURES AND EXPENSES

Sales Tax

The City presently levies a four and one-half cent sales tax on taxable sales within the City. The sales tax is collected by the Oklahoma Tax Commission and remitted to the City in the month following receipt by the Tax Commission. One cent of the sales tax received is to be recorded as sales tax revenue within the General Fund, one-half cent in the Street Improvement Sales Tax Fund, one-half cent in the Sewer Plant Sales Tax Fund, one-half cent in the Economic Sales Tax Fund (only effective for the portion of Sapulpa in Tulsa County) and the remaining two cents distributed to various funds based on various percentages.

CITY OF SAPULPA
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These percentages, initially set by ordinance, have been further restricted by management and governing body approval as follows:

General Fund	40.00%
Cemetery Maintenance Fund	2.50%
Library Fund	2.50%
Parks & Recreation Fund	5.00%
Fire Cash Fund	2.50%
Police Cash Fund	2.50%
Major Thoroughfare Fund	5.00%
Capital Improvement Fund	10.00%
Water & Sewer Sales Tax Fund	10.00%
Water Resources Fund	<u>20.00%</u>
Total	<u>100.00%</u>

In accordance with the 2012 and 2013 sales tax agreements of their respective bond indentures, sales tax has been pledged for the payment of principal and interest on the indebtedness. The 2012 and 2013 revenue bond indentures state that 40% of two cents of the sales tax levied and assessed pursuant to the City's ordinances is pledged for the payment of those debt issues. In addition, ½ of one cent recorded in the Street Improvement Sales Tax Fund has been pledged for payment on the 2014 Capital Improvement Revenue Bonds.

Sales tax resulting from sales occurring prior to year-end and received by the City after year end have been accrued and are included under the caption *Due from Other Governments* because they represent taxes on sales occurring during the reporting period.

Property Tax

Under State law, municipalities are limited in their ability to levy a property tax. Such tax may only be levied to repay principal and interest on general obligation bonded debt approved by voters and any court-assessed judgments.

At the present time the City levies a property tax, in addition to dedicated sales tax, to fund the annual debt service requirements of the following general obligation bonds:

General Obligation Bonds

2010 General Obligation Bonds
2012A Refunding General Obligation Bonds
2012B Refunding General Obligation Bonds
2015 General Obligation Bonds
2015A General Obligation Bonds
2016A General Obligation Bonds

The property tax levy, as determined by the City's debt service needs, is submitted to the County Excise Board for approval. County assessors, elected officials, determine the taxable value of real estate and personal property in the County. A State Board of Equalization hears complaints on real estate values with the power to equalize assessments. Under present State law, the ratio of assessed value to true value cannot be less than 11 percent or more than 13 ½ percent.

CITY OF SAPULPA
NOTES TO BASIC FINANCIAL STATEMENTS
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Property taxes levied by the City are billed and collected by the County Treasurer's office and remitted to the City in the month following collection. Property taxes are levied normally in October and are due in equal installments on December 31 and March 31. Property taxes unpaid for the fiscal year are attached by an enforceable lien on property in the following October.

For the year ended June 30, 2017, the City's net assessed valuation of taxable property was \$146,411,041. The taxes levied by the City per \$1,000 of net assessed valuation for the year ended June 30, 2017, was \$13.45.

Expenditures/Expenses

In the government-wide statement of activities, expenses, including depreciation of capital assets, are reported by function or activity. In the governmental fund financial statements, expenditures are reported by class as current (further reported by function), capital outlay and debt service. In proprietary fund financial statements, expenses are reported by object or activity.

1.G. USE OF ESTIMATES

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures; accordingly, actual results could differ from those estimates.

NOTE 2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

By its nature as a local government unit, the City and its component unit are subject to various federal, state and local laws and contractual regulations. An analysis of the City's compliance with significant laws and regulations and demonstration of its stewardship over City resources follows:

2.A. DEPOSITS AND INVESTMENT LAWS AND REGULATIONS

In accordance with State law, all uninsured deposits of municipal funds in financial institutions must be secured with acceptable collateral valued at no more than market value. Acceptable collateral includes certain U.S. Government or Government Agency securities, certain State of Oklahoma or political subdivision debt obligations, surety bonds or certain letters of credit. As required by 12 U.S.C.A., Section 1823(e), all financial institutions pledging collateral to the City must have a written collateral agreement approved by the board of directors or loan committee. As reflected in Note 3.A., the City's uninsured deposits were sufficiently collateralized in accordance with these provisions for the year ended June 30, 2017.

Investments of a City (excluding Public Trusts) are limited by State Law to the following:

- a. Direct obligations of the U. S. Government, its agencies and instrumentalities to which the full faith and credit of the U. S. Government is pledged, or obligations to the payment of which the full faith and credit of the State of Oklahoma is pledged.
- b. Certificates of deposit or savings accounts that are either insured or secured with acceptable collateral with in-state financial institutions, and fully insured certificates of deposit or savings accounts in out-of-state financial institutions.
- c. With certain limitation, negotiable certificates of deposit, prime bankers acceptances, prime commercial paper and repurchase agreements with certain limitations.

CITY OF SAPULPA
NOTES TO BASIC FINANCIAL STATEMENTS
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- d. County, municipal or school district tax supported debt obligations, bond or revenue anticipation notes, money judgments, or bond or revenue anticipation notes of public trusts whose beneficiary is a county, municipality or school district.
- e. Notes or bonds secured by mortgage or trust deed insured by the Federal Housing Administrator and debentures issued by the Federal Housing Administrator, and in obligations of the National Mortgage Association.
- f. Money market funds regulated by the SEC and in which investments consist of the investments mentioned in the previous paragraphs a., b., c., and d.

Public trusts created under O.S. Title 60, are not subject to the above noted investment limitations and are primarily governed by any restrictions in their trust or bond indentures.

2.B. DEBT RESTRICTIONS AND COVENANTS

General Obligation Debt

Article 10, Sections 26 and 27 of the Oklahoma Constitution limits the amount of certain outstanding general obligation bonded debt of the municipality for non-utility or non-street purposes to no more than 10% of net assessed valuation. For the year ended June 30, 2017, the City complied with this restriction.

Other Long-Term Debt

As required by the Oklahoma State Constitution, the City (excluding Public Trusts) may not incur any indebtedness that would require payment from resources beyond the current fiscal year revenue, without first obtaining voter approval.

Revenue Bond Debt

The bond indentures relating to the revenue bond issues of the Sapulpa Municipal Authority contain a number of restrictions or covenants that are financial related. These include covenants such as a required flow of funds through special accounts, debt service coverage requirements and required reserve account balances.

The following schedule presents a brief summary of the most significant requirements and the Authority's level of compliance, thereon, as of June 30, 2017:

<u>Requirement</u>	<u>Level of Compliance</u>
a. Flow of Funds	
1. 2012 Refunding Revenue Bonds:	
- Revenue Fund	The Authority maintained all required accounts and made the required payments into such accounts.
- Construction Fund	
- Bond Fund	
- Bond Reserve Fund	
2. 2013 Refunding Revenue Bonds:	
- Revenue Account	The Authority maintained all required accounts and made the required payments into such accounts.
- Construction Fund	
- Bond Account	
- Sinking Fund	

CITY OF SAPULPA
NOTES TO BASIC FINANCIAL STATEMENTS
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b. Revenue Bond Coverage:

Net operating revenue plus transferred sales tax must equal 1.25 times annual debt service on the 2012 and 2013 Refunding Revenue Bonds.

Net revenues available amounted to \$9,645,035. The annual debt service was \$4,128,740. Actual coverage was 2.3 times.

c. Reserve Account Requirements:

2012 Refunding Revenue Bonds:
Insurance policy fair value to be \$1,642,550.

The Authority purchased a financial security assurance municipal bond debt service reserve insurance policy with a \$1,642,550 fair value.

2013 Refunding Revenue Bonds:
Insurance policy fair value to be \$2,473,088.

The Authority purchased a financial security assurance municipal bond debt service reserve insurance policy with a \$2,473,088 fair value.

2.C. FUND EQUITY / NET POSITION RESTRICTIONS

Restricted Net position

Restricted net position at the government-wide financial statements are required to restrict funds in accordance with various laws and regulations, specifically those laws and regulations dealing with debt service and the use of restricted revenues. See Note 3. I. for details of restricted net position.

2.D. BUDGETARY COMPLIANCE

The City prepares its annual operating budget under the provisions of the Municipal Budget Act (the Budget Act). In accordance with those provisions, the following process is used to adopt the annual budget:

- a. Prior to June 1, the City Manager submits to the City Council a proposed operating budget for the fiscal year commencing the following July 1.
- b. Public hearings are conducted to obtain citizen comments. At least one public hearing must be held no later than 15 days prior to July 1.
- c. Subsequent to the public hearings but no later than seven days prior to July 1, the budget is adopted by resolution of the City Council.
- d. The adopted budget is filed with the Office of State Auditor and Inspector.

The legal level of control at which expenditures may not legally exceed appropriations is the department level within a fund.

CITY OF SAPULPA
NOTES TO BASIC FINANCIAL STATEMENTS
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All fund decreases of appropriation and supplemental appropriations require City Council approval. The City Manager may transfer appropriations between departments within a fund without City Council approval. Supplemental appropriations must also be filed with the Office of State Auditor and Inspector.

In accordance with Title 60 of the Oklahoma State Statutes, the Sapulpa Municipal Authority, accounted for as a blended enterprise fund in this report, is required to prepare an annual budget and submit a copy to the City as beneficiary. However, there are no further requirements such as form of budget, approval of the budget or definition of a legal level of control; and, therefore, no budget and actual financial presentation for the SMA fund is included in this report.

NOTE 3. DETAIL NOTES - TRANSACTION CLASSES/ACCOUNTS

The following notes present detail information to support the amounts reported in the basic financial statements for its various assets, liabilities, equity, revenues and expenditures/expenses.

3. A. DEPOSIT AND INVESTMENT RISKS

Primary Government:

The City of Sapulpa, including its blended component units, held the following deposits and investments at June 30, 2017:

<u>Type</u>	<u>Maturities</u>	<u>Credit Rating</u>	<u>Carrying Value</u>
Deposits:			
Demand deposits			\$ 5,120,881
Cash on hand			3,921
Time deposits	Due within one year		5,229,635
Time deposits	Due in 1 - 5 years		1,500,000
			<u>\$ 11,854,437</u>
Investments:			
Trustee money market accounts - Federated Treasury Obligations Fund		AAAm	\$ 3,917,991
U.S. Treasury HH Savings Bonds	7/1/2022		35,000
			<u>3,952,991</u>
Total deposits and investments			<u>\$ 15,807,428</u>
Reconciliation to Statement of Net Position:			
Cash and cash equivalents			\$ 9,042,793
Investments			6,764,635
			<u>\$ 15,807,428</u>

Custodial Credit Risk – Exposure to custodial credit risk related to deposits exists when the City holds deposits that are uninsured and uncollateralized; collateralized with securities held by the pledging financial institution, or by its trust department or agent but not in the City’s name; or collateralized without a written or approved collateral agreement. Exposure to custodial credit risk related to investments exists when the City holds investments that are uninsured and unregistered, with securities held by the counterparty or by its trust department or agent but not in the City’s name.

The City’s policy as it relates to custodial credit risk is to secure its uninsured deposits with collateral, valued at no more than market value, at least at a level of 100% of the uninsured deposits and accrued interest thereon. The investment policy also limits acceptable collateral to U.S. Treasury securities and direct debt obligations of municipalities, counties, and school districts in the state of Oklahoma. As required by Federal 12 U.S.C.A., Section 1823(e), all financial institutions pledging collateral to the City must have a written collateral agreement approved by the board of directors or loan committee.

At June 30, 2017, the City was not exposed to custodial credit risk as defined above.

Investment Credit Risk – The City’s investment policy limits investments to those allowed in state law applicable to municipalities. These investment limitations are described in Note 2.A. Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The City has no formal policy limiting investments based on credit rating, but discloses any such credit risk associated with their investments by reporting the credit quality ratings of investments in debt securities as determined by nationally recognized statistical rating organizations—rating agencies—as of the year end. Unless there is information to the contrary, obligations of the U.S. government or obligations explicitly guaranteed by the U.S. government are not considered to have credit risk and do not require disclosure of credit quality.

Investment Interest Rate Risk – Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The City discloses its exposure to interest rate risk by disclosing the maturity dates of its various investments.

As noted in the schedule of deposits and investments above, at June 30, 2017, the investments held by the City mature at various times.

Concentration of Investment Credit Risk - Exposure to concentration of credit risk is considered to exist when investments in any one issuer represent a significant percent of total investments of the City (any over 5% are disclosed). Investments issued or explicitly guaranteed by the U.S. government and investments in mutual funds, external investment pools, and other pooled investments are excluded from this consideration.

At June 30, 2017, the City had no concentration of credit risk as defined above.

3. B. RESTRICTED ASSETS

The amounts reported as restricted assets on the Proprietary Funds Statement of Net Position are comprised of cash and investments held by the trustee bank on behalf of the public trust (Authority) related to its required revenue bond accounts as described in Note 2.B and amounts due to depositors related to utility deposits.

CITY OF SAPULPA
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June 30, 2017

The restricted assets as of June 30, 2017 were as follows:

	Current Cash and cash Equivalents	Noncurrent Investments
Utility Deposits	45,060	\$ 272,114
Trustee Accounts:		
2012 Bond Fund	1,416	-
2012 Construction Fund	8,259	-
2013 Bond Fund	619,264	-
Total	\$ 673,999	\$ 272,114

3. C. ACCOUNTS RECEIVABLE, COURT FINES RECEIVABLE AND PROPERTY TAX RECEIVABLE

Accounts receivable of the governmental and business-type activities consist of court fines receivable, customer utilities services provided, both billed and unbilled, and golf services due at year end, all reported net of allowance for uncollectible amounts. Also, property taxes receivable reported as Due from Other Governments in the Debt Service Fund are reported net of allowance for uncollectible amounts.

	Utilities Receivable	Golf	Total	Property Tax Receivable	Other Due from Other Governments	Total	Court Fines Receivable
Accounts receivable	\$ 2,718,200	\$ 2,552	\$ 2,720,752	\$ 805,269	\$ 1,418,469	2,223,738	\$ 3,481,082
Less: allowance for uncollectible accounts	(1,886,276)	-	(1,886,276)	(404,609)	-	(404,609)	(2,588,200)
Accounts receivable, net of allowance	\$ 831,924	\$ 2,552	\$ 834,476	\$ 400,660	\$ 1,418,469	\$ 1,819,129	\$ 892,882

CITY OF SAPULPA
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2017

3. D. CAPITAL ASSETS

Capital asset activity for the fiscal year ended June 30, 2017, was as follows:

	Balance at July 1, 2016	Additions	Transfers	Disposals	Balance at June 30, 2017
Governmental activities:					
Capital assets not being depreciated:					
Land	\$ 4,651,556	\$ 127,500	\$ -	\$ -	\$ 4,779,056
Construction in progress	9,218,945	2,832,901	-	(8,611,300)	3,440,546
Total capital assets not being depreciated	<u>13,870,501</u>	<u>2,960,401</u>	<u>-</u>	<u>(8,611,300)</u>	<u>8,219,602</u>
Other capital assets:					
Buildings	11,808,660	-	-	-	11,808,660
Other improvements	3,632,976	218,154	-	-	3,851,130
Machinery and equipment	11,978,680	3,368,148	(5,400)	(947,131)	14,394,297
Infrastructure	37,251,859	5,934,043	-	(648,282)	42,537,620
Total other capital assets at historical cost	<u>64,672,175</u>	<u>9,520,345</u>	<u>(5,400)</u>	<u>(1,595,413)</u>	<u>72,591,707</u>
Less accumulated depreciation for:					
Buildings	(3,943,952)	(232,330)	-	-	(4,176,282)
Other improvements	(1,567,676)	(174,960)	-	-	(1,742,636)
Machinery and equipment	(8,530,464)	(615,860)	5,400	892,258	(8,248,666)
Infrastructure	(12,992,112)	(770,301)	-	561,047	(13,201,366)
Total accumulated depreciation	<u>(27,034,204)</u>	<u>(1,793,451)</u>	<u>5,400</u>	<u>1,453,305</u>	<u>(27,368,950)</u>
Other capital assets, net	<u>37,637,971</u>	<u>7,726,894</u>	<u>-</u>	<u>(142,108)</u>	<u>45,222,757</u>
Governmental activities capital assets, net	<u>\$ 51,508,472</u>	<u>\$ 10,687,295</u>	<u>\$ -</u>	<u>\$ (8,753,408)</u>	<u>\$ 53,442,359</u>
Business-type activities:					
Capital assets not being depreciated:					
Land	\$ 70,721	\$ -	\$ -	\$ -	\$ 70,721
Water rights contracts	4,915,486	-	-	-	4,915,486
Construction in progress	2,757,548	1,034,590	-	(1,294,620)	2,497,518
Total capital assets not being depreciated	<u>7,743,755</u>	<u>1,034,590</u>	<u>-</u>	<u>(1,294,620)</u>	<u>7,483,725</u>
Other capital assets:					
Buildings	3,844,087	-	-	-	3,844,087
Other improvements	1,638,678	-	-	-	1,638,678
Utility property	70,690,303	1,913,575	-	(12,400)	72,591,478
Machinery and equipment	4,466,032	76,549	5,400	(37,257)	4,510,724
Infrastructure	3,242,456	1,553,181	-	-	4,795,637
Total other capital assets at historical cost	<u>83,881,556</u>	<u>3,543,305</u>	<u>5,400</u>	<u>(49,657)</u>	<u>87,380,604</u>
Less accumulated depreciation for:					
Buildings	(1,373,113)	(77,514)	-	-	(1,450,627)
Other improvements	(1,194,956)	(68,985)	-	-	(1,263,941)
Utility property	(27,419,621)	(1,400,149)	-	12,217	(28,807,553)
Machinery and equipment	(2,849,695)	(299,834)	(5,400)	37,257	(3,117,672)
Infrastructure	(592,554)	(105,714)	-	-	(698,268)
Total accumulated depreciation	<u>(33,429,939)</u>	<u>(1,952,196)</u>	<u>(5,400)</u>	<u>49,474</u>	<u>(35,338,061)</u>
Other capital assets, net	<u>50,451,617</u>	<u>1,591,109</u>	<u>-</u>	<u>(183)</u>	<u>52,042,543</u>
Business-type activities capital assets, net	<u>\$ 58,195,372</u>	<u>\$ 2,625,699</u>	<u>\$ -</u>	<u>\$ (1,294,803)</u>	<u>\$ 59,526,268</u>

CITY OF SAPULPA
NOTES TO BASIC FINANCIAL STATEMENTS
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Depreciation expense was charged to functions in the statement of activities as follows:

Depreciation expense charged to governmental activities:

General government	\$ 130,900
Legal and judicial	107
Public safety	490,907
Urban development	4,505
Streets	888,409
Culture and recreation	278,623
Total governmental activities depreciation expense	<u>\$ 1,793,451</u>

Depreciation expense charged to business-type activities:

Water	\$ 606,591
Wastewater	1,009,558
Sanitation	38,110
Stormwater	153,855
Golf course	144,082
Total business-type activities depreciation expense	<u>\$ 1,952,196</u>

Note: General government, administration, utility collections and utility maintenance of the business-type activities were allocated to the appropriate functions based upon a percentage of revenues.

3. E. WATER RIGHTS CONTRACT

The Sapulpa Municipal Authority (SMA) entered into three agreements with the United States of America for water storage space in Skiatook Lake. In consideration of the right to utilize the aforesaid storage space in the project for municipal and industrial supply purposes, the SMA agreed to pay costs in the amount of \$4,915,486 (which is the balance of the unamortized water rights reported as capital assets at June 30, 2017), along with maintenance and operations costs on an annual basis. The City incurred an obligation to the federal government for the water rights. The obligations were incurred in March 1993, November 1999, November 2002, and June 2006. The obligations are payable in annual installments of \$30,491, \$33,966, \$143,535 and \$184,184, respectively. The total water right obligation balance at June 30, 2017 is \$1,098,515. See Note 3.F. for further disclosures.

Due to the long-term nature of this agreement, and the infinite economic life of the water rights, the SMA's investment in the water rights contract is not being amortized.

3. F. LONG-TERM DEBT

The reporting entity's long-term debt is segregated by the amounts involving governmental activities and business-type activities.

Governmental Activities Long-Term Debt

At June 30, 2017, the governmental activities long-term debt consisted of the following:

General Obligation Bonds:

\$2,865,000 General Obligation Bonds of 2015A, due in annual installments of \$150,000, final installment of \$15,000 due October 1, 2035, with interest rates at 2.50% to 2.75%	\$2,865,000
\$925,000 General Obligation Bonds of 2016, due in annual installments of \$100,000, final installment due June 1, 2025, with interest rates at 2.50% to 3.00%	825,000

CITY OF SAPULPA
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2017

\$6,800,000 General Obligation Bonds of 2010, due in annual installments of \$350,000, final installment of \$500,000 due June 1, 2030, with interest rates at 3.75% to 4.25%	4,700,000
\$2,450,000 Refunding General Obligation Bonds of 2012A, due in annual installments varying from \$300,000 to \$190,000 with final maturity of June 1, 2023, with interest rates at 1.6% to 4%	1,245,000
\$3,720,000 Refunding General Obligation Bonds of 2012B, due in annual installments varying from \$425,000 to \$260,000 with final maturity of June 1, 2024, with interest rates at 1.6% to 4%	2,065,000
\$3,750,000 General Obligation Bonds of 2015, due in annual installments varying from \$150,000 to \$200,000 with a final maturity of June 1, 2035, with interest rates at 2.0%-3.1%	<u>3,600,000</u>
Total General Obligation Bonds	\$15,300,000
Plus: Unamortized Premium	<u>165,305</u>
Total General Obligation Bonds, net	<u>\$15,465,305</u>
Current portion	\$ 1,275,000
Non-current portion, net	<u>14,190,305</u>
Total General Obligation Bonds	<u>\$15,465,305</u>

Revenue Bonds Payable:

2014 Series Capital Improvement Revenue Bonds original issue amount \$7,410,000, dated July 1, 2014, issued by Sapulpa Municipal Authority, secured by year-to-year, appropriation of debt service payments made by city, interest rates from 2.0% to 3.3%, final maturity on July 1, 2029	\$6,255,000
Total Revenue Bonds Payable	<u>\$6,255,000</u>
Current portion	\$460,000
Non-current portion	<u>5,795,000</u>
Total Revenue Bonds	<u>\$6,255,000</u>

Capital Lease Obligations:

\$126,478 capital lease with De Lage Landen Public Finance copiers payable in monthly installments of \$2,327, final payment due April 2022 with interest rate at 3.96%; lease must be renewed annually	\$120,730
\$325,000 capital lease with American Hertiage Bank for meters payable in quarterly installments of \$12,685, final payment due October 2022 with interest rate at 2.55%	259,352
\$7,234 capital lease with De Lage Landen Public Finance copiers payable in monthly installments of \$150, final payment due June 2022 with interest rate at 8.95%; lease must be renewed annually	7,138

CITY OF SAPULPA
NOTES TO BASIC FINANCIAL STATEMENTS
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\$169,058 capital lease with First United Bank & Trust for asphalt paver and distributor payable in quarterly installments of \$6,736, final payment due August 2019 with interest rate at 3.05%; lease must be renewed annually	<u>58,604</u>
Total Capital Lease Obligations	<u>\$445,824</u>
Current portion	\$ 94,671
Non-current portion	<u>351,153</u>
Total Capital Lease Obligations	<u>\$445,824</u>

Accrued Compensated Absences:

Accrued compensated absences reported in the governmental activities are comprised of accrued vacation leave, sick leave and compensatory time.

Current portion	\$ 161,857
Non-current portion	<u>1,456,709</u>
Total Accrued Compensated Absences	<u>\$1,618,566</u>

Judgment Payable:

\$127,500 judgment payable (Sapulpa Industrial Foundation), payable in annual installments of \$42,500, final payment due December 2019, with interest at the statutory rate of 5.5%	<u>\$ 85,000</u>
Total Judgments Payable	<u>\$ 85,000</u>
Current portion	\$ 42,500
Non-current portion	<u>42,500</u>
Total Judgments Payable	<u>\$ 85,000</u>

Business-Type Activities Long-Term Debt

At June 30, 2017, the long-term debt payable from enterprise fund resources consisted of the following:

Revenue Bonds Payable:

2012 Refunding Series Revenue Bonds original issue amount of \$27,675,000, dated July 1, 2012, issued by Sapulpa Municipal Authority, secured by utility revenue and pledged sales tax, variable interest rate from 5.00% to 2.00%, final maturity on July 1, 2042	\$25,290,000
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CITY OF SAPULPA
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2017

2013 Refunding Series Revenue Bonds original issue amount of	
\$42,320,000, dated July 1, 2012, issued by Sapulpa Municipal Authority, secured by utility revenue and pledged sales tax, interest rate from 5.00% to 1.60%, final maturity on July 1, 2043	<u>39,055,000</u>
Total Revenues Bonds Payable	64,345,000
Less: Unamortized Bond Discount – 2012 Series	(224,511)
Add: Unamortized Bond Premium – 2013 Series	<u>1,020,798</u>
Total Revenue Bonds Payable, net	<u>\$65,141,287</u>
Current portion	\$920,000
Non-current portion, net	<u>64,221,287</u>
Total Revenue Bonds Payable, net	<u>\$65,141,287</u>

Note Payable:

\$171,309 note payable with American Heritage Bank for golf carts, payable in monthly installments of \$11,159, final payment due March 2018 with interest at 2.1%	
Total Note Payable	<u>\$32,965</u>
Current portion	\$ 32,965
Non-current portion	-
Total Notes Payable	<u>\$32,965</u>

Accrued Compensated Absences:

Accrued compensated absences reported in the business-type activities are comprised of accrued vacation leave, sick leave and compensatory time.

Current portion	\$ 19,426
Non-current portion	<u>177,495</u>
Total Accrued Compensated Absences	<u>\$196,921</u>

Water Contract Obligations:

The City has a number of contractual obligations with the U.S. Army Corps of Engineer for water use rights, with outstanding amounts due as follows:

Obligation payable to the U.S. Army Corps of Engineer, original amount of \$632,924, for use of water facility, payable in 41 annual installments of \$30,491, final maturity in March 2033.	\$365,561
Obligation payable to the U.S. Army Corps of Engineer, original amount of \$632,924, for use of water facility, payable in 35 annual installments of \$33,966, final maturity in November, 2033.	413,449
Obligation payable to the U.S. Army Corps of Engineer, original amount of \$1,738,077, for use of water facility, payable in 16 annual installments of \$143,535, final maturity in November, 2017.	139,139

CITY OF SAPULPA
NOTES TO BASIC FINANCIAL STATEMENTS
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Obligation payable to the U.S. Army Corps of Engineer, original amount of \$1,727,377, for use of water facility, payable in 12 annual installments of \$184,184, final maturity in June, 2017.	<u>180,366</u>
Total Water Contract Obligations	<u>\$1,098,515</u>
Current portion	\$ 352,580
Non-current portion	<u>745,935</u>
Total Water Contract Obligations	<u>\$1,098,515</u>

Due to Depositors:

Outstanding deposits for utility services, refundable only upon termination of service, amounted to the following:

Current portion	\$62,729
Non-current portion	<u>250,918</u>
Total Due to Depositors	<u>\$313,647</u>

Defeased Bonds Outstanding

The City, through its various public trusts, has in substance defeased a number of outstanding bond issues by placing deposits in irrevocable trusts, escrow accounts, for the purchase of U.S. Government Securities to pay principal and interest on the refunded bonds as they are due and payable. For financial reporting purposes, both the defeased bonds outstanding and the escrowed securities have been excluded from the financial statements. At year end, the remaining outstanding defeased debt issues were as follows:

1998 Series Capital Improvement Revenue Bonds – Defeased	\$5,730,000
2003A Series Revenue Bonds	<u>4,700,000</u>
Total Defeased Bonds Outstanding	<u>\$10,430,000</u>

Changes in Long-Term Debt

The following is a summary of changes in long-term debt for the year ended June 30, 2017:

CITY OF SAPULPA
NOTES TO BASIC FINANCIAL STATEMENTS
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<u>Type of Debt</u>	<u>Balance</u> <u>July 1, 2016</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance</u> <u>June 30, 2017</u>	<u>Amounts</u> <u>Due Within</u> <u>One Year</u>
Governmental Activities:					
General obligation bonds	\$ 16,365,000	\$ -	\$ 1,065,000	\$ 15,300,000	\$ 1,275,000
Revenue bonds payable	6,700,000	-	445,000	6,255,000	460,000
Capital lease obligation	474,466	68,925	97,567	445,824	94,671
Judgments payable	110,433	129,000	154,433	85,000	42,500
Estimated claims liability	14,141	-	14,141	-	-
Net OPEB obligation	1,408,272	87,206	44,886	1,450,592	-
Accrued compensated absences	1,571,376	967,192	920,002	1,618,566	161,857
Total Governmental Activities	<u>\$ 26,643,688</u>	<u>\$ 1,252,323</u>	<u>\$ 2,741,029</u>	<u>25,154,982</u>	<u>\$ 2,034,028</u>
Unamortized bond premiums/discounts				165,305	
Net Pension Liability				12,791,037	
Net Long-term Debt				<u>\$ 38,111,324</u>	
Reconciliation to Government-Wide Statement of Net Position:					
Due in One Year				\$ 2,034,028	
Due in More than One Year				36,077,296	
				<u>\$ 38,111,324</u>	
Business-Type Activities:					
Due to depositors	\$ 296,203	\$ 129,497	\$ 112,053	\$ 313,647	\$ 62,729
Water contract obligations	1,433,192	-	334,677	1,098,515	352,580
Notes payable	76,321	-	43,356	32,965	32,965
Revenue bonds payable	65,870,000	-	1,525,000	64,345,000	920,000
Accrued compensated absences	169,933	106,620	79,632	196,921	19,426
Total Business-Type Activities	<u>\$ 67,845,649</u>	<u>\$ 236,117</u>	<u>\$ 2,094,718</u>	<u>65,987,048</u>	<u>\$ 1,387,700</u>
Unamortized bond premiums/discounts				796,287	
Net Long-term Debt				<u>\$ 66,783,335</u>	
Reconciliation to Government-Wide Statement of Net Position:					
Due in One Year				1,387,700	
Due in More than One Year				65,395,635	
				<u>\$ 66,783,335</u>	

Annual Debt Service Requirements

The annual debt service requirements to maturity, including principal and interest, for long-term debt, excluding accrued compensated absences, due to depositors, estimated claims liability, net pension liability and Net OPEB obligation as of June 30, 2017 are as follows:

<u>Year Ending June 30,</u>	<u>GOVERNMENTAL ACTIVITY DEBT</u>							
	<u>Capital Lease Obligations</u>		<u>General Obligation Bonds</u>		<u>Revenue Bonds</u>		<u>Judgments Payable</u>	
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>
2018	\$ 94,671	\$ 12,738	\$ 1,275,000	\$ 435,315	\$ 460,000	\$ 169,827	\$ 42,500	\$ 4,675
2019	97,691	9,718	1,280,000	401,940	470,000	160,628	42,500	2,338
2020	80,709	6,759	1,295,000	370,386	475,000	151,228	-	-
2021	76,154	4,311	1,305,000	337,105	485,000	141,727	-	-
2022	71,472	1,939	1,315,000	307,848	495,000	131,421	-	-
2023-2027	25,127	244	4,665,000	1,036,232	2,675,000	442,775	-	-
2028-2032	-	-	2,950,000	420,590	1,195,000	58,810	-	-
2033-2036	-	-	1,215,000	74,799	-	-	-	-
Totals	<u>\$ 445,824</u>	<u>\$ 35,709</u>	<u>\$ 15,300,000</u>	<u>\$ 3,384,215</u>	<u>\$ 6,255,000</u>	<u>\$ 1,256,416</u>	<u>\$ 85,000</u>	<u>\$ 7,013</u>

CITY OF SAPULPA
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2017

BUSINESS-TYPE ACTIVITY DEBT

Year Ending June 30,	Revenue Bonds Payable					
	Revenue Bonds Payable		Notes Payable		Water Contract Obligation	
	Principal	Interest	Principal	Interest	Principal	Interest
2018	\$ 920,000	\$ 1,550,115	\$ 32,965	\$ 353	\$ 352,580	\$ 41,550
2019	1,595,000	2,516,665	-	-	35,002	29,455
2020	1,625,000	2,488,565	-	-	36,407	28,050
2021	1,655,000	2,456,827	-	-	37,867	26,590
2022	1,690,000	2,420,353	-	-	39,386	25,071
2023-2027	9,340,000	11,207,228	-	-	221,942	100,343
2028-2032	11,655,000	8,893,937	-	-	270,182	52,103
2033-2037	14,490,000	6,067,225	-	-	105,149	5,019
2038-2042	17,455,000	2,946,288	-	-	-	-
2043-2044	3,920,000	157,806	-	-	-	-
Totals	<u>\$ 64,345,000</u>	<u>\$ 40,705,009</u>	<u>\$ 32,965</u>	<u>\$ 353</u>	<u>\$ 1,098,515</u>	<u>\$ 308,181</u>

Pledge of Future Revenues

Sales Tax and Utility Net Revenues Pledge - The City has pledged 40% of two cents (or 20%) of future sales tax revenues and net utility revenues to repay the following revenue bonds: \$27,675,000 2012 Refunding Revenue Bonds, and \$42,320,000 2013 Refunding Revenue Bonds. Proceeds from the bonds provided for the purchase or construction of capital assets. The bonds are payable from pledged sales tax revenues and net utility revenues. These bonds are payable through 2043. The total principal and interest payable for the remainder of the life of these bonds is \$105,050,009. Pledged sales taxes received in the current year were \$3,887,745 and net utility revenues were \$5,729,827 for total pledged revenues of \$9,617,572. Debt service payments of \$4,128,740 for the current fiscal year were 42.9% of total pledged revenues for these bonds.

3.G. INTERFUND BALANCES AND ACTIVITIES

Interfund receivables and payables at June 30, 2017, were as follows:

Receivable Fund	Payable Fund	Amount	Nature of Interfund Balance
Capital Improvement Fund	Sewer Plant Sales Tax Fund	\$ 100,000	Temporary loan of cash
		<u>\$ 100,000</u>	

Reconciliation to Fund Financial Statements:

	Due From	Due to	Net Interfund Balances
Governmental Funds	\$ 100,000	\$ (100,000)	\$ -
Proprietary Funds	-	-	-
	<u>\$ 100,000</u>	<u>\$ (100,000)</u>	<u>\$ -</u>

Reconciliation to Statement of Net Position:

Net Interfund Balances	\$ -
BTA- Special Revenue Funds	<u>(100,000)</u>
Internal Balances	<u>\$ (100,000)</u>

CITY OF SAPULPA
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2017

Interfund transfers for the year ended June 30, 2017 were as follows:

Transfer From	Transfer To	Amount	Purpose of Transfer
General Fund	SMA	\$ 2,407,745	Pledged sales tax - bond indenture
General Fund	Restricted Construction Park/Rec Fund	7,575	Required revenue transfer
SMA	General Fund	2,194,000	Supplemental operating transfer
SMA	General Fund	2,407,745	Return of pledged sales tax
SMA	Golf Course Fund	463,275	Supplemental operating transfer
SMA	Street and Alley	350,000	Supplemental operating transfer
SMA	Water & Sewer Sales Tax Fund	245,000	Supplemental operating transfer
SMA	Parks & Recreation Fund	290,400	Supplemental operating transfer
SMA	Cemetery Maintenance Fund	129,000	Supplemental operating transfer
SMA	Library Fund	237,000	Supplemental operating transfer
SMA	Hotel/Motel Tax Fund	200	Supplemental operating transfer
SMA	Insurance Fund	15,000	Supplemental operating transfer
Polson Apportionment Fund	General Fund	5,000	Supplemental operating transfer
Stormwater Management Fund	SMA	60,500	Capital asset transfer
Cemetery Maintenance Fund	Cemetery Care Fund	7,541	12.5% revenue transfer - state law
E-911 Fund	General Fund	200,000	Operating transfer for dispatcher
Capital Improvement Fund	Grants & Aid Fund	23,384	Grant program contribution
Water Resource Fund	Water & Sewer Sales Tax Fund	4,750	Supplemental operating transfer
Hotel/Motel Tax Fund	Park Development Fund	41,185	Required revenue transfer
Sewer Plant Sales Tax Fund	SMA	1,480,000	Supplemental for debt service
GO Sinking Fund	General Fund	3,158	Interest earnings
Water Resource Fund	SMA	950,000	Supplemental for debt service
Total		<u>\$ 11,522,458</u>	

	Transfers In	Transfers Out	Reconciliation - BTA - Special Revenue Funds	Reclass BTA Sales Tax	Capital Asset Activity	Net Transfers/ Internal Activity
Reconciliation to Fund Financial Statements:						
Governmental Funds	\$ 6,145,938	\$ (5,130,338)	\$ 1,239,750	\$ (3,318,124)	\$ (858,023)	\$ (1,920,797)
Proprietary Funds	5,361,520	(6,392,120)	(1,239,750)	3,318,124	858,023	1,905,797
Internal Service Fund	15,000	-	-	-	-	15,000
Total Transfers	<u>\$ 11,522,458</u>	<u>\$ (11,522,458)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

3.H. ALLOCATION OF INDIRECT EXPENSES

Certain indirect expenses (expenses benefiting more than one function) have been allocated to specific functions in the Statement of Activities, while other indirect expenses have not been allocated.

Indirect expenses reported in the Statement of Activities under the functions of Administration & General Government have not been allocated for governmental purposes.

Indirect expenses of the proprietary funds, classified in the proprietary funds statement of revenues, expenses and changes in net position as General Government, Administration and Utility Collections have been allocated on a percentage of total revenues to the business-type activity functions in the Statement of Activities.

3.I. FUND BALANCES AND NET POSITION

Fund Balance

The following table shows the fund balance classifications as shown on the Governmental Funds Balance Sheet:

CITY OF SAPULPA
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2017

	General Fund	G.O. Bond Construction	Grants & Aid	Other Governmental Funds	TOTAL
Fund Balances:					
Nonspendable:					
Inventories	\$ 8,757			\$ 91,939	\$ 100,696
Sub-total Nonspendable	8,757	-	-	91,939	100,696
Restricted for:					
Law enforcement	-	-	-	153,827	153,827
Major Thoroughfares	-	-	-	234,690	234,690
Increment District	-	-	-	56,226	56,226
Animal control	-	-	-	3,187	3,187
E911	-	-	-	112,019	112,019
Juvenile Justice programs	-	-	-	24,640	24,640
Economic Development	-	-	-	113,259	113,259
Capital Improvements	-	5,296,256	-	4,980,100	10,276,356
Grants	-	-	11,464	-	11,464
Debt Service	-	-	-	792,264	792,264
Sub-total Restricted	-	5,296,256	11,464	6,470,212	11,777,932
Assigned to:					
Subsequent Year Budget	877,270	-	-	-	877,270
Hunting & Fishing	22,107	-	-	-	22,107
Library	117,827	-	-	-	117,827
Swimming Pool	44,197	-	-	-	44,197
Streets	-	-	-	307,509	307,509
Cemetery	-	-	-	59,467	59,467
Parks	-	-	-	62,622	62,622
Law enforcement	-	-	-	2,451	2,451
Major Thoroughfares	-	-	-	100,877	100,877
Water & Sewer maintenance	-	-	-	130,545	130,545
Animal control	-	-	-	489	489
E911	-	-	-	3,880	3,880
Juvenile Justice programs	-	-	-	543	543
Economic Development	-	-	-	51,841	51,841
Capital Improvements	-	-	-	562,807	562,807
Sub-total Assigned	1,061,401	-	-	1,283,031	2,344,432
Unassigned (deficit):	661,453	-	(492)	-	660,961
TOTAL FUND BALANCES	\$ 1,731,611	5,296,256	10,972	\$ 7,845,182	\$ 14,884,021

Restricted Net Position

The restricted for debt service net position of the business-type activities consists of restricted assets relating to revenue bond trustee accounts. The balance at June 30, 2017, is comprised of the following:

Enterprise Funds:	
2012 Revenue Bond Trust Accounts	\$ 1,416
2013 Revenue Bond Trust Accounts	619,264
Restricted per bond indenture	620,680
Less: Accrued interest payable	(389,335)
Total Restricted for Debt Service	\$ 231,345

NOTE 4. OTHER NOTES

4.A. EMPLOYEE PENSION AND OTHER BENEFIT PLANS

The City participates in three employee pension systems as follows:

<u>Name of Plan/System</u>	<u>Type of Plan</u>
Oklahoma Police Pension and Retirement Fund	Cost Sharing Multiple Employer – Defined Benefit Plan
Oklahoma Firefighters Pension and Retirement Fund	Cost Sharing Multiple Employer – Defined Benefit Plan
Oklahoma Municipal Retirement Fund (OkMRF)	Agent Multiple Employer – Defined Contribution Plan Agent Multiple Employer – Defined Contribution Plan - CMO

A summary of all the amounts recorded in the City’s financial statements for the plans is as follows:

	<u>Governmental Activities</u>
Net Pension Liability	
Police Pension System	\$ 1,167,296
Firefighter's Pension System	11,623,741
Total Net Pension Liability	<u>\$ 12,791,037</u>
Deferred Outflows of Resources	
Police Pension System	\$ 1,406,785
Firefighter's Pension System	1,413,690
Total Deferred Outflows of Resources	<u>\$ 2,820,475</u>
Deferred Inflows of Resources	
Police Pension System	\$ 165,299
Firefighter's Pension System	474,118
Total Deferred Inflows of Resources	<u>\$ 639,417</u>

Oklahoma Police Pension and Retirement System

Plan description - The City of Sapulpa, as the employer, participates in the Oklahoma Police Pension and Retirement Plan—a cost-sharing multiple-employer defined benefit pension plan administered by the Oklahoma Police Pension and Retirement System (OPPRS). Title 11 of the Oklahoma State Statutes, through the Oklahoma Legislature, grants the authority to establish and amend the benefit terms to the OPPRS. OPPRS issues a publicly available financial report that can be obtained at www.ok.gov/OPPRS

Benefits provided - OPPRS provides retirement, disability, and death benefits to members of the plan. The normal retirement date under the Plan is the date upon which the participant completes 20 years of credited service, regardless of age. Participants become vested upon completing 10 years of credited service as a contributing participant of the Plan. No vesting occurs prior to completing 10 years of credited service. Participants’ contributions are refundable, without interest, upon termination prior to normal retirement. Participants who have completed 10 years of credited service may elect a vested benefit in lieu of having their accumulated contributions refunded. If the vested benefit is elected, the participant is entitled to a monthly retirement benefit commencing on the date the participant reaches 50 years of age or the date the participant would have had 20 years of credited service had employment continued uninterrupted, whichever is later.

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Monthly retirement benefits are calculated at 2.5% of the final average salary (defined as the average paid base salary of the officer over the highest 30 consecutive months of the last 60 months of credited service) multiplied by the years of credited service, with a maximum of 30 years of credited service considered.

Monthly benefits for participants due to permanent disability incurred in the line of duty are 2.5% of the participants' final average salary multiplied by 20 years. This disability benefit is reduced by stated percentages for partial disability based on the percentage of impairment. After 10 years of credited service, participants who retire due to disability incurred from any cause are eligible for a monthly benefit based on 2.5% of their final average salary multiplied by the years of service. This disability benefit is also reduced by stated percentages for partial disability based on the percentage of impairment. Effective July 1, 1998, once a disability benefit is granted to a participant, that participant is no longer allowed to apply for an increase in the dollar amount of the benefit at a subsequent date.

Survivor's benefits are payable in full to the participant's beneficiary upon the death of a retired participant. The beneficiary of any active participant killed in the line of duty is entitled to a pension benefit.

Contributions - The contributions requirements of the Plan are at an established rate determine by Oklahoma Statute and are not based on actuarial calculations. Employees are required to contribute 8% percent of their annual pay. Participating cities are required to contribute 13% of the employees' annual pay. Contributions to the pension plan from the City were \$279,250. The State of Oklahoma also made on-behalf contributions to OPPRS in the amount of \$246,268 during the calendar year and this is reported as both expense and revenue in the General Fund Statement of Revenues, Expenditures, and Changes in Fund Balance. In the government-wide Statement of Activities, revenue is recognized for the state's on-behalf contributions on an accrual basis of \$273,752. These on-behalf payments did not meet the criteria of a special funding situation.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions - At June 30, 2017, the City reported a liability of \$1,167,296 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2016, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2016. The City's proportion of the net pension liability was based on the City's contributions received by the pension plan relative to the total contributions received by pension plan for all participating employers as of June 30, 2016. Based upon this information, the City's proportion was 0.7622211%.

For the year ended June 30, 2017, the City recognized pension expense of \$410,295. At June 30, 2017, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 3,745	\$ 131,122
Changes of assumptions	-	-
Net difference between projected and actual earnings on pension plan investments	1,121,573	-
Changes in proportion	-	33,125
City contributions during measurement date	1,717	1,052
City contributions subsequent to the measurement date	279,750	-
Total	<u>\$ 1,406,785</u>	<u>\$ 165,299</u>

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The \$279,750 reported as deferred outflows of resources related to pensions resulting from City contributions subsequent to the measurement date will be recognized as an increase/decrease of the net pension asset/liability in the year ended June 30, 2018. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:	
2018	\$ 154,777
2019	154,777
2020	384,340
2021	269,749
2022	(1,907)
	\$ 961,736

Actuarial Assumptions-The total pension liability was determined by an actuarial valuation as of July 1, 2016, using the following actuarial assumptions, applied to all prior periods included in the measurement:

Inflation:	3%
Salary increases:	4.5% to 17% average, including inflation
Investment rate of return:	7.5% net of pension plan investment expense
Cost-of-living adjustments:	Police officers eligible to receive increased benefits according to repealed Section 50-120 of Title 11 of the Oklahoma Statutes pursuant to a court order receive an adjustment of 1/3 to 1/2 of the increase or decrease of any adjustment to the base salary of a regular police officer, based on an increase in base salary.
Mortality rates:	<p>Active employees (pre-retirement) RP-2000 Blue Collar Healthy Combined table with age set back 4 years with fully generational improvement using Scale AA.</p> <p>Active employees (post-retirement) and nondisabled pensioners: RP-2000 Blue Collar Healthy Combined table with fully generational improvement using scale AA.</p> <p>Disabled pensioners: RP-2000 Blue Collar Healthy Combined table with age set forward 4 years with fully generational improvement using Scale AA.</p>

The actuarial assumptions used in the July 1, 2016, valuation were based on the results of an actuarial experience study for the period July 1, 2007, to June 30, 2012.

The long-term expected rate of return on pension plan investments was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense, and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of June 30, 2016, are summarized in the following table:

CITY OF SAPULPA
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<u>Asset Class</u>	<u>Long-Term Expected Real Rate of Return</u>
Fixed income	3.27%
Domestic equity	5.16%
International equity	8.61%
Real estate	4.97%
Private equity	8.32%
Commodities	2.42%

The current allocation policy is that approximately 60% of assets in equity instruments, including public equity, long-short hedge, venture capital, and private equity strategies; approximately 25% of assets in fixed income to include investment grade bonds, high yield and non-dollar denominated bonds, convertible bonds, and low volatility hedge fund strategies; and 15% of assets in real assets to include real estate, commodities, and other strategies.

Discount Rate-The discount rate used to measure the total pension liability was 7.5%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rate and that contributions from employers will be made at contractually required rates, determined by State statutes. Projected cash flows also assume the State of Oklahoma will continue contributing 14% of the insurance premium, as established by statute. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Net Pension Liability to Changes in the Discount Rate-The following presents the net pension liability of the employers calculated using the discount rate of 7.5%, as well as what the Plan's net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower (6.5%) or 1-percentage-point higher (8.5%) than the current rate:

	1% Decrease (6.5%)	Current Discount Rate (7.5%)	1% Increase (8.5%)
Employers' net pension liability (asset)	\$ 3,062,604	\$ 1,167,296	\$ (433,003)

Pension plan fiduciary net position - Detailed information about the pension plan's fiduciary net position is available in the separately issued financial report of the OPPRS; which can be located at www.ok.gov/OPPRS .

Oklahoma Firefighters Pension and Retirement System

Plan description - The City of Sapulpa, as the employer, participates in the Firefighters Pension & retirement—a cost-sharing multiple-employer defined benefit pension plan administered by the Oklahoma Firefighters Pension & Retirement System (FPRS). Title 11 of the Oklahoma State Statutes grants the authority to establish and amend the benefit terms to the FPRS. FPRS issues a publicly available financial report that can be obtained at www.ok.gov/fprs.

Benefits provided - FPRS provides retirement, disability, and death benefits to members of the plan. Benefits for members hired prior to November 1, 2013 are determined as 2.5 percent of the employee's final average compensation times the employee's years of service and have reached the age of 50 or have complete 20 years of service, whichever is later. For volunteer firefighters, the monthly pension benefit for normal retirement is \$150.60 per month. Benefits vest with 10 years or more of service.

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Benefits for members hired after November 1, 2013 are determined as 2.5 percent of the employee's final average compensation times the employee's years of service and have reached the age of 50 or have complete 22 years of service, whichever is later. For volunteer firefighters, the monthly pension benefit for normal retirement is \$165.66 per month. Benefits vest with 11 years or more of service

All firefighters are eligible for immediate disability benefits. For paid firefighters, the disability in-the-line-of-duty benefit for firefighters with less than 20 years of service is equal to 50% of final average monthly compensation, based on the most recent 30 months of service. For firefighters with over 20 years of service, a disability in-the-line-of-duty is calculated based on 2.5% of final average monthly compensation, based on the most recent 30 months, per year of service, with a maximum of 30 years of service. For disabilities not-in-the-line-of-duty, the benefit is limited to only those with less than 20 years of service and is 50% of final average monthly compensation, based on the most recent 60-month salary as opposed to 30 months. For volunteer firefighters, the not-in-line-of-duty disability is also limited to only those with less than 20 years of service and is \$7.53 per year of service. For volunteer firefighters, the in-line-of-duty pension is \$150.60 with less than 20 years of service, or \$7.53 per year of service, with a maximum of 30 years.

A \$5,000 lump sum death benefit is payable to the qualified spouse or designated recipient upon the participant's death. The \$5,000 death benefit does not apply to members electing the vested benefit.

Contributions - The contributions requirements of the Plan are at an established rate determine by Oklahoma Statute and are not based on actuarial calculations. Employees are required to contribute 9% percent of their annual pay. Participating cities are required to contribute 14% of the employees' annual pay. Contributions to the pension plan from the City were \$386,289. The State of Oklahoma also made on-behalf contributions to FPRS in the amount of \$920,197 (modified-accrual); these on-behalf payments did not meet the criteria of a special funding situation. For full-accrual reporting the amount of on-behalf payments made were \$878,457.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions - At June 30, 2017, the City reported a liability of \$11,623,741 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2016, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2016. The City's proportion of the net pension liability was based on the City's contributions received by the pension plan relative to the total contributions received by pension plan for all participating employers as of June 30, 2016. Based upon this information, the City's proportion was .951429% percent.

For the year ended June 30, 2017, the City recognized pension expense of \$1,105,841. At June 30, 2017, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 311,601	\$ -
Changes of assumptions	-	-
Net difference between projected and actual earnings on pension plan investments	711,195	-
Changes in proportion and differences between City contributions and proportionate share of contributions	-	473,801
City contributions during the measurement date	4,605	317
City contributions subsequent to the measurement date	386,289	-
Total	<u>\$ 1,413,690</u>	<u>\$ 474,118</u>

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The \$386,289 reported as deferred outflows of resources related to pensions resulting from City contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2018. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:		
2018	\$	(4,254)
2019		(4,255)
2020		366,003
2021		249,154
2022		(44,084)
Thereafter		(9,281)
Total	\$	<u>553,283</u>

Actuarial Assumptions-The total pension liability was determined by an actuarial valuation as of July 1, 2016, using the following actuarial assumptions, applied to all prior periods included in the measurement:

Inflation:	3%
Salary increases:	3.5% to 9.0% average, including inflation
Investment rate of return:	7.5% net of pension plan investment expense

Mortality rates were based on the RP2000 combined healthy with blue collar adjustment as appropriate, with adjustments for generational mortality improvement using scale AA for healthy lives and no mortality improvement for disabled lives.

The actuarial assumptions used in the July 1, 2016, valuation were based on the results of an actuarial experience study for the period July 1, 2007, to June 30, 2012.

The long-term expected rate of return on pension plan investments was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense, and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of June 30, 2016, are summarized in the following table:

<u>Asset Class</u>	Target <u>Allocation</u>	Long-Term Expected <u>Real Rate of Return</u>
Fixed income	20%	5.18%
Domestic equity	47%	8.70%
International equity	15%	10.87%
Real estate	10%	7.23%
Other assets	8%	6.24%

Discount Rate-The discount rate used to measure the total pension liability was 7.5%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rate and that contributions from employers will be made at contractually required rates, determined by State statutes. Projected cash flows also assume the State of Oklahoma will continue contributing 36% of the insurance premium, as established by statute. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

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Sensitivity of the Net Pension Liability to Changes in the Discount Rate-The following presents the net pension liability of the employers calculated using the discount rate of 7.5%, as well as what the Plan's net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower (6.5%) or 1-percentage-point higher (8.5%) than the current rate:

	1% Decrease 6.5%	Current Discount Rate 7.5%	1% Increase 8.5%
Employers' net pension liability	\$ 14,714,705	\$ 11,623,741	\$ 9,032,256

Pension plan fiduciary net position - Detailed information about the pension plan's fiduciary net position is available in the separately issued financial report of the FPRS; which can be located at www.ok.gov/fprs .

Defined Contribution Plan - Oklahoma Municipal Retirement Fund (OkMRF)

The City has also provided a defined contribution plan and trust known as the City of Sapulpa Plan and Trust (the "Plan") in the form of The Oklahoma Municipal Retirement System Master Defined Contribution Plan (OkMRF). OkMRF operations are supervised by a nine-member Board of Trustees elected by the participating municipalities. The plan is administered by Bank One of Oklahoma City. The defined contribution plan is available to all full-time employees except those participating in state fire or police program. Benefits depend solely on amounts contributed to the plan plus investment earnings. Employees are eligible to participate on the employee's employment commencement date, and may make contributions to the plan up to 15% at their option. By City ordinance, the City, as employer, is required to make contributions to the plan, based upon employee contributions under the thrift option, at rates presently varying from 0% - 8% of covered payroll. The City's contributions for each employee (and interest allocated to the employee's account) are vested at a rate of 20% per year of completed service, thus fully vested after five years. City contributions for, and interest forfeited by, employees who leave employment prior to fully vesting shall be added to employer contribution. The authority to establish and amend the provisions of the plan rest with the City Council.

For the year ended June 30, 2017, the following amounts related to the defined contribution plan:

Employee contributions made	\$ 135,708
Employer (City) contributions made	\$ 138,171

Defined Contribution Plan – Oklahoma Municipal Retirement Fund (OkMRF) CMO Plan

The City has also provided a defined contribution plan in the form of The Oklahoma Municipal Retirement System Master Defined Contribution Plan (OkMRF). The defined contribution plan is available to any person who is in the position of City Manager as of May 31, 2016. Employees are eligible on the employee's employment commencement date. The City has elected the variable funding option. The City intends to make a contribution to the Plan for the benefit of the participants on a monthly basis. The contribution may be varied from year to year by the City. The City's contributions for each employee (and interest allocated to the employee's account) are vested at 100% immediately upon the participation date. Benefits depend solely on amounts contributed to the plan plus investment earnings. The authority to establish and amend the provisions of the plan rests with the City Council. The City contributes 8% to the plan and the employee contributes 8% to the plan. The total contributions by the City for fiscal year 2017 were \$10,581 which is 100% of the required contribution.

Other Post-Employment Benefits

Plan Description: City provides post-retirement benefit options for medical and prescription drug benefits for retired employees and their dependents that elect to make required contributions. The benefits are provided in accordance with State law, police and firefighter's union contracts and the Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA). The relationship for these benefits is not formalized in a contract or plan document, only a few sentences in the administrative policy. These benefits are considered for accounting purposes to be provided in accordance with a single employer substantive plan. A substantive plan is one in which the plan terms are understood by the city and plan members. This understanding is based on communications between the employers and plan member and the historical pattern of practice with regard to the sharing of benefit costs. Police and Fire employees may become eligible for those post-retirement benefits if they reach normal retirement age while working for the City. As of June 30, 2017, approximately 12 retired employees are receiving benefits under this plan.

Funding Policy. The contribution requirement of the City is an implicit subsidy. The implicit subsidy is not a direct payment from the employer on behalf of the member but rather stems from retiree contribution levels that are less than the claims cost as retiree ages. Since claims experience for employees and non-Medicare eligible retirees are pooled when determining premiums, these retired members pay a premium based on a pool of members that, on average, are younger and healthier. There is an implicit subsidy from the employee group since the premiums paid by the retirees are lower than they would have been if the retirees were insured separately. The subsidies are valued using the difference between the age-based claims costs and the premium paid by the retiree. The amount required to fund the implicit rate is based on projected pay-as-you-go financing requirements. For fiscal year 2017, the City contributed \$44,886 to the plan. Plan members receiving benefits contributed \$125,041, or approximately 100 percent of the total premiums, through their required contribution of \$584.49-\$658.81 per month for retiree-only coverage, \$1,263.99-\$1,426.03 per month for retiree and spouse, \$991.80-\$1,116.20 per month for retiree and children, and \$1,647.00-\$1,855.90 per month for retiree and family.

Annual OPEB Cost and Net OPEB Obligation. The City's annual other postemployment benefit (OPEB) cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years. The following table shows the components of the City's annual OPEB cost, the amount actually contributed to the plan, and changes in the City's net OPEB obligation for the year ended June 30, 2017:

Annual required contribution	\$ 80,195
Interest on net OPEB obligation	53,514
Adjustment to annual required contribution	(46,503)
Annual OPEB cost (expense)	87,206
Contributions made	(44,886)
Increase in net OPEB obligation	42,320
Net OPEB obligation—beginning of year	1,408,272
Net OPEB obligation—end of year	\$ 1,450,592

The City's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net unfunded OPEB obligation for the last three years were as follows:

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<u>Fiscal Year</u>	<u>Annual OPEB Cost</u>	<u>Percentage of Annual OPEB Cost Contributed</u>	<u>Unfunded OPEB Obligation</u>
6/30/15	\$230,528	17.00%	\$1,217,654
6/30/16	\$230,528	17.00%	\$1,408,272
6/30/17	\$87,206	51.47%	\$1,450,592

Funded Status and Funding Progress. As of June 30, 2017, the most recent actuarial valuation date, the Plan was not funded. The actuarial accrued liability (AAL) for benefits was \$1,206,591, and the actuarial value of assets was zero, resulting in an unfunded actuarial accrued liability (UAAL) of \$1,206,591. The covered payroll (annual payroll of active employees covered by the plan) was \$10 million, and the ratio of the UAAL to the covered payroll was 12.04 percent.

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

Actuarial Methods and Assumptions. Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the June 30, 2017, actuarial valuation, the projected unit credit cost method was used. The actuarial assumptions included a 3.80 percent investment rate of return (net of administrative expenses), which is a blended rate of the expected long-term investment returns on plan assets and on the employer's own investments calculated based on the funded level of the plan at the valuation date, and an annual healthcare cost trend rate of 5.50 percent. There were no assets to determine the actuarial value of assets. The UAAL is being amortized over a closed 30 year period as level payments. The remaining amortization period at June 30, 2017, was twenty-three years.

4.B. TAX ABATEMENTS

Hotel/Motel Tax Reimbursement Program – the City has entered into an agreement with Comfort Inn & Suites (Hotel) as of April 20, 2015 whereby the Hotel has agreed to construct a hotel facility in exchange for a reimbursement of 50% of the hotel/motel tax receipts generated by the Hotel. The reimbursements will be made until the fifth anniversary of the first reimbursement made or until a maximum aggregate reimbursement of \$150,000 is made. Reimbursements have been made by the City to the Hotel since April 2015. The reimbursements have not exceeded the \$150,000. Due to confidentiality provisions, the amount of actual reimbursements made cannot be disclosed.

4.C. RISK MANAGEMENT

The City is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; employees health and life; and natural disasters. The City manages these various risks of loss as follows:

<u>Type of Loss</u>	<u>Method Managed</u>	<u>Risk of Loss Retained</u>
a. Torts, errors and omissions; asset loss and natural disasters	Participation in Oklahoma Municipal Assurance Group risk entity pool	(1)
b. Injuries to employees (workers compensation)	Participation in Oklahoma Municipal Assurance Group risk entity pool	(2)
c. Employee health and life	Purchased commercial insurance through Community Care	No risk of loss

The City participates in the Oklahoma Municipal Assurance Group Liability Protection Plan and Worker's Compensation Plan (risk entity pool) as follows.

(1) Liability Protection Plan

The basic insurance agreements cover claims against municipalities for all government functions, utilities, and services covered in the Plan. These include bodily injury, property damage, wrongful acts, personal injury, and related torts under the state tort claims law and federal civil rights laws. All public officials, employees, services, and municipal functions are covered unless they are specifically listed as exclusions in the Plan.

The title to all assets acquired by the Plan are vested in the Group. In the event of termination of the Group, such property shall belong to the then members of the Group in equal shares. Each participating City pays all costs, premiums, or other fees attributable to its respective participation in the Plan, and is responsible for its obligation under any contract entered into with the Plan.

Reserves for claim losses include provisions for reported claims on a case basis and an estimate of claims incurred but not reported limited by aggregate and individual loss levels as specified by the Plan's reinsurance contracts. These credits, if any, represent contingent liabilities of the Plan if the reinsurer was unable to meet its obligations under the reinsurance agreement.

The Plan's insurance agreements are reinsured for excess losses based upon the contract year. The significant components of each reinsurance contract can be obtained from the Plan's annual financial report.

(2) Worker's Compensation Plan

The title to all assets acquired by the Plan are vested in the Plan. In the event of termination of the Plan, such property shall belong to the then members of the Plan in equal shares. Each participating city pays for all costs, premiums, or other fees attributable to its respective participation in the Plan, policy or service established under the agreement establishing the Oklahoma Municipal Assurance Group, and is responsible for its obligations under any contract entered into with the Plan.

CITY OF SAPULPA
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2017

Reserves for policy and contract claims provide for reported claims on a case basis and a provision for incurred but not reported claims limited to specific retention levels for each member as outlined in the Plan's reinsurance agreement.

The Plan's worker's compensation coverage is reinsured for losses in excess of respective retention levels. The reinsurance agreement covers losses incurred within the effective period of the agreement. Each Plan member's liability for claims losses is limited to their individual retention levels as outlined in the Plan's reinsurance agreement.

Management believes such coverage is sufficient to preclude any significant uninsured losses to the City. Settled claims have not exceeded this insurance coverage in any of the past three fiscal years.

Claims Liability Analysis

The claims liabilities related to the above noted health and life risks of loss that are retained are reported if information prior to the issuance of the financial statements indicates that it is probable that a liability has been incurred at the date of the financial statements and the amount of the loss can be reasonably estimated. The City is no longer self-insured and the remaining balance represents run-off claims. For the risk management internal service self-insurance fund, changes in the claims liability for the City from July 1, 2012, to June 30, 2017, are as follows:

	<u>Health & Life</u>
Claim liability, June 30, 2013	\$ 15,221
Claims and changes in estimates	-
Claims payments	(1,080)
Claim liability, June 30, 2014	14,141
Claims and changes in estimates	-
Claims payments	-
Claim liability, June 30, 2015	14,141
Claims and changes in estimates	-
Claims payments	-
Claim liability, June 30, 2016	14,141
Claims and changes in estimates	-
Claims payments	(14,141)
Claim liability, June 30, 2017	\$ -
Assets available to pay claims at June 30, 2017	\$ 71,430

4.D. COMMITMENTS AND CONTINGENCIES

Commitments:

Construction Commitments

The City had the following construction commitments outstanding at June 30, 2017 with balances left on the contract:

1. Installation of waterline extension at Sapulpa Youth Sports Complex; Contractors – Garrow Construction, LLC.; original contract - \$139,956; remaining contract - \$30,097.
2. East Cobb Street reconstruction; Contractors – Tri-Star Construction, LLC.; original contract - \$1,731,862; remaining contract - \$1,577,263.
3. Remodel of Street Maintenance Facility including room addition; Contractors – Keystone Excavation Contractors, Inc.; original contract - \$48,675; remaining contract – \$24,338.
4. South Hickory Street and Drainage Improvements; Contractors – Cherokee Pride Construction, Inc.; Original contract - \$637,732; remaining contract - \$81,006.

U.S. Army Corps of Engineer – Water Storage Space in Skiatook Lake

The City is under contract with the U.S. Army Corps of Engineer for the right to utilize an undivided 1.52 percent of the usable storage space in the Skiatook Lake Project. This storage space is to be used to impound water for anticipated future demand or need for municipal and industrial water supply. The City is also required to pay annual operations and maintenance (O&M) costs related to this contract. The total O&M costs paid during fiscal year 2016-2017 totaled \$22,686. See Note 3.F. for further debt disclosures.

Contingencies:

Grant Program Involvement

In the normal course of operations, the City participates in various federal or state grant/loan programs from year to year. The grant/loan programs are often subject to additional audits by agents of the granting or loaning agency, the purpose of which is to ensure compliance with the specific conditions of the grant or loan. Any liability for reimbursement which may arise as a result of these audits cannot be reasonably determined at this time.

Litigation

The City is a party to various legal proceedings which normally occur in the course of governmental operations. The financial statements do not include accrual or provisions for loss contingencies that may result from these proceedings. State statutes provide for the levy of an ad valorem tax over a three-year period by a City “Sinking Fund” for the payment of any court assessed judgment rendered against the City.

While the outcome of the above noted proceedings cannot be predicted, due to the insurance coverage maintained by the City and the State statute relating to judgments, the City feels that any settlement or judgment not covered by insurance would not have a material adverse effect on the financial condition of the City. This statutory taxing ability is not available to the City’s public trusts (Authorities).

4.E. NEW ACCOUNTING PRONOUNCEMENTS

The GASB has issued several new accounting pronouncements, which will be effective in subsequent years. A description of the new accounting pronouncements, the fiscal year in which they are effective, and the City's consideration of the impact of these pronouncements are described below:

Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions* – GASB No., 75 was issued in June 2015, and addresses accounting and financial reporting for OPEB that is provided to the employees of state and local governmental employers. This Statement establishes standards for recognizing and measuring liabilities, deferred outflows of resources, deferred inflows of resources, and expense/expenditures. For a defined benefit OPEB, this Statement identifies the methods and assumptions that are required to be used to project benefit payments, discount projected benefit payments to their actuarial present value, and attribute that present value to periods of employee service. Note disclosure and required supplementary information requirements about defined benefit OPEB also are addressed. This Statement is effective for fiscal years beginning after June 15, 2017. The City has not yet determined the impact that implementation of GASB 75 will have on its net position, although it may be material. At this time the impact to the city is unknown.

GASB Statement No. 81, *Irrevocable Split-Interest Agreements* – GASB 81 was issued in March 2016, to improve accounting and financial reporting for irrevocable split-interest agreements by providing recognition and measurement guidance for situations in which a government is a beneficiary of the agreement. The System does not believe that GASB No. 81 will have significant impact on its financial statements. This Statement is effective for periods beginning after December 15, 2016.

GASB Statement No. 83, *Certain Asset Retirement Obligations* – GASB 83 was issued December 2016, will be effective for the City beginning with its fiscal year ending June 30, 2019. Under Statement No. 83, a government that has legal obligations to perform future asset retirement activities related to its tangible capital assets is required to recognize a liability and a corresponding deferred outflow of resources. The Statement identifies the circumstances that trigger the recognition of these transactions. The Statement also requires the measurement of an asset retirement obligation to be based on the best estimate of the current value of outlays expected to be incurred while the deferred outflow of resources associated with the asset retirement obligation will be measured at the amount of the corresponding liability upon initial measurement and generally recognized as an expense during the reporting periods that the asset provides service. The Statement requires disclosures including a general description of the asset retirement obligation and associated tangible capital assets; the source of the obligation to retire the assets; the methods and assumptions used to measure the liability; and other relevant information. The City has not yet determined the impact that implementation of GASB 83 will have on its net position. This Statement is effective for periods beginning after June 15, 2018.

GASB Statement No. 84, *Fiduciary Activities* – GASB No. 84 was issued January 2017, this Statement establishes criteria for identifying fiduciary activities of all state and local governments. The focus of the criteria generally is on (1) whether a government is controlling the assets of the fiduciary activity and (2) the beneficiaries with whom a fiduciary relationship exists. Separate criteria are included to identify fiduciary component units and postemployment benefit arrangements that are fiduciary activities. The City has not yet determined the impact that implementation of GASB 84 will have on its net position. This Statement is effective for periods beginning after December 15, 2018.

GASB Statement No. 85, *Omnibus 2017* – GASB No. 85 issued March 2017, this Statement address a variety of topics including issues related to blending component units, goodwill, fair value measurement and application, and postemployment benefits. The City has not yet determined the impact that implementation of GASB 85 will have on its net position. This Statement is effective for periods beginning after June 15, 2017.

CITY OF SAPULPA
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2017

GASB Statement 86, *Certain Debt Extinguishment Issues* – GASB No. 86 issued May 2017 the primary objective of this Statement is to improve the consistency in accounting and financial reporting for in-substance defeasance of debt by providing guidance for transactions in which cash and other monetary assets acquired with only existing resources – resources other than the proceeds of refunding debt – are placed in an irrevocable trust for the sole purpose of extinguishing debt. This Statement also improves accounting and financial reporting for prepaid insurance on debt that is extinguished and notes to financial statements for debt that is defeased in substance. The City has not yet determined the impact that implementation of GASB 86 will have on its net position. This Statement is effective for periods beginning after June 15, 2017.

GASB Statement 87, *Leases* – GASB No. 87 was issued June 2017, the primary objective of this Statement is to increase the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about activities. The City has not yet determined the impact that implementation of GASB 87 will have on its net position. This Statement is effective for periods beginning after December 15, 2019.

REQUIRED SUPPLEMENTARY INFORMATION

CITY OF SAPULPA, OKLAHOMA
 BUDGETARY COMPARISON SCHEDULE (Budgetary Basis)
 GENERAL FUND
 For the fiscal year ended June 30, 2017

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Beginning Budgetary Fund Balance:	\$1,476,937	\$1,510,540	\$1,565,469	\$54,929
Resources (Inflows):				
TAXES:				
Sales tax	11,683,208	12,271,208	12,065,574	(205,634)
Use tax	565,000	565,000	559,542	(5,458)
Franchise tax	555,000	555,000	537,161	(17,839)
Payment in lieu of tax	440,000	440,000	509,743	69,743
Total Taxes	<u>13,243,208</u>	<u>13,831,208</u>	<u>13,672,020</u>	<u>(159,188)</u>
LICENSES AND PERMITS:				
Building permits	29,000	29,000	31,036	2,036
Trade permits	41,536	41,536	42,875	1,339
Resident construction park/rec fees	12,000	12,000	7,575	(4,425)
Occupation/business	50,000	50,000	65,739	15,739
Other permits	9,640	9,640	8,035	(1,605)
Total License and Permits	<u>142,176</u>	<u>142,176</u>	<u>155,260</u>	<u>13,084</u>
INTERGOVERNMENTAL:				
Alcoholic beverage tax	118,000	118,000	122,529	4,529
Cigarette/tobacco tax	143,000	143,000	148,119	5,119
Total Intergovernmental	<u>261,000</u>	<u>261,000</u>	<u>270,648</u>	<u>9,648</u>
CHARGES FOR SERVICES:				
Fire run fees	410,000	410,000	422,068	12,068
Fire run charges	22,500	22,500	33,881	11,381
Inspection fees	57,000	57,000	56,537	(463)
Special assessments	2,500	2,500	4,295	1,795
Other fees	10,000	10,000	16,653	6,653
Court collection fees	55,000	68,000	66,324	(1,676)
Shelter fees	-	-	2,025	2,025
Engineering fees	5,000	5,000	10,000	5,000
Weed abatement	8,000	8,000	5,013	(2,987)
Pet adoption	5,000	5,000	4,460	(540)
Total Charges for Services	<u>575,000</u>	<u>588,000</u>	<u>621,256</u>	<u>33,256</u>
FINES AND FORFEITURES	<u>676,850</u>	<u>677,850</u>	<u>665,729</u>	<u>(12,121)</u>
INVESTMENT INCOME	<u>400</u>	<u>400</u>	<u>2,784</u>	<u>2,384</u>
MISCELLANEOUS:				
Antenna tower rental	75,817	75,817	76,593	776
Reimbursements	40,000	52,915	47,171	(5,744)
Sale of capital assets	-	-	13,627	13,627
Donations	14,000	15,000	19,371	4,371
Rental income	2	2	2	-
Miscellaneous	5,002	5,002	4,249	(753)
Total Miscellaneous	<u>134,821</u>	<u>148,736</u>	<u>161,013</u>	<u>12,277</u>
OTHER FINANCING SOURCES:				
Transfers from other funds	4,733,409	4,856,399	4,809,903	(46,496)
Total Other Financing Sources	<u>4,733,409</u>	<u>4,856,399</u>	<u>4,809,903</u>	<u>(46,496)</u>
Total Resources (Inflows)	<u>19,766,864</u>	<u>20,505,769</u>	<u>20,358,613</u>	<u>(147,156)</u>
Amounts available for appropriation	<u>\$21,243,801</u>	<u>\$22,016,309</u>	<u>\$21,924,082</u>	<u>(\$92,227)</u>

(Continued)

CITY OF SAPULPA, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE (Budgetary Basis)
GENERAL FUND
For the fiscal year ended June 30, 2017

(Continued)

Charges to Appropriations (Outflows):	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
ADMINISTRATION:				
City Council:				
Materials and supplies	200	200	18	182
Other services and charges	100,605	100,605	67,254	33,351
Total City Council	100,805	100,805	67,272	33,533
City Manager:				
Personal services	223,210	221,810	219,266	2,544
Materials and supplies	2,700	2,700	439	2,261
Other services and charges	7,350	10,548	8,214	2,334
Total City Manager	233,260	235,058	227,919	7,139
City Clerk:				
Personal services	189,000	191,100	176,202	14,898
Materials and supplies	1,700	1,700	1,531	169
Other services and charges	8,564	8,564	6,107	2,457
Capital outlay	3,100	9,100	8,559	541
Total City Clerk	202,364	210,464	192,399	18,065
Finance:				
Personal services	286,041	289,791	288,141	1,650
Materials and supplies	3,000	2,000	1,865	135
Other services and charges	117,170	118,170	101,141	17,029
Total Finance	406,211	409,961	391,147	18,814
Treasurer:				
Personal services	29,325	29,325	29,085	240
Other services and charges	541	541	396	145
Total Treasurer	29,866	29,866	29,481	385
Personnel:				
Personal services	104,510	105,085	101,614	3,471
Materials and supplies	1,760	1,760	358	1,402
Other services and charges	35,447	35,447	14,476	20,971
Total Personnel	141,717	142,292	116,448	25,844
Code Enforcement:				
Personal services	53,660	57,060	57,180	(120)
Materials and supplies	1,950	1,950	786	1,164
Other services and charges	19,600	19,600	3,447	16,153
Total Central Purchasing	75,210	78,610	61,413	17,197
Central Purchasing:				
Personal services	54,960	55,860	55,566	294
Materials and supplies	300	500	389	111
Other services and charges	3,175	2,975	654	2,321
Total Central Purchasing	58,435	59,335	56,609	2,726
Building Inspector:				
Personal services	117,010	122,160	122,560	(400)
Materials and supplies	2,700	2,700	1,372	1,328
Other services and charges	9,355	9,355	8,198	1,157
Total Building Inspector	129,065	134,215	132,130	2,085
TOTAL ADMINISTRATION	1,376,933	1,400,606	1,274,818	125,788

(Continued)

CITY OF SAPULPA, OKLAHOMA
 BUDGETARY COMPARISON SCHEDULE (Budgetary Basis)
 GENERAL FUND
 For the fiscal year ended June 30, 2017

(Continued)

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
GENERAL GOVERNMENT:				
Central Garage:				
Personal services	116,990	120,090	120,470	(380)
Materials and supplies	5,576	5,576	4,440	1,136
Other services and charges	15,950	15,950	9,865	6,085
Total Central Garage	<u>138,516</u>	<u>141,616</u>	<u>134,775</u>	<u>6,841</u>
General Government:				
Personal services	37,362	38,027	38,026	1
Materials and supplies	20,000	24,750	18,415	6,335
Other services and charges	589,537	559,846	513,283	46,563
Capital Outlay	3,500	4,125	2,800	1,325
Debt Service	34,164	35,464	35,451	13
Total General Government	<u>684,563</u>	<u>662,212</u>	<u>607,975</u>	<u>54,237</u>
Reserve:				
Other services and charges	180,000	131,006	61,750	69,256
Total Reserve	<u>180,000</u>	<u>131,006</u>	<u>61,750</u>	<u>69,256</u>
TOTAL GENERAL GOVERNMENT	<u>1,003,079</u>	<u>934,834</u>	<u>804,500</u>	<u>130,334</u>
LEGAL AND JUDICIAL:				
City Attorney:				
Personal services	183,110	183,960	174,296	9,664
Materials and supplies	1,300	2,300	900	1,400
Other services and charges	35,490	37,465	12,062	25,403
Capital outlay	15,000	14,000	8,327	5,673
Total City Attorney	<u>234,900</u>	<u>237,725</u>	<u>195,585</u>	<u>42,140</u>
Municipal Court:				
Personal services	42,900	42,900	42,006	894
Materials and supplies	700	700	359	341
Other services and charges	70,936	83,936	79,366	4,570
Total Municipal Court	<u>114,536</u>	<u>127,536</u>	<u>121,731</u>	<u>5,805</u>
TOTAL LEGAL AND JUDICIAL	<u>349,436</u>	<u>365,261</u>	<u>317,316</u>	<u>47,945</u>

(Continued)

CITY OF SAPULPA, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE (Budgetary Basis)
GENERAL FUND
For the fiscal year ended June 30, 2017

(Continued)

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
PUBLIC SAFETY:				
Police:				
Personal services	4,221,586	4,240,336	3,802,739	437,597
Materials and supplies	123,075	104,575	85,734	18,841
Other services and charges	195,000	241,924	181,278	60,646
Total Police	<u>4,539,661</u>	<u>4,586,835</u>	<u>4,069,751</u>	<u>517,084</u>
Fire:				
Personal services	4,213,860	4,340,866	4,290,752	50,114
Materials and supplies	114,212	100,040	89,122	10,918
Other services and charges	190,759	200,416	184,369	16,047
Debt Service	-	300	150	150
Total Fire	<u>4,518,831</u>	<u>4,641,622</u>	<u>4,564,393</u>	<u>77,229</u>
Animal Control:				
Personal services	122,085	116,885	100,686	16,199
Materials and supplies	9,340	11,590	7,667	3,923
Other services and charges	12,890	13,640	10,250	3,390
Total Animal Control	<u>144,315</u>	<u>142,115</u>	<u>118,603</u>	<u>23,512</u>
Civil Defense:				
Personal services	14,967	14,967	14,005	962
Other services and charges	12,500	12,500	11,825	675
Total Civil Defense	<u>27,467</u>	<u>27,467</u>	<u>25,830</u>	<u>1,637</u>
TOTAL PUBLIC SAFETY	<u>9,230,274</u>	<u>9,398,039</u>	<u>8,778,577</u>	<u>619,462</u>
URBAN DEVELOPMENT:				
Personal services	170,790	170,840	121,586	49,254
Materials and supplies	4,225	4,225	1,817	2,408
Other services and charges	28,875	35,875	26,419	9,456
TOTAL URBAN DEVELOPMENT	<u>203,890</u>	<u>210,940</u>	<u>149,822</u>	<u>61,118</u>
OTHER FINANCING USES:				
Transfers to other funds	8,774,404	9,215,404	9,051,569	163,835
Total Other Financing Uses	<u>8,774,404</u>	<u>9,215,404</u>	<u>9,051,569</u>	<u>163,835</u>
Total Charges to Appropriations	<u>20,938,016</u>	<u>21,525,084</u>	<u>20,376,602</u>	<u>1,148,482</u>
Ending Budgetary Fund Balance	<u>\$305,785</u>	<u>\$491,225</u>	<u>\$1,547,480</u>	<u>\$1,056,255</u>

City of Sapulpa
Schedule of Revenues, Expenditures, and Changes in Fund Balance - (Budgetary Basis)
Budget and Actual - Major Special Revenue Fund
For the Year ended June 30, 2017

	Grants & Aid Fund			Variance with
	Original	Final	Actual Amounts,	Final Budget -
			Budgetary Basis	Positive
				(Negative)
REVENUES				
Intergovernmental	\$ 127,854	\$ 871,255	\$ 572,597	\$ (298,658)
Investment income	200	200	40	(160)
Miscellaneous	10,990	10,990	19,135	8,145
Total revenues	<u>139,044</u>	<u>882,445</u>	<u>591,772</u>	<u>(290,673)</u>
EXPENDITURES				
Departmental:				
General government	-	75,432	-	75,432
Culture and recreation	21,980	121,724	32,956	88,768
Public safety	-	511,575	454,284	57,291
Urban development	-	66,291	56,523	9,768
Streets	116,864	116,864	62,351	54,513
Total Expenditures	<u>138,844</u>	<u>891,886</u>	<u>606,114</u>	<u>285,772</u>
Excess (deficiency) of revenues over expenditures	<u>200</u>	<u>(9,441)</u>	<u>(14,342)</u>	<u>(4,901)</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	-	23,384	23,384	-
Total other financing sources and uses	<u>-</u>	<u>23,384</u>	<u>23,384</u>	<u>-</u>
Net change in fund balances	200	13,943	9,042	(4,901)
Fund balances - beginning	1,930	1,930	1,930	-
Fund balances - ending	<u>\$ 2,130</u>	<u>\$ 15,873</u>	<u>\$ 10,972</u>	<u>\$ (4,901)</u>

City of Sapulpa
Schedule of Revenues, Expenditures, and Changes in Fund Balance - (Budgetary Basis)
Budget and Actual - Major Capital Project Fund
For the Year ended June 30, 2017

	G.O. Bond Construction fund			Variance with
	Original	Final	Actual Amounts, Budgetary Basis	Final Budget - Positive (Negative)
REVENUES				
Investment income	\$ 20,000	\$ 20,000	\$ 37,065	\$ 17,065
Total revenues	<u>20,000</u>	<u>20,000</u>	<u>37,065</u>	<u>17,065</u>
EXPENDITURES				
Departmental:				
Culture and recreation	1,231,208	1,402,462	178,626	1,223,836
Public Safety	1,211,759	1,268,793	53,411	1,215,382
Water	1,156,752	1,165,904	681,627	484,277
Wastewater	2,359,927	2,407,885	85,100	2,322,785
Total Expenditures	<u>5,959,646</u>	<u>6,245,044</u>	<u>998,764</u>	<u>5,246,280</u>
Excess (deficiency) of revenues over expenditures	<u>(5,939,646)</u>	<u>(6,225,044)</u>	<u>(961,699)</u>	<u>5,263,345</u>
OTHER FINANCING SOURCES (USES)				
Total other financing sources and uses	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balances	(5,939,646)	(6,225,044)	(961,699)	5,263,345
Fund balances - beginning	6,257,995	6,257,995	6,257,995	-
Fund balances - ending	<u>\$ 318,349</u>	<u>\$ 32,951</u>	<u>\$ 5,296,296</u>	<u>\$ 5,263,345</u>

**CITY OF SAPULPA, OKLAHOMA
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE
For the fiscal year ended June 30, 2017**

Budget Law

The City has adopted the provisions of the Municipal Budget Act of 1979 (the “Budget Act”). In accordance with the Budget Act, the following process is used to adopt the annual budget:

- a. Prior to June 1, the City Manager submits to the City Council a proposed operating budget for the fiscal year commencing the following July 1.
- b. Public hearings are conducted to obtain citizen comments. At least one public hearing must be held no later than 15 days prior to July 1.
- c. Subsequent to the public hearings but no later than seven days prior to July 1, the budget is adopted by resolution of the City Council.
- d. By July 1, the adopted budget is filed with the Office of State Auditor and Inspector.

Per State law, the legal level of control at which expenditures may not legally exceed appropriations is the department level within a fund. All transfers of appropriation between departments and supplemental appropriations require City Council approval. The City Manager may transfer appropriations between object categories within a department without City Council approval. Supplemental appropriations must also be filed with the Office of State Auditor and Inspector. No departments exceeded appropriations.

Budgetary Accounting

The annual operating budgets are prepared and presented on the modified accrual basis of accounting.

However, for budgetary purposes, sales tax revenues, both dedicated and undedicated, are recognized first in the General Fund, with appropriated transfers out of the dedicated portions of sales tax to the respective dedicated sales tax funds. This differs from the City’s treatment of dedicated sales taxes in the basic financial statements which recognizes sales tax as revenue in the respective dedicated sales tax funds. Also, the State on-behalf payments for the police and firefighter’s pension are excluded in the budgetary schedule as are capital lease proceeds and related capital outlay.

The City utilizes encumbrance accounting under which all purchase orders, contracts, and other commitments for the expenditure of funds are recorded in order to reserve a portion of the applicable appropriation. Encumbrances outstanding at year-end are not considered expenditures for budgetary purposes since the City intends to honor the commitments and provide for supplemental appropriations in the following budget year. All appropriations lapse at year end.

CITY OF SAPULPA, OKLAHOMA
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE
For the fiscal year ended June 30, 2017

Explanation of Differences between Budgetary Inflows and Outflows and GAAP Revenues and Expenditures

	<u>General Fund</u>
Sources/Inflows of resources	
Actual amounts (budgetary basis) "total resources" from the budgetary comparison schedule	\$20,358,613
Differences – budget to GAAP:	
Sales tax recognized as inflows of budgetary resources but are not revenues for financial reporting purposes.	(6,636,249)
State payments made on-behalf of police and fire pension not considered a budgetary resource	1,166,465
Revenues from combined accounts:	
Hunting & Fishing Account	46,996
Library Account	197,678
Library Account – Transfer In	237,000
Swimming Pool Account	<u>169,190</u>
Total revenues as reported on the statement of revenues, expenditures, and changes in fund balance – governmental funds	<u>\$15,539,693</u>
Total Revenues – General Fund	\$10,492,790
Transfers In – General Fund	<u>5,046,903</u>
	<u>\$15,539,693</u>
Uses/Outflows of appropriations	
Actual amounts (budgetary basis) "total appropriations" from the budgetary comparison schedule	\$20,376,602
Differences – budget to GAAP:	
Transfer of sales tax to various funds recognized as outflows of budgetary resources but are not uses for financial reporting purposes.	(6,636,249)
State payments made on-behalf of police and fire pension not considered a budgetary expenditure	1,166,465
Capital lease expenditure – capital outlay	133,712
Expenditures from combined accounts:	
Hunting & Fishing Account	62,766
Library Account	380,370
Swimming Pool Account	<u>140,422</u>
Total expenditures and transfers out as reported on the statement of revenues, expenditures, and changes in fund balance – governmental funds	<u>\$15,624,088</u>
Total expenditures – General Fund	\$13,208,768
Transfers out – General Fund	<u>2,415,320</u>
Total expenditures and transfers out – General Fund	<u>\$15,624,088</u>

CITY OF SAPULPA, OKLAHOMA
SCHEDULE OF FUNDING PROGRESS – OTHER POST-EMPLOYMENT BENEFITS
June 30, 2017

OPEB Actuarial Information

The funded status and funding progress of the City’s defined benefit OPEB plan for the first four actuarial valuations is as follows:

Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability Projected Unit Credit (b)	Unfunded Actuarial Accrued Liability (b) - (a)	Funded Ratio (a) / (b)	Covered Payroll (c)	Unfunded Actuarial Accrued Liability as a Percentage of Covered Payroll [(b) - (a)] / (c)
July 1, 2008	\$ -	\$ 3,163,205	\$ 3,163,205	0.00%	\$ 9,693,950	32.63%
July 1, 2010	-	1,769,991	1,769,991	0.00%	9,399,326	18.83%
July 1, 2012	-	1,838,955	1,838,955	0.00%	10,120,334	18.17%
July 1, 2014	-	2,089,445	2,089,445	0.00%	10,204,306	20.48%
July 1, 2016	-	1,206,591	1,206,591	0.00%	10,020,860	12.04%

CITY OF SAPULPA, OKLAHOMA
PROPORTIONATE SHARE OF THE NET PENSION LIABILITY
June 30, 2017

Schedules of Required Supplementary Information
SCHEDULE OF THE CITY OF SAPULPA PROPORTIONATE SHARE OF THE NET PENSION LIABILITY
OKLAHOMA POLICE PENSION & RETIREMENT SYSTEM
Last 10 Fiscal Years*

	<u>2015</u>	<u>2016</u>	<u>2017</u>
City's proportion of the net pension liability (asset)	0.8341%	0.8076%	0.7622211%
City's proportionate share of the net pension liability (asset)	\$ (280,848)	\$ 32,930	\$ 1,167,296
City's covered-employee payroll	\$ 2,414,739	\$ 2,279,608	\$ 2,249,462
City's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	11.63%	1.44%	51.89%
Plan fiduciary net position as a percentage of the total pension liability (asset)	101.53%	99.82%	99.82%

*The amounts present for each fiscal year were determined as of 6/30

Notes to Schedule:

*Only three years are presented because 10-year data is not yet available.

CITY OF SAPULPA, OKLAHOMA
SCHEDULE OF CITY CONTRIBUTIONS
June 30, 2017

SCHEDULE OF CITY CONTRIBUTIONS
OKLAHOMA POLICE PENSION & RETIREMENT SYSTEM
Last 10 Fiscal Years*

	<u>2015</u>	<u>2016</u>	<u>2017</u>
Statutorially required contribution	\$ 296,349	\$ 292,430	\$ 279,750
Contributions in relation to the statutorially required contribution	<u>296,349</u>	<u>292,430</u>	<u>279,750</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
City's covered-employee payroll	\$ 2,279,608	\$ 2,249,462	\$ 2,151,923
Contributions as a percentage of covered-employee payroll	13.00%	13.00%	13.00%

Notes to Schedule:

*Only three years are presented because 10-year data is not yet available.

CITY OF SAPULPA, OKLAHOMA
PROPORTIONATE SHARE OF THE NET PENSION LIABILITY
June 30, 2017

Schedules of Required Supplementary Information
SCHEDULE OF THE CITY OF SAPULPA'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY
OKLAHOMA FIREFIGHTERS PENSION & RETIREMENT SYSTEM
Last 10 Fiscal Years*

	<u>2015</u>	<u>2016</u>	<u>2017</u>
City's proportion of the net pension liability	1.004270%	0.988614%	0.951429%
City's proportionate share of the net pension liability	\$ 10,327,388	\$ 10,493,224	\$ 11,623,741
City's covered-employee payroll	\$ 2,727,320	\$ 2,697,814	\$ 2,701,350
City's proportionate share of the net pension liability as a percentage of its covered-employee payroll	379%	389%	430%
Plan fiduciary net position as a percentage of the total pension liability	68.12%	68.27%	68.27%

*The amounts present for each fiscal year were determined as of 6/30

Notes to Schedule:

*Only three years are presented because 10-year data is not yet available.

CITY OF SAPULPA, OKLAHOMA
SCHEDULE OF CITY CONTRIBUTIONS
June 30, 2017

SCHEDULE OF CITY CONTRIBUTIONS
 OKLAHOMA FIREFIGHTERS PENSION & RETIREMENT SYSTEM
 Last 10 Fiscal Years*

	<u>2015</u>	<u>2016</u>	<u>2017</u>
Statutorially required contribution	\$ 377,694	\$ 378,189	\$ 386,289
Contributions in relation to the statutorially required contribution	<u>377,694</u>	<u>378,189</u>	<u>386,289</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
City's covered-employee payroll	\$ 2,697,814	\$ 2,701,350	\$ 2,759,207
Contributions as a percentage of coverd-employee payroll	14.00%	14.00%	14.00%

Notes to Schedule:

*Only three years are presented because 10-year data is not yet available.

OTHER SUPPLEMENTARY INFORMATION

City of Sapulpa
Combining Balance Sheet - General Fund Accounts
June 30, 2017

	<u>General Fund</u>	<u>Hunting & Fishing Account</u>	<u>Library Account</u>	<u>Swimming Pool Account</u>	<u>Total General Fund Accounts</u>
ASSETS					
Cash and cash equivalents	\$ 596,522	\$ 27,021	\$ 114,805	\$ 77,520	\$ 815,868
Investments	75,557	-	-	-	75,557
Deposits with insurance pool	3,701	-	-	-	3,701
Accrued interest receivable	75	-	-	-	75
Due from other governments	826,024	-	19,561	-	845,585
Franchise tax receivable	205,547	-	-	-	205,547
Court fine receivable, net	853,876	-	-	-	853,876
Other receivables	269	599	-	1,555	2,423
Inventory	8,757	-	-	-	8,757
Total assets	<u>\$ 2,570,328</u>	<u>\$ 27,620</u>	<u>\$ 134,366</u>	<u>\$ 79,075</u>	<u>\$ 2,811,389</u>
LIABILITIES, DEFERRED INFLOWS AND FUND BALANCES					
Liabilities:					
Accounts payable	\$ 153,129	\$ 5,513	\$ 9,323	\$ 22,876	\$ 190,841
Accrued payroll liabilities	76,318	-	7,216	12,002	95,536
Due to other governments	2,484	-	-	-	2,484
Escrow deposits	7,992	-	-	-	7,992
Refundable court bonds	9,932	-	-	-	9,932
Total liabilities	<u>249,855</u>	<u>5,513</u>	<u>16,539</u>	<u>34,878</u>	<u>306,785</u>
DEFERRED INFLOW OF RESOURCES					
Deferred revenue	<u>772,993</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>772,993</u>
Fund balances:					
Non-spendable	8,757	-	-	-	8,757
Assigned	877,270	22,107	117,827	44,197	1,061,401
Unassigned	661,453	-	-	-	661,453
Total fund balances	<u>1,547,480</u>	<u>22,107</u>	<u>117,827</u>	<u>44,197</u>	<u>1,731,611</u>
Total liabilities, deferred inflows, and fund balances	<u>\$ 2,570,328</u>	<u>\$ 27,620</u>	<u>\$ 134,366</u>	<u>\$ 79,075</u>	<u>\$ 2,811,389</u>

City of Sapulpa
Combining Schedule of Revenues, Expenditures and Changes in Fund Balances - General Fund Accounts
For the Year Ended June 30, 2017

	<u>General Fund</u>	<u>Hunting & Fishing Account</u>	<u>Library Account</u>	<u>Swimming Pool Account</u>	<u>Total General Fund Accounts</u>
REVENUES					
Taxes	\$ 7,035,771	\$ -	\$ 150,820	\$ -	\$ 7,186,591
Intergovernmental	1,437,113	-	35,196	-	1,472,309
Charges for services	621,256	23,720	120	141,965	787,061
Fines and forfeitures	665,729	-	3,204	-	668,933
Licenses and permits	155,260	23,141	-	-	178,401
Investment income	2,784	134	280	77	3,275
Miscellaneous	161,013	1	8,058	27,148	196,220
Total revenues	<u>10,078,926</u>	<u>46,996</u>	<u>197,678</u>	<u>169,190</u>	<u>10,492,790</u>
EXPENDITURES					
Current:					
Administration	1,266,259	-	-	-	1,266,259
General government	766,249	-	-	-	766,249
Legal and judicial	308,989	-	-	-	308,989
Public safety	9,944,892	-	-	-	9,944,892
Urban development	149,822	-	-	-	149,822
Culture and recreation	-	38,761	353,330	134,772	526,863
Capital Outlay	88,611	24,005	27,040	5,650	145,306
Debt Service:					
Principal	94,417	-	-	-	94,417
Interest	5,971	-	-	-	5,971
Total expenditures	<u>12,625,210</u>	<u>62,766</u>	<u>380,370</u>	<u>140,422</u>	<u>13,208,768</u>
Excess (deficiency) of revenues over expenditures	<u>(2,546,284)</u>	<u>(15,770)</u>	<u>(182,692)</u>	<u>28,768</u>	<u>(2,715,978)</u>
OTHER FINANCING SOURCES (USES)					
Transfers in	4,809,903	-	237,000	-	5,046,903
Transfers out	(2,415,320)	-	-	-	(2,415,320)
Proceeds from long-term debt	133,712	-	-	-	133,712
Total other financing sources and uses	<u>2,528,295</u>	<u>-</u>	<u>237,000</u>	<u>-</u>	<u>2,765,295</u>
Net change in fund balances	(17,989)	(15,770)	54,308	28,768	49,317
Fund balances - beginning	1,565,469	37,877	63,519	15,429	1,682,294
Fund balances - ending	<u>\$ 1,547,480</u>	<u>\$ 22,107</u>	<u>\$ 117,827</u>	<u>\$ 44,197</u>	<u>\$ 1,731,611</u>

City of Sapulpa
Combining Balance Sheet
Non-Major Governmental Funds
June 30, 2017

Special Revenue Funds

	Cemetery Maintenance Fund	Street and Alley Fund	Parks & Recreation Fund	Federal SAF Fund	Major Thoroughfare Fund	Water & Sewer Sales Tax Fund	Spay & Neuter Fund	E911 Fund	Juvenile Justice Fund	Hotel/Motel Tax Fund	Polson Apportionment Fund
ASSETS											
Cash and cash equivalents	\$ 23,294	\$ 308,286	\$ 59,916	\$ 124,169	\$ 319,892	\$ 66,946	\$ 4,926	\$ 24,837	\$ 23,790	\$ 42,571	\$ 56,226
Investments	34,620	5,000	-	32,088	-	13,000	-	67,087	-	-	-
Deposits with fiscal agent	-	-	-	-	-	-	-	-	-	-	-
Due from other funds	-	-	-	-	-	-	-	-	-	-	-
Due from other governments	19,561	17,889	39,121	-	39,121	78,243	-	32,108	-	-	-
Interest receivable	-	-	-	75	-	-	-	-	-	-	-
Court fines receivable, net of allowance	-	-	-	-	-	-	-	-	39,006	-	-
Other receivable	-	-	216	-	-	-	50	3,155	-	25,711	-
Inventory	-	-	-	-	23,323	34,075	-	-	-	-	-
Total assets	<u>\$ 77,475</u>	<u>\$ 331,175</u>	<u>\$ 99,253</u>	<u>\$ 156,332</u>	<u>\$ 382,336</u>	<u>\$ 192,264</u>	<u>\$ 4,976</u>	<u>\$ 127,187</u>	<u>\$ 62,796</u>	<u>\$ 68,282</u>	<u>\$ 56,226</u>
LIABILITIES, DEFERRED INFLOWS AND FUND BALANCES											
Liabilities:											
Accounts payable	\$ 9,119	\$ 11,374	\$ 21,800	\$ -	\$ 23,446	\$ 13,423	\$ 1,300	\$ 761	\$ 1,345	\$ 16,531	\$ -
Accrued payroll payable	8,889	12,292	14,831	-	-	14,221	-	10,527	269	-	-
Due to other funds	-	-	-	-	-	-	-	-	-	-	-
Due to other governments	-	-	-	-	-	-	-	-	543	-	-
Refundable court bonds	-	-	-	-	-	-	-	-	829	-	-
Total liabilities	<u>18,008</u>	<u>23,666</u>	<u>36,631</u>	<u>-</u>	<u>23,446</u>	<u>27,644</u>	<u>1,300</u>	<u>11,288</u>	<u>2,986</u>	<u>16,531</u>	<u>-</u>
DEFERRED INFLOW OF RESOURCES											
Deferred revenue	-	-	-	54	-	-	-	-	34,627	-	-
Fund balances:											
Non-spendable	-	-	-	-	23,323	34,075	-	-	-	-	-
Restricted	-	-	-	153,827	234,690	-	3,187	112,019	24,640	-	56,226
Committed	-	-	-	-	-	-	-	-	-	-	-
Assigned	59,467	307,509	62,622	2,451	100,877	130,545	489	3,880	543	51,751	-
Unassigned (deficit)	-	-	-	-	-	-	-	-	-	-	-
Total fund balances	<u>59,467</u>	<u>307,509</u>	<u>62,622</u>	<u>156,278</u>	<u>358,890</u>	<u>164,620</u>	<u>3,676</u>	<u>115,899</u>	<u>25,183</u>	<u>51,751</u>	<u>56,226</u>
Total liabilities, deferred inflows, and fund balances	<u>\$ 77,475</u>	<u>\$ 331,175</u>	<u>\$ 99,253</u>	<u>\$ 156,332</u>	<u>\$ 382,336</u>	<u>\$ 192,264</u>	<u>\$ 4,976</u>	<u>\$ 127,187</u>	<u>\$ 62,796</u>	<u>\$ 68,282</u>	<u>\$ 56,226</u>

City of Sapulpa
Combining Balance Sheet
Non-Major Governmental Funds
June 30, 2017

	Capital Project Funds										Debt Service Fund	Total Governmental Funds	
	Restricted Construction Park/Rec Fund	Park Development Fund	Fire Cash Fund	Police Cash Fund	Cemetery Care Fund	Capital Improvement Fund	Water Resources Fund	Economic Development Sales Tax Fund	Street Improvement Sales Tax Fund	Sewer Plant Sales Tax Fund	Series 2014 Str Cap Imp		G.O. Sinking Fund
ASSETS													
Cash and cash equivalents	\$ 9,257	\$ 75,220	\$ 17,911	\$ 98,969	\$ 19,143	\$ 136,986	\$ 15,714	\$ 81,298	\$ 774,515	\$ 2,184	\$ 3,364,535	\$ 465,479	\$ 6,116,064
Investments	-	-	377,721	-	-	100,966	-	-	115,368	-	-	310,493	1,056,343
Deposits with fiscal agent	-	-	-	-	-	-	-	-	-	-	-	188	188
Due from other funds	-	-	-	-	-	100,000	-	-	-	-	-	-	100,000
Due from other governments	-	-	19,561	19,561	-	78,243	156,791	32,051	195,606	195,606	-	400,660	1,324,122
Interest receivable	-	-	433	-	-	-	-	-	121	-	-	600	1,229
Court fines receivable, net of allowance	-	-	-	-	-	-	-	-	-	-	-	-	39,008
Other receivable	-	-	-	-	-	-	-	-	-	-	78	-	29,210
Inventory	-	-	-	-	-	-	34,541	-	-	-	-	-	91,939
Total assets	\$ 9,257	\$ 75,220	\$ 415,626	\$ 118,530	\$ 19,143	\$ 416,195	\$ 207,046	\$ 113,349	\$ 1,085,610	\$ 197,790	\$ 3,364,613	\$ 1,177,420	\$ 8,758,101
LIABILITIES, DEFERRED INFLOWS AND FUND BALANCES													
Liabilities:													
Accounts payable	\$ -	\$ -	\$ -	\$ 5,156	\$ -	\$ 9,851	\$ 2,947	\$ -	\$ 53,109	\$ -	\$ 160,399	\$ 250	\$ 330,811
Accrued payroll payable	-	-	-	-	-	-	-	-	-	-	-	-	61,029
Due to other funds	-	-	-	-	-	-	-	-	-	100,000	-	-	100,000
Due to other governments	-	-	-	-	-	-	-	-	-	-	-	-	543
Refundable court bonds	-	-	-	-	-	-	-	-	-	-	-	-	829
Total liabilities	-	-	-	5,156	-	9,851	2,947	-	53,109	100,000	160,399	250	493,212
DEFERRED INFLOW OF RESOURCES													
Deferred revenue	-	-	33	-	-	-	-	-	87	-	-	384,906	419,707
Fund balances:													
Non-spendable	-	-	-	-	-	-	34,541	-	-	-	-	-	91,939
Restricted	-	-	386,722	104,232	-	284,697	165,996	113,259	742,126	92,113	3,204,214	792,264	6,470,212
Committed	-	-	-	-	-	-	-	-	-	-	-	-	-
Assigned	9,257	75,220	28,871	9,142	19,143	121,647	3,562	90	290,288	5,677	-	-	1,283,031
Unassigned (deficit)	-	-	-	-	-	-	-	-	-	-	-	-	-
Total fund balances	9,257	75,220	415,593	113,374	19,143	406,344	204,099	113,349	1,032,414	97,790	3,204,214	792,264	7,845,182
Total liabilities, deferred inflows, and fund balances	\$ 9,257	\$ 75,220	\$ 415,626	\$ 118,530	\$ 19,143	\$ 416,195	\$ 207,046	\$ 113,349	\$ 1,085,610	\$ 197,790	\$ 3,364,613	\$ 1,177,420	\$ 8,758,101

City of Sapulpa
 Combining Statement of Revenues, Expenditures and Changes in Fund Balances
 Non-Major Governmental Funds
 For the Year Ended June 30, 2017

Special Revenue Funds

	Cemetery Maintenance Fund	Street and Alley Fund	Parks & Recreation Fund	Federal SAF Fund	Major Thoroughfare Fund	Water & Sewer Sales Tax Fund	Spay & Neuter Fund	E911 Fund	Juvenile Justice Fund	Hotel/Motel Tax Fund	Polson Apportionment Fund
REVENUES											
Taxes	\$ 150,820	\$ -	\$ 301,639	\$ -	\$ 301,639	\$ 603,279	\$ -	\$ -	\$ -	\$ 226,145	\$ 61,120
Intergovernmental	-	179,045	-	-	-	-	-	-	-	-	-
Charges for services	60,325	-	13,870	-	-	-	17,795	239,336	-	-	-
Fines and forfeitures	-	-	-	-	-	-	-	-	30,433	-	-
Investment income	312	1,137	200	554	1,065	456	9	545	88	115	106
Miscellaneous	-	130	12,065	56,919	-	997	-	-	-	-	-
Total revenues	<u>211,457</u>	<u>180,312</u>	<u>327,774</u>	<u>57,473</u>	<u>302,704</u>	<u>604,732</u>	<u>17,804</u>	<u>239,881</u>	<u>30,521</u>	<u>226,260</u>	<u>61,226</u>
EXPENDITURES											
Current:											
General government	346,704	-	-	-	-	-	15,243	-	-	-	-
Public safety	-	-	-	-	-	-	-	82,366	24,054	-	-
Streets	-	463,970	-	-	166,164	-	-	-	-	-	-
Culture and recreation	-	-	622,012	-	-	-	-	-	-	-	-
Urban development	-	-	-	-	-	-	-	-	-	166,150	-
Water	-	-	-	-	-	837,525	-	-	-	-	-
Capital outlay	8,834	-	3,385	24,663	-	-	-	-	-	-	-
Debt service:											
Principal	-	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-	-
Total expenditures	<u>355,538</u>	<u>463,970</u>	<u>625,397</u>	<u>24,663</u>	<u>166,164</u>	<u>837,525</u>	<u>15,243</u>	<u>82,366</u>	<u>24,054</u>	<u>166,150</u>	<u>-</u>
Excess (deficiency) of revenues over expenditures	(144,081)	(283,658)	(297,623)	32,810	136,540	(232,793)	2,561	157,515	6,467	60,110	61,226
OTHER FINANCING SOURCES (USES)											
Transfers in	129,000	350,000	290,400	-	-	249,750	-	-	-	200	-
Transfers out	(7,541)	-	-	-	-	-	-	(200,000)	-	(41,185)	(5,000)
Judgement proceeds	-	-	-	-	-	-	-	-	-	-	-
Proceeds from sale of capital assets	-	-	-	-	-	-	-	-	-	-	-
Total other financing sources (uses)	<u>121,459</u>	<u>350,000</u>	<u>290,400</u>	<u>-</u>	<u>-</u>	<u>249,750</u>	<u>-</u>	<u>(200,000)</u>	<u>-</u>	<u>(40,985)</u>	<u>(5,000)</u>
Net change in fund balances	(22,622)	66,342	(7,223)	32,810	136,540	16,957	2,561	(42,485)	6,467	19,125	56,226
Fund balances - beginning	82,089	241,167	69,845	123,468	222,350	147,663	1,115	158,384	18,716	32,626	-
Fund balances - ending	<u>\$ 59,467</u>	<u>\$ 307,509</u>	<u>\$ 62,622</u>	<u>\$ 156,278</u>	<u>\$ 358,890</u>	<u>\$ 164,620</u>	<u>\$ 3,676</u>	<u>\$ 115,899</u>	<u>\$ 25,183</u>	<u>\$ 51,751</u>	<u>\$ 56,226</u>

City of Sapulpa
 Combining Statement of Revenues, Expenditures and Changes in Fund Balances
 Non-Major Governmental Funds
 For the Year Ended June 30, 2017

	Capital Project Funds										Debt Service Fund	Total Governmental Funds	
	Restricted Construction Park/Rec Fund	Park Development Fund	Fire Cash Fund	Police Cash Fund	Cemetery Care Fund	Capital Improvement Fund	Water Resources Fund	Economic Development Sales Tax Fund	Street Improvement Sales Tax Fund	Sewer Plant Sales Tax Fund	Series 2014 Str Cap Imp		G.O. Sinking Fund
REVENUES													
Taxes	\$ -	\$ -	\$ 150,820	\$ 150,820	\$ -	\$ 603,279	\$ 1,206,557	\$ 113,259	\$ 1,508,288	\$ 1,508,288	\$ -	\$ 2,001,667	\$ 8,887,620
Intergovernmental	-	-	-	-	-	-	-	-	-	-	-	-	179,045
Charges for services	-	-	-	-	-	-	-	-	-	-	-	-	331,326
Fines and forfeitures	-	-	-	-	-	-	-	-	-	-	-	-	30,433
Investment income	66	202	2,262	460	60	1,084	375	90	3,241	16	3,912	4,521	20,876
Miscellaneous	-	-	-	-	-	2,208	-	-	-	-	400	7,253	79,972
Total revenues	66	202	153,082	151,280	60	606,571	1,206,932	113,349	1,511,529	1,508,304	4,312	2,013,441	9,529,272
EXPENDITURES													
Current:													
General government	-	-	-	-	-	-	-	-	-	-	-	2,484	364,431
Public safety	-	-	-	-	-	-	-	-	-	-	-	-	106,420
Streets	-	-	-	-	-	-	-	-	45,013	-	-	-	675,147
Culture and recreation	-	-	-	-	-	-	-	-	-	-	-	-	622,012
Urban development	-	-	-	-	-	-	-	-	-	-	-	-	166,150
Water	-	-	-	-	-	-	49,770	-	-	-	-	-	887,295
Capital outlay	17,810	-	299,420	108,447	-	422,575	163,604	-	296,647	-	350,958	127,500	1,823,843
Debt service:													
Principal	-	-	-	-	-	-	-	-	469,658	-	-	1,219,433	1,689,091
Interest	-	-	-	-	-	-	50,742	-	185,013	-	-	523,483	759,238
Total expenditures	17,810	-	299,420	108,447	-	422,575	264,116	-	996,331	-	350,958	1,872,900	7,093,627
Excess (deficiency) of revenues over expenditures	(17,744)	202	(146,338)	42,833	60	183,996	942,816	113,349	515,198	1,508,304	(346,646)	140,541	2,435,645
OTHER FINANCING SOURCES (USES)													
Transfers in	7,575	41,185	-	-	7,541	-	-	-	-	-	-	-	1,075,651
Transfers out	-	-	-	-	-	(23,384)	(954,750)	-	-	(1,480,000)	-	(3,158)	(2,715,018)
Judgement proceeds	-	-	-	-	-	-	-	-	-	-	-	129,000	129,000
Proceeds from sale of capital assets	-	-	15,000	5,032	-	-	-	-	-	-	-	-	20,032
Total other financing sources (uses)	7,575	41,185	15,000	5,032	7,541	(23,384)	(954,750)	-	-	(1,480,000)	-	125,842	(1,490,335)
Net change in fund balances	(10,169)	41,387	(131,338)	47,865	7,601	160,612	(11,934)	113,349	515,198	28,304	(346,646)	266,383	945,310
Fund balances - beginning	19,426	33,833	546,931	65,509	11,542	245,732	216,033	-	517,216	69,486	3,550,860	525,881	6,899,872
Fund balances - ending	\$ 9,257	\$ 75,220	\$ 415,593	\$ 113,374	\$ 19,143	\$ 406,344	\$ 204,099	\$ 113,349	\$ 1,032,414	\$ 97,790	\$ 3,204,214	\$ 792,264	\$ 7,845,182

City of Sapulpa
Schedule of Revenues, Expenditures, and Changes in Fund Balance - (Budgetary Basis)
Budget and Actual - Nonmajor Governmental Funds
For the Year ended June 30, 2017

	<u>Cemetery Maintenance Fund</u>			<u>Street and Alley</u>		
	<u>Final</u>	<u>Actual Amounts, Budgetary Basis</u>	<u>Variance with Final Budget - Positive (Negative)</u>	<u>Final</u>	<u>Actual Amounts, Budgetary Basis</u>	<u>Variance with Final Budget - Positive (Negative)</u>
REVENUES						
Intergovernmental	\$ -	\$ -	\$ -	\$ 187,500	\$ 179,045	\$ (8,455)
Charges for services	66,000	60,325	(5,675)	-	-	-
Investment income	200	312	112	400	1,137	737
Miscellaneous	-	-	-	-	130	130
Total revenues	<u>66,200</u>	<u>60,637</u>	<u>(5,563)</u>	<u>187,900</u>	<u>180,312</u>	<u>(7,588)</u>
EXPENDITURES						
Departmental:						
General government	400,140	355,538	44,602	-	-	-
Streets	-	-	-	701,187	463,970	237,217
Total Expenditures	<u>400,140</u>	<u>355,538</u>	<u>44,602</u>	<u>701,187</u>	<u>463,970</u>	<u>237,217</u>
Excess (deficiency) of revenues over expenditures	<u>(333,940)</u>	<u>(294,901)</u>	<u>39,039</u>	<u>(513,287)</u>	<u>(283,658)</u>	<u>229,629</u>
OTHER FINANCING SOURCES (USES)						
Transfers in	282,390	279,820	(2,570)	350,000	350,000	-
Transfers out	(8,250)	(7,541)	709	-	-	-
Total other financing sources and uses	<u>274,140</u>	<u>272,279</u>	<u>(1,861)</u>	<u>350,000</u>	<u>350,000</u>	<u>-</u>
Net change in fund balances	(59,800)	(22,622)	37,178	(163,287)	66,342	229,629
Fund balances - beginning	82,089	82,089	-	241,167	241,167	-
Fund balances - ending	<u>\$ 22,289</u>	<u>\$ 59,467</u>	<u>\$ 37,178</u>	<u>\$ 77,880</u>	<u>\$ 307,509</u>	<u>\$ 229,629</u>

(Continued)

City of Sapulpa
 Schedule of Revenues, Expenditures, and Changes in Fund Balance - (Budgetary Basis)
 Budget and Actual - Nonmajor Governmental Funds
 For the Year ended June 30, 2017

(Continued)

	Parks & Recreation Fund			Federal SAF Fund		
	<u>Final</u>	<u>Actual Amounts, Budgetary Basis</u>	<u>Variance with Final Budget - Positive (Negative)</u>	<u>Final</u>	<u>Actual Amounts, Budgetary Basis</u>	<u>Variance with Final Budget - Positive (Negative)</u>
REVENUES						
Charges for services	\$ 13,162	\$ 13,870	\$ 708	\$ -	\$ -	\$ -
Investment income	200	200	-	300	554	254
Miscellaneous	17,748	12,065	(5,683)	-	56,919	56,919
Total revenues	<u>31,110</u>	<u>26,135</u>	<u>(4,975)</u>	<u>300</u>	<u>57,473</u>	<u>57,173</u>
EXPENDITURES						
Departmental:						
Culture and recreation	662,619	625,397	37,222	-	-	-
Streets	-	-	-	83,000	24,663	58,337
Total Expenditures	<u>662,619</u>	<u>625,397</u>	<u>37,222</u>	<u>83,000</u>	<u>24,663</u>	<u>58,337</u>
Excess (deficiency) of revenues over expenditures	<u>(631,509)</u>	<u>(599,262)</u>	<u>32,247</u>	<u>(82,700)</u>	<u>32,810</u>	<u>115,510</u>
OTHER FINANCING SOURCES (USES)						
Transfers in	597,180	592,039	(5,141)	-	-	-
Total other financing sources and uses	<u>597,180</u>	<u>592,039</u>	<u>(5,141)</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balances	(34,329)	(7,223)	27,106	(82,700)	32,810	115,510
Fund balances - beginning	69,845	69,845	-	123,468	123,468	-
Fund balances - ending	<u>\$ 35,516</u>	<u>\$ 62,622</u>	<u>\$ 27,106</u>	<u>\$ 40,768</u>	<u>\$ 156,278</u>	<u>\$ 115,510</u>

City of Sapulpa
 Schedule of Revenues, Expenditures, and Changes in Fund Balance - (Budgetary Basis)
 Budget and Actual - Nonmajor Governmental Funds
 For the Year ended June 30, 2017

(Continued)

	Major Thoroughfare Fund			Water & Sewer Sales Tax Fund		
	Final	Actual Amounts, Budgetary Basis	Variance with Final Budget - Positive (Negative)	Final	Actual Amounts, Budgetary Basis	Variance with Final Budget - Positive (Negative)
REVENUES						
Investment income	\$ 300	\$ 1,065	\$ 765	\$ 500	\$ 456	\$ (44)
Miscellaneous	-	-	-	-	997	997
Total revenues	<u>300</u>	<u>1,065</u>	<u>765</u>	<u>500</u>	<u>1,453</u>	<u>953</u>
EXPENDITURES						
Departmental:						
Streets	260,000	166,164	93,836	-	-	-
Water	-	-	-	953,413	837,525	115,888
Total Expenditures	<u>260,000</u>	<u>166,164</u>	<u>93,836</u>	<u>953,413</u>	<u>837,525</u>	<u>115,888</u>
Excess (deficiency) of revenues over expenditures	<u>(259,700)</u>	<u>(165,099)</u>	<u>94,601</u>	<u>(952,913)</u>	<u>(836,072)</u>	<u>116,841</u>
OTHER FINANCING SOURCES (USES)						
Transfers in	306,780	301,639	(5,141)	863,310	853,029	(10,281)
Total other financing sources and uses	<u>306,780</u>	<u>301,639</u>	<u>(5,141)</u>	<u>863,310</u>	<u>853,029</u>	<u>(10,281)</u>
Net change in fund balances	47,080	136,540	89,460	(89,603)	16,957	106,560
Fund balances - beginning	222,350	222,350	-	147,663	147,663	-
Fund balances - ending	<u>\$ 269,430</u>	<u>\$ 358,890</u>	<u>\$ 89,460</u>	<u>\$ 58,060</u>	<u>\$ 164,620</u>	<u>\$ 106,560</u>

City of Sapulpa
Schedule of Revenues, Expenditures, and Changes in Fund Balance - (Budgetary Basis)
Budget and Actual - Nonmajor Governmental Funds
For the Year ended June 30, 2017

(Continued)

	Spay & Neuter Fund			E911 Fund		
	<u>Final</u>	<u>Actual Amounts, Budgetary Basis</u>	<u>Variance with Final Budget - Positive (Negative)</u>	<u>Final</u>	<u>Actual Amounts, Budgetary Basis</u>	<u>Variance with Final Budget - Positive (Negative)</u>
REVENUES						
Charges for services	\$ 24,500	\$ 17,795	\$ (6,705)	\$ 177,950	\$ 239,336	\$ 61,386
Investment income	100	9	(91)	750	545	(205)
Total revenues	<u>24,600</u>	<u>17,804</u>	<u>(6,796)</u>	<u>178,700</u>	<u>239,881</u>	<u>61,181</u>
EXPENDITURES						
Departmental:						
General government	19,000	15,243	3,757	-	-	-
Public safety	-	-	-	127,259	82,366	44,893
Total Expenditures	<u>19,000</u>	<u>15,243</u>	<u>3,757</u>	<u>127,259</u>	<u>82,366</u>	<u>44,893</u>
Excess (deficiency) of revenues over expenditures	<u>5,600</u>	<u>2,561</u>	<u>(3,039)</u>	<u>51,441</u>	<u>157,515</u>	<u>106,074</u>
OTHER FINANCING SOURCES (USES)						
Transfers out	-	-	-	(200,000)	(200,000)	-
Total other financing sources and uses	<u>-</u>	<u>-</u>	<u>-</u>	<u>(200,000)</u>	<u>(200,000)</u>	<u>-</u>
Net change in fund balances	5,600	2,561	(3,039)	(148,559)	(42,485)	106,074
Fund balances - beginning	1,115	1,115	-	158,384	158,384	-
Fund balances - ending	<u>\$ 6,715</u>	<u>\$ 3,676</u>	<u>\$ (3,039)</u>	<u>\$ 9,825</u>	<u>\$ 115,899</u>	<u>\$ 106,074</u>

City of Sapulpa
Schedule of Revenues, Expenditures, and Changes in Fund Balance - (Budgetary Basis)
Budget and Actual - Nonmajor Governmental Funds
For the Year ended June 30, 2017

(Continued)

	Juvenile Justice Fund			Hotel/Motel Tax Fund		
	Final	Actual Amounts, Budgetary Basis	Variance with Final Budget - Positive (Negative)	Final	Actual Amounts, Budgetary Basis	Variance with Final Budget - Positive (Negative)
REVENUES						
Taxes	\$ -	\$ -	\$ -	\$ 241,000	\$ 226,145	\$ (14,855)
Fines and forfeitures	30,000	30,433	433	-	-	-
Investment income	50	88	38	75	115	40
Total revenues	<u>30,050</u>	<u>30,521</u>	<u>471</u>	<u>241,075</u>	<u>226,260</u>	<u>(14,815)</u>
EXPENDITURES						
Departmental:						
Public safety	26,350	24,054	2,296	-	-	-
Urban development	-	-	-	221,067	166,150	54,917
Total Expenditures	<u>26,350</u>	<u>24,054</u>	<u>2,296</u>	<u>221,067</u>	<u>166,150</u>	<u>54,917</u>
Excess (deficiency) of revenues over expenditures	<u>3,700</u>	<u>6,467</u>	<u>2,767</u>	<u>20,008</u>	<u>60,110</u>	<u>40,102</u>
OTHER FINANCING SOURCES (USES)						
Transfers in	-	-	-	200	200	-
Transfers out	-	-	-	(45,188)	(41,185)	4,003
Total other financing sources and uses	<u>-</u>	<u>-</u>	<u>-</u>	<u>(44,988)</u>	<u>(40,985)</u>	<u>4,003</u>
Net change in fund balances	3,700	6,467	2,767	(24,980)	19,125	44,105
Fund balances - beginning	18,716	18,716	-	32,626	32,626	-
Fund balances - ending	<u>\$ 22,416</u>	<u>\$ 25,183</u>	<u>\$ 2,767</u>	<u>\$ 7,646</u>	<u>\$ 51,751</u>	<u>\$ 44,105</u>

City of Sapulpa
 Schedule of Revenues, Expenditures, and Changes in Fund Balance - (Budgetary Basis)
 Budget and Actual - Nonmajor Governmental Funds
 For the Year ended June 30, 2017

(Continued)

	<u>Polson Apportionment Fund</u>			<u>Economic Development Sales Tax</u>		
	<u>Final</u>	<u>Actual Amounts, Budgetary Basis</u>	<u>Variance with Final Budget - Positive (Negative)</u>	<u>Final</u>	<u>Actual Amounts, Budgetary Basis</u>	<u>Variance with Final Budget - Positive (Negative)</u>
REVENUES						
Taxes	\$ 77,000	\$ 61,120	\$ (15,880)	\$ 100,000	\$ 113,259	\$ 13,259
Investment income	-	106	106	200	90	(110)
Total revenues	<u>77,000</u>	<u>61,226</u>	<u>(15,774)</u>	<u>100,200</u>	<u>113,349</u>	<u>13,149</u>
EXPENDITURES						
Departmental:						
General government	72,000	-	72,000	-	-	-
Total Expenditures	<u>72,000</u>	<u>-</u>	<u>72,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficiency) of revenues over expenditures	<u>5,000</u>	<u>61,226</u>	<u>56,226</u>	<u>100,200</u>	<u>113,349</u>	<u>13,149</u>
OTHER FINANCING SOURCES (USES)						
Transfers out	(5,000)	(5,000)	-	-	-	-
Total other financing sources and uses	<u>(5,000)</u>	<u>(5,000)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balances	-	56,226	56,226	100,200	113,349	13,149
Fund balances - beginning	-	-	-	-	-	-
Fund balances - ending	<u>\$ -</u>	<u>\$ 56,226</u>	<u>\$ 56,226</u>	<u>\$ 100,200</u>	<u>\$ 113,349</u>	<u>\$ 13,149</u>

City of Sapulpa
Schedule of Revenues, Expenditures, and Changes in Fund Balance - (Budgetary Basis)
Budget and Actual - Nonmajor Governmental Funds
For the Year ended June 30, 2017

(Continued)

	<u>Restricted Construction Park/Rec Fund</u>			<u>Series 2014 Str Cap Imp</u>		
	<u>Final</u>	<u>Actual Amounts, Budgetary Basis</u>	<u>Variance with Final Budget - Positive (Negative)</u>	<u>Final</u>	<u>Actual Amounts, Budgetary Basis</u>	<u>Variance with Final Budget - Positive (Negative)</u>
REVENUES						
Investment income	\$ 100	\$ 66	\$ (34)	\$ 900	\$ 3,912	\$ 3,012
Miscellaneous	-	-	-	-	400	400
Total revenues	<u>100</u>	<u>66</u>	<u>(34)</u>	<u>900</u>	<u>4,312</u>	<u>3,412</u>
EXPENDITURES						
Departmental:						
Culture and recreation	28,775	17,810	10,965	-	-	-
Streets	-	-	-	3,488,990	350,958	3,138,032
Total Expenditures	<u>28,775</u>	<u>17,810</u>	<u>10,965</u>	<u>3,488,990</u>	<u>350,958</u>	<u>3,138,032</u>
Excess (deficiency) of revenues over expenditures	<u>(28,675)</u>	<u>(17,744)</u>	<u>10,931</u>	<u>(3,488,090)</u>	<u>(346,646)</u>	<u>3,141,444</u>
OTHER FINANCING SOURCES (USES)						
Transfers in	12,000	7,575	(4,425)	-	-	-
Total other financing sources and uses	<u>12,000</u>	<u>7,575</u>	<u>(4,425)</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balances	(16,675)	(10,169)	6,506	(3,488,090)	(346,646)	3,141,444
Fund balances - beginning	19,426	19,426	-	3,550,860	3,550,860	-
Fund balances - ending	<u>\$ 2,751</u>	<u>\$ 9,257</u>	<u>\$ 6,506</u>	<u>\$ 62,770</u>	<u>\$ 3,204,214</u>	<u>\$ 3,141,444</u>

City of Sapulpa
 Schedule of Revenues, Expenditures, and Changes in Fund Balance - (Budgetary Basis)
 Budget and Actual - Nonmajor Governmental Funds
 For the Year ended June 30, 2017

(Continued)

	Park Development Fund			Fire Cash Fund		
	<u>Final</u>	<u>Actual Amounts, Budgetary Basis</u>	<u>Variance with Final Budget - Positive (Negative)</u>	<u>Final</u>	<u>Actual Amounts, Budgetary Basis</u>	<u>Variance with Final Budget - Positive (Negative)</u>
REVENUES						
Investment income	\$ 25	\$ 202	\$ 177	\$ 2,000	\$ 2,262	\$ 262
Total revenues	<u>25</u>	<u>202</u>	<u>177</u>	<u>2,000</u>	<u>2,262</u>	<u>262</u>
EXPENDITURES						
Departmental:						
Culture and recreation	67,148	-	67,148	-	-	-
Public safety	-	-	-	353,800	299,420	54,380
Total Expenditures	<u>67,148</u>	<u>-</u>	<u>67,148</u>	<u>353,800</u>	<u>299,420</u>	<u>54,380</u>
Excess (deficiency) of revenues over expenditures	<u>(67,123)</u>	<u>202</u>	<u>67,325</u>	<u>(351,800)</u>	<u>(297,158)</u>	<u>54,642</u>
OTHER FINANCING SOURCES (USES)						
Transfers in	45,188	41,185	(4,003)	153,390	150,820	(2,570)
Proceeds from sale capital assets	-	-	-	-	15,000	(15,000)
Total other financing sources and uses	<u>45,188</u>	<u>41,185</u>	<u>(4,003)</u>	<u>153,390</u>	<u>165,820</u>	<u>(17,570)</u>
Net change in fund balances	(21,935)	41,387	63,322	(198,410)	(131,338)	67,072
Fund balances - beginning	33,833	33,833	-	546,931	546,931	-
Fund balances - ending	<u>\$ 11,898</u>	<u>\$ 75,220</u>	<u>\$ 63,322</u>	<u>\$ 348,521</u>	<u>\$ 415,593</u>	<u>\$ 67,072</u>

City of Sapulpa
Schedule of Revenues, Expenditures, and Changes in Fund Balance - (Budgetary Basis)
Budget and Actual - Nonmajor Governmental Funds
For the Year ended June 30, 2017

(Continued)

	Police Cash Fund			Cemetery Care Fund		
	Final	Actual Amounts, Budgetary Basis	Variance with Final Budget - Positive (Negative)	Final	Actual Amounts, Budgetary Basis	Variance with Final Budget - Positive (Negative)
REVENUES						
Investment income	\$ 275	\$ 460	\$ 185	\$ 75	\$ 60	\$ (15)
Miscellaneous	-	5,032	5,032	-	-	-
Total revenues	<u>275</u>	<u>5,492</u>	<u>5,217</u>	<u>75</u>	<u>60</u>	<u>(15)</u>
EXPENDITURES						
Departmental:						
Public safety	128,358	108,447	19,911	-	-	-
Total Expenditures	<u>128,358</u>	<u>108,447</u>	<u>19,911</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficiency) of revenues over expenditures	<u>(128,083)</u>	<u>(102,955)</u>	<u>25,128</u>	<u>75</u>	<u>60</u>	<u>(15)</u>
OTHER FINANCING SOURCES (USES)						
Transfers in	153,390	150,820	(2,570)	8,250	7,541	(709)
Total other financing sources and uses	<u>153,390</u>	<u>150,820</u>	<u>(2,570)</u>	<u>8,250</u>	<u>7,541</u>	<u>(709)</u>
Net change in fund balances	25,307	47,865	22,558	8,325	7,601	(724)
Fund balances - beginning	65,509	65,509	-	11,542	11,542	-
Fund balances - ending	<u>\$ 90,816</u>	<u>\$ 113,374</u>	<u>\$ 22,558</u>	<u>\$ 19,867</u>	<u>\$ 19,143</u>	<u>\$ (724)</u>

City of Sapulpa
Schedule of Revenues, Expenditures, and Changes in Fund Balance - (Budgetary Basis)
Budget and Actual - Nonmajor Governmental Funds
For the Year ended June 30, 2017

(Continued)

	<u>Capital Improvement Fund</u>			<u>Water Resources Fund</u>		
	<u>Final</u>	<u>Actual Amounts, Budgetary Basis</u>	<u>Variance with Final Budget - Positive (Negative)</u>	<u>Final</u>	<u>Actual Amounts, Budgetary Basis</u>	<u>Variance with Final Budget - Positive (Negative)</u>
REVENUES						
Investment income	\$ 400	\$ 1,084	\$ 684	\$ 250	\$ 375	\$ 125
Miscellaneous	-	2,208	2,208	-	-	-
Total revenues	<u>400</u>	<u>3,292</u>	<u>2,892</u>	<u>250</u>	<u>375</u>	<u>125</u>
EXPENDITURES						
Departmental:						
General government	94,009	88,311	5,698	-	-	-
Culture and recreation	41,525	-	41,525	-	-	-
Streets	300,000	240,529	59,471	-	-	-
Water	120,000	-	120,000	405,592	264,116	141,476
Wastewater	149,887	93,735	56,152	-	-	-
Total Expenditures	<u>705,421</u>	<u>422,575</u>	<u>282,846</u>	<u>405,592</u>	<u>264,116</u>	<u>141,476</u>
Excess (deficiency) of revenues over expenditures	<u>(705,021)</u>	<u>(419,283)</u>	<u>285,738</u>	<u>(405,342)</u>	<u>(263,741)</u>	<u>141,601</u>
OTHER FINANCING SOURCES (USES)						
Transfers in	613,560	603,279	(10,281)	1,227,121	1,206,557	(20,564)
Transfers out	(23,384)	(23,384)	-	(954,750)	(954,750)	-
Total other financing sources and uses	<u>590,176</u>	<u>579,895</u>	<u>(10,281)</u>	<u>272,371</u>	<u>251,807</u>	<u>(20,564)</u>
Net change in fund balances	(114,845)	160,612	275,457	(132,971)	(11,934)	121,037
Fund balances - beginning	245,732	245,732	-	216,033	216,033	-
Fund balances - ending	<u>\$ 130,887</u>	<u>\$ 406,344</u>	<u>\$ 275,457</u>	<u>\$ 83,062</u>	<u>\$ 204,099</u>	<u>\$ 121,037</u>

City of Sapulpa
Schedule of Revenues, Expenditures, and Changes in Fund Balance - (Budgetary Basis)
Budget and Actual - Nonmajor Governmental Funds
For the Year ended June 30, 2017

(Continued)

	Street Improvement Sales Tax Fund			Sewer Plant Sales Tax Fund		
	Final	Actual Amounts, Budgetary Basis	Variance with Final Budget - Positive (Negative)	Final	Actual Amounts, Budgetary Basis	Variance with Final Budget - Positive (Negative)
REVENUES						
Investment income	\$ 800	\$ 3,241	\$ 2,441	\$ 500	\$ 16	\$ (484)
Miscellaneous	-	-	-	-	-	-
Total revenues	<u>800</u>	<u>3,241</u>	<u>2,441</u>	<u>500</u>	<u>16</u>	<u>(484)</u>
EXPENDITURES						
Departmental:						
Streets	1,911,293	996,331	914,962	-	-	-
Total Expenditures	<u>1,911,293</u>	<u>996,331</u>	<u>914,962</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficiency) of revenues over expenditures	<u>(1,910,493)</u>	<u>(993,090)</u>	<u>917,403</u>	<u>500</u>	<u>16</u>	<u>(484)</u>
OTHER FINANCING SOURCES (USES)						
Transfers in	1,533,901	1,508,288	(25,613)	1,533,901	1,508,288	(25,613)
Transfers out	-	-	-	(1,480,000)	(1,480,000)	-
Total other financing sources and uses	<u>1,533,901</u>	<u>1,508,288</u>	<u>(25,613)</u>	<u>53,901</u>	<u>28,288</u>	<u>(25,613)</u>
Net change in fund balances	(376,592)	515,198	891,790	54,401	28,304	(26,097)
Fund balances - beginning	517,216	517,216	-	69,486	69,486	-
Fund balances - ending	<u>\$ 140,624</u>	<u>\$ 1,032,414</u>	<u>\$ 891,790</u>	<u>\$ 123,887</u>	<u>\$ 97,790</u>	<u>\$ (26,097)</u>

City of Sapulpa
Schedule of Revenues, Expenditures, and Changes in Fund Balance - (Budgetary Basis)
Budget and Actual - Nonmajor Governmental Funds
For the Year ended June 30, 2017

	G.O. Sinking Fund		
	<u>Final</u>	<u>Actual Amounts, Budgetary Basis</u>	<u>Variance with Final Budget - Positive (Negative)</u>
REVENUES			
Taxes	\$ 1,723,966	\$ 2,001,667	\$ 277,701
Investment income	3,000	4,521	1,521
Miscellaneous	-	136,253	136,253
Total revenues	<u>1,726,966</u>	<u>2,142,441</u>	<u>415,475</u>
EXPENDITURES			
Departmental:			
General government	1,852,419	1,872,900	(20,481)
Total Expenditures	<u>1,852,419</u>	<u>1,872,900</u>	<u>(20,481)</u>
Excess (deficiency) of revenues over expenditures	<u>(125,453)</u>	<u>269,541</u>	<u>394,994</u>
OTHER FINANCING SOURCES (USES)			
Transfers out	(3,158)	(3,158)	-
Total other financing sources and uses	<u>(3,158)</u>	<u>(3,158)</u>	<u>-</u>
Net change in fund balances	(128,611)	266,383	394,994
Fund balances - beginning	525,881	525,881	-
Fund balances - ending	<u>\$ 397,270</u>	<u>\$ 792,264</u>	<u>\$ 394,994</u>

City of Sapulpa
Combining Schedule of Net Position
SMA Utility Fund Accounts
June 30, 2017

	Enterprise Fund Accounts				Total
	SMA Utility	Stormwater Management Account	Sewer System Development Account	Series 2012 Revenue Bond Construction Account	
ASSETS					
Current assets:					
Cash and cash equivalents	\$ 4,735	\$ 795,533	\$ 8,590	\$ 388	\$ 809,246
Restricted cash and cash equivalents	665,740	-	-	8,259	673,999
Investments	-	278,852	50,909	-	329,761
Interest receivable	494	596	149	-	1,239
Accounts receivable, net	759,204	72,720	-	-	831,924
Other receivables	109,663	-	500	-	110,163
Total current assets	<u>1,539,836</u>	<u>1,147,701</u>	<u>60,148</u>	<u>8,647</u>	<u>2,756,332</u>
Non-current assets:					
Restricted investments	272,114	-	-	-	272,114
Prepaid bond insurance	573,055	-	-	-	573,055
Capital Assets:					
Land and other non-depreciable assets	7,448,765	-	-	-	7,448,765
Other capital assets, net of depreciation	51,497,018	-	-	-	51,497,018
Total non-current assets	<u>59,790,952</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>59,790,952</u>
Total assets	<u>61,330,788</u>	<u>1,147,701</u>	<u>60,148</u>	<u>8,647</u>	<u>62,547,284</u>
DEFERRED OUTFLOWS OF RESOURCES					
Deferred amount on refunding	5,257,061	-	-	-	5,257,061
Total deferred outflows	<u>5,257,061</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,257,061</u>
LIABILITIES					
Current liabilities:					
Accounts payable	261,396	34,445	-	-	295,841
Accrued payroll liabilities	43,010	3,245	-	-	46,255
Accrued interest payable	389,335	-	-	-	389,335
Unearned revenue	-	427	-	-	427
Current portion of:					
Due to depositors	62,729	-	-	-	62,729
Water contract obligations	352,580	-	-	-	352,580
Revenue bonds payable	920,000	-	-	-	920,000
Accrued compensated absences	16,886	-	-	-	16,886
Total current liabilities	<u>2,045,936</u>	<u>38,117</u>	<u>-</u>	<u>-</u>	<u>2,084,053</u>
Non-current liabilities:					
Due to depositors	250,918	-	-	-	250,918
Notes payable	-	-	-	-	-
Water contract obligations	745,935	-	-	-	745,935
Revenue bonds payable, net	64,221,287	-	-	-	64,221,287
Accrued compensated absences	151,969	2,667	-	-	154,636
Total non-current liabilities	<u>65,370,109</u>	<u>2,667</u>	<u>-</u>	<u>-</u>	<u>65,372,776</u>
Total liabilities	<u>67,416,045</u>	<u>40,784</u>	<u>-</u>	<u>-</u>	<u>67,456,829</u>
NET POSITION					
Net investment in capital assets	(2,028,699)	-	-	-	(2,028,699)
Restricted for debt service	231,345	-	-	-	231,345
Unrestricted	969,158	1,106,917	60,148	8,647	2,144,870
Total net position	<u>\$ (828,196)</u>	<u>\$ 1,106,917</u>	<u>\$ 60,148</u>	<u>\$ 8,647</u>	<u>\$ 347,516</u>

City of Sapulpa
Combining Schedule of Revenues, Expenses and Changes in Net Position
SMA Utility Fund Accounts
For the Year Ended June 30, 2017

	Enterprise Fund Accounts				Total
	SMA Utility	Stormwater Management Account	Sewer System Development Account	Series 2012 Revenue Bond Construction Account	
REVENUES					
Water charges	\$ 4,511,174	\$ -	\$ -	\$ -	\$ 4,511,174
Sewer charges	3,595,256	-	-	-	3,595,256
Sanitation	1,633,621	-	-	-	1,633,621
Water taps	29,500	-	-	-	29,500
Sewer taps	27,500	-	5,985	-	33,485
Late charges	221,611	-	-	-	221,611
Trucked water	104,048	-	-	-	104,048
Stormwater	-	860,819	-	-	860,819
Miscellaneous	182,518	-	-	-	182,518
Total operating revenues	<u>10,305,228</u>	<u>860,819</u>	<u>5,985</u>	<u>-</u>	<u>11,172,032</u>
OPERATING EXPENSES					
General government	240,568	-	-	-	240,568
Administration	220,862	-	-	-	220,862
Utility collections	336,503	-	-	-	336,503
Water treatment plant	1,498,560	-	-	-	1,498,560
Industrial pretreatment	67,996	-	-	-	67,996
Wastewater treatment plant	964,764	-	-	-	964,764
Stormwater management	-	770,771	-	-	770,771
Sanitation	1,322,999	-	-	-	1,322,999
Depreciation expense	1,808,113	-	-	-	1,808,113
Total Operating Expenses	<u>6,460,365</u>	<u>770,771</u>	<u>-</u>	<u>-</u>	<u>7,231,136</u>
Operating income	<u>3,844,863</u>	<u>90,048</u>	<u>5,985</u>	<u>-</u>	<u>3,940,896</u>
NON-OPERATING REVENUES (EXPENSES)					
Investment income	3,931	3,947	392	11	8,281
Miscellaneous	136,306	19,205	-	-	155,511
Gain/loss on disposal of capital assets	(184)	-	-	-	(184)
Interest expense and fiscal charges	(3,332,940)	-	-	-	(3,332,940)
Total non-operating revenue (expenses)	<u>(3,192,887)</u>	<u>23,152</u>	<u>392</u>	<u>11</u>	<u>(3,169,332)</u>
Income (loss) before contributions and transfers	<u>651,976</u>	<u>113,200</u>	<u>6,377</u>	<u>11</u>	<u>771,564</u>
Capital contributions	3,200,541	-	-	-	3,200,541
Transfers in	4,898,245	-	-	-	4,898,245
Transfers out	(6,331,620)	(60,500)	-	-	(6,392,120)
Change in net position	<u>2,419,142</u>	<u>52,700</u>	<u>6,377</u>	<u>11</u>	<u>2,478,230</u>
Total net position - beginning	<u>(3,247,338)</u>	<u>1,054,217</u>	<u>53,771</u>	<u>8,636</u>	<u>(2,130,714)</u>
Total net position - ending	<u>\$ (828,196)</u>	<u>\$ 1,106,917</u>	<u>\$ 60,148</u>	<u>\$ 8,647</u>	<u>\$ 347,516</u>

CITY OF SAPULPA, OKLAHOMA
(SAPULPA MUNICIPAL AUTHORITY)
SCHEDULE OF DEBT SERVICE COVERAGE REQUIREMENTS
For the fiscal year ended June 30, 2017

	2012 and 2013 Refunding Revenue Bonds Coverage Requirement #1	2012 and 2013 Refunding Revenue Bonds Coverage Requirement #2
Gross Revenue Available for Debt Service:		
Operating revenues and investment income	11,180,313	11,180,313
Sales tax appropriated and transferred	-	3,887,745
	11,180,313	15,068,058
Total Gross Revenues Available		
Operating Expenses	5,423,023	5,423,023
Net Revenues Available for Debt Service	\$5,757,290	\$9,645,035
Debt Service Requirements:		
Average annual debt service	\$4,095,687	\$4,095,687
Coverage	1.41	2.35
Coverage Requirement	1.00	1.25

NOTE 1: Operating revenues consist of all water, wastewater, and sanitation revenues and investment income; operating expenses include all trust operating expenses, exclusive of depreciation, amortization and bad debt expense.

NOTE 2: According to the 2012 bond indenture, the Authority must meet two coverage requirements:
#1 - Net revenues (excluding sales tax) must at least equal 1.00 times the average annual debt service.
#2 - Net revenues plus sales tax transferred to the authority must at least equal 1.25 times the average annual debt service.

CITY OF SAPULPA, OKLAHOMA
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For the fiscal year ended June 30, 2017

Federal Grantor/Pass through agency Grantor/Program Title	Federal CFDA Number	Grant #	Award Amount	Federal Expenditures
FEDERAL AWARDS:				
<u>U.S. DEPARTMENT OF TRANSPORTATION:</u>				
Passed through Oklahoma Highway Safety Office:				
Highway Safety Grant	20.600	SE-16-03-07-15	\$ 50,385	\$ 8,395
Highway Safety Grant	20.600	PT-17-03-19-16	27,884	18,841
Subtotal of Highway Safety Cluster			<u>78,269</u>	<u>27,236</u>
Passed through Oklahoma Department of Transportation:				
Construction of Bryan Ave	20.205	STP-219C(043)	539,792	-
Main Street Traffic Signal	20.205	STP-219B(042)	852,874	-
Flashing Signal for Crossing	20.205	RRCS-219C(052)	10,864	-
Passed through Indian Nation Council of Governments:				
Congestion Mitigation and Air Quality Funds	20.205	112415	52,048	-
Subtotal of Highway Safety Cluster			<u>1,455,578</u>	<u>-</u>
Total Department of Transportation			<u>1,533,847</u>	<u>27,236</u>
<u>NATIONAL PARK SERVICE:</u>				
Passed through Oklahoma Tourism and Recreation Department:				
Land and Water Conservation Fund - Kelly Lane Park Fitness Equipm	15.916	40-01206	27,271	-
Land and Water Conservation Fund - Liberty Park	15.916	40-01212	13,440	-
Land and Water Conservation Fund - Sapulpa Community Dog Park	15.916	40-01213	54,453	582
Subtotal of Oklahoma Tourism and Recreation Department			<u>95,164</u>	<u>582</u>
National Trails System Projects - Route 66 Corridor Bridge	15.958	P15AP0044	22,380	22,380
Total National Park Service			<u>117,544</u>	<u>22,962</u>
<u>INSTITUTE OF MUSEUM AND LIBRARY SERVICES:</u>				
State Aid	45.310	FY 16 State Aid	15,876	-
State Aid	45.310	FY 17 State Aid	14,862	14,862
ODOL CE Conference Grant	45.310	CE Conference Grant	1,884	1,884
Total Institute of Museum and Library Services			<u>32,622</u>	<u>16,746</u>
<u>DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT:</u>				
Passed through Tulsa County:				
2015 CDBG Urban County - Street Improvements	14.218	B-15-UC-40-0001	114,344	-
2016 CDBG Urban County - Street Improvements	14.218	B-16-UC-40-0001	116,864	73,488
Subtotal of Tulsa County			<u>231,208</u>	<u>73,488</u>
Passed through Oklahoma Department of Commerce:				
Community Development Block Grant - Disaster Recovery	14.228	16332 CDBGDR 13	2,469,450	404,652
Total Department of Housing and Urban Development			<u>2,700,658</u>	<u>478,140</u>
<u>U.S. DEPARTMENT OF COMMERCE:</u>				
2012 Disaster Recovery - Industrial Park Infrastructure	11.307	08-79-04788	1,500,000	60,333
TOTAL FEDERAL AWARDS			<u>\$ 5,884,671</u>	<u>\$ 605,417</u>

Notes to Schedule of Expenditures of Federal Awards

Note A - Significant Accounting Policies - The accompanying schedule of expenditures of federal awards is prepared on the basis of accounting consistent with the definition of federal awards expended in the Uniform Guidance.

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STATISTICAL SECTION

CITY OF SAPULPA, OKLAHOMA
NET ASSETS/NET POSITION BY COMPONENT
Last Ten Fiscal Years
June 30, 2017
TABLE 1

	FISCAL YEAR									
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Governmental activities										
Invested in capital assets, net of related debt	\$ 25,453,019	\$ 27,327,634	\$ 28,413,297 *	\$ 25,253,598	\$ 25,864,472	\$ -	\$ -	\$ -	\$ -	\$ -
Net investment in capital assets	-	-	-	-	-	24,658,364	28,299,654	34,911,581	37,695,132	39,647,053
Restricted	3,651,202	3,445,938	3,851,607 *	3,492,437	2,440,222	3,982,888	3,508,280	2,177,147	2,246,070	3,460,194
Unrestricted	811,160	207,770	(157,338)	1,710,363	908,507	14,733	(525,971)	(11,149,035) ***	(10,551,864) ***	(9,865,680) ***
Total governmental activities net assets	\$ 29,915,381	\$ 30,981,342	\$ 32,107,566	\$ 30,456,398	\$ 29,213,201	\$ 28,655,985	\$ 31,281,963	\$ 25,939,693	\$ 29,389,338	\$ 33,241,567
Business-type activities										
Invested in capital assets, net of related debt	\$ 1,995,103	\$ (5,282,635)	\$ (6,587,407)	\$ (5,289,977)	\$ (5,593,983)	\$ -	\$ -	\$ -	\$ -	\$ -
Net investment in capital assets	-	-	-	-	-	(6,020,714)	(4,880,098)	(4,661,216)	(4,739,349)	(1,481,179)
Restricted	1,219,432	2,186,122	3,076,143 **	3,198,295	2,852,635	383,690	764,732	1,250,754	694,330	697,854
Unrestricted	2,527,446	6,059,820	5,296,191 **	4,203,008	4,131,268	6,956,283	2,802,982	1,074,381	3,096,006	2,345,547
Total business-type activities net assets	\$ 5,741,981	\$ 2,963,307	\$ 1,784,927	\$ 2,111,326	\$ 1,389,920	\$ 1,319,259	\$ (1,312,384)	\$ (2,336,081)	\$ (949,013)	\$ 1,562,222
Primary government										
Invested in capital assets, net of related debt	\$ 27,448,122	\$ 22,044,999	\$ 21,825,890	\$ 19,963,621	\$ 20,270,489	\$ -	\$ -	\$ -	\$ -	\$ -
Net investment in capital assets	-	-	-	-	-	18,637,650	23,419,556	30,250,365	32,955,783	38,165,874
Restricted	4,870,634	5,632,060	6,927,750	6,690,732	5,292,857	4,366,578	4,273,012	3,427,901	2,940,400	4,158,048
Unrestricted	3,338,606	6,267,590	5,138,853	5,913,371	5,039,775	6,971,016	2,277,011	(10,074,654)	(7,455,858)	(7,520,133)
Total primary government net assets	\$ 35,657,362	\$ 33,944,649	\$ 33,892,493	\$ 32,567,724	\$ 30,603,121	\$ 29,975,244	\$ 29,969,579	\$ 23,603,612	\$ 28,440,325	\$ 34,803,789

* 2010 restricted net assets related to unspent bond proceeds of \$6,227,208 were reclassified to Invested in Capital Assets, Net of Related Debt

** 2010 unrestricted net assets related to \$778,361 of restricted governmental funds, classified as business-type at the government-wide level, were reclassified as restricted.

*** 2015 and after unrestricted net position includes net pension liabilities with the implementation of GASB 68. Prior years have not been restated because the information is not available.

CITY OF SAPULPA, OKLAHOMA
 CHANGES IN NET ASSETS/POSITION
 Last Ten Fiscal Years
 June 30, 2017
 TABLE 2

	FISCAL YEAR									
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Expenses										
Governmental activities:										
Administration	\$ 956,165	\$ 1,073,542	\$ 1,068,277	\$ 1,070,144	\$ 1,111,318	\$ 1,176,999	\$ 1,161,305	\$ 1,147,479	\$ 1,222,715	\$ 1,351,137
General government	1,356,744	1,347,723	1,167,575	1,251,192	1,408,140	1,389,891	1,355,737	1,498,532	1,310,220	1,206,167
Legal and judicial	236,636	301,454	281,752	289,703	311,262	326,787	356,413	360,529	351,084	345,408
Public safety	10,742,549	10,587,857	10,312,829	10,075,409	10,504,023	10,848,677	10,949,137	10,313,168	10,138,938	10,465,597
Urban development	435,239	419,161	453,837	420,914	435,616	485,346	502,722	487,448	412,479	307,727
Streets	2,784,449	2,355,922	2,429,735	2,174,486	2,703,737	1,745,231	1,271,007	2,555,471	1,754,903	1,306,127
Culture and recreation	1,166,790	1,155,838	1,281,735	1,383,426	1,395,653	1,483,769	1,479,655	1,541,965	1,463,855	1,437,105
Interest on long-term debt	498,907	518,346	449,233	661,342	627,376	628,875	500,720	645,615	670,007	725,486
Total governmental activities expenses	18,177,479	17,759,843	17,444,973	17,326,616	18,497,125	18,085,575	17,576,696	18,550,207	17,324,201	17,144,754
Business-type activities:										
Water operations	3,925,793	4,463,707	3,781,367	4,200,477	4,304,460	4,920,543	4,353,733	4,065,753	4,061,194	3,967,948
Wastewater operations	5,246,459	6,363,922	6,437,587	6,520,715	6,783,694	6,013,722	5,496,979	5,457,768	5,056,817	5,061,205
Sanitation operations	1,245,713	1,476,846	1,290,756	1,254,592	1,318,230	1,326,338	1,320,618	1,402,766	1,398,335	1,485,048
Stormwater maintenance	333,179	75,226	581,406	389,019	363,981	307,344	382,874	471,518	407,900	479,443
Golf course operations	657,173	688,775	709,765	728,809	777,581	763,120	766,627	845,914	795,604	816,663
Interest charges - governmental activities	-	250,662	279,547	159,201	135,689	3,320	1,910	-	-	-
Total business-type activities expenses	11,408,317	13,319,138	13,080,428	13,252,813	13,683,635	13,334,387	12,322,741	12,243,719	11,719,850	11,810,307
Total primary government expenses	\$ 29,585,796	\$ 31,078,981	\$ 30,525,401	\$ 30,579,429	\$ 32,180,760	\$ 31,419,962	\$ 29,899,437	\$ 30,793,926	\$ 29,044,051	\$ 28,955,061
Program Revenues										
Governmental activities:										
Charges for services:										
Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General government	369,695	347,269	309,656	243,474	305,011	351,610	346,197	383,677	416,739	370,386
Legal and judicial	-	-	-	-	-	-	-	-	-	-
Public safety	1,432,925	1,396,380	1,449,726	1,280,684	1,296,598	1,336,141	1,562,331	1,566,859	1,313,925	1,277,984
Urban development	-	-	-	-	-	-	-	-	-	-
Streets	2,835	2,465	1,880	1,410	2,200	2,025	2,160	2,985	3,950	4,295
Culture and recreation	61,019	63,598	121,714	195,097	231,450	251,688	231,384	249,950	236,603	219,787
Operating grants and contributions	2,180,366	1,515,802	1,545,268	1,381,450	1,480,098	1,755,551	1,454,026	1,367,842	1,507,551	1,482,451
Capital grants and contributions	390,706	321,276	705,061	279,978	247,842	653,744	3,013,628	5,940,352	2,504,535	2,628,693
Total governmental activities program revenues	4,437,546	3,646,790	4,133,305	3,382,093	3,563,199	4,350,759	6,609,726	9,511,665	5,983,303	5,983,596

(Continued)

TABLE 2
(Continued)

	FISCAL YEAR									
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Business-type activities:										
Charges for services:										
Water operations	3,917,170	3,825,477	4,219,649	4,355,677	4,489,675	4,567,882	4,550,607	4,269,833	4,857,419	4,944,803
Wastewater operations	3,263,802	3,025,624	3,266,234	3,230,851	3,227,839	3,519,075	3,367,955	3,557,465	3,701,235	3,628,741
Sanitation operations	1,208,563	1,284,700	1,340,625	1,340,120	1,375,304	1,433,791	1,446,311	1,605,453	1,658,509	1,737,669
Stormwater operations	178,996	555,318	786,841	824,475	850,247	904,277	925,114	861,917	860,229	860,819
Golf course operations	506,902	518,383	416,658	420,077	339,711	374,750	465,583	356,469	377,844	352,376
Operating grants and contributions	-	654	-	-	-	-	-	-	-	-
Capital grants and contributions	1,636,307	-	-	-	-	82,868	-	65,587	-	709,501
Total business-type activities program revenues	<u>10,711,740</u>	<u>9,210,156</u>	<u>10,030,007</u>	<u>10,171,200</u>	<u>10,282,776</u>	<u>10,882,643</u>	<u>10,755,570</u>	<u>10,716,724</u>	<u>11,455,236</u>	<u>12,233,909</u>
Total primary government program revenues	<u>\$ 15,149,286</u>	<u>\$ 12,856,946</u>	<u>\$ 14,163,312</u>	<u>\$ 13,553,293</u>	<u>\$ 13,845,975</u>	<u>\$ 15,233,402</u>	<u>\$ 17,365,296</u>	<u>\$ 20,228,389</u>	<u>\$ 17,438,539</u>	<u>\$ 18,217,505</u>
Net (Expense)/Revenue										
Governmental activities:	\$ (14,113,053)	\$ (13,311,668)	\$ (13,944,523)	\$ (14,933,926)	\$ (13,734,816)	\$ (10,966,970)	\$ (10,966,970)	\$ (9,038,542)	\$ (11,340,898)	\$ (11,161,158)
Business-type activities:	(2,607,398)	(3,870,272)	(3,222,806)	(3,512,435)	(3,051,611)	(1,440,098)	(1,567,171)	(1,526,995)	(264,614)	423,602
Total primary government net expense	<u>\$ (16,720,451)</u>	<u>\$ (17,181,940)</u>	<u>\$ (17,167,329)</u>	<u>\$ (18,446,361)</u>	<u>\$ (16,786,427)</u>	<u>\$ (12,407,068)</u>	<u>\$ (12,534,141)</u>	<u>\$ (10,565,537)</u>	<u>\$ (11,605,512)</u>	<u>\$ (10,737,556)</u>
General Revenues and Other Changes in Net Assets/Position										
Governmental activities:										
Taxes:										
Sales and use taxes	\$ 12,361,944	\$ 12,068,005	\$ 11,285,695	\$ 11,726,417	\$ 12,526,584	\$ 11,819,642	\$ 12,283,297	\$ 12,700,633	\$ 12,574,124	\$ 12,738,375
Ad valorem property taxes	1,396,811	1,409,760	1,443,683	1,754,809	1,708,703	1,630,259	1,281,765	1,880,483	1,299,375	2,001,667
Franchise and public service taxes	443,180	506,646	505,361	518,026	566,894	536,362	543,345	559,510	654,804	537,161
Payment in lieu of taxes	443,526	533,019	439,767	439,422	428,810	489,500	471,073	550,090	515,291	657,214
Hotel/motel taxes	250,112	226,929	185,685	189,002	191,443	215,883	196,538	233,668	233,289	226,145
Tax apportionment revenue	-	-	-	-	-	-	-	-	-	61,120
E-911 taxes	226,004	237,292	217,442	215,068	201,751	212,641	218,150	194,726	178,383	239,336
Intergovernmental revenue not restricted to specific programs	262,624	257,051	252,939	269,260	275,705	256,192	243,731	260,352	259,548	270,648
Investment income	170,723	90,972	76,078	88,060	57,462	34,713	21,745	19,857	41,612	62,587
Miscellaneous	464,382	324,959	1,705,317	325,436	250,669	181,936	335,570	150,704	339,546	139,931
Transfers-Internal activity	(1,628,329)	(1,060,094)	(1,674,075)	(3,232,145)	(2,517,292)	(879,543)	(1,316,581)	(346,991)	(1,305,429)	(1,920,797)
Total governmental activities	<u>14,390,977</u>	<u>14,594,539</u>	<u>14,437,892</u>	<u>12,293,355</u>	<u>13,690,729</u>	<u>14,497,585</u>	<u>14,278,633</u>	<u>16,203,032</u>	<u>14,790,543</u>	<u>15,013,387</u>
Business-type activities:										
Sales and use taxes	-	-	-	-	-	-	-	-	-	-
Investment earnings	221,558	61,112	54,785	34,294	13,163	29,845	25,728	15,902	8,173	10,328
Miscellaneous	133,240	209,102	143,181	141,573	148,998	151,710	154,862	140,405	338,080	156,508
Transfers - Internal activity	1,628,329	1,060,094	1,674,075	3,232,145	2,517,292	879,543	1,316,581	346,991	1,305,429	1,920,797
Total business-type activities	<u>1,983,127</u>	<u>1,330,308</u>	<u>1,872,041</u>	<u>3,408,012</u>	<u>2,679,453</u>	<u>1,061,098</u>	<u>1,497,171</u>	<u>503,298</u>	<u>1,651,682</u>	<u>2,087,633</u>
Total primary government	<u>\$ 16,374,104</u>	<u>\$ 15,924,847</u>	<u>\$ 16,309,933</u>	<u>\$ 15,701,367</u>	<u>\$ 16,370,182</u>	<u>\$ 15,558,683</u>	<u>\$ 15,775,804</u>	<u>\$ 16,706,330</u>	<u>\$ 16,442,225</u>	<u>\$ 17,101,020</u>
Change in Net Assets/Position										
Governmental activities	\$ 277,924	\$ 1,282,871	\$ 493,369	\$ (2,640,571)	\$ (44,087)	\$ 3,530,615	\$ 3,311,663	\$ 7,164,490	\$ 3,449,645	\$ 3,852,229
Business-type activities	(624,271)	(2,539,964)	(1,350,765)	(104,423)	(372,158)	(379,000)	(70,000)	(1,023,697)	1,387,068	2,511,235
Total primary government	<u>\$ (346,347)</u>	<u>\$ (1,257,093)</u>	<u>\$ (857,396)</u>	<u>\$ (2,744,994)</u>	<u>\$ (416,245)</u>	<u>\$ 3,151,615</u>	<u>\$ 3,241,663</u>	<u>\$ 6,140,793</u>	<u>\$ 4,836,713</u>	<u>\$ 6,363,464</u>

CITY OF SAPULPA, OKLAHOMA
FUND BALANCES - GOVERNMENTAL FUNDS
 Last Ten Fiscal Years
 June 30, 2017
TABLE 3

	Fiscal Year									
	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
General Fund										
Reserved	\$ 303,557	\$ 205,933	\$ 199,888	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unreserved	2,129,650	2,015,310	1,432,329	-	-	-	-	-	-	-
Nonspendable	-	-	-	28,044	28,251	10,187	8,903	8,790	8,772	8,757
Committed	-	-	-	9,151	-	7,753	7,074	8,912	12,467	-
Assigned	-	-	-	1,396,679	1,327,870	476,068	642,999	1,527,532	1,275,512	1,061,401
Unassigned	-	-	-	766,562	530,398	632,889	873,660	680,328	385,543	661,453
Total general fund	<u>\$ 2,433,207</u>	<u>\$ 2,221,243</u>	<u>\$ 1,632,217</u>	<u>\$ 2,200,436</u>	<u>\$ 1,886,519</u>	<u>\$ 1,126,897</u>	<u>\$ 1,532,636</u>	<u>\$ 2,225,562</u>	<u>\$ 1,682,294</u>	<u>\$ 1,731,611</u>
All Other Governmental Funds										
Reserved	\$ 30,000	\$ 114,805	\$ 25,437	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unreserved, reported in:										
Special revenue funds	3,379,674	2,938,050	3,612,778	-	-	-	-	-	-	-
Debt service funds	675,822	603,551	599,612	-	-	-	-	-	-	-
Capital project funds	9,809	9,976	6,227,208	-	-	-	-	-	-	-
Nonspendable	-	-	-	104,823	102,348	71,860	72,754	75,111	78,884	91,939
Restricted	-	-	-	7,319,538	4,605,853	4,733,237	3,389,744	11,623,625	11,982,145	11,777,932
Assigned	-	-	-	890,861	954,633	539,397	576,895	897,512	1,141,779	1,283,031
Unassigned	-	-	-	-	-	(80,945)	(278,756)	(260,993)	(43,051)	(492)
Total all other governmental funds	<u>\$ 4,095,305</u>	<u>\$ 3,666,382</u>	<u>\$ 10,465,035</u>	<u>\$ 8,315,222</u>	<u>\$ 5,662,834</u>	<u>\$ 5,263,549</u>	<u>\$ 3,760,637</u>	<u>\$ 12,335,255</u>	<u>\$ 13,159,757</u>	<u>\$ 13,152,410</u>
 GRAND TOTAL	 <u>\$ 6,528,512</u>	 <u>\$ 5,887,625</u>	 <u>\$ 12,097,252</u>	 <u>\$ 10,515,658</u>	 <u>\$ 7,549,353</u>	 <u>\$ 6,390,446</u>	 <u>\$ 5,293,273</u>	 <u>\$ 14,560,817</u>	 <u>\$ 14,842,051</u>	 <u>\$ 14,884,021</u>

CITY OF SAPULPA, OKLAHOMA
CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS
Last Ten Fiscal Years
June 30, 2017
TABLE 4

	Fiscal Year									
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Revenues										
Sales and use taxes	\$ 12,361,944	\$ 12,068,005	\$ 11,285,695	\$ 11,726,417	\$ 12,526,584	\$ 11,819,642	\$ 12,283,297	\$ 12,700,633	\$ 12,574,124	\$ 12,738,375
Franchise and public service taxes	435,211	506,646	506,484	519,306	568,534	543,696	543,345	559,510	654,804	537,161
Ad valorem taxes	1,393,472	1,351,081	1,443,683	1,754,809	1,708,703	1,630,259	1,279,523	1,880,483	1,669,375	2,062,787
Payment in lieu of tax	443,526	533,019	444,814	433,956	432,744	457,178	471,073	465,666	327,694	509,743
Hotel/motel taxes	250,112	226,929	185,685	189,002	191,443	215,883	196,538	233,668	233,289	226,145
Intergovernmental	2,658,141	2,018,637	1,839,296	1,605,417	1,856,450	1,875,191	2,496,953	2,779,875	4,535,982	2,223,951
Charges for services	1,007,160	681,175	812,468	957,381	1,031,133	1,075,463	1,069,476	1,082,318	1,062,759	1,118,387
Fines and forfeitures	1,360,620	1,081,859	986,075	854,646	792,458	819,632	1,005,125	825,191	702,745	699,366
Licenses and permits	185,115	169,721	152,398	103,452	144,708	170,794	171,406	201,452	224,647	178,401
Investment income	165,102	135,120	81,871	94,987	57,562	36,161	21,284	20,611	36,837	61,256
Miscellaneous	691,398	414,806	1,825,979	458,196	442,424	348,064	435,900	307,719	551,099	295,327
Total Revenues	20,951,801	19,186,998	19,564,448	18,697,569	19,752,743	18,991,963	19,973,920	21,057,126	22,573,355	20,650,899
Expenditures:										
Administration	1,047,491	1,064,987	1,026,696	1,053,102	1,101,748	1,142,548	1,171,955	1,146,026	1,200,718	1,271,459
General government	1,459,139	1,155,645	1,098,311	1,082,186	1,196,497	1,587,391	1,138,947	1,416,531	1,391,966	1,188,280
Legal and judicial	217,008	265,581	252,601	259,345	283,797	295,223	324,632	330,599	313,227	308,989
Public safety	9,900,490	9,410,268	9,316,475	9,536,063	10,262,800	10,464,141	10,301,401	10,212,606	10,392,436	10,176,360
Urban development	426,359	408,053	441,909	564,694	430,531	481,545	502,286	658,295	430,378	337,512
Streets	1,227,894	1,095,206	1,213,348	1,076,534	837,637	989,421	856,310	1,759,652	921,631	675,147
Culture and recreation	869,269	917,770	1,017,099	1,108,269	1,115,128	1,123,818	1,094,492	1,167,813	1,254,560	1,201,433
Water	907,507	818,481	670,992	657,752	762,727	807,385	852,745	840,011	824,241	887,295
Wastewater	2,090	137,510	257,700	294,054	-	379	111,708	-	-	-
Stormwater	75,001	-	-	-	-	-	-	-	-	-
Capital outlay	2,770,416	3,046,582	3,150,245	4,027,730	4,806,244	3,059,420	3,801,541	3,710,229	6,319,488	3,312,081
Debt service:										
Principal	-	1,206,180	1,160,665	1,049,457	1,424,883	1,908,668	2,149,087	2,660,090	2,973,312	1,783,508
Interest and fiscal charges	1,179,906	509,827	543,216	661,522	623,224	660,062	510,795	644,865	666,696	765,209
Total Expenditures	20,082,570	20,036,090	20,149,257	21,370,708	22,845,216	22,520,001	22,815,899	24,546,717	26,688,653	21,907,273
Excess of revenues over/under expenditures	869,231	(849,092)	(584,809)	(2,673,139)	(3,092,473)	(3,528,038)	(2,841,979)	(3,489,591)	(4,115,298)	(1,256,374)
Other financing sources(uses) and special item:										
Transfers in	6,720,781	6,354,987	6,119,686	6,780,870	6,425,466	6,795,543	7,530,391	7,348,812	5,981,157	6,145,938
Transfers out	(7,407,382)	(6,465,333)	(6,038,545)	(6,218,191)	(6,715,298)	(5,905,112)	(6,270,528)	(5,786,493)	(5,756,942)	(5,130,338)
Payment to escrow	-	-	(246,740)	-	-	(6,002,824)	-	-	-	-
Debt proceeds	492,291	495,800	6,935,000	528,866	-	6,450,534	153,643	11,160,000	4,172,317	133,712
Bond premium	-	-	25,035	-	-	-	-	34,816	-	-
Judgements	-	-	-	-	416,000	24,312	331,300	-	-	129,000
Special item - proceeds from sale of capital assets	-	-	-	-	-	8,881	-	-	-	20,032
Total other financing sources(uses) and special item	(194,310)	385,454	6,794,436	1,091,545	126,168	1,371,334	1,744,806	12,757,135	4,396,532	1,298,344
Net change in fund balances	\$ 674,921	\$ (463,638)	\$ 6,209,627	\$ (1,581,594)	\$ (2,966,305)	\$ (2,156,704)	\$ (1,097,173)	\$ 9,267,544	\$ 281,234	\$ 41,970
Debt service as a percentage of noncapital expenditures	6.8%	10.1%	10.0%	9.9%	11.4%	13.2%	16.3%	15.9%	17.9%	13.7%

CITY OF SAPULPA, OKLAHOMA
GOVERNMENTAL ACTIVITIES TAX REVENUES BY SOURCE
 Last Ten Fiscal Years
 June 30, 2017
TABLE 5

Fiscal Year	Ad Valorem Tax	Sales Tax	Use Tax	Franchise Tax	Payment in lieu of Tax	Hotel/Motel Tax	E-911 Tax	Totals
2008	1,393,472	11,840,175	521,769	435,211	443,526	250,112	226,004	15,110,269
2009	1,409,760	11,592,621	475,384	506,646	533,019	226,929	237,292	14,981,651
2010	1,443,683	10,865,027	420,668	505,361	439,767	185,685	217,442	14,077,633
2011	1,754,809	11,279,672	446,745	518,026	439,422	189,002	215,068	14,842,744
2012	1,708,703	11,812,789	713,795	566,894	428,810	191,443	201,751	15,624,185
2013	1,630,259	11,427,776	391,866	543,696	457,178	215,883	212,641	14,879,299
2014	1,279,523	11,692,608	590,689	543,345	471,073	196,538	218,150	14,991,926
2015	1,880,483	12,087,467	613,166	559,510	465,666	233,668	194,726	16,034,686
2016	1,669,375	12,080,526	493,598	654,804	327,694	233,289	178,383	15,637,669
2017	2,062,787	12,178,833	559,542	537,161	509,743	226,145	239,336	16,313,547

CITY OF SAPULPA, OKLAHOMA
ASSESSED VALUE AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY
 Last Ten Fiscal Years
 June 30, 2017
TABLE 6

Fiscal Year	Real Property	Personal Property	Public Service Property	Total Assessed Value	Homestead Exemption	Net Assessed Value	Estimated Actual Value
2008	80,947,358	14,138,460	7,934,105	103,019,923	4,844,233	98,175,690	818,130,750
2009	87,485,841	14,803,042	7,368,288	109,657,171	5,005,711	104,651,460	872,095,500
2010	92,742,957	16,797,588	7,962,450	117,502,995	5,007,064	112,495,931	937,466,092
2011	96,762,154	21,583,589	7,820,264	126,166,007	5,119,339	121,046,668	1,008,722,233
2012	99,214,387	18,249,449	7,887,602	125,351,438	5,137,937	120,213,501	1,001,779,175
2013	103,002,397	17,782,728	8,378,146	129,163,271	5,250,466	123,912,805	1,032,606,708
2014	105,689,967	17,282,094	6,514,937	129,486,998	4,309,270	125,177,728	1,043,147,733
2015	108,275,772	19,619,921	6,417,131	134,312,824	5,291,198	129,021,626	1,075,180,217
2016	121,505,565	19,116,798	6,436,969	147,059,332	5,363,384	141,695,948	1,180,799,567
2017	125,527,260	20,068,645	6,210,808	151,806,713	5,395,672	146,411,041	1,220,092,008

Note: Property in the county is reassessed annually. The ratio of assessed value to true value cannot be less than 11 percent nor more than 13 1/2 percent.
 Tax rates are per \$1,000 of assessed value.

CITY OF SAPULPA, OKLAHOMA
PROPERTY TAX RATES - DIRECT AND OVERLAPPING GOVERNMENTS
(PER \$1,000 OF ASSESSED VALUE)
Last Ten Fiscal Years
June 30, 2017
TABLE 7

Fiscal Year	City Direct Rate		(1) Overlapping Rates		Total Levy
	Sinking Fund	Sapulpa School District	County	Vo Tech School District	
2008	\$ 14.23	\$ 61.52	\$ 20.79	\$ 13.26	\$ 109.80
2009	14.01	63.13	20.70	13.26	111.10
2010	12.80	67.99	22.26	13.26	116.31
2011	14.54	66.53	22.02	13.26	116.35
2012	14.19	65.66	21.84	13.26	114.95
2013	13.44	66.08	20.16	13.26	112.94
2014	10.24	67.39	20.22	13.26	111.11
2015	15.23	67.36	21.30	13.26	117.15
2016	13.11	66.28	21.00	13.26	113.65
2017	13.45	73.66	20.01	13.26	120.38

Note: City property tax may only be levied to repay principal and interest on general obligation bonded debt approved by the voters and any court-assessed judgments.

(1) Overlapping rates are those of local and county governments that apply to property owners within the City of Sapulpa

CITY OF SAPULPA, OKLAHOMA
 PRINCIPAL PROPERTY TAXPAYERS
 CURRENT YEAR
 June 30, 2017
 TABLE 8

Taxpayer	Type of Business	Rank	2017	
			Taxable Assessed Value	Percentage of Net Total Assessed Value
Inverness Village	Retirement Community	1	6,432,459	4.393%
Oklahoma Gas & Electric	Utility	2	4,049,414	2.766%
Ardagh Glass, Inc.	Glass/Manufacturing	3	2,502,415	1.709%
Enogex, LLC	Gas/Pipeline Company	4	2,271,889	1.552%
Enable Oklahoma Intrastate Transmission	Gas/Pipeline Company	5	1,476,673	1.009%
Solaray	Distribution/Sunglasses	6	1,465,970	1.001%
Sagebrush Pipeline Equipment	Pipeline	7	1,436,813	0.981%
AEP Industries, Inc.	Packaging	8	1,429,719	0.977%
Rolled Alloys LP	Metal Supplies	9	1,294,367	0.884%
Sulzer Chemtech, Inc.	Chemical Engineering/ Manufacturing	10	1,175,294	0.803%
Totals			<u>\$ 23,535,013</u>	<u>16.07%</u>

Source: County Assessors Office - Marie Stevens - 918-224-4508

CITY OF SAPULPA, OKLAHOMA
PROPERTY TAX LEVIES AND COLLECTIONS
Last Ten Fiscal Years
June 30, 2017
TABLE 9

<u>Fiscal Year</u>	<u>Total Tax Levy</u>	<u>Current Tax Collections</u>	<u>Percentage of Levy Collected</u>	<u>Delinquent Tax Collections</u>	<u>Total Tax Collections</u>	<u>Percentage of Total Collected to Total Levy</u>	<u>Net Assessed Value</u>	<u>Mill Levy</u>
2008	1,396,811	1,336,780	96%	56,692	1,393,472	100%	98,175,690	14.23
2009	1,465,695	1,350,187	92%	59,573	1,409,760	96%	104,651,460	14.01
2010	1,440,594	1,377,667	96%	66,016	1,443,683	100.2%	112,495,931	12.81
2011	1,765,619	1,693,609	96%	61,200	1,754,809	99.4%	121,046,668	14.54
2012	1,705,446	1,580,190	93%	61,300	1,641,490	96.2%	120,213,501	14.19
2013	1,665,883	1,579,411	95%	58,253	1,637,664	98.3%	123,912,805	13.44
2014	1,281,372	1,224,170	96%	55,353	1,279,523	99.9%	125,177,728	10.24
2015	1,965,293	1,808,677	92%	71,806	1,880,483	95.7%	129,021,626	15.23
2016	1,856,971	1,597,337	86%	73,208	1,670,545	90.0%	141,695,948	13.11
2017	2,180,147	1,859,932	85%	141,735	2,001,667	91.8%	146,411,041	13.45

Estimate of Needs, County Report

CITY OF SAPULPA, OKLAHOMA
SALES TAX RATES OF DIRECT AND OVERLAPPING GOVERNMENTS
Last Ten Fiscal Years
June 30, 2017
TABLE 10

	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
City	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%
Creek County	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
State of Oklahoma	4.50%	4.50%	4.50%	4.50%	4.50%	4.50%	4.50%	4.50%	4.50%	4.50%
Total	9.50%	9.50%	9.50%	9.50%	9.50%	9.50%	9.50%	9.50%	9.50%	9.50%

	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
City	4.000%	4.000%	4.000%	4.000%	4.000%	4.000%	4.000%	4.000%	4.000%	4.500%
Tulsa County	1.017%	1.017%	1.017%	1.017%	0.850%	0.850%	0.917%	0.917%	0.917%	0.367%
State of Oklahoma	4.500%	4.500%	4.500%	4.500%	4.500%	4.500%	4.500%	4.500%	4.500%	4.500%
Total	9.517%	9.517%	9.517%	9.517%	9.350%	9.350%	9.417%	9.417%	9.417%	9.367%

Oklahoma Tax Commission

CITY OF SAPULPA, OKLAHOMA
TAXABLE SALES BY CATEGORY

Last Ten Fiscal Years
June 30, 2017

TABLE 11

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Agriculture, forestry, and fishing	\$ 1,159	\$ 1,862	\$ 1,737	\$ 1,489	\$ 944	\$ 287	\$ (11)	\$ 2	\$ 12	\$ 63
Mining	(3,182)	1,704	167	215,917	362,179	87,504	72,905	99,305	58,055	56,750
Construction	6,596	29,931	7,388	4,765	18,846	24,992	32,766	22,196	5,583	16,947
Manufacturing	216,424	239,727	176,934	124,884	176,357	198,718	191,519	191,415	182,869	245,049
Transportation	5,047	4,979	6,169	5,572	5,074	130,867	211,423	200,910	235,295	252,317
Communications and utilities:										
Communications	464,174	481,970	474,240	448,798	478,749	364,050	264,794	281,842	286,571	357,230
Electric, gas, and sanitary services	827,085	879,008	915,850	899,809	934,241	904,052	912,652	914,509	855,692	873,048
Wholesale trade	933,849	833,248	737,948	798,444	1,041,494	1,008,727	1,031,499	1,180,595	1,161,478	1,187,704
Retail trade:										
Building materials, hardware, garden supply and mobile home dealer	535,494	591,220	456,872	432,603	415,583	455,622	468,238	510,290	510,416	650,171
General merchandise stores	3,349,104	2,927,881	2,770,815	2,730,322	2,779,177	2,734,168	2,730,900	2,986,164	2,936,387	2,976,458
Food stores	1,572,560	1,532,842	1,427,977	1,436,346	1,441,341	1,148,175	1,104,023	1,291,229	1,317,747	1,043,474
Automotive dealers and gasoline service stations	592,159	589,097	520,171	606,846	643,713	703,990	731,878	747,507	752,321	745,614
Apparel and accessory stores	176,195	156,067	149,291	153,207	161,950	155,788	147,636	139,801	148,863	147,220
Furniture, home furnishings and equipment stores	342,606	360,098	375,155	328,787	335,028	450,360	175,198	193,479	157,939	139,403
Eating and drinking places	1,453,726	1,519,279	1,451,177	1,551,048	1,597,674	1,580,635	1,572,118	1,680,998	1,685,045	1,737,414
Miscellaneous retail	597,043	579,268	542,471	570,924	588,785	642,640	1,021,678	910,867	1,044,786	1,139,562
Finance, insurance, and real estate	12,635	1,959	9,946	15,396	19,559	26,121	174,950	168,302	177,994	200,296
Services:										
Hotels and motels	203,159	191,262	158,052	141,417	128,824	173,262	257,499	200,200	229,848	175,919
Personal services	39,351	34,165	39,573	35,748	29,263	54,574	50,175	79,379	99,646	53,082
Business services	239,650	211,350	180,842	202,161	207,055	175,085	29,697	37,775	39,154	74,717
Automotive repair services and garages	88,530	86,808	97,997	187,408	81,241	51,634	47,919	53,676	53,766	70,751
Miscellaneous repair services	13,641	6,718	6,281	10,291	10,905	13,919	7,935	7,629	14,131	12,441
Motion pictures	80,621	83,797	77,814	67,459	58,141	18,203	38,868	35,062	32,460	27,098
Other services	128,627	281,686	324,263	337,146	372,786	217,979	116,619	60,567	27,289	21,575
Nonclassifiable establishments	82,754	47,218	47,288	44,686	55,412	122,392	379,110	219,190	109,585	89,604
	<u>\$ 11,959,007</u>	<u>\$ 11,673,144</u>	<u>\$ 10,956,418</u>	<u>\$ 11,351,473</u>	<u>\$ 11,944,321</u>	<u>\$ 11,443,744</u>	<u>\$ 11,771,988</u>	<u>\$ 12,212,889</u>	<u>\$ 12,122,932</u>	<u>\$ 12,293,907</u>

CITY OF SAPULPA, OKLAHOMA
RATIO FOR OUTSTANDING DEBT BY TYPE
Last Ten Fiscal Years
June 30, 2017
TABLE 12

Fiscal Year	Governmental Activities					Business-Type Activities				Total Primary Government	Per Capita
	General Obligation Bonds	Notes Payable	Revenue Bonds	Capital Leases Payable	Judgments Payable	Revenue Bonds Payable	Capital Leases Payable	Notes Payable	Water Contract Obligations		
2008	10,085,000	-	-	607,712	399,380	65,039,864	-	-	3,685,369	79,817,325	3,824
2009	9,425,000	-	-	414,823	541,890	69,442,821	-	616,859	3,441,050	83,882,443	4,012
2010	15,565,000	-	-	406,686	210,266	68,984,806	-	511,863	3,186,929	88,865,550	4,197
2011	14,905,000	-	-	746,025	18,333	68,506,065	-	392,617	2,922,612	87,490,652	4,259
2012	13,895,000	-	-	349,476	416,000	68,006,852	-	266,883	2,647,690	85,581,901	4,166
2013	13,130,000	-	1,920,000	343,534	301,645	69,995,000	-	137,079	2,361,740	88,188,998	4,271
2014	11,905,000	-	1,315,000	343,109	484,397	69,335,000	-	201,663	2,064,317	85,648,486	4,119
2015	14,450,000	-	7,605,000	225,130	228,081	67,940,000	-	118,880	1,754,960	92,322,051	4,431
2016	16,365,000	-	6,700,000	474,466	110,433	65,870,000	-	76,321	1,433,192	91,029,412	4,423
2017	15,300,000	-	6,255,000	445,824	85,000	64,345,000	-	32,965	1,098,515	87,562,304	4,184

CITY OF SAPULPA, OKLAHOMA
RATIO OF NET GENERAL BONDED DEBT TO ASSESSED
VALUE AND NET BONDED DEBT PER CAPITA
Last Ten Fiscal Years
June 30, 2017
TABLE 13

Fiscal Year	Population (1)	Net Assessed Value	Gross Bonded Debt	Less Debt Service Funds	Net Bonded Debt	Ratio of Net Bonded Debt to Assessed Value	Net Bonded Debt Per Capita
2008	20,908	98,175,690	10,085,000	675,822	9,409,178	9.58%	450
2009	21,173	104,652,521	9,425,000	659,926	8,765,074	8.38%	414
2010	20,544	112,526,167	15,565,000	599,612	14,965,388	13.30%	728
2011	20,544	121,046,668	14,905,000	853,802	14,051,198	11.61%	684
2012	20,648	120,213,501	13,895,000	930,536	12,964,464	10.78%	628
2013	20,793	123,912,805	13,130,000	889,056	12,240,944	9.88%	589
2014	20,836	125,177,728	11,905,000	354,392	11,550,608	9.23%	554
2015	20,544	129,021,626	14,450,000	368,329	14,081,671	10.91%	685
2016	20,579	141,695,948	16,365,000	525,880	15,839,120	11.18%	770
2017	20,928	146,411,041	15,300,000	792,264	14,507,736	9.91%	693

(1) Oklahoma Department of Commerce Projection

CITY OF SAPULPA, OKLAHOMA
COMPUTATION OF DIRECT AND OVERLAPPING DEBT
June 30, 2017
TABLE 14

Jurisdiction	Net (1) Debt Outstanding	Percentage (2) Applicable to City of Sapulpa	Amount Applicable to City of Sapulpa
Direct - City of Sapulpa	\$ 14,507,736	100.00%	\$14,507,736
Overlapping: Sapulpa School District	\$ 12,885,000	79.21%	10,206,209
Total	\$27,392,736		\$24,713,945

Outstanding bond debt-06-30-17

- (1) Gross general bonded debt outstanding less debt service reserves.
- (2) Determined by ratio of assessed valuation of property subject to taxation in overlapping unit to valuation of property subject to taxation in the City of Sapulpa.

CITY OF SAPULPA, OKLAHOMA
LEGAL DEBT MARGIN INFORMATION
 Last Ten Fiscal Years
 June 30, 2017
TABLE 15

	Fiscal Year									
	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Debt limit	\$ 9,817,569	\$ 10,465,146	\$ 11,249,593	\$ 12,104,667	\$ 12,021,350	\$ 12,391,281	\$ 12,517,773	\$ 12,902,163	\$ 14,169,595	\$ 14,641,104
Total net debt applicable to limit	<u>5,503,550</u>	<u>5,123,250</u>	<u>4,742,950</u>	<u>4,362,650</u>	<u>3,982,350</u>	<u>8,465,000</u>	<u>7,765,000</u>	<u>8,995,000</u>	<u>9,355,000</u>	<u>8,810,000</u>
Legal debt margin	<u>\$ 4,314,019</u>	<u>\$ 5,341,896</u>	<u>\$ 6,506,643</u>	<u>\$ 7,742,017</u>	<u>\$ 8,039,000</u>	<u>\$ 3,926,281</u>	<u>\$ 4,752,773</u>	<u>\$ 3,907,163</u>	<u>\$ 4,814,595</u>	<u>\$ 5,831,104</u>
Total net debt applicable to the limit as a percentage of debt limit	56.97%	48.96%	42.16%	36.04%	33.13%	68.31%	62.03%	69.72%	66.02%	60.17%

Legal Debt Margin Calculation for Fiscal Year 2017

Net assessed valuation	\$ 146,411,041
Debt limit (10% of total assessed value)	14,641,104
Debt applicable to limit:	
General obligation bonds	15,300,000
Less: Street or utility bonds outstanding	<u>6,490,000</u>
Total net debt applicable to limit	<u>8,810,000</u>
Legal debt margin	<u>\$ 5,831,104</u>

Note: Article 10, Section 26 of the Constitution of the State of Oklahoma limits municipal debt to 10% of net assessed valuation.
 Article 10, Section 27 of the Constitution of the State of Oklahoma limits municipal debt to non-utility or non-street purposes.

**CITY OF SAPULPA, OKLAHOMA
THE SAPULPA MUNICIPAL AUTHORITY
UTILITY SYSTEMS DIVISION
PLEDGED REVENUE COVERAGE
Last Ten Fiscal Years
June 30, 2017
TABLE 16**

		<u>Eligible Revenues</u>	<u>Eligible Expenses (1)</u>	<u>Net Revenue Available for Debt Service</u>	<u>Average Annual/ Annual Debt Service</u>	<u>Revenue Bond Coverage</u>
2008	Series 2002 A & B and Series 2006	12,181,273	3,933,666	8,247,607	2,113,118	3.90
	Series 2002 A & B	8,369,145	3,933,666	4,435,479	2,113,118	2.10
	Series 2003 A & B	12,181,273	3,933,666	8,247,607	3,259,591	2.53
2009	Series 2002 A and Series 2006	12,506,046	5,305,485	7,200,561	2,867,928	2.51
	Series 2002 A	8,738,680	5,305,485	3,433,195	2,867,928	1.20
	Series 2003 A & B	12,506,046	5,305,485	7,200,561	3,514,089	2.05
	Series 2009 A & B	12,506,046	5,305,485	7,200,561	3,514,089	2.05
2010	Series 2002 A and Series 2006	12,954,276	4,724,154	8,230,122	2,867,928	2.87
	Series 2002 A	9,661,621	4,724,154	4,937,467	2,867,928	1.72
	Series 2003 A & B	12,954,276	4,724,154	8,230,122	3,292,376	2.50
	Series 2009 A & B	12,954,276	4,724,154	8,230,122	3,292,376	2.50
2011	Series 2002 A and Series 2006	13,416,715	4,961,892	8,454,823	2,975,546	2.84
	Series 2002 A	9,779,479	4,961,892	4,817,587	2,975,546	1.62
	Series 2003 A & B	13,416,715	4,961,892	8,454,823	3,158,256	2.68
	Series 2009 A & B	13,416,715	4,961,892	8,454,823	3,158,256	2.68
2012	Series 2002 A and Series 2006	13,942,643	4,954,359	8,988,284	2,975,546	3.02
	Series 2002 A	9,952,205	4,954,359	4,997,846	2,975,546	1.68
	Series 2003 A & B	13,942,643	4,954,359	8,988,284	3,158,256	2.85
	Series 2009 A & B	13,942,643	4,954,359	8,988,284	3,158,256	2.85
2013	Series 2012 and 2013 Refunding	14,266,099	5,033,068	9,233,031	4,095,687	2.25
2014	Series 2012 and 2013 Refunding	14,042,548	5,571,732	8,470,816	4,095,687	2.07
2015	Series 2012 and 2013 Refunding	14,171,125	5,154,402	9,016,723	4,095,687	2.20
2016	Series 2012 and 2013 Refunding	15,106,791	4,964,475	10,142,316	4,095,687	2.48
2017	Series 2012 and 2013 Refunding	15,068,058	5,423,023	9,645,035	4,095,687	2.35

(1) Excludes depreciation and amortization expense.

CITY OF SAPULPA, OKLAHOMA
 DEMOGRAPHIC AND ECONOMIC STATISTICS
 Last Ten Calendar Years
 June 30, 2017
 TABLE 17

<u>Calendar Year</u>	<u>Population (1)</u>	<u>Personal Income (in thousands)</u>	<u>Per Capita Personal Income (2)</u>	<u>Median Age of Population (3)</u>	<u>School Enrollment (4)</u>	<u>Unemployment Rate (5)</u>
2008	20,908	856,831	40,981	40.7	5,850	4.9%
2009	21,173	835,105	39,442	41.7	5,769	7.5%
2010	20,544	838,051	40,793	38.9	5,765	7.4%
2011	20,544	838,051	40,793	38.9	5,753	6.0%
2012	20,648	872,089	42,236	34.8	5,596	5.6%
2013	20,793	942,962	45,350	34.7	5,654	5.2%
2014	20,836	983,875	47,220	34.9	5,782	4.6%
2015	20,544	1,089,777	53,046	34.0	5,672	4.3%
2016	20,579	1,132,997	55,056	39.4	5,612	5.4%
2017	20,928	1,208,111	57,727	38.3	5,449	4.6%

Sources:

- (1) Oklahoma Department of Commerce Projection
- (2) Per Capital Personal Income - US Bureau of Economic Analysis for the Tulsa metropolitan area
- (3) U.S. Census Bureau
- (4) Sapulpa School District, Independent School Districts

CITY OF SAPULPA, OKLAHOMA
PRINCIPAL EMPLOYERS
CURRENT YEAR
June 30, 2017
TABLE 18

2017			
Employer	Product/Business	Rank	Employees
BIOS Corporation	Health Care and Social Assistance	1	1,100
Paragon Industries	Pipe Manufacturing	2	520
Sapulpa Public Schools	Education Services	3	500
John Christner Trucking	Transportation	4	425
T. D. Williamson	Manufacturing/Engineering Equipment	5	400
Ardagh Group	Manufacturing/Engineering Equipment	6	300
American Heritage Bank	Financial Institution	7	300
Walmart Supercenter	Retail	8	275
City of Sapulpa	City Services	9	213
Creek County	Government Services	10	205
Totals			4,238

Sapulpa Chamber of Commerce (Facts at your Fingertips)
 Phone calls

CITY OF SAPULPA, OKLAHOMA
FULL-TIME EQUIVALENT CITY GOVERNMENT EMPLOYEES BY FUNCTION/PROGRAM
 Last Ten Fiscal Years
 June 30, 2017
TABLE 19

<u>Function/Program</u>	<u>Fiscal Year</u>									
	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
General Government:										
Management Services	5	5	5	5	5	5	5	5	5	5
Finance	5	5	5	5	5	5	5	5	5	5
Planning	3	3	3	3	3	3	3	3	3	3
Building	2	2	2	2	2	2	2	2	2	2
Community Image	1	1	1	1	1	1	1	1	1	1
Court	3	3	3	3	3	3	3	3	3	3
Treasurer										
Human Resources	1	1	1	1	1	1	1	1	1	1
MIS										
Legal	2	2	2	2	2	2	2	2	2	2
Cemetery	6	6	6	6	6	6	6	6	6	6
Other (FM, VM, Tort, FM, DCC)	5	5	5	5	5	5	5	5	5	5
Utility Accounting	7	7	7	6	6	6	6	6	6	6
Total General Government	40	40	40	39	39	39	39	39	39	39
Public Safety and Judiciary:										
Police										
Officers	48	48	47	47	47	43	43	40	43	47
Civilians	12.5	12.5	12	12	12	11	11	11	11	11
Animal Welfare	3	3	3	3	2	2	2	2	2	2
Fire:										
Firefighters & Officers	52	52	48	48	49	49	49	49	47	49
Civilians	1	1	1	1	1	1	1	1	1	1
Central Communications/EM										
Total Public Safety and Judiciary	117	117	111	111	111	106	106	103	104	110
Transportation:										
Streets	12	12	12	12	12	12	12	12	12	12
Total Transportation	12	12	12	12	12	12	12	12	12	12
Cultural, Parks and Recreation:										
Parks and Recreations	8	7	7	7	7	7	7	7	7	7
Library	6	5	5	5	5	5	5	5	5	5
Golf Course	5	5	5	5	5	5	5	5	5	6
Total Cultural, Parks and Recreation	19	17	17	17	17	17	17	17	17	18
Public Works:										
Solid Waste Collection	1	1	0	0	0	0	0	0	0	0
Utility Maintenance	15	15	15	11	11	11	11	12	12	11
Water Treatment	8	8	8	8	8	8	8	8	8	8
Wastewater Treatment	11	12	12	12	12	12	13	13	13	12
Industrial Pretreatment/Stormwater Management	1	1	5	5	4	3	4	4	4	3
Total Public Works	36	37	40	36	35	34	36	37	37	34
Total Full-Time Employees by Function/Program	224	223	220	215	214	208	210	208	209	213

CITY OF SAPULPA, OKLAHOMA
 Capital Asset Statistics by Function/Program
 Last Ten Fiscal Years
 June 30, 2017
 TABLE 20

<u>Function/Program</u>	<u>FY</u> <u>2008</u>	<u>FY</u> <u>2009</u>	<u>FY</u> <u>2010</u>	<u>FY</u> <u>2011</u>	<u>FY</u> <u>2012</u>	<u>FY</u> <u>2013</u>	<u>FY</u> <u>2014</u>	<u>FY</u> <u>2015</u>	<u>FY</u> <u>2016</u>	<u>FY</u> <u>2017</u>
General Government										
Buildings	17	17	17	17	17	17	17	17	17	17
Police										
Stations	1	1	1	1	1	1	1	1	1	1
Zone Offices	1	1	1	1	1	1	1	1	1	1
Patrol units	42	39	39	35	35	35	33	32	32	35
Fire										
Stations	4	4	4	4	4	4	4	4	4	4
Trucks	12	12	12	14	14	13	12	12	11	14
Vehicles	9	9	9	9	8	8	8	10	11	9
Trailer Vans							4	4	4	4
Boats							2	2	2	1
Refuse Collection										
Collection trucks	0	0	0	0	0	0	0	0	0	0
Streets										
Street miles	209	209	209	209	209	209	209	209	209	209
Streetlights	1407	1407	1407	1410	1410	1410	1410	1410	1410	1410
Traffic signals	22	22	23	23	23	23	23	23	23	23
Parks and recreation										
Acreage	487	487	487	487	487	487	487	487	487	487
Playgrounds	12	12	12	12	12	12	12	12	12	12
Baseball/softball diamonds	14	14	14	14	14	14	14	14	14	14
Soccer/football fields	12	12	12	12	12	12	12	12	12	12
Community Center	1	1	1	1	1	1	1	1	1	1
Pool	0	0	1	1	1	1	1	1	1	1
Golf course	1	1	1	1	1	1	1	1	1	1
Library										
Buildings	2	2	2	2	2	2	2	2	2	2
Public Transportation										
Buses	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Trolley	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Cemetery										
Plots	28475	40850	52595	31550	46725	52850	35750	34150	46925	27225
Vehicles & Machinery	17	17	17	17	17	17	17	17	17	17
Water										
Water mains (miles)	94	94	94	94	94	94	94	94	94	94
Fire hydrants	810	820	820	822	822	888	860	547	547	570
Storage capacity (thousands of g:	6250	6250	6250	6250	6250	6250	6250	6250	6250	6250
Wastewater										
Sanitary sewers (miles)	106	106	106	106	106	106	106	106	106	106
Storm sewers (feet)	105600	159679	159679	159679	159679	159679	159679	159679	159679	159679
Daily Treatment Capacity	7000	7000	7000	7000	7000	7000	7000	7000	7000	7000

CITY OF SAPULPA, OKLAHOMA
Operating Indicators by Function/Program
Last Ten Fiscal Years
June 30, 2017
TABLE 21

Function/Program	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Police										
Physical Arrests	1146	1338	1262	1002	917	1106	863	1078	1021	1135
*Parking Violations	658	779	413	9	48	42	17	12	7	4
Traffic Violations	8504	10141	8978	8392	8137	8159	8728	5830	4350	4340
Fire										
Emergency Responses	1220	1269	1845	2789	2741	2901	3137	2924	2587	3475
Fires Extinguished	344	290	188	280	287	295	206	224	143	234
Inspections	148	164	174	209	130	210	310	175	44	140
Solid Waste Collection										
Solid Waste Collected (Tons Per Day)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Recyclables Collected (Tons Per Day)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Other Public Works										
Potholes Repaired:										
Asphalt Patching (Tons)	700	438	472	400	597	640	452	485	404	572
Concrete Patching (Cubic Yards)	54	48	38	26	4	10	10	10	10	0
Parks & Recreation										
Athletic Field-Agreements										
Sapulpa Little League (# of Fields Used)	14	14	14	14	14	14	14	14	14	14
Sapulpa Youth Soccer (# of Fields Used)	12	12	12	12	12	12	12	12	12	12
Sapulpa Girls Softball (# of Fields Used)	10	10	10	10	10	10	10	10	10	10
Community Center/Park Rentals	70	64	237		81	83	97	143	140	140
Senior Citizen- Meals Served			7140	7417	7500	4780	4000	5750	5769	1476
-Sr. Center Lunch Program	0	0								
Water										
Connections	6516	6499	6516	6478	6486	6498	11213	12243	12201	14385
Water Main Breaks	20	25	25-50	100-150	50-100	100-150	50	50-100	50-100	50-100
Average Daily Consumption (Thousands of Gallons)	2949	3500	3142	3169	3062	2991	3036	2612	3014	2666
Peak Daily Consumption (Thousands of Gallons)	4723	5000	4896	5234	5932	5063	4643	3974	4795	4068
Wastewater										
Average Daily Sewage Treatment (Thousands of Gallons)	3000	3000	3000	3000	3000	3000	3000	3000	3000	3000
Transit										
Total Route Miles-Trolleys & Broncho	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Total Route Miles-Rt-37	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Passengers	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Source: Various City Departments

INTERNAL CONTROL AND COMPLIANCE SECTION



INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Honorable Mayor and Members of the City Council
City of Sapulpa, Oklahoma

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Sapulpa, Oklahoma (the "City"), as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated March 31, 2018.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in cursive script that reads 'Arledge & Associates, P.C.'.

March 31, 2018