

**CITY OF SAPULPA, OKLAHOMA**  
**COUNCIL PROCEEDINGS**  
Meeting of November 4, 2019

The City Council of Sapulpa, Oklahoma, met in regular session Monday, November 4, 2019, 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  
Bruce Bledsoe, Councilor  
Marty Cummins, Councilor  
Wes Galloway, Councilor  
Carla Gunn, Councilor  
Hugo Naifeh, Councilor  
John Suggs, Councilor

Absent: Craig Henderson, Councilor

Staff City Manager Joan Riley; City Treasurer / Finance

Present: Director Pam Vann; City Attorney David Widdoes; City Clerk Shirley Burzio; Urban Development Director Nikki Howard; Police Chief Mike Haefner

**1. INVOCATION.**

The invocation was given by Rev. Mike Peters.

**2. PLEDGE OF ALLEGIANCE.**

Mayor Reg Green led the Pledge of Allegiance.

**3. MINUTES AND CONSENT ITEMS.**

- A.** Consider approving the minutes of the October 21, 2019, regular city council meeting.
- B.** Consider approving claims in the amount of \$649,494.74
- C.** Consider approving prepaid claims in the amount of \$26,350.99

- D. Discussion and possible action regarding Cooperative Service Field Agreement with the United States Department of Agriculture, Animal and Plant Health Inspection and Wildlife Services, to provide wildlife damage control services in and about the city lakes and park land at a cost of \$7,500.00.
- E. Consider acknowledging and approving receipt of Quit Claim Deed from Polson Properties, Inc., dated October 29, 2019, for property located in the E/2 of Section 32, Township 19 North, Range 12 East, Tulsa County, Oklahoma.
- F. Consider approving the Certificate and Order of Municipality authorizing the City Treasurer to receive funds from Tulsa County collected on behalf of the City of Sapulpa.

Motion was made by Louis Martin, Jr., second by Hugo Naifeh to approve (Items A, B, C, D, E & F)

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

**9 - 0 MOTION CARRIED**

**4. COMMUNITY DEVELOPMENT.**

- A. Discussion and possible action regarding an ordinance amending the zoning ordinance of the City of Sapulpa; changing the zone and district of property located at 1125 North Ninth Street, City of Sapulpa, Creek County, State of Oklahoma, from RS-3 (Residential Single Family) to CG (Commercial General) per SAZ-962; 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. (Ordinance No. 2826)

Motion was made by Louis Martin, Jr., second by Marty Cummins to approve the adoption of said ordinance.

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

**9 - 0 MOTION CARRIED**

Motion was made by Louis Martin, Jr., second by Marty Cummins to approve the passage and adoption of the emergency clause.

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

**9 - 0 MOTION CARRIED**

- B.** Discussion and possible action regarding an ordinance amending the zoning ordinance of the City of Sapulpa; changing the zone and district of property located at the northeast corner of West 51st Street South and South 57th West Avenue, City of Sapulpa, Creek County, State of Oklahoma, from RS-3 (Residential Single Family) to CS (Commercial Shopping) per SAZ-963; 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. (Ordinance No. 2827)

Motion was made by Marty Cummins, second by Louis Martin, Jr. to approve the adoption of said ordinance.

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

**9 - 0 MOTION CARRIED**

Motion was made by Louis Martin, Jr., second by Marty Cummins to approve the passage and adoption of the emergency clause.

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

**9 - 0 MOTION CARRIED**

- C.** Discussion and possible action regarding the application by Michael Cato for a Specific Use Permit, SUP-048, to allow a Medicinal Marijuana Dispensary located at 804 East Taft Avenue, Ste H. This application includes an amendment to the future land use map from residential to office/commercial.

Motion was made by Hugo Naifeh, second by John Suggs to approve SUP-048.

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

**9 - 0 MOTION CARRIED**

- D. Discussion and possible action regarding application by Patricia Goins, for a Specific Use Permit SUP-049, to allow medicinal marijuana processing located at 219 East Dewey Avenue.

The following persons spoke in opposition of the special use permit: Joe Krout, business owner at 17 East Dewey; Diane Gloden, 124 East Dewey Avenue; Doug Golden, 222 East Dewey Avenue; and Max Cook, 222 East Dewey Avenue.

Motion was made by Louis Martin, Jr., second by Wes Galloway to deny SUP-049.

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

**9 - 0 MOTION CARRIED**

- E. Discussion and possible action regarding the application by OASIS, Inc., for a Specific Use Permit, SUP-050, to allow adult day services located at 1500 East Dewey Avenue.

Motion was made by Hugo Naifeh, second by Louis Martin, Jr. to approve SUP-050.

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

**9 - 0 MOTION CARRIED**

**5. ADMINISTRATION.**

- A. Discussion and possible action regarding a contract with AT&T to provide ethernet service between Sapulpa Police Station and the water tower hardware for backup radios and storm sirens. The cost will be \$714.94 per month.

Motion was made by Louis Martin, Jr., second by Marty Cummins to approve.

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

**9 - 0 MOTION CARRIED**



- B.** Discussion and possible action regarding intergovernmental agreement with the City of Tulsa for regional household pollutant collection facility and participation at a cost of \$4,000.00.

Motion was made by Louis Martin, Jr., second by Hugo Naifeh to approve.

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

**9 - 0 MOTION CARRIED**

- C.** Discussion and possible action regarding an ordinance of the City of Sapulpa, Oklahoma, amending the Sapulpa City Code, Part 13, Public Safety, Chapter 2, Fire Department and Service, Article B, Calls Outside Limits, by amending Sections 13-206 thru 13-210, providing authorization for medical response calls in Outside Fire Run District; providing for contract terms and fees; providing for repealer and severability; and declaring an emergency. (Ordinance No. 2828)

Motion was made by Bruce Bledsoe, second by Carla Gunn to approve the adoption of said ordinance.

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

**9 - 0 MOTION CARRIED**

Motion was made by Louis Martin, Jr., second by Marty Cummins to approve the passage and adoption of the emergency clause.

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

**9 - 0 MOTION CARRIED**

- D. Discussion and possible action regarding an ordinance of the City of Sapulpa, Oklahoma, amending the Master Fee Schedule to the Sapulpa City Code, Appendix A, by repealing and replacing Section 13.13-207/13-208; providing rates for outside fire run fees; providing for an effective date; and providing for repealer and severability. (Ordinance No. 2829)

Motion was made by Hugo Naifeh, second by Louis Martin, Jr. to approve the adoption of said ordinance.

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

**9 - 0 MOTION CARRIED**

- E. Discuss and consider a resolution of the City of Sapulpa, Oklahoma, and the Sapulpa Municipal Authority amending the FY 2019-2020 annual budget by increasing revenue and appropriations in the water and sewer improvement sales tax fund to recognize funds received from an Oklahoma Municipal Assurance Group safety grant for the purchase of safety supplies. (Resolution No. 4593)

Motion was made by Louis Martin, Jr., second by Marty Cummins to approve the adoption of said resolution.

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

**9 - 0 MOTION CARRIED**

- F. Discussion and possible action regarding a resolution authorizing the calling and holding of a Primary Election, if needed, and of a General Election to be held in the City of Sapulpa for the purpose of electing city councilors of and for the City of Sapulpa; setting election dates; designating offices to be filled and qualifications; providing for precinct locations and notice to election board. (Resolution No. 4592)

Motion was made by Louis Martin, Jr., second by Carla Gunn to approve the adoption of said resolution.

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

**9 - 0 MOTION CARRIED**

**G.** Discussion and possible action regarding a Resolution Authorizing the Calling and Holding of a Special Election in the City of Sapulpa, State of Oklahoma, for the Purpose of Submitting to the Registered, Qualified Electors of Said City the Question of the Issuance of the General Obligation Bonds of Said City in the Sum of Ten Million Six Hundred Forty Thousand and No/100s Dollars (\$10,640,000.00), to Be Issued in Series, to Provide Funds (Either with or Without Additional Municipal, State or Federal Aid) for the Purpose of Acquiring, Constructing, Reconstructing, Extending, Enlarging, Improving and Repairing Streets and Bridges Within Said City, as Authorized by Section 27, Article X of the Constitution and Statutes of the State of Oklahoma, and Acts Complementary Supplementary and Enacted Pursuant Thereto; and for the Purpose of Submitting to the Registered, Qualified Electors of Said City the Question of the Issuance of the General Obligation Bonds of Said City in Sum of Five Million Seven Hundred Eighty Five Thousand and No/100s Dollars (\$5,785,000.00), to Be Issued in Series, to Provide Funds (Either with or Without Additional Municipal, State or Federal Aid) for the Purpose of Acquiring, Constructing, Reconstructing, Improving, Remodeling and Repairing Public Safety Buildings and Facilities and Acquiring Necessary Lands Therefor and Purchasing and Installing Public Safety Equipment All to Be Owned Exclusively by Said City, as Authorized by Section 27, Article X of the Constitution and Statutes of the State of Oklahoma, and Acts Complementary Supplementary and Enacted Pursuant Thereto; And for the Purpose of Submitting to the Registered, Qualified Electors of Said City the Question of the Issuance of the General Obligation Bonds of Said City in the Sum of Three Million Ninety Thousand and No/100s Dollars (\$3,090,000.00), to Be Issued in Series, to Provide Funds (Either with or Without Additional Municipal, State or Federal Aid) for the Purpose of Purchasing, Constructing, Equipping, Improving, Extending and Beautifying Public Parks and Park Lands and Recreational Facilities, All to Be Owned Exclusively by Said City, as Authorized by Section 27, Article X of the Constitution and Statutes of the State of Oklahoma, and Acts Complementary Supplementary and Enacted Pursuant Thereto; and for the Purpose of Submitting to the Registered, Qualified Electors of Said City the Question of the Issuance of the General Obligation Limited Tax Bonds of Said City in the Sum of Four Million and No/100s Dollars (\$4,000,000.00), to Be Issued in Series, to Provide Funds (Either with or Without State or Federal Aid) for Economic Development or Community Development Purposes Within or near the City, and Acquiring Necessary Property and Lands Therefor, as Authorized by Section 35, Article X of the Constitution and Statutes of the State of Oklahoma, and Acts Complementary Supplementary and Enacted Pursuant Thereto; and for the Purpose of Submitting to the Registered, Qualified Electors of Said City the Question of the Issuance of the General Obligation Bonds of Said City in Sum of Eight Million Five Hundred Thousand and No/100s Dollars (\$8,500,000.00), to Be Issued in Series, to Provide Funds (Either with or Without Additional Municipal, State or Federal Aid) for the Purpose of Constructing, Equipping, Replacing and Improving the Booker T. Washington Recreation Center, Including Road Access Improvements and Acquiring Necessary Property and Lands Therefor, All to Be Owned Exclusively by Said City, as Authorized by Section 27, Article X of the Constitution and Statutes of the State of Oklahoma, and Acts Complementary Supplementary and Enacted Pursuant Thereto; and for the Purpose of

Submitting to the Registered, Qualified Electors of Said City the Question of the Issuance of the General Obligation Bonds of Said City in Sum of Eight Million Two Hundred Twenty Thousand and No/100s Dollars (\$8,220,000.00), to Be Issued in Series, to Provide Funds (Either with or Without Additional Municipal, State or Federal Aid) for the Purpose of Constructing, Equipping and Improving the Sapulpa Youth Sports Complex, Recreation and Park Facilities and Acquiring Necessary Property and Lands Therefor, All to Be Owned Exclusively by Said City, as Authorized by Section 27, Article X of the Constitution and Statutes of the State of Oklahoma, and Acts Complementary Supplementary and Enacted Pursuant Thereto; and in Connection with Each of Said Bonds, the Question of Levying and Collecting an Annual Tax, in Addition to All Other Taxes, upon All the Taxable Property in Said City for the Payment of the Interest and Principal on Said Bonds. (Resolution No. 4594)

Motion was made by Louis Martin, Jr., second by John Anderson to approve the adoption of said resolution.

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

**9 - 0 MOTION CARRIED**

- H. Discussion and possible action regarding a resolution of the Sapulpa Municipal Authority, acting through the City of Sapulpa, hereby adopts the Environmental Information Document for the proposed wastewater collection system improvements. Said document dated June 2019 was prepared by Eagle Environmental Consulting, Inc. and Tetra Tech, Inc., consulting engineers. (Resolution No. 4595)

Motion was made by Louis Martin, Jr., second by John Anderson to approve the adoption of said resolution.

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

**9 - 0 MOTION CARRIED**

**6. PUBLIC COMMENTS.**

There were no comments made to the council.

7. **ADJOURNMENT.**

Motion was made by John Anderson, second by Louis Martin, Jr. to adjourn the meeting.

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

**9 - 0 MOTION CARRIED**

\_\_\_\_\_  
Mayor

Attest:

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



**AGENDA ITEM**

**City Council Regular**

**5. A.**

**Meeting Date:** November 4, 2019

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

**Department:** City Clerk

**Presented By:**

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**SUBJECT:**

Consider approving the minutes of the October 21, 2019, regular city council meeting.

**BACKGROUND:**

**RECOMMENDATION:**

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**Attachments**

[minutes.10-21-2019 city](#)

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**CITY OF SAPULPA, OKLAHOMA**  
**COUNCIL PROCEEDINGS**  
Meeting of October 21, 2019

The City Council of Sapulpa, Oklahoma, met in regular session Monday, October 21, 2019, 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  
Bruce Bledsoe, Councilor  
Marty Cummins, Councilor  
Wes Galloway, Councilor  
Carla Gunn, Councilor  
Hugo Naifeh, Councilor

Absent: Craig Henderson, Councilor  
John Suggs, Councilor

Staff Present: City Manager Joan Riley; City Treasurer / Finance Director Pam Vann; City Attorney David Widdoes; City Clerk Shirley Burzio; Police Chief Mike Haefner

**1. INVOCATION.**

The invocation was given by Rev. Jim Sill.

**2. PLEDGE OF ALLEGIANCE.**

Mayor Reg Green led the Pledge of Allegiance.

**3. MINUTES AND CONSENT ITEMS.**

- A.** Consider approving the minutes of the October 7, 2019, regular city council meeting.
- B.** Consider approving the minutes of the October 10, 2019, special city council meeting.
- C.** Consider approving claims in the amount of \$529,619.92
- D.** Consider approving pre-paid claims in the amount of \$227,492.22

Motion was made by Louis Martin, Jr., seconded by John Anderson to approve the minutes of the October 7 and 10, 2019, city council minutes, claims and pre-paid claims.

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

**8 - 0 MOTION CARRIED**

**4. ADMINISTRATION.**

- A.** Discussion and possible action approving Dedicated Internet Agreement with AT&T to upgrade internet service at the Sapulpa Police Department at a cost of \$686.00 per month.

Motion was made by Louis Martin, Jr., seconded by Marty Cummins to approve.

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

**8 - 0 MOTION CARRIED**



- B.** Discussion and possible action regarding an ordinance of the City of Sapulpa, Oklahoma, amending Part 10, Offenses and Crimes, Section 10-502 by repealing and replacing same; prohibiting possession of marijuana and other dangerous substances; providing for an effective date; repealing all ordinances or parts of ordinances in conflict with this ordinance; and providing that if any part or parts of this ordinance are held invalid or ineffective, the remaining portions shall not be affected; providing an effective date; and declaring an emergency. (Ordinance No. 2825)

Motion was made by Marty Cummins, seconded by Louis Martin, Jr. to approve the adoption of said ordinance.

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

**8 - 0 MOTION CARRIED**

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

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

**8 - 0 MOTION CARRIED**

- C.** Discuss and consider a resolution of the City of Sapulpa, Oklahoma, and the Sapulpa Municipal Authority, Sapulpa, Oklahoma, amending the FY 2019-2020 annual budget by increasing budgeted beginning fund balance in the cumulative amount of \$4,255,017.00, revenues in the amount of \$3,403,103.00, and appropriations in the amount of \$7,554,048.00 in various funds for the purpose of rolling forward FY 2018-2019 funds for items that were expected to be received or expensed in FY 2018-2019 but were not received until after June 30, 2019, the end of FY 2018-2019. (Resolution No. 4589)

Motion was made by Louis Martin, Jr., seconded by Marty Cummins to approve the adoption of said resolution.

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

**8 - 0 MOTION CARRIED**

- D. Discussion and possible action regarding acceptance and award of bid for providing all labor, materials, and tools/equipment, for repairing the facade, roof, and awning of the City Hall Annex building to Universal Roofing, LLC, as being the lowest and most responsible bidder in the amount of \$43,967.00, and approve all contract documents related thereto.

Motion was made by John Anderson, seconded by Louis Martin, Jr. to approve.

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

**8 - 0 MOTION CARRIED**

- E. Discussion and possible action regarding acceptance and awarding of Sliplining 860 linear feet of 8" concrete line (UNIT BLOCK OF WEST MOCKINGBIRD EVEN SIDE) to Sapulpa Digging Inc., as the lowest and most responsive bidder, in the amount of \$80,000.00, and approve all contract documents related thereto.

Motion was made by Hugo Naifeh, seconded by Louis Martin, Jr. to approve.

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

**8 - 0 MOTION CARRIED**

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

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

The status report from Tetra Tech regarding various city and trust projects was present for discussion only. There was no action taken by the council.

**6. PUBLIC COMMENTS.**

Mr. Ken Ayers, 519 East Lakeview Drive, spoke to the council about the continued problem he is having with storm water run-off from the development of a nearby housing addition, causing silt and sand to drain into his pond. Three detention ponds were constructed to remedy the problem, but the ponds were filled in to allow for the construction of roads. In addition, a nearby neighbor has a swim pool which has no fence around it. Code enforcement has been contacted but the problem continues to exist.

7. **EXECUTIVE SESSION.**

A. Consider entering into Executive Session to discuss the following:

1. Discuss the purchase and appraisal of real property located at or near the SE/SW Corners of Frankoma Road & 81st Street. [25 O.S. § 307 (B)(3)].

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

B. Consider action in open session regarding matters discussed in Executive Session.

There was no action taken by the council.

8. **ADJOURNMENT.**

Motion was made by Wes Galloway, seconded by Louis Martin, Jr. to adjourn the meeting.

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

**8 - 0 MOTION CARRIED**

\_\_\_\_\_  
Mayor

Attest:

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



**Consent Agenda 7. A.**

**City Council Regular**

**Meeting Date:** November 4, 2019

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

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

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**SUBJECT:**

Consider approving claims in the amount of \$649,494.74

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**Attachments**

Claims List 11/4/19

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FUND: 10 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
126911	99-10099	SAYRE, ROBERT	MEAL REIMBURSEMENT	10/2019	10/29/19	14.00
127597	99-10126	APPRIVER, LLC	ANNUAL DUES	10/2019	939294	174.60
128286	99-10159	LAWRENCE COUNTY NEWSPAPERS,PUBLISH	ORDINANCE	10/2019	22767	138.55
128336	99-10160	MERRIFIELD OFFICE SOLUTIONS	JANITORIAL SUPPLIES	10/2019	181020-001	192.21
128484	99-10160	MERRIFIELD OFFICE SOLUTIONS	OFFICE SUPPLIES	10/2019	181142-001	793.59
128485	99-10160	MERRIFIELD OFFICE SOLUTIONS	MULTIFOLD TOWELS/T.P.	10/2019	181143-001	329.89
128551	99-10160	MERRIFIELD OFFICE SOLUTIONS	PAPER/BINDERS/PENS/ETC	10/2019	181320-001	88.69
128566	99-10390	BARNES, GREG	REIMB FOR NOZZLE FORWARD	10/2019	962975530	192.59
127097	99-10488	ADMIRAL EXPRESS LLC	STICKY NOTES/MOUSE	10/2019	2063000-0	25.28
127661	99-10488	ADMIRAL EXPRESS LLC	PAPER TOWELS, ETC	10/2019	2064820-0	87.58
128576	99-10488	ADMIRAL EXPRESS LLC	3 CASES COPY PAPER	10/2019	2064575-0	95.97
128242	99-10525	HIPOWER SYSTEMS OKLAHOMA	LLYRLY MAINT/4 GENERATORS	10/2019	2019-037	1,454.76
127828	99-10672	PATTON, JACOB	MEAL REIMBURSEMENT	10/2019	10/10/19 127828	16.00
127022	99-10695	ADVANCED COPIER SYSTEMS	LLCECOSYS DESKTOP PRINTER	10/2019	IN7070	600.00
128344	99-10753	MIKE J NAIFEH	RED BALOONS/OPEN HOUSE	10/2019	1752	50.00
127855	99-10757	OKLAHOMA POLICE CHIEFS	TRAISEMINAR/BYRNES & NOAH	10/2019	OPCTF-392	25.00
128578	99-10852	CHRISTENSEN LAW GROUP PLLC	SERVICES ON INVERNESS	10/2019	48426	671.90
128483	99-10889	LOVEALL, MARGARET	MEAL REIMB/LOVEALL	10/2019	10/23/19	14.00
126593	99-1565	OKLAHOMA MUNICIPAL ASSURAN	CLIALBLILITY/PROP INS COV	10/2019	140047803 10/11/19	54,753.55
127475	99-1565	OKLAHOMA MUNICIPAL ASSURAN	WORKERS COMP/QTRLY	10/2019	2ND QTR 2019	82,306.10
127594	99-175	STANDARD DISTRIBUTING INC	BOTTLED WATER	10/2019	384258	48.00
127821	99-28	OG&E	ELECTRIC/OCTOBER 2019	10/2019	80597 10/22/19	9,585.05
127571	99-3644	PUBLIC SERVICE COMPANY OF	OSTORM SIREN	10/2019	11704 10/24/19	11.58
127671	99-3707	O'REILLY AUTOMOTIVE INC	MISC. VEHICLE MAINT	10/2019	153-198810	1.99
128437	99-3707	O'REILLY AUTOMOTIVE INC	THERMOSTAT/UNIT 2718	10/2019	153-197251	18.14
128439	99-3707	O'REILLY AUTOMOTIVE INC	AC CONDENSER/UNIT 9408	10/2019	153-197693	172.21
128441	99-3707	O'REILLY AUTOMOTIVE INC	OIL FILTERS/ANTIFREEZE	10/2019	153-197831	42.07
128443	99-3707	O'REILLY AUTOMOTIVE INC	WTR PUMP/THERMOSTAT	10/2019	153-198346	122.47
128447	99-3707	O'REILLY AUTOMOTIVE INC	HOSE, ANTIFREEZE, THERMOS	10/2019	153-199067	86.09
127450	99-3822	TYLER TECHNOLOGIES, INC	WEBSITE/ONLINE PMTS	10/2019	025-276328	125.00
126958	99-39	WAL-MART	EQUIPMENT MAINTENANCE	10/2019	4749B 9/17/19	25.94
127402	99-39	WAL-MART	OFFICE SUPPLIES	10/2019	1539 10/7/19	7.97
127414	99-39	WAL-MART	PAINT/GAS CANS/VACUUM	10/2019	4749A 9/17/19	29.91
127586	99-39	WAL-MART	PROCLAMATION PLAQUES	10/2019	4312 9/16/19	72.50
127984	99-39	WAL-MART	CASCADE/DAWN/COMET	10/2019	4749 9/17	168.33
128251	99-39	WAL-MART	MAIL BOX/NEW SHELTER	10/2019	8224 9/27/19	28.47
127457	99-4047	SHOW, INC.	TRASH PICK-UP	10/2019	20878	40.00
127845	99-4047	SHOW, INC.	CLEAN UP AROUND BLDG	10/2019	20879	20.00
122324	99-4596	ROSENCUTTER BROS INC	303 DOGWOOD/DUMP CONT	10/2019	2388	214.00
126194	99-4661	NEAL & JEAN'S FLOWERS & GIFS	SYMPATHY FLOWERS	10/2019	027867	53.00
122323	99-4779	CITY WIDE PLUMBING, INC.	CLEANOUT/421 N ROSS	10/2019	6050	150.00
127873	99-5097	NOE, JAMIE	MEAL REIMB/JAMIE NOE	10/2019	10/29/19	14.00
122319	99-5388	OFFICE DEPOT 25022426	BOXES/FOLDERS/PENS	10/2019	387916203001	149.97
128480	99-6397	DELOACHE, JASON	MEAL REIMB/DELOACHE	10/2019	10/9/19	16.00
124448	99-6457	CRAWFORD & ASSOCIATES, PC	CONSULTING SRV FY 18/19	10/2019	12943	20,383.66
126892	99-6575	STATE OF OKLAHOMA	MONTHLY OLETS FEE	10/2019	31-3000679	700.00
128260	99-7011	LOWE'S HOME CENTERS, INC.	JANITORIAL SUPPLIES	10/2019	11630	167.13
128264	99-7011	LOWE'S HOME CENTERS, INC.	"WET" FLOOR SIGNS	10/2019	11630A	13.00
127564	99-7307	MADDEN, JIM	MEAL REIMBURSEMENTS	10/2019	10/11/19 127564	14.00
127484	99-7310	BOND LOGISTIX LLC DBA BLX	GREBATE CALCULATION	10/2019	42183-4435/092519	500.00

## FUND: 10 - GENERAL FUND

## SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
128481	99-7505	SWAFFORD, MARK	MEAL REIMB/SWAFFORD	10/2019	10/23/19	14.00
128493	99-7521	SWEEPER METAL FAB, INC	OUTSIDE DOOR REPAIR	10/2019	1900-1025	847.00
128273	99-7558	WALKER COMPANIES INC	NOTARIES/HURST & PURDY	10/2019	79768	85.00
126976	99-7868	WESTLAKE HARDWARE INC	BUILDING MAINTENANCE	10/2019	8141713	68.50
127765	99-7868	WESTLAKE HARDWARE INC	BUILDING MAINTENANCE	10/2019	8141757	37.74
126497R	99-8074	SPECIAL OPS UNIFORMS, INC	UPDATE CLASS A UNIFORMS	10/2019	791883	299.98
127854	99-8216	HILAND DAIRY FOODS CO.LLC	MILK FOR PRISONERS	10/2019	9063438	43.00
127411	99-8269	NAFECO, INC.	3 SETS BUNKER GEAR	10/2019	1006412	8,755.52
127862	99-8346	CARNER PLUMBING, INC.	MENS STOOL LEAKING	10/2019	22562	209.53
128257	99-8346	CARNER PLUMBING, INC.	WATER LEAK/BACK DOOR	10/2019	22553	516.00
128477	99-8346	CARNER PLUMBING, INC.	DRAIN CLOG/LEAKING	10/2019	22610	258.00
128282	99-8400	DENNIS WAYNE JACKSON	REWIRE VIDEO SYSTEM	10/2019	1627	94.78
128284	99-86	CITY CLERK'S PETTY CASH	REIMBURSE PETTY CASH	10/2019	10/15/19 128284	287.87
128285	99-86	CITY CLERK'S PETTY CASH	REIMBURSE PETTY CASH	10/2019	10/15/19 128285	162.19
127595	99-8801	THE RIB CRIB BBQ INC	MEAL/PUB WRKS & TRANSP	10/2019	40066 10/28/19	74.98
126936	99-8817	DE LAGE LANDEN PUBLIC FINANKYOCERA	PRINTER LEASE	10/2019	65596942	150.00
128079	99-8861	NATHAN CHADWICK	REMOVE BROKEN FENCE	10/2019	4304A	4,048.20
128338	99-8908	LYNN CARD COMPANY	200 CARDS W/ENVELOPES	10/2019	2191017-070	229.00
127774	99-8936	CONRAD FIRE EQUIPMENT, INC.	CAB LATCH FOR RE1	10/2019	538568	251.76
126860	99-9393	AIRLINK INTERNET SVCS	MONTHLY INTERNET	10/2019	5693	3,315.47
126901	99-9398	THE UPS STORE #3965	MAIL ITEMS THRU UPS	10/2019	6496 10/21/19	75.52
126902	99-9859	VERIZON WIRELESS SERVICES	LMTHLY MOBILE BROADBAND	10/2019	9839773664	40.01
FUND TOTAL:						194,868.79

## FUND: 20 - SMA-AUTHORITY FUND

## SUMMARY REPORT

128030	99-10074	CONTROL SYSTEM SOLUTIONS	LLBACKUP PLC PRO/BATTERY	10/2019	19032	2,147.50
128217	99-10077	RED WING BRANDS OF AMERICA,	BOOTS/TIM WHITE	10/2019	20191019008104	200.89
128525	99-10154	HAWKINS, INC	SODIUM PERMANGANATE	10/2019	4599864	5,153.28
128536	99-10154	HAWKINS, INC	CHEMICAL CLEANER	10/2019	4602084	60.00
127214	99-10302	LAMPTON WELDING SUPPLY CO,	ACETYLENE GAS TANK RNTL	10/2019	923369	18.48
128530	99-10302	LAMPTON WELDING SUPPLY CO,	PROPANE FOR FORKLIFT	10/2019	4889324	53.71
128045	99-10488	ADMIRAL EXPRESS LLC	JANITORIAL SUPPLIES	10/2019	2065151-1	171.91
128382	99-10488	ADMIRAL EXPRESS LLC	COPY PAPER	10/2019	2065150-0	223.93
128041	99-10552	CHAD ENLOW dba ENLOW AND	SOYELLOW/BLUE SEAT/BELT	10/2019	10/23/19 128041	300.00
127289	99-10558	TECHNICAL PROGRAMMING	SERVIYRLY PRNT/MAILING BILLS	10/2019	104810	1,808.08
127213	99-10838	WATER TECH INC	DE-WATER POLYMER	10/2019	81128	2,941.70
128210	99-1443	BRENNTAG SOUTHWEST, INC.	ACH	10/2019	BSW148863	13,100.13
128538	99-1443	BRENNTAG SOUTHWEST, INC.	BLEACH TOTES	10/2019	BSW151426	2,081.00
127475	99-1565	OKLAHOMA MUNICIPAL ASSURANC	WORKERS COMP/QTRLY	10/2019	2ND QTR 2019	11,992.94
128529	99-2540	HI-LINE ELECTRIC, INC.	HOSE/CLAMPS/BOLTS/NUTS	10/2019	10736083	313.67
127821	99-28	OG&E	ELECTRIC/OCTOBER 2019	10/2019	80597 10/22/19	31,611.36
127206	99-3437	ADVANCE ELECTRICAL SERVICES	24/7 ELECTRICIAN	10/2019	17755	247.50
127432	99-3593	CITY OF TULSA	METER CONNECT/USE FEE	10/2019	01042 10/7/19	1,324.46
128223	99-3707	O'REILLY AUTOMOTIVE INC	FLOOR DRY FOR SPILLS	10/2019	153-197121	12.98
127450	99-3822	TYLER TECHNOLOGIES, INC	WEBSITE/ONLINE PMTS	10/2019	025-276328	301.00
127718	99-3881	FHC, INC. DBA TETRA TECH	FHMAINT/OPER SKIATOOK WT	10/2019	51502795	9,955.26
128098	99-39	WAL-MART	PAPER TRAYS	10/2019	7891 9/26/19	49.22
127457	99-4047	SHOW, INC.	TRASH PICK-UP	10/2019	20878	40.00
127364	99-4104	ODEQ	STATE LAB FEES	10/2019	19082990016	1,250.72

FUND: 20 - SMA-AUTHORITY FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
128044	99-4104	ODEQ	IND STORMWATER PERMIT	10/2019	19100790334	347.71
127204	99-4112	ACCURATE ENVIRONMENTAL INC.	DEQ TESTING	10/2019	BJ03047	315.00
128043	99-4112	ACCURATE ENVIRONMENTAL INC.	THERMOMETER CALIBRATION	10/2019	BJ14009	125.00
128220	99-4112	ACCURATE ENVIRONMENTAL INC.	OPEP TESTING	10/2019	BJ09036	365.00
128221	99-4112	ACCURATE ENVIRONMENTAL INC.	SOC TESTING	10/2019	BJ15019	440.00
128535	99-4344	UNITED STATES PLASTIC CORP	FLANGE FOR CHLORINE TANK	10/2019	5913215	81.98
127339	99-5493	AQUARIUS ENTERPRISES INCORP	WATER FOR LAB	10/2019	292445	13.00
127354	99-7409	TRANE U.S. INC.	HVAC ANNUAL SERVICE	10/2019	310324135	4,553.75
127800	99-7821	CREEK COUNTY RURAL WATER	#2 WATER BILL	10/2019	2084 9/30/19	85.50
128282	99-8400	DENNIS WAYNE JACKSON	REWIRE VIDEO SYSTEM	10/2019	1627	94.78
128526	99-8526	RAVEN MATERIALS, INC.	CLEANING #1 LAGOON	10/2019	3059-19	11,500.00
128446	99-8539	CROW BURLINGAME COMPANY	BATTERY	10/2019	106-28031	85.68
128285	99-86	CITY CLERK'S PETTY CASH	REIMBURSE PETTY CASH	10/2019	10/15/19 128285	47.50
128031	99-9084	SCHUERMANN ENTERPRISES, INC.	TRIPLE SHOOT LIFT STA RAD	10/2019	3338	433.42
123958R	99-9207	S2 ENGINEERING SERVICES, INC.	PLCHLARAMINATION SYS IMPRV	10/2019	06-769	5,732.00
125424	99-9393	AIRLINK INTERNET SVCS	CAMERA NETWORK FEES	10/2019	98320	599.80
127507	99-9398	THE UPS STORE #3965	RAILROAD PERMIT FRANKHOMA	10/2019	6561 10/22/19	10.53
127508	99-9398	THE UPS STORE #3965	POSTAGE FOR UPS	10/2019	7595 10/30/19	19.68
128528	99-99	W W GRAINGER, INC	DOOR STOPS	10/2019	9326702702	66.90
128533	99-99	W W GRAINGER, INC	SUBMERSIBLE PUMP/12 VT	10/2019	9327987112	969.81
FUND TOTAL:						111,246.76

FUND: 29 - STORMWATER MANAGEMENT

SUMMARY REPORT

127056	99-10160	MERRIFIELD OFFICE SOLUTIONS	JANITORIAL SUPPLIES	10/2019	181609-001	3.79
128067	99-10160	MERRIFIELD OFFICE SOLUTIONS	SAFETY EQUIPMENT	10/2019	0181524-001	65.56
127073	99-10289	ROBERTS TRUCK CENTER OF OKLA	CAMSHAFT/VAC TRUCK	10/2019	411220104	12,780.36
128064	99-10732	BOOT BARN HOLDINGS INC	WORK BOOTS/WOOD/WICK	10/2019	64646	139.49
126232	99-10737	SCREENVISION DIRECT INC dba	EDUCATION COMMERCIAL	10/2019	LOC-000222822	140.00
127475	99-1565	OKLAHOMA MUNICIPAL ASSURAN	CWORKERS COMP/QTRLY	10/2019	2ND QTR 2019	1,820.33
127821	99-28	OG&E	ELECTRIC/OCTOBER 2019	10/2019	80597 10/22/19	118.04
127052	99-3707	O'REILLY AUTOMOTIVE INC	TRUCK PARTS	10/2019	153-199899	83.94
126231	99-9738	JACQUELYN BROOKE KONONCHUK	SW MANAGEMENT SERVICES	10/2019	OCT-19	4,614.00
FUND TOTAL:						19,765.51

FUND: 30 - STREET &amp; ALLEY

SUMMARY REPORT

128067	99-10160	MERRIFIELD OFFICE SOLUTIONS	SAFETY EQUIPMENT	10/2019	0181524-001	81.95
127185	99-10354	MAXWELL OIL CORP	HYDRAULIC FLUID & OIL	10/2019	103328	364.90
128063	99-10592	WOOTEN PLUMBING & UTILITIES	H & A SRVC CALL/REPAIR	10/2019	14123	625.00
128064	99-10732	BOOT BARN HOLDINGS INC	WORK BOOTS/WOOD/WICK	10/2019	48993	359.98
128062	99-141	LOCKE SUPPLY CO.	PIPE FOR GAS TO BLDG	10/2019	38524831	136.15
127475	99-1565	OKLAHOMA MUNICIPAL ASSURAN	CWORKERS COMP/QTRLY	10/2019	2ND QTR 2019	4,836.10
127176	99-191	FARMERS FEED, INC.	PROPANE FOR PATCHING	10/2019	10/16/19 127176	54.78
127821	99-28	OG&E	ELECTRIC/OCTOBER 2019	10/2019	80597 10/22/19	371.03
127183	99-2959	DAVIDSON AND DAVIDSON ENTER	HYDRAULIC HOSES	10/2019	0149824-IN	21.50
128065	99-3537	AAA RENTAL & SALES CORP	PIPE & PIPE THREADER	10/2019	27627	33.00
127175	99-3707	O'REILLY AUTOMOTIVE INC	OIL, FILTERS, HOSES	10/2019	153-198426	88.12
128440	99-3707	O'REILLY AUTOMOTIVE INC	HEADLIGHT SOCKET/OIL	10/2019	153-197526	58.49
128444	99-9572	YELLOWHOUSE MACHINERY CO	OFH LINK FOR TRACKHOE	10/2019	475706	1,852.13

FUND: 30 - STREET &amp; ALLEY

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
FUND TOTAL:						8,883.13
FUND: 31 - CEMETERY MAINTENANCE						SUMMARY REPORT
128310	99-141	LOCKE SUPPLY CO.	PLUMBING NEW BLDG	10/2019	38466445	532.54
127475	99-1565	OKLAHOMA MUNICIPAL ASSURANC	WORKERS COMP/QTRLY	10/2019	2ND QTR 2019	2,661.61
127821	99-28	OG&E	ELECTRIC/OCTOBER 2019	10/2019	80597 10/22/19	360.08
127114	99-3707	O'REILLY AUTOMOTIVE INC	MISC EQUIP MAINTENANCE	10/2019	153-199705	12.34
127115	99-3707	O'REILLY AUTOMOTIVE INC	MISC. VEHICLE MAINT	10/2019	153-198731	78.12
128285	99-86	CITY CLERK'S PETTY CASH	REIMBURSE PETTY CASH	10/2019	10/15/19 128285	47.50
FUND TOTAL:						3,692.19
FUND: 32 - HUNTING & FISHING						SUMMARY REPORT
126823	99-10516	HINSCH MARY	CARETAKER COMMISSION	10/2019	832882	84.00
127821	99-28	OG&E	ELECTRIC/OCTOBER 2019	10/2019	80597 10/22/19	925.18
FUND TOTAL:						1,009.18
FUND: 33 - GOLF COURSE						SUMMARY REPORT
128022	99-10488	ADMIRAL EXPRESS LLC	CLEANING SUPPLIES/GRILL	10/2019	2064176-0	489.93
127475	99-1565	OKLAHOMA MUNICIPAL ASSURANC	WORKERS COMP/QTRLY	10/2019	2ND QTR 2019	4,304.26
127821	99-28	OG&E	ELECTRIC/OCTOBER 2019	10/2019	80597 10/22/19	1,428.55
126293	99-39	WAL-MART	BLANKET FOR EMERGENCY	10/2019	6918 9/19/19	464.06
128009	99-39	WAL-MART	TV'S & MOUNTS FOR GRILL	10/2019	1751 10/9/19	831.78
128015	99-39	WAL-MART	CONCESSION SUPPLIES	10/2019	0766 10/4/19	303.26
128001	99-8108	AT&T ADVERTISING & PUBLISH	ADS IN YELLOW PAGES	10/2019	20635 10/13/19	33.00
128006	99-8442	SYSCO FOODS SERVICES OF OKL	FOOD FOR GRILL/BLANKET	10/2019	126997089	570.40
FUND TOTAL:						8,425.24
FUND: 34 - LIBRARY						SUMMARY REPORT
127035R	99-10336	BIBLIOTHECA, LLC	COMPUTER UPGRADE	10/2019	INV-US25116	2,850.40
127948	99-10547	BEASLEY TECHNOLOGY INC	ANNUAL FIREWALL SERVICE	10/2019	COR-110710	1,387.00
127475	99-1565	OKLAHOMA MUNICIPAL ASSURANC	WORKERS COMP/QTRLY	10/2019	2ND QTR 2019	2,555.24
127313	99-1589	DEMCO, INC.	OFFICE SUPPLIES	10/2019	6695803	1,076.61
127939	99-191	FARMERS FEED, INC.	LEATHER CONDITIONER	10/2019	10/21/19 127939	20.40
127821	99-28	OG&E	ELECTRIC/OCTOBER 2019	10/2019	80597 10/22/19	2,238.29
127933	99-39	WAL-MART	OFFICE SUPPLIES	10/2019	7721 9/18/19	229.94
127320	99-4047	SHOW, INC.	RECYCLING FOR LIBRARY	10/2019	20862	30.00
128402A	99-68	A & M ELECTRIC, INC	REPLACE RECEIPT/LIGHTS	10/2019	6969A	139.30
127947	99-8159	WORLD BOOK INC	ENCYCLOPEDIAS	10/2019	1600655	1,500.00
128454	99-8259	AIRCO SERVICE, INC.	H/A SERVICE CALL	10/2019	52259936	273.60
127322	99-8400	DENNIS WAYNE JACKSON	BULBS & BALLASTS	10/2019	1596	480.00
128450	99-8752	STALKER, MARTHA	REIM/3 MEM GENEALOGY	10/2019	642445	45.00
127934	99-9685	CENTURION HOLDINGS I LLC	RENEW SMRTSHIELD SUPP	10/2019	8832314478	253.00
127318	99-9782	BOOKS-A-MILLION, INC.	BOOKS - NEW RELEASES	10/2019	7737 10/17/19	749.02
FUND TOTAL:						13,827.80



## FUND: 35 - PARKS &amp; RECREATION

## SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
128172	99-10225	CARLTON E CLINE	REMOVE/DISPOSE PLAYGRD	10/2019	1455	2,439.00
128410	99-10225	CARLTON E CLINE	REPAIRS	10/2019	1457	190.00
128403	99-10511	GARY DILLAHUNTY dba DILLY TCUT/HAUL DEAD TREE/WIC		10/2019	I191023557	1,800.00
128156	99-10868	MILL AVE INC dba SERVPRO	MOLD REMOVAL - BTW	10/2019	11551	4,260.17
127475	99-1565	OKLAHOMA MUNICIPAL ASSURANCWORKERS COMP/QTRLY		10/2019	2ND QTR 2019	3,795.39
127821	99-28	OG&E	ELECTRIC/OCTOBER 2019	10/2019	80597 10/22/19	5,851.82
128162	99-3525	QUIKSERVICE STEEL CO OF TULTUBING/PLATE STEEL/SIGN		10/2019	232085	173.40
127924	99-39	WAL-MART	STRG BOXES/CARVL SUPP	10/2019	6342 9/17/19	18.02
128168	99-39	WAL-MART	CANDY/HALLOWEEN EVENT	10/2019	5170 10/8/19	201.78
127623	99-4700	COX COMMUNICATIONS	CABLE/BTW& SENIOR CTR	10/2019	560110/22/19	14.23
128402A	99-68	A & M ELECTRIC, INC	REPLACE RECEPT/LIGHTS	10/2019	6976	42.45
128164	99-7011	LOWE'S HOME CENTERS, INC.	CARPET/BTW OFFICE	10/2019	79044	793.33
128408	99-7011	LOWE'S HOME CENTERS, INC.	CONSTRUCTION EQUIPMENT	10/2019	01269	206.03
128445	99-8539	CROW BURLNGAME COMPANY	BATTERY/WELDING MACH	10/2019	106-28294	85.68
FUND TOTAL:						19,871.30

## FUND: 36 - SWIMMING POOL

## SUMMARY REPORT

127475	99-1565	OKLAHOMA MUNICIPAL ASSURANCWORKERS COMP/QTRLY		10/2019	2ND QTR 2019	1,136.20
127821	99-28	OG&E	ELECTRIC/OCTOBER 2019	10/2019	80597 10/22/19	484.64
FUND TOTAL:						1,620.84

## FUND: 40 - FIRE CASH

## SUMMARY REPORT

128236	99-10880	KEISER CORPORATION	KEISER FORCE MACHINE	10/2019	196838	3,174.39
127991	99-39	WAL-MART	COOKER FOR STATION 4	10/2019	7727 9/17/19	478.00
128235	99-7416	PUSH PEDAL PULL, INC.	2019 STAIRMASTER	10/2019	258832	5,644.00
128553	99-9390	UNITED FORD SOUTH, LLC. dba2019 FORD F-150		10/2019	F74772	35,355.00
FUND TOTAL:						44,651.39

## FUND: 41 - POLICE CASH

## SUMMARY REPORT

127249	99-10547	BEASLEY TECHNOLOGY INC	NEW SERVER	10/2019	COR-110051	16,047.52
127534	99-10547	BEASLEY TECHNOLOGY INC	MONTHLY FEES/SERVER	10/2019	COR-110051A	4,953.00
FUND TOTAL:						21,000.52

## FUND: 42 - FED.SIEZED &amp; FORFIETURE

## SUMMARY REPORT

128476	99-10809	MOBILEDEMAND LC	4 TABLETS & ACCESSORIES	10/2019	SI65058	13,121.47
FUND TOTAL:						13,121.47

## FUND: 44 - MAJOR THOROFARE

## SUMMARY REPORT

127821	99-28	OG&E	ELECTRIC/OCTOBER 2019	10/2019	80597 10/22/19	2,944.67
126691	99-3633	PUBLIC SERVICE COMPANY OF OEXPRESSWAY LIGHTS		10/2019	94209 10/24/19	341.34
127181	99-7071	HD INDUSTRIES, INC.	TACK OIL FOR PATCHING	10/2019	28881	2,443.98
127179	99-8909	DUNHAM'S ASPHALT SERVICE, IHOT/COLD MIX		10/2019	253229	1,548.28
128060	99-8909	DUNHAM'S ASPHALT SERVICE, ICOLD PATCH/26 TONS		10/2019	253242	2,457.88
FUND TOTAL:						9,736.15

## FUND: 45 - CAPITAL IMPROVEMENTS

## SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
128301	99-7011	LOWE'S HOME CENTERS, INC.	HOT WATER TANK/SHOWER	10/2019	72457A	732.84
127612	99-7979	DEERE & COMPANY dba JOHN DEFRONT	DECK MOWER	10/2019	116748686	18,917.36
FUND TOTAL:						19,650.20
FUND: 46 - WATER & SEWER SALES TAX						SUMMARY REPORT
128198	99-10252	CECIL COX ENTERPRISES	TIRE FOR CHEVY PICKUP	10/2019	3051122	144.75
128351	99-10560	CORE & MAIN LP	PVC QUIK CAPS	10/2019	L350249	99.32
127899	99-10670	MANUEL OCTAVIO SALDIVAR	D-WAY REPAIR/N BURNETT	10/2019	519 10/17/19	1,100.00
128350	99-10670	MANUEL OCTAVIO SALDIVAR	CONCRETE REPAIRS/LEAKS	10/2019	2705 10/17/19	2,650.00
127885	99-10855	TRAVIS, SCOTT	MEAL REIMBURSEMENT	10/2019	11/6/19	16.00
127475	99-1565	OKLAHOMA MUNICIPAL ASSURANC	WORKERS COMP/QTRLY	10/2019	2ND QTR 2019	4,634.24
127821	99-28	OG&E	ELECTRIC/OCTOBER 2019	10/2019	80597 10/22/19	378.47
126543	99-2926	APAC CENTRAL, INC	TYPE "A" AGGREGATE	10/2019	7001296486	4,428.31
127896	99-3321	CENTRAL TECH	CMOM SAFETY CLASSES	10/2019	4583	40.00
128441	99-3707	O'REILLY AUTOMOTIVE INC	OIL FILTERS/ANTIFREEZE	10/2019	153-197831	5.08
128186	99-39	WAL-MART	JANITORIAL SUPPLIES	10/2019	0422 10/8/19	49.77
128352	99-7011	LOWE'S HOME CENTERS, INC.	BATTERY POWER TOOL KIT	10/2019	14500	231.57
128285	99-86	CITY CLERK'S PETTY CASH	REIMBURSE PETTY CASH	10/2019	10/15/19 128285	54.50
FUND TOTAL:						13,832.01
FUND: 57 - E-911 FUND						SUMMARY REPORT
126895	99-133	INCOG	MONTHLY E-911 CHARGES	10/2019	E-001483	4,734.55
127475	99-1565	OKLAHOMA MUNICIPAL ASSURANC	WORKERS COMP/QTRLY	10/2019	2ND QTR 2019	3,743.41
FUND TOTAL:						8,477.96
FUND: 59 - HOTEL/MOTEL TAX FUND						SUMMARY REPORT
127475	99-1565	OKLAHOMA MUNICIPAL ASSURANC	WORKERS COMP/QTRLY	10/2019	2ND QTR 2019	235.70
128285	99-86	CITY CLERK'S PETTY CASH	REIMBURSE PETTY CASH	10/2019	10/15/19 128285	123.34
FUND TOTAL:						359.04
FUND: 81 - G.O. BOND SINKING FUND						SUMMARY REPORT
126697	99-3168	BANK OF OKLAHOMA, N.A.	DEBT SERVICE PAYMENTS	10/2019	2012SA	36,111.25
126698	99-9620	UMB, CORPORATE TRUST DEPT.	DEBT SERVICE PAYMENTS	10/2019	696072	100.00
FUND TOTAL:						36,211.25
FUND: 83 - G.O.BOND CONSTR FUND						SUMMARY REPORT
128058	99-2223	MAXWELL SUPPLY, INC.	ROAD FABRIC/SPORTS COM	10/2019	501850	12,750.00
123679C	99-8855	DC BASS & SONS CONSTRUCTION	CONST/SPORTS COMPLEX	10/2019	13 10/25/19	231,338.29
FUND TOTAL:						244,088.29
GRAND TOTAL:						794,339.02

## G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
10/2019	10	501-301	TRAINING & TRAVEL	122.98	
10/2019	10	502-134	WORKER'S COMPENSATION	2,024.61	
10/2019	10	502-201	OFFICE SUPPLIES	25.28	
10/2019	10	502-301	TRAINING AND TRAVEL	30.00	
10/2019	10	503-134	WORKER'S COMPENSATION	1,825.17	
10/2019	10	503-315	FEES & OTHER CHARGES	287.87	
10/2019	10	504-134	WORKER'S COMPENSATION	1,734.52	
10/2019	10	504-201	OFFICE SUPPLIES	95.97	
10/2019	10	504-260	MINOR EQUIPMENT & FURNISHINGS	600.00	
10/2019	10	504-311	PROFESSIONAL SERVICES	671.90	
10/2019	10	504-315	FEES & OTHER CHARGES	50.00	
10/2019	10	505-134	WORKER'S COMPENSATION	305.20	
10/2019	10	506-134	WORKER'S COMPENSATION	969.39	
10/2019	10	506-301E	EMPLOYEE TRAINING/RECOGNITION	72.50	
10/2019	10	506-302	DUES AND SUBSCRIPTIONS	174.60	
10/2019	10	506-312	ADVERTISING	53.00	
10/2019	10	508-134	WORKER'S COMPENSATION	948.85	
10/2019	10	508-331	UTILITIES	447.86	
10/2019	10	509-134	WORKER'S COMPENSATION	2,894.89	
10/2019	10	509-311	PROFESSIONAL SERVICES	20,883.66	
10/2019	10	510-134	WORKER'S COMPENSATION	465.36	
10/2019	10	510-351	MAINTENANCE-EQUIPMENT	125.00	
10/2019	10	511-134	WORKER'S COMPENSATION	33,917.94	
10/2019	10	511-201	OFFICE SUPPLIES	96.66	
10/2019	10	511-211	JANITORIAL SUPPLIES	448.12	
10/2019	10	511-214	OPERATIONAL SUPPLIES	229.00	
10/2019	10	511-241	SAFETY EQUIPMENT	8,755.52	
10/2019	10	511-242	PUBLIC EDUCATION MATERIAL	50.00	
10/2019	10	511-301	TRAINING AND TRAVEL	192.59	
10/2019	10	511-314	UNIFORMS	299.98	
10/2019	10	511-331	UTILITIES	2,968.04	
10/2019	10	511-351	MAINTENANCE-EQUIPMENT	25.94	
10/2019	10	511-352	MAINTENANCE-VEHICLES	253.75	
10/2019	10	511-353	MAINT-BUILDINGS & FIXTURE	1,590.91	
10/2019	10	511-505	LEASE PAYMENTS	150.00	
10/2019	10	512-134	WORKER'S COMPENSATION	32,326.05	
10/2019	10	512-201	OFFICE SUPPLIES	793.59	
10/2019	10	512-202	POSTAGE	128.52	
10/2019	10	512-211	JANITORIAL SUPPLIES	329.89	
10/2019	10	512-214	OPERATIONAL SUPPLIES	49.19	
10/2019	10	512-301	TRAINING AND TRAVEL	127.00	
10/2019	10	512-311	PROFESSIONAL SERVICES	85.00	
10/2019	10	512-321	PRISONER CARE	43.00	
10/2019	10	512-331	UTILITIES	3,349.27	

## G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
10/2019	10	512-332	COMMUNICATIONS	40.01	
10/2019	10	512-351	MAINTENANCE-EQUIPMENT	700.00	
10/2019	10	512-352	MAINTENANCE-VEHICLES	435.80	
10/2019	10	512-353	MAINTENANCE-BUILDINGS	1,572.53	
10/2019	10	513-134	WORKER'S COMPENSATION	1,124.11	
10/2019	10	513-211	JANITORIAL SUPPLIES	167.13	
10/2019	10	513-214	OPERATIONAL SUPPLIES	28.47	
10/2019	10	513-241	SAFETY SUPPLIES	13.00	
10/2019	10	513-331	UTILITIES	1,473.64	
10/2019	10	513-353	MAINT - BUILDINGS	258.00	
10/2019	10	514-134	WORKER'S COMPENSATION	141.42	
10/2019	10	514-331	UTILITIES	338.00	
10/2019	10	515-134	WORKER'S COMPENSATION	1,422.67	
10/2019	10	516-134	WORKER'S COMPENSATION	641.83	
10/2019	10	517-134	WORKER'S COMPENSATION	1,136.20	
10/2019	10	517-201	OFFICE SUPPLIES	137.97	
10/2019	10	517-352	MAINTENANCE-VEHICLE	5.18	
10/2019	10	518-134	WORKER'S COMPENSATION	427.89	
10/2019	10	518-201	OFFICE SUPPLIES	12.00	
10/2019	10	518-318	NUISANCE ABATEMENTS	364.00	
10/2019	10	590-141	CONTRACT LABOR	40.00	
10/2019	10	590-312	ADVERTISING	138.55	
10/2019	10	590-331	UTILITIES	1,019.82	
10/2019	10	590-332	COMMUNICATIONS	3,315.47	
10/2019	10	590-353	MAINT-BUILDING & FIXTURES	94.78	
10/2019	10	590-362	INSURANCE EXPENSE	54,753.55	
10/2019	10	591-390	CONTINGENCY FOR EXP NOT BUDGET	4,048.20	194,868.79
10/2019	20	504-134	WORKER'S COMPENSATION	369.87	
10/2019	20	522-134	WORKER'S COMPENSATION	1,402.12	
10/2019	20	522-201	OFFICE SUPPLIES	10.53	
10/2019	20	522-311	PROFESSIONAL SERVICES	19.68	
10/2019	20	522-352	EQUIPMENT-VEHICLES	47.50	
10/2019	20	523-134	WORKER'S COMPENSATION	1,655.95	
10/2019	20	523-201	OFFICE SUPPLIES	273.15	
10/2019	20	523-311	PROFESSIONAL SERVICES	1,808.08	
10/2019	20	523-351	MAINTENANCE-EQUIPMENT	301.00	
10/2019	20	524-134	WORKER'S COMPENSATION	3,820.77	
10/2019	20	524-212	CHEMICALS	20,334.41	
10/2019	20	524-221	FUEL & OIL	53.71	
10/2019	20	524-241	SAFETY SUPPLIES	200.89	
10/2019	20	524-260	MINOR EQUIPMENT & FURNISHINGS	969.81	
10/2019	20	524-311	PROFESSIONAL SERVICES	7,787.72	
10/2019	20	524-315B	FEES & OTHR CHGS-SKIATOOK	9,955.26	
10/2019	20	524-322	WATER PURCHASE	1,324.46	

## G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
10/2019	20	524-331	UTILITIES	10,683.63	
10/2019	20	524-332	COMMUNICATIONS	599.80	
10/2019	20	524-341	RENTAL OF EQUIPMENT	13.00	
10/2019	20	524-345	DISPOSAL OF SLUDGE	11,500.00	
10/2019	20	524-351	MAINTENANCE-EQUIPMENT	85.68	
10/2019	20	524-354	MAINTENANCE-FACILITIES	5,089.28	
10/2019	20	525-134	WORKER'S COMPENSATION	4,744.23	
10/2019	20	525-211	JANITORIAL SUPPLIES	171.91	
10/2019	20	525-212	CHEMICALS	2,941.70	
10/2019	20	525-311	PROFESSIONAL SERVICES	125.00	
10/2019	20	525-311D	PROF SERVICES-TESTING	315.00	
10/2019	20	525-315	FEES & OTHER CHARGES	347.71	
10/2019	20	525-331	UTILITIES	19,993.41	
10/2019	20	525-341	RENTAL OF EQUIPMENT	18.48	
10/2019	20	525-351	MAINTENANCE-EQUIPMENT	300.00	
10/2019	20	525-354	MAINTENANCE-FACILITIES	2,828.42	
10/2019	20	590-141	CONTRACT LABOR	40.00	
10/2019	20	590-331	UTILITIES	1,019.82	
10/2019	20	590-353	BUILDING MAINTENANCE	94.78	111,246.76
10/2019	29	529-101	SALARIES	4,614.00	
10/2019	29	529-134	WORKER'S COMPENSATION	1,820.33	
10/2019	29	529-211	JANITORIAL SUPPLIES	3.79	
10/2019	29	529-241	SAFETY SUPPLIES	65.56	
10/2019	29	529-242	PUBLIC EDUCATION MATERIALS	140.00	
10/2019	29	529-314	UNIFORMS	139.49	
10/2019	29	529-331	UTILITIES	118.04	
10/2019	29	529-352	MAINTENANCE-VEHICLES	12,864.30	19,765.51
10/2019	30	530-134	WORKER'S COMPENSATION	4,836.10	
10/2019	30	530-221	FUEL & OIL	419.68	
10/2019	30	530-241	SAFETY SUPPLIES	81.95	
10/2019	30	530-314	UNIFORM CLEANING	359.98	
10/2019	30	530-331	UTILITIES	371.03	
10/2019	30	530-351	MAINTENANCE-EQUIPMENT	1,992.74	
10/2019	30	530-352	MAINTENANCE-VEHICLES	27.50	
10/2019	30	530-353	MAINT-BUILDINGS	794.15	8,883.13
10/2019	31	531-134	WORKER'S COMPENSATION	2,661.61	
10/2019	31	531-331	UTILITIES	360.08	
10/2019	31	531-351	MAINTENANCE-EQUIPMENT	12.34	
10/2019	31	531-352	MAINTENANCE-VEHICLES	125.62	
10/2019	31	531-354	MAINTENANCE-FACILITIES	532.54	3,692.19
10/2019	32	532-142	PERMIT SALES COMMISSION	84.00	

## G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
10/2019	32	532-331	UTILITIES	925.18	1,009.18
10/2019	33	533-134	WORKER'S COMPENSATION	4,304.26	
10/2019	33	533-213	CONCESSION SUPPLY	1,827.65	
10/2019	33	533-260	MINOR EQUIPMENT & FURNISHINGS	831.78	
10/2019	33	533-312	ADVERTISING	33.00	
10/2019	33	533-331	UTILITIES	1,428.55	8,425.24
10/2019	34	534-134	WORKER'S COMPENSATION	2,555.24	
10/2019	34	534-201	OFFICE SUPPLIES	1,306.55	
10/2019	34	534-290	GRANT EXPENSE-OTHER	1,500.00	
10/2019	34	534-302	DUES AND SUBSCRIPTIONS	45.00	
10/2019	34	534-331	UTILITIES	2,238.29	
10/2019	34	534-351	MAINTENANCE-EQUIPMENT	4,764.00	
10/2019	34	534-353	MAINT/BUILDINGS	669.70	
10/2019	34	534-407	BOOKS	749.02	13,827.80
10/2019	35	535-134	WORKER'S COMPENSATION	3,795.39	
10/2019	35	535-243	RECREATIONAL SUPPLIES	219.80	
10/2019	35	535-331	UTILITIES	5,851.82	
10/2019	35	535-332	COMMUNICATIONS	14.23	
10/2019	35	535-351	MAINTENANCE-EQUIPMENT	85.68	
10/2019	35	535-353	MAINT-BUILDINGS/FIXTURES	4,492.62	
10/2019	35	535-354	MAINTENANCE-FACILITIES	4,618.43	
10/2019	35	535-405	FACILITIES	793.33	19,871.30
10/2019	36	536-134	WORKMAN'S COMPENSATION	1,136.20	
10/2019	36	536-331	UTILITIES	484.64	1,620.84
10/2019	40	540-401	EQUIPMENT	8,818.39	
10/2019	40	540-403	VEHICLES	35,355.00	
10/2019	40	540-404	BUILDING AND FIXTURES	478.00	44,651.39
10/2019	41	541-401	EQUIPMENT	21,000.52	21,000.52
10/2019	42	542-401	EQUIPMENT	13,121.47	13,121.47
10/2019	44	544-331	UTILITIES	3,286.01	
10/2019	44	544-354	MAINTENANCE-FACILITIES	6,450.14	9,736.15
10/2019	45	531-404	BUILDING & FIXTURES	732.84	
10/2019	45	535-401	EQUIPMENT	18,917.36	19,650.20
10/2019	46	546-134	WORKER'S COMPENSATION	4,634.24	
10/2019	46	546-201	OFFICE SUPPLIES	7.00	

## G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
10/2019	46	546-211	JANITORIAL SUPPLEIS	49.77	
10/2019	46	546-231	MINOR TOOLS	231.57	
10/2019	46	546-301	TRAINING AND TRAVEL	56.00	
10/2019	46	546-331	UTILITIES	378.47	
10/2019	46	546-352	MAINTENANCE-VEHICLES	197.33	
10/2019	46	546-354	MAINTENANCE-FACILITIES	8,277.63	13,832.01
10/2019	57	557-134	WORKERS COMP	3,743.41	
10/2019	57	557-315-.01	FEES & OTHER CHARGES-WIRELESS	4,734.55	8,477.96
10/2019	59	559-134	WORKER'S COMPENSATION	235.70	
10/2019	59	559-301	TRAINING & TRAVEL	123.34	359.04
10/2019	81	581-501I	G.O. BOND INTEREST	35,311.25	
10/2019	81	581-502	FISCAL AGENT FEES	900.00	36,211.25
10/2019	83	578-405A	FACILITIES-IN HOUSE	12,750.00	
10/2019	83	578-405B	FACILITIES-CONTRACT	231,338.29	244,088.29
			GRAND TOTAL ESTIMATE:		0.00
			GRAND TOTAL ACTUAL:		794,339.02
			REPORT TOTAL:		794,339.02



**Consent Agenda 7. B.**

**City Council Regular**

**Meeting Date:** November 4, 2019

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

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

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**SUBJECT:**

Consider approving prepaid claims in the amount of \$26,350.99

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**Attachments**

Pre-paid Claims 11/4/19

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Prepaid Claims for Agenda 05/06/19  
Submitted by: Hailey Sharp A/P

City:

AT&T for internet service at Sahoma Bait Shop- \$73.03

Wright Express for City vehicles fuel & oil April 2019- \$22,197.15

Oklahoma Employment Security Commission- \$3,330.81

Mary Hinsch Lake Caretaker October- \$750.00

SMA:

Total Amount \$ 26,350.99



**AGENDA ITEM**

**Consent Agenda 7. C.**

**City Council Regular**

**Meeting Date:** November 4, 2019

**Submitted For:** Steve Hardt, Public Works Director

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

**Department:** Public Works

**Presented By:** Steve Hardt

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**SUBJECT:**

Discussion and possible action regarding Cooperative Service Field Agreement with the United States Department of Agriculture, Animal and Plant Health Inspection and Wildlife Services, to provide wildlife damage control services in and about the city lakes and park land at a cost of \$7,500.00.

**BACKGROUND:**

A substantial amount of wildlife is occurring to city lakes and park lands from the destructive activities of an uncontrolled beaver population. This damage if left unchecked poses a risk and threat to the health and safety of the community. To control and manage this situation, the USDA will identify the wildlife responsible and remove the same by using legal and approved methods for controlling wildlife damage. The agreement is effective on October 1, 2019, and will expire on September 30, 2020, at a cost of \$7,500.00.

**RECOMMENDATION:**

Staff recommends Council approve the agreement and authorize the mayor to execute same.

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**Fiscal Impact**

**Amount:** \$2,500.00

**To be paid from:** Stormwater Fund

**Account number:** 29-529-354

**Amount:** \$2,500.00

**To be paid from:** Park & Recreation Fund

**Account number:** 32-532-354

**Amount:** \$2,500.00  
**To be paid from:** Water Treatment  
**Account number:** 20-524-354

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**Attachments**

U. S. Department of Wildlife

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# COOPERATIVE SERVICE FIELD AGREEMENT

Between

City of Sapulpa

## UNITED STATES DEPARTMENT OF AGRICULTURE ANIMAL AND PLANT HEALTH INSPECTION SERVICE WILDLIFE SERVICES (WS)

### ARTICLE 1

The purpose of this agreement is to cooperate in a wildlife damage control project, as described below:

Removal of Beaver, damaging property and threatening human health and safety, using legal & approved methods  
(species, location, type of damage, service WS will provide)

### ARTICLE 2

Authority exists under the Congressional Act of 1931 (7 USC 426-426b, as amended) and the Rural Development, Agriculture and Related Agencies Appropriation Act, 1988 (P.L. 100-202), to cooperate with states, individuals, public and private agencies, organizations and institutions to control wildlife damage.

### ARTICLE 3

WS and the Cooperator agree:

1. WS will provide the requested wildlife damage control service.
2. The Cooperator will reimburse the U.S. Department of Agriculture the sum of \$ 7,500 to cover costs listed below:

Labor, travel and supplies needed to conduct work

(cost of labor, travel, supplies/materials)

3. Payment will be made by check payable to U.S. Department of Agriculture by mutually agreed upon date.
4. The monies received by WS will be used for wildlife damage control activities and upon termination of the agreement any unexpended funds will be retained by WS.
5. Control activities will be conducted in accordance with applicable Federal, State and local laws and regulations.
6. Nothing in this Agreement shall prevent any other individual or organization from entering into separate Agreements with WS for the purpose of controlling wildlife damage.

### ARTICLE 4

Pursuant to Section 22, title 41, United States Code, no member of Congress shall be admitted to any share or part of the Agreement or to any benefit to arise there from.

### ARTICLE 5

WS will hold the Cooperator harmless from any liability arising from the negligent act of omission of a government officer or employee acting within the scope of his or her employment to the extent compensation is available pursuant to the Federal Tort Claims Act (FTCA), 28 USC 2671 et.seq., except to the extent that aforesaid liability arises from the negligent acts or omissions of the Cooperator, his employees, agents or subcontractors). Such relief shall be provided pursuant to the procedures set forth in the FTCA and applicable regulations.

ARTICLE 6

WS has advised the Cooperator that other private sector service providers may be available to provide wildlife management services and notwithstanding these other options, Cooperator requests that WS provide wildlife management services as stated under the terms of this Agreement.

ARTICLE 7

The Agreement shall become effective on October 1<sup>st</sup>, 2019 and expire on September 30<sup>th</sup>, 2020. This Agreement may be amended or terminated at any time by mutual agreement of the parties in writing. Further, in the event the Cooperator does not, for any reason, deposit necessary funds, WS is relieved of the obligation to provide services under this Agreement.

COOPERATOR Name and Address:

City of Sapulpa  
425 E. Dewey  
P.O. Box 1130 mailing  
Sapulpa, OK 74067

\_\_\_\_\_  
Cooperator's Signature

\_\_\_\_\_  
Date

U.S. DEPARTMENT OF AGRICULTURE  
WILDLIFE SERVICES  
2800 N. Lincoln Blvd.  
Oklahoma City, OK 73105-4298

\_\_\_\_\_  
WS Field Representative

\_\_\_\_\_  
Date



## AGENDA ITEM

**Consent Agenda 7. D.**

### **City Council Regular**

**Meeting Date:** November 4, 2019

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

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

**Department:** Legal

**Presented By:** David Widdoes

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### **SUBJECT:**

Consider acknowledging and approving receipt of Quit Claim Deed from Polson Properties, Inc. dated October 29, 2019 for property located in the E/2 of Section 32, T19N R12E, Tulsa County, Oklahoma.

### **BACKGROUND:**

An error was discovered in a past legal description used to convey Polson's interest to a portion of the existing roadway known as W. 55th Street. This error has caused an overlap (shaded in blue) as reflected on the attached drawing. The curative QCD from Polson dated October 29, 2019, as attached, eliminates this overlap and will clear up any question over the City's ownership and title to the existing roadway.

### **RECOMMENDATION:**

Staff recommends that City Council acknowledge and accept the referenced Quit Claim Deed.

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### **Attachments**

Quit Claim Deed

Overlap Map

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Tulsa County Clerk - Michael Willis

Doc # 2019101097 Page(s): 4 Recorded 10/29/2019 04:11:50 PM

Receipt # 19-60253 Fees: \$19.00

**QUIT-CLAIM DEED**

THIS INDENTURE is made this 29 day of October, 2019, between POLSON PROPERTIES, INC., an Oklahoma corporation ("Grantor") and the CITY OF SAPULPA, a municipal corporation ("Grantee").

WITNESSETH, that Grantor, in consideration of the sum of Ten and no/100 DOLLARS (\$10.00) to it duly paid, the receipt of which is hereby acknowledged, does hereby quit-claim, grant, bargain, sell and convey unto the Grantee all its right, title, interest and estate, both at law and in equity, of, in, and to the following described real estate, situated in Tulsa County, State of Oklahoma, to-wit:

SEE EXHIBIT "A" ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE

*\*This conveyance supplements, corrects, or modifies a previously recorded deed without additional consideration. No documentary stamps are required pursuant to 68 Okl. Stat. §3202.3.\**

TO HAVE AND TO HOLD THE SAME unto the Grantee, its successors and assigns, together with all the tenements, hereditaments and appurtenances thereto belonging or in any wise appertaining forever.

In witness whereof, the Grantor has executed this instrument the day and year above written.

**POLSON PROPERTIES, INC., an Oklahoma corporation**

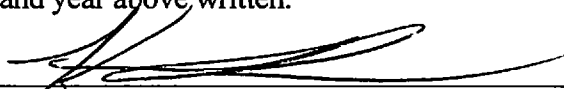
By:   
**David Polson, its President**

**Acknowledgment**

STATE OF OKLAHOMA    )  
  )  
  )     ss.  
COUNTY OF TULSA     )

The foregoing instrument was acknowledged before me, the undersigned, a Notary Public, on October 29, 2019, by David Polson, as President of Polson Properties, Inc.

Given under my hand and seal of office the day and year above written.

  
Notary Public

My Commission Expires: 2/13/21  
[SEAL]

{2035956;2}

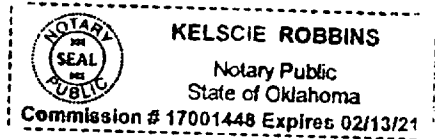


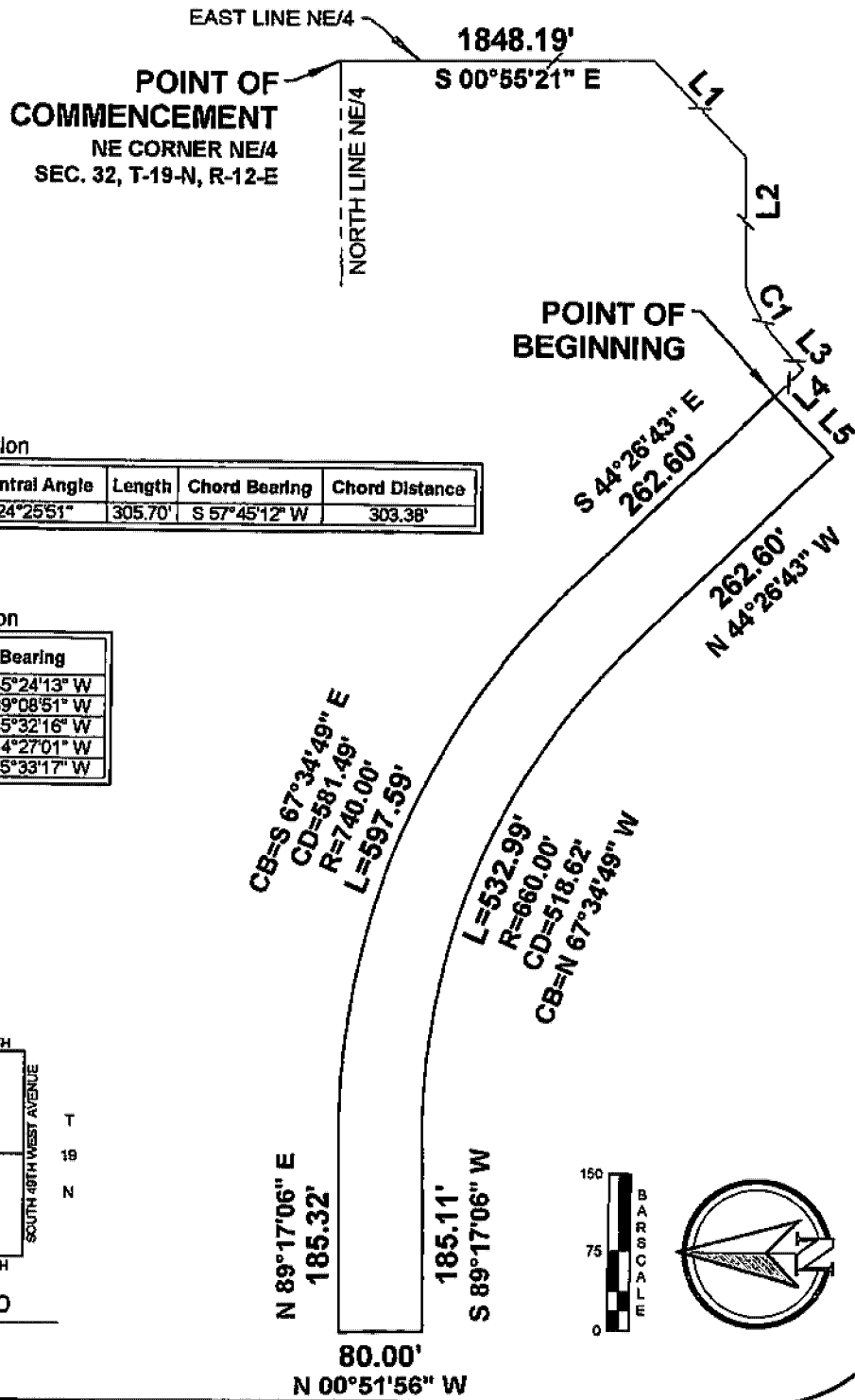
EXHIBIT A

Legal Description

(consisting of the attached 2 pages)



# EXHIBIT A EXHIBIT OF LEGAL DESCRIPTION

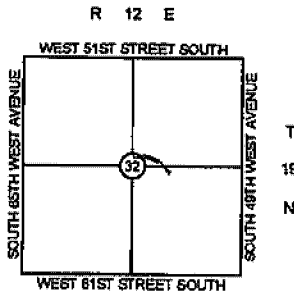


Curve Information

Curve No.	Radius	Central Angle	Length	Chord Bearing	Chord Distance
C1	718.91'	24°25'51"	305.70'	S 57°45'12" W	303.38'

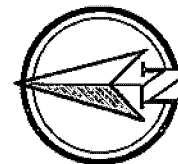
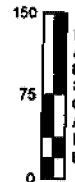
Line Information

Line No.	Length	Bearing
L1	1149.38'	S 45°24'13" W
L2	494.68'	S 69°08'51" W
L3	87.35'	S 45°32'16" W
L4	151.16'	N 44°27'01" W
L5	80.00'	S 45°33'17" W



Location Map

SCALE: 1"=4000'



# EXHIBIT B LEGAL DESCRIPTION

## Legal Description

A PART OF THE EAST HALF (E/2) OF SECTION THIRTY-TWO (32), TOWNSHIP NINETEEN (19) NORTH, RANGE TWELVE (12) EAST OF THE INDIAN BASE AND MERIDIAN, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, BEING A PART OF THAT TRACT OF LAND DESCRIBED IN DEED OF DEDICATION RECORDED IN THE OFFICE OF THE TULSA COUNTY CLERK AS DOCUMENT NUMBER 2013118866, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF THE NORTHEAST QUARTER (NE/4) OF SAID SECTION THIRTY-TWO (32); THENCE S 00° 55' 21" E, ALONG THE EAST LINE OF SAID NORTHEAST QUARTER (NE/4), A DISTANCE OF 1848.19 FEET, TO A POINT ON THE NORTH BOUNDARY OF THE BNSF RIGHT-OF-WAY; THENCE S 45° 24' 13" W, ALONG THE NORTH BOUNDARY OF THE BNSF RIGHT-OF-WAY, A DISTANCE OF 1149.38 FEET; THENCE S 89° 08' 51" W A DISTANCE OF 494.68 FEET, TO A NON-TANGENT POINT OF CURVATURE; THENCE ALONG A CURVE TO THE LEFT HAVING A RADIUS OF 716.91 FEET, AN ARC LENGTH OF 305.70 FEET, A CENTRAL ANGLE OF 24° 25' 51", A CHORD BEARING OF S 57° 45' 12" W AND A CHORD DISTANCE OF 303.38 FEET, TO A POINT OF TANGENCY; THENCE S 45° 32' 16" W A DISTANCE OF 87.35 FEET; THENCE N 44° 27' 01" W A DISTANCE OF 151.16 FEET, TO THE POINT OF BEGINNING, ALSO BEING THE POINT OF BEGINNING OF THE TRACT OF LAND DESCRIBED IN SAID DEED OF DEDICATION; THENCE S 45° 33' 17" W A DISTANCE OF 80.00 FEET; THENCE N 44° 26' 43" W, ALONG THE WEST LINE OF SAID TRACT OF LAND, A DISTANCE OF 262.60 FEET, TO A TANGENT POINT OF CURVATURE; THENCE ALONG A CURVE TO THE LEFT HAVING A RADIUS OF 660.00 FEET, AN ARC LENGTH OF 532.99 FEET, A CENTRAL ANGLE OF 46° 16' 11", A CHORD BEARING OF N 67° 34' 49" W AND A CHORD DISTANCE OF 518.62 FEET; THENCE S 89° 17' 08" W, ALONG THE SOUTH LINE OF SAID TRACT OF LAND, A DISTANCE OF 185.11 FEET; THENCE N 00° 51' 56" W A DISTANCE OF 80.00 FEET; THENCE N 89° 17' 06" E, ALONG THE NORTH LINE OF SAID TRACT OF LAND, A DISTANCE OF 185.32 FEET, TO A TANGENT POINT OF CURVATURE; THENCE ALONG A CURVE TO THE RIGHT HAVING A RADIUS OF 740.00 FEET, AN ARC LENGTH OF 597.59 FEET, A CENTRAL ANGLE OF 46° 16' 11", A CHORD BEARING OF S 67° 34' 49" E AND A CHORD DISTANCE OF 581.49 FEET; THENCE S 44° 26' 43" E, ALONG THE EAST LINE OF SAID TRACT OF LAND, A DISTANCE OF 262.60 FEET, TO THE POINT OF BEGINNING.

SAID TRACT OF LAND CONTAINING 1.8606 ACRES OR 81,048.51 SQUARE FEET.

THIS LEGAL DESCRIPTION WAS CREATED ON APRIL 3, 2019 BY ALBERT R. JONES, III, OK PLS #1580, WITH THE BASIS OF BEARING BEING THE EAST LINE OF THE NORTHEAST QUARTER (NE/4) OF SAID SECTION THIRTY-TWO (32) AS S 00° 55' 21" E.

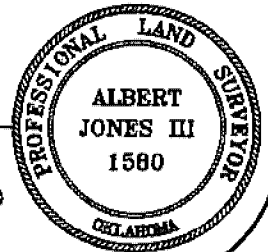
## Surveyor's Statement

I, ALBERT JONES III, CERTIFY THE ATTACHED LEGAL DESCRIPTION CLOSES IN ACCORD WITH EXISTING RECORDS, IS A TRUE REPRESENTATION OF THE LEGAL DESCRIPTION AS DESCRIBED, AND MEETS THE MINIMUM TECHNICAL STANDARDS FOR LAND SURVEYING OF THE STATE OF OKLAHOMA.



ALBERT JONES III  
AJ@ATLASLANDOFFICE.COM  
PROFESSIONAL LAND SURVEYOR  
OKLAHOMA NO. 1580

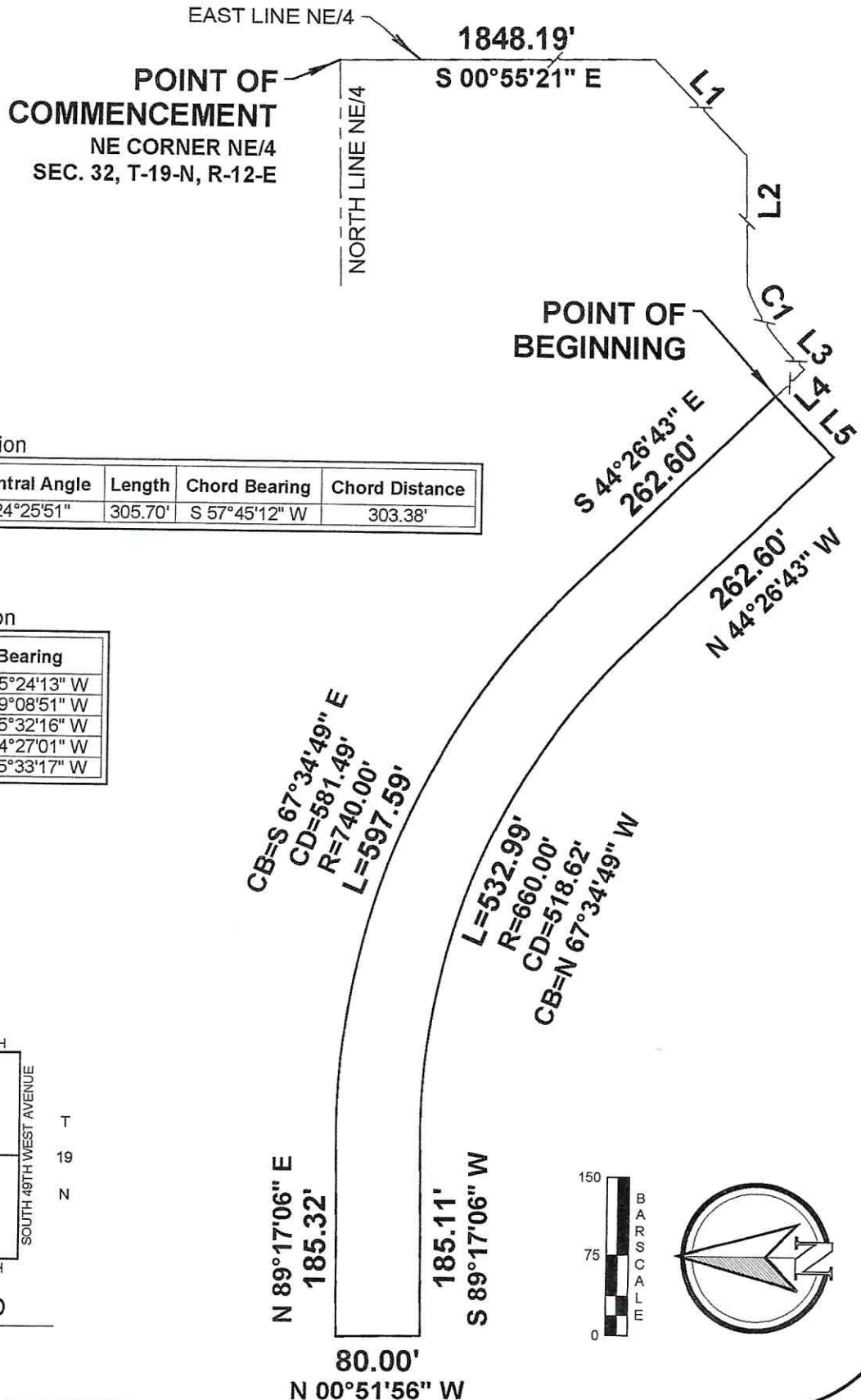
4-11-19





# EXHIBIT A

## EXHIBIT OF LEGAL DESCRIPTION

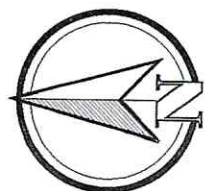
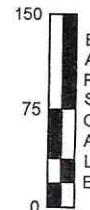
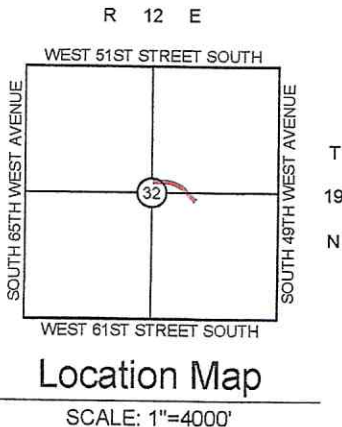


Curve Information

Curve No.	Radius	Central Angle	Length	Chord Bearing	Chord Distance
C1	716.91'	24°25'51"	305.70'	S 57°45'12" W	303.38'

Line Information

Line No.	Length	Bearing
L1	1149.38'	S 45°24'13" W
L2	494.68'	S 89°08'51" W
L3	87.35'	S 45°32'16" W
L4	151.16'	N 44°27'01" W
L5	80.00'	S 45°33'17" W





# EXHIBIT B

## LEGAL DESCRIPTION

### Legal Description

A PART OF THE EAST HALF (E/2) OF SECTION THIRTY-TWO (32), TOWNSHIP NINETEEN (19) NORTH, RANGE TWELVE (12) EAST OF THE INDIAN BASE AND MERIDIAN, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, BEING A PART OF THAT TRACT OF LAND DESCRIBED IN DEED OF DEDICATION RECORDED IN THE OFFICE OF THE TULSA COUNTY CLERK AS DOCUMENT NUMBER 2013118866, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

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THIS LEGAL DESCRIPTION WAS CREATED ON APRIL 3, 2019 BY ALBERT R. JONES, III, OK PLS #1580, WITH THE BASIS OF BEARING BEING THE EAST LINE OF THE NORTHEAST QUARTER (NE/4) OF SAID SECTION THIRTY-TWO (32) AS S 00° 55' 21" E.

### Surveyor's Statement

I, ALBERT JONES III, CERTIFY THE ATTACHED LEGAL DESCRIPTION CLOSES IN ACCORD WITH EXISTING RECORDS, IS A TRUE REPRESENTATION OF THE LEGAL DESCRIPTION AS DESCRIBED, AND MEETS THE MINIMUM TECHNICAL STANDARDS FOR LAND SURVEYING OF THE STATE OF OKLAHOMA.



ALBERT JONES III  
AJ@ATLASLANDOFFICE.COM  
PROFESSIONAL LAND SURVEYOR  
OKLAHOMA NO. 1580

*Albert Jones III*

4-11-19





**AGENDA ITEM**

**Consent Agenda 7. E.**

**City Council Regular**

**Meeting Date:** November 4, 2019

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

**Department:** Finance

**Presented By:** Pam Vann

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**SUBJECT:**

Consider approving the Certificate and Order of Municipality authorizing the City Treasurer to receive funds from Tulsa County collected on behalf of the City of Sapulpa.

**BACKGROUND:**

Tulsa County apportions money to the City of Sapulpa for the sinking fund levy that is collected on Tulsa County properties that are in the city limits of Sapulpa. Tulsa County requires that the following Certificate and Order of Municipality be approved every year which gives the authorization to pay funds collected for the City to the City Treasurer.

**RECOMMENDATION:**

Staff recommends that the Mayor and City Councilors approve this certificate.

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**Attachments**

Certificate and Order of Municipality

Certificate of Insurance

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**CERTIFICATE AND ORDER  
TO COUNTY CLERK AND COUNTY TREASURER**

\_\_\_\_\_ Oklahoma, \_\_\_\_\_, 20\_\_

To the County Clerk and County Treasurer of Tulsa County, Oklahoma.

We, the undersigned, presiding officer and Clerk of the Governing Board of (City, Town, Multi-County, Library, Board of Education, School District, (state which)

Municipality \_\_\_\_\_ of \_\_\_\_\_ Sapulpa  
("Public Body") in said County, State of Oklahoma, hereby authorize you, from and after the date hereof, for the current term or for the remainder of such current term in case of appointment to fill vacancy, such authority to continue until the end of such term, and no longer, unless sooner revoked, to pay over any public funds collected for the aforesaid Public Body in accordance with the provisions of 68 Okl.St. Ann. § 2923, to Pamela Vann Address 425 E. Dewey, Sapulpa, OK 74066, Oklahoma as TREASURER of said Public Body for the term stated; and his legal qualifications for said office are hereby certified to be truly and correctly stated as follows:

- (1) Date Elected or Re-elected 20\_\_;
- (2) Date Appointed or Re-Appointed June 4, 20 12 (Note 1);
- (3) Filed Surety Bond in sum of Twenty Thousand Dollars ( \$ 20,000.00 ) with Old Republic Surety Co. as Surety;
- (4) Bond Terms begins May 3, 20 19, and Expires/Renews May 3, 20 20 ;
- (5) Number of Bond POB0429139 ;
- (6) Date Bond was approved by Governing Board \_\_\_\_\_, 20\_\_ (if applicable); and
- (7) Said new Bond is in custody and control of City Clerk (Note 2), or was deposited with \_\_\_\_\_ for safekeeping.

Approved on November 4, 20 19 by \_\_\_\_\_ endorsement made.

Signed and Certified at Sapulpa, Oklahoma, this 4th day of November, 20 19.

\_\_\_\_\_  
Presiding Officer

\_\_\_\_\_  
Official Title

\_\_\_\_\_  
Attesting Officer

\_\_\_\_\_  
Official Title

**ATTESTING  
OFFICER'S SEAL**

**ATTEST:**

- Note 1:** Where Treasurer is appointed for an indefinite term, provide the original date of appointment. This form must be submitted annually even if Treasurer is appointed for an indefinite term, and must be submitted at any time a bond renews or the named Surety changes.
- Note 2:** Treasurer should not have custody of his own bond. If Financial Secretary of City serves both as Clerk and Treasurer, Mayor or other chief officer should have custody.
- Note 3:** See 11 Okl.St. Ann. § 8-105, requiring bond for Treasurer of a municipality; 70 Okl.St. Ann §§ 5-114 & 5-115 requiring bond for Treasurer of a Board of Education; and 65 Okl.St. Ann. § 4-105 requiring bond for Multi-County Library.









## AGENDA ITEM

### Community Development 9. A.

#### City Council Regular

**Meeting Date:** November 4, 2019

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

**Department:** Planning & Development

**Presented By:** Nikki Howard

---

#### SUBJECT:

Discussion and possible action regarding an Ordinance amending the Zoning Ordinance of the City of Sapulpa; changing the Zone and District of property located at 1125 North Ninth Street, City of Sapulpa, Creek County, State of Oklahoma, from RS-3 (Residential Single Family) to CG (Commercial General) per SAZ-962; and directing the City Clerk to show each change upon the Official Zoning Map; Repealing all Ordinances or parts of Ordinances in conflict herewith providing for severability and declaring an emergency.

#### BACKGROUND:

The subject property is located at the Southeast corner of East Bird Avenue and North Ninth Street (State Highway 97). The property was recently purchased by Standard Distributing. The rezoning is to allow an expansion of their parking lot.

#### RECOMMENDATION:

The Sapulpa Planning Commission met on October 22nd, 2019, and voted unanimously to recommend approval of the rezoning. Staff concurs with the recommendation.

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#### Attachments

Staff Report

site photo

map

Ordinance

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**SAPULPA PLANNING COMMISSION (SPC)  
October 22, 2019**

---

**FILE:** SAZ-962 | Rezoning  
**OWNERS:** Standard Tobacco Inc.  
**ADDRESS:** 1125 North Ninth Street  
**PARCEL:** 1225-00-007-000-0-020-0  
**STR:** Section 26, Township 18 North, Range 11 East  
**LEGAL:** Lots Two (2) and Three (3), Block Seven (7), Frisco Place Addition to the City of Sapulpa, Creek County, State of Oklahoma, according to the recorded plat thereof.  
**LOT SIZE:** .204 acres more or less  
**ZONING:** RS-3  
**EXISTING USE:** Vacant Residential Dwelling  
**APPLICANT:** Jimmy Naifeh  
**CC WARD:** Ward #2 Mr. John Anderson and Ms. Carla Gunn  
**PREPARED BY:** Nikki Howard – Urban Development Director

---

**REQUEST:**

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

**APPLICABLE STATE AND MUNICIPAL CODE SECTIONS:**

City of Sapulpa Zoning Code, Chapter 6, Commercial

**BACKGROUND:** The subject property is located at the Southeast corner of East Bird Avenue and North Ninth Street (Highway 97). The property was recently purchased by Standard Distributing. The rezoning is to allow an expansion of their parking lot.

**SURROUNDING LAND USE AND ZONING:**

North: CG Standard Distributing  
East: Turnpike right-of-way  
South: Turnpike right-of-way  
West: State Highway 97

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 input.

**STAFF RECOMMENDATION: Recommended motion for SPC:**

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







Request to Re-Zone  
from RS-3 to CG

# SAZ-962

Standard Tobacco C  
P.O. Box 390  
Sapulpa, OK 74067

### CITY OF SAPULPA MAP PRODUCTS

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

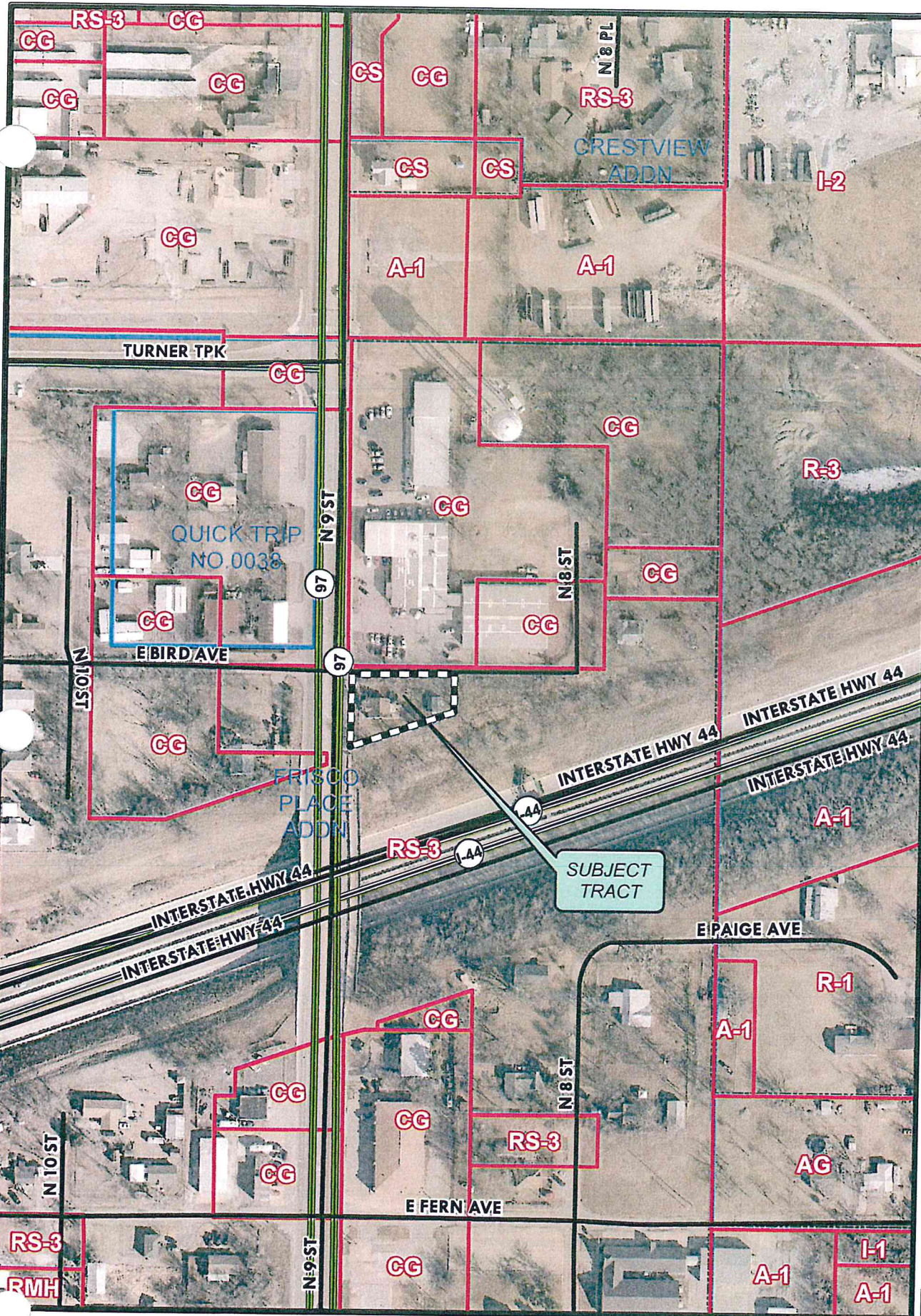
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Any users of these map products, map applications, or data, accepts same AS IS, WITH ALL FAULTS, and assumes all responsibility for the use thereof, and further covenants and agrees to hold the City harmless from and against all damage, loss, or liability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

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

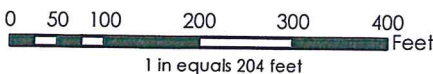
### Legend

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



### Property Description

lots 2 and 3 Block 7  
Frisco Place  
Sapulpa, Creek County, Oklahoma



Map Prepared by:  
City of Sapulpa

Date: 9/18/2019

Source Data:  
Creek County Assessors  
City of Sapulpa, INCOG

Phone: 911: 1125 N 9th St. Sapulpa, OK 74066



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

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF SAPULPA; CHANGING THE ZONE AND DISTRICT OF PROPERTY LOCATED AT 1125 NORTH NINTH STREET, CITY OF SAPULPA, CREEK COUNTY, STATE OF OKLAHOMA, FROM RS-3 (RESIDENTIAL SINGLE FAMILY) TO CG (COMMERCIAL GENERAL), PER SAZ-962; 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-962 STANDARD TOBACCO INC: Lots Two (2) and Three (3), Block Seven (7), Frisco Place, an addition to the City of Sapulpa, Creek County, State of Oklahoma, according to the recorded plat thereof, be and are hereby rezoned from to RS-3 (Residential Single Family) to CG (Commercial General)

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

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

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

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

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

PASSED AND APPROVED in regular session this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Mayor

ATTEST:

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

APPROVED:

\_\_\_\_\_  
City Attorney





## AGENDA ITEM

### Community Development 9. B.

#### City Council Regular

**Meeting Date:** November 4, 2019

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

**Department:** Planning & Development

**Presented By:** Nikki Howard

---

#### **SUBJECT:**

Discussion and possible action regarding an Ordinance amending the Zoning Ordinance of the City of Sapulpa; Changing the Zone and District of property located at the northeast corner of West 51st Street South and South 57th West Avenue, City of Sapulpa, Creek County, State of Oklahoma, from RS-3 (Residential Single Family) to CS (Commercial Shopping) per SAZ-963; 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 just west of the proposed Gilcrease Expressway expansion. The CS zoning would allow the applicants the opportunity to build retail/convenience store/restaurant type of development. The exact use is to be determined.

#### **RECOMMENDATION:**

The Sapulpa Planning Commission met on October 22nd, 2019 and voted unanimously to recommend approval of the rezoning. Staff concurs with the recommendation.

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#### **Attachments**

Staff report

maps and photo

Ordinance

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**SAPULPA PLANNING COMMISSION (SPC)**  
**October 22, 2019**

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**FILE:** SAZ-963 | Rezoning  
**OWNERS:** Jeff Schwickerath  
**ADDRESS:** Northeast corner of West 51<sup>st</sup> Street South and South 57<sup>th</sup> West Avenue  
**PARCEL:** 52600922900645  
52600922900650  
52600922900600  
**STR:** Section 29, Township 19 North, Range 12 East  
**LEGAL:** A tract of land in the West Half of Lot 5 of Block3 of Bridges Heights, Tulsa County, Oklahoma part of the SW/4 of the SE/4 Section 29-T19N-R12E more particularly described as follows: Commencing at the Southwest Corner of said Lot 5 of Block 3 of Bridges Heights, Thence N00°25'59"E along the West line of said Lot 5 a distance of 145.42 feet to the true Pont of Beginning, Thence N00°25'59"E along the West line of said Lot 5 a distance of 145.43 feet to the Northwest corner of said Lot 5, Thence S89°32'57"E along the North line of said Lot 5 a distance of 153.47 feet to the Northeast corner of said West Half of Lot 5, Thence S00°25'30"W along the East line of the West Half of Lot 5 a distance of 145.43 feet, Thence N89°32'57"W a distance of 153.50 feet to the True Point of Beginning, AND, A tract of land in the West Half of Lot 5of Block 3 of Bridges Heights Tulsa County, Oklahoma part of the SW/4 of the SE/4 Section 29-T19N-R12E more particularly described as follows: Beginning at the Southwest Corner of said Lot 5 of Block 3 Bridges Heights, Thence N00°25'59"E along the West line of said Lot 5 a distance of 145.42 feet, Thence S89°32'57"E a distance of 153.50 feet to the East line of the West Half of Lot 5, Thence S00°25'30"W along the East line of the West Half of Lot 5 a distance of 145.40 feet to a point on the South line of said Lot 5, Thence N89°32'44"W along the South line of Lot 5 a distance of 153.51 feet to the True Point of Beginning, AND The East Half of Lot 5 of Block3 of Bridges Heights Tulsa County, Oklahoma, part of the SW/4 of the SE/4 Section 29-T19N-R12E. AND A tract of land in Lot 4 of Block 3 of Bridges Heights Tulsa, County, Oklahoma part of the SW/4 of the SE/4 Section 29-T19N-R12E more particularly described as follows: Commencing at the Southwest Corner of said Lot 4 of Block 3 of Bridges Heights, Thence N00°25'59"E along the West line of said Lot 4 a distance of 203.90 feet to the True Point of Beginning, Thence N00°25'59"E along the West line of said Lot 4 a distance of 101.95 feet to the Northwest corner of said Lot 4, Thence S89°33'04"E along the North line of said Lot 4 a distance of 306.87 feet to the Northeast corner of said Lot 4, Thence S00°25'05"W along the East of Lot 4 a distance of 101.96 feet, Thence N89°32'57"W a distance of 306.90 feet to the True Point of Beginning. AND A tract of land in Lot 4 of Block 3 of Bridges

Heights Tulsa County, Oklahoma part of the SW/4 of the SE/4 Section 29-T19N-R12E more particularly described as follows: Commencing at the Southwest corner of said Lot 4 of Block 3 of Bridges Heights, Thence N00°25'59"E along the West line of said Lot 4 a distance of 101.95 feet to the True Point of Beginning, Thence N00°25'59"E along the West line of said Lot 4 a distance of 101.95 feet, Thence S89°32'57"E a distance of 306.90 feet to the East line of Lot 4, Thence S00°25'05"W along the East of Lot 4 a distance of 101.95 feet, Thence S00°25'05"W along the East of Lot 4 a distance of 101.95 feet, Thence N89°32'57"W a distance of 306.92 feet to the True Point of Beginning. AND A tract of land in Lot 4 of Block 3 of Bridges Heights Tulsa Oklahoma part of the SW/4 of the SE/4 Section 29-T19N-R12E more particularly described as follows: Beginning at the Southwest Corner of said Lot 4 of Block 3 of Bridges Heights, Thence N00°25'59"E along the West line of said Lot 4 a distance of 101.95 feet, Thence S89°32'57"E a distance of 306.92 feet to the East line of said Lot 4, Thence S00°25'05"W along the East of Lot 4 a distance of 101.95 feet to the Southeast corner of said Lot 4, Thence N89°32'57"W along the South line of said Lot 4 a distance of 306.95 feet to the True Point of Beginning.

**LOT SIZE:** 3.03 acres more or less  
**ZONING:** RS  
**EXISTING USE:** Vacant  
**APPLICANT:** Jeff Schwickerath  
**CC WARD:** Ward #5 Mr. Bruce Bledsoe and Mr. Hugo Naifeh  
**PREPARED BY:** Nikki Howard – Urban Development Director

---

**REQUEST:**

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

**APPLICABLE STATE AND MUNICIPAL CODE SECTIONS:**

City of Sapulpa Zoning Code, Chapter 6, Commercial

**BACKGROUND:** The subject property is located just west of the proposed Gilcrease Expressway expansion. The CS zoning would allow the applicants the opportunity to build retail/convenience store/restaurant type of development. The exact use is to be determined.

**SURROUNDING LAND USE AND ZONING:**

North:	Residential
East:	Residential (Vacant Lot)

South: Industrial

West: Agriculture (Tulsa County)

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

Flood Zone: There is no floodplain on the subject property.

**PUBLIC COMMENTS:**

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

**STAFF RECOMMENDATION: Recommended motion for SPC:**

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



Request to Re-Zone  
from RS-3 to CS

**SAZ-963**

Jeff Schwickerath  
P.O. Box 734  
Sapulpa, OK 74067

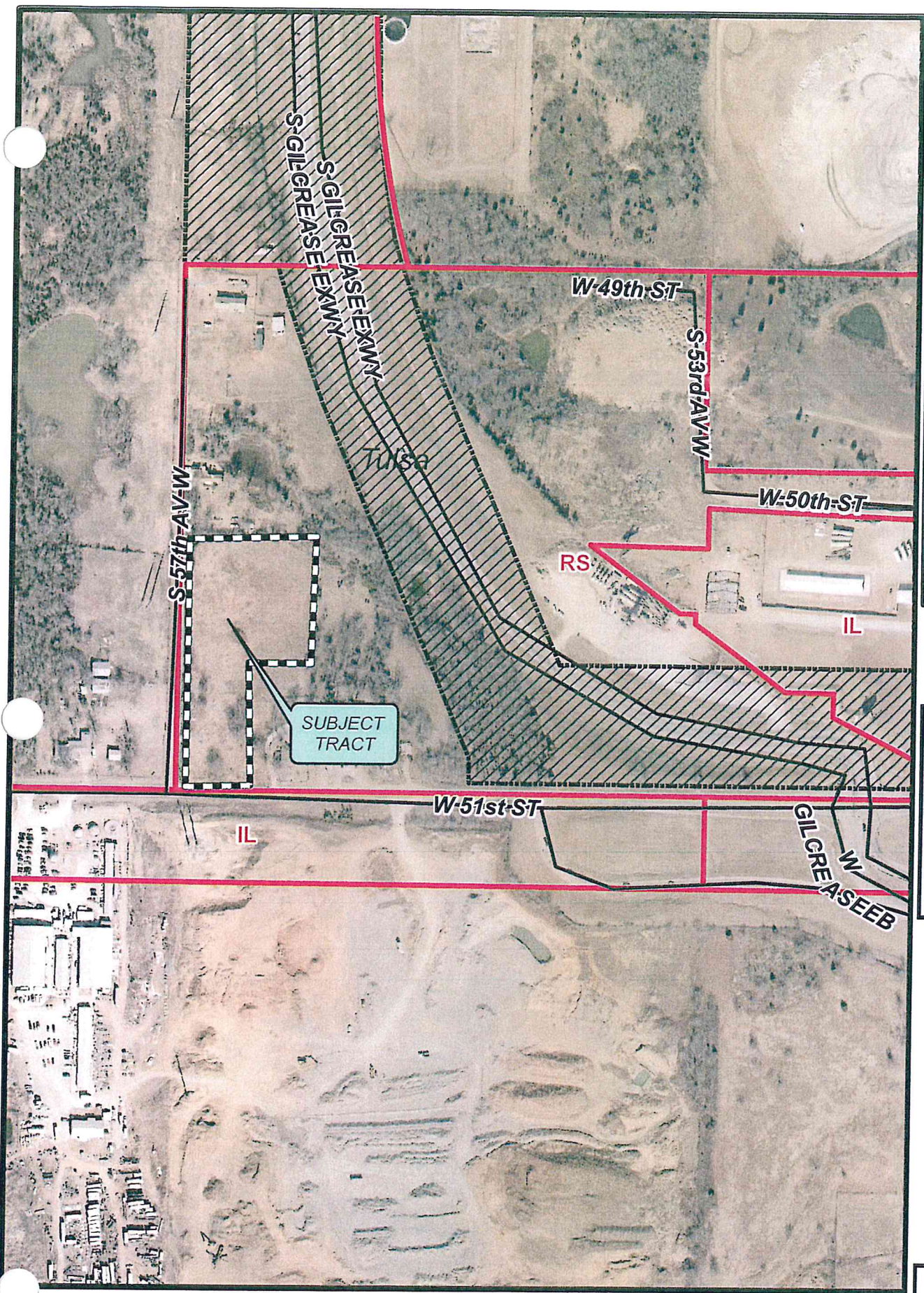
CITY OF SAPULPA  
MAP PRODUCTS

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**Legend**

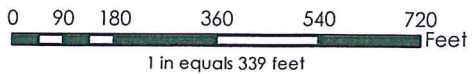
- Zoning
- Subject Property
- Parcels
- Highways
- Roads & Streets
- Railroads



**Property Description**

Property located in Lot 4 and the West half of Lot 5, Block 3  
Bridges Heights  
Sapulpa, Tulsa County, Oklahoma

E-911: Address to be assigned at a later date.



Map Prepared by:  
City of Sapulpa  
Date: 9/30/2019

Source Data:  
Creek County Assessors  
City of Sapulpa, INCOG





Request to Re-Zone  
from RS-3 to CS

**SAZ-963**

Jeff Schwickerath  
P.O. Box 734  
Sapulpa, OK 74067

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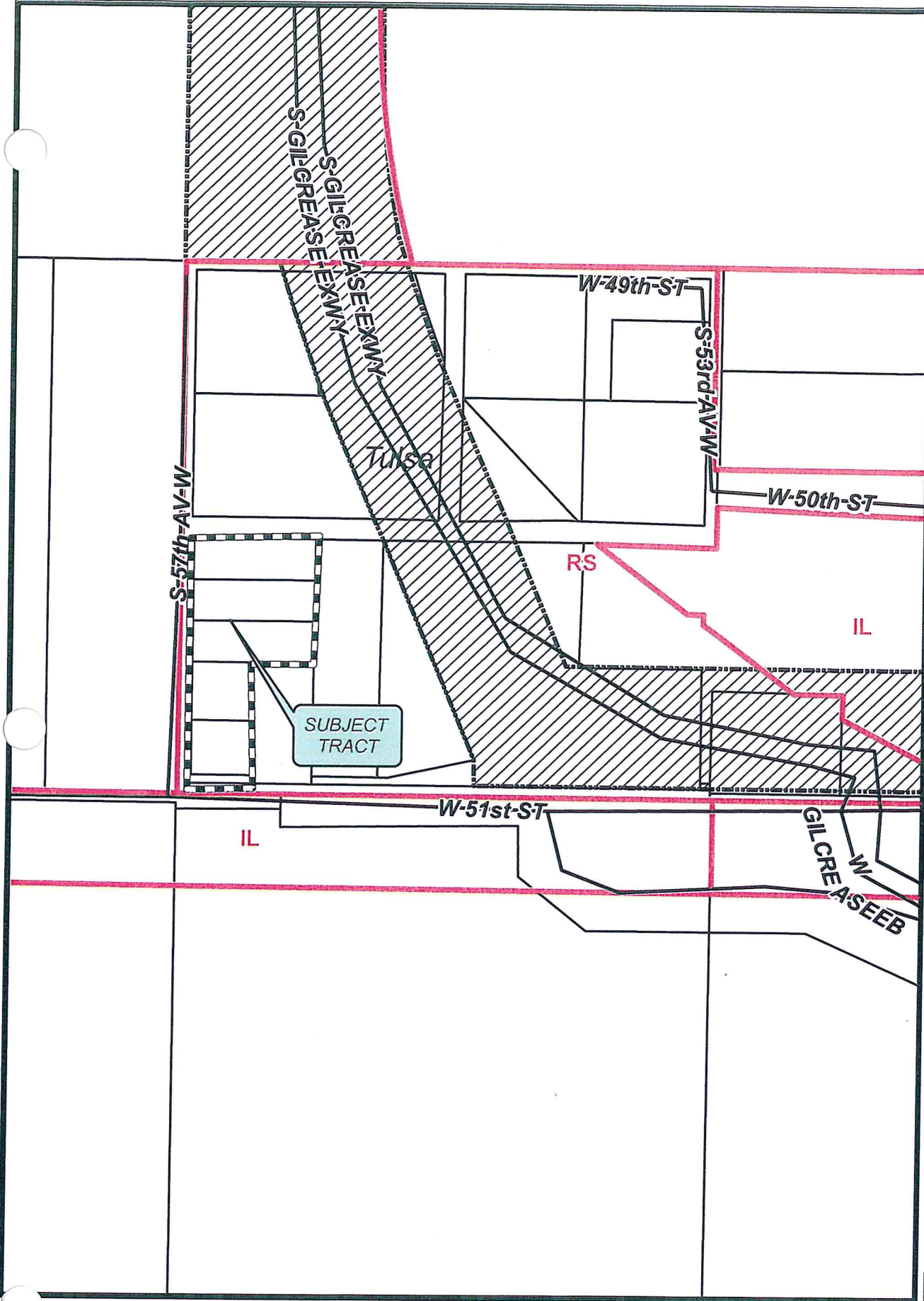
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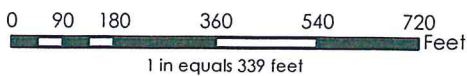
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City of Sapulpa

Date: 9/30/2019

Source Data:  
Creek County Assessors  
City of Sapulpa, INCOG

Subject



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

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF SAPULPA; CHANGING THE ZONE AND DISTRICT OF PROPERTY LOCATED AT THE NORTHEAST CORNER OF WEST 51<sup>ST</sup> STREET SOUTH AND SOUTH 57<sup>TH</sup> WEST AVENUE, CITY OF SAPULPA, CREEK COUNTY, STATE OF OKLAHOMA, FROM RS-3 (RESIDENTIAL SINGLE FAMILY) TO CS (COMMERCIAL SHOPPING), PER SAZ-963; 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-963 JEFF SCHWICKERATH: A tract of land in the West Half of Lot 5 of Block 3 of Bridges Heights, Tulsa County, Oklahoma part of the SW/4 of the SE/4 Section 29-T19N-R12E more particularly described as follows: Commencing at the Southwest corner of said Bridges Heights, Thence N00°25'59"E along the West line of said Lot 5 a distance of 145.42 feet to the true point of beginning, Thence N00°25'59"E along the West line of said Lot 5 a distance of 145.43 feet to the Northwest corner of said Lot 5, Thence S89°32'57"E along the North line of said Lot 5 a distance of 153.47 feet to the Northeast corner of said West Half of Lot 5, Thence S00°25'30"W along the East line of the West Half of Lot 5 a distance of 145.43 feet, Thence N89°32'57"W a distance of 153.50 feet to the true point of beginning. AND A tract of land in the West Half of Lot 5 of Block 3 of Bridges Heights, Tulsa County, Oklahoma, part of the SW/4 of the SE/4 Section 29-T19N-R12E more particularly described as follows: Beginning at the Southwest Corner of said Lot 5 of Block 3 of Bridges Heights, Thence N00°25'59"E along the West line of said Lot 5 a distance of 142.42 feet, Thence S89°32'57"E a distance of 153.50 feet to the East line of the West Half of Lot 5, Thence S00°25'30"W along the East line of the West Half of Lot 5 a distance of 145.42 feet to a point on the South line of said Lot 5, Thence N89°32'44"W along the South line of Lot 5 a distance of 153.52 feet to the True Point of Beginning. AND The East Half of Lot 5 of Block 3 of Bridges Heights, Tulsa County, Oklahoma, part of the SW/4 of the SE/4 Section 29-T19N-R12E. AND A tract of land in Lot 4 of Block 3 of Bridges Heights, Tulsa County, Oklahoma part of the SW/4 of the SE/4 Section 29-T19N-R12E more particularly described as follows: Commencing at the Southwest Corner of said Lot 4 of Block 3 of Bridges Heights, Thence N00°25'59"E along the West Line of said Lot 4 a distance of 203.90 feet to the true Point of Beginning, Thence N00°25'59"E along



the West line of said Lot 4 a distance of 101.95 feet to the Northwest corner of said Lot 4, Thence S89°33'04"E along the North line of said Lot 4 a distance of 306.87 feet to the Northeast corner of said Lot 4, Thence S00°25'05"W along the East of Lot 4 a distance of 101.96 feet, Thence N89°32'57"W a distance of 306.90 feet to the True Point of Beginning. AND A tract of land in Lot 4 of Block 3 of Bridges Heights, Tulsa County, Oklahoma, part of the SW/4 of the SE/4 Section 29-T19m-R12E more particularly described as follows: Commencing at the Southwest Corner of said Lot 4 of Block 3 of Bridges Heights, Thence N00°25'59"E along the West line of said Lot 4 a distance of 101.95 feet to the True Point of Beginning, Thence N00°25'59"E along the West line of said Lot 4 a distance of 101.95 feet, Thence S89°32'57"E a distance of 306.90 feet to the East line of said Lot 4, Thence S00°25'05"W along the East of Lot 4 a distance of 101.95 feet; Thence N89°32'57"W a distance of 306.92 feet to the True Point of Beginning. AND a tract of land in Lot 4 of Block 3 of Bridges Heights, Tulsa County, Oklahoma, part of the SW/4 of the SE/4 of Section 29-T19N-R12E more particularly described as follows: Beginning at the Southwest Corner of said Lot 4 of Block 3 of Bridges Heights, Thence N00°25'59"E along the West line of said Lot 4 a distance of 101.95 feet, Thence S89°32'57"E a distance of 306.92 feet to the East line of said Lot 4, Thence S00°25'05"W along the East of Lot 4 a distance of 101.95 feet to the Southeast corner of said Lot 4, Thence N89°32'57"W along the South line of said Lot 4 a distance of 306.95 feet to the True Point of Beginning, be and are hereby rezoned from to RS-3 (Residential Single Family) to CS (Commercial Shopping)

**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 \_\_\_\_\_, 2019.

\_\_\_\_\_  
Mayor

ATTEST:

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

APPROVED:

\_\_\_\_\_  
City Attorney



## AGENDA ITEM

### Community Development 9. C.

#### City Council Regular

**Meeting Date:** November 4, 2019

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

**Department:** Planning & Development

**Presented By:** Nikki Howard

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#### **SUBJECT:**

Discussion and possible action regarding the application by Michael Cato for a Specific Use Permit, SUP-048, to allow a Medicinal Marijuana Dispensary located at 804 East Taft Avenue, Ste H. This application includes an amendment to the Future Land Use Map from Residential to office/commercial.

#### **BACKGROUND:**

The subject property is located at the far west end of a shopping center. The tenants from east to west are Atwoods, H&R Block, Salon, "Star Care", and Bayouth Insurance. To the South of the proposed dispensary is "Cambridge Court" apartment complex. According to the Comprehensive Plan, the South half of the commercial area has a residential designation. It is staff's recommendation that we extend the office/commercial designation approximately 378 feet to the South. This amendment would bring the commercial area into compliance with the Comprehensive Plan.

#### **RECOMMENDATION:**

The Sapulpa Planning Commission met on October 22nd, 2019, and voted 4-2 to recommend approval of the application to City Council. Staff concurs with the recommendation.

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#### **Attachments**

Staff Report  
maps and submittals

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**SAPULPA PLANNING COMMISSION**  
**October 22, 2019**  
**STAFF REPORT**

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**FILE:** SUP-048 | Specific Use Permit  
**APPLICANT:** Michael Cato  
**ADDRESS:** 804 East Taft Avenue, Suite H  
**PARCEL:** 1999-02-017-011-0-672-00  
**STR:** Section 02, Township 17 North, Range 11 East  
**LEGAL:** Beginning at a point N89°59'35"W a distance of 709.89; Thence S00°1'55"E a distance of 358.60 feet from the Northeast corner of Section Two (2), Township Seventeen (17) North, Range Eleven (11) East of the Indian Base and Meridian, Creek County, State of Oklahoma, according to the U.S. Government Survey thereof; Thence S00°1'35"E a distance of 68 feet; Thence S89°59'35"E a distance of 62.3 feet; Thence S00°1'35"E a distance of 82 feet; Thence N89°59'35"W a distance of 140 feet; Thence N00°1'35"W a distance of 150 feet; Thence S89°59'35"E a distance of 77.7 feet to the Point of Beginning.

**LOT SIZE:** .72 acres more or less  
**ZONING:** CG – Commercial General  
**EXISTING USE:** Vacant tenant space  
**OWNER:** Nale Realty LLC  
**CC WARD:** Ward #1 Mr. Wes Galloway and Mr. John Suggs  
**PREPARED BY:** Nikki Howard – Urban Development Director

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**REQUEST:**

The applicant requests a Specific Use Permit to allow a Retail Medicinal Marijuana Dispensary in the CG (Commercial General) zoning district and an amendment to the Future Land Use Map from Residential to Office/Commercial.

**APPLICABLE STATE AND MUNICIPAL CODE SECTIONS:**

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

**BACKGROUND:**

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

The subject property is located at the far west end of a shopping center. Then tenants from east to west are Atwoods, H & R Block, Salon, “Star Care”, and Bayouth Insurance office. To the South of the proposed site is an apartment complex, “Cambridge Court”.

According to the Comprehensive plan, the south half of the commercial area has a Residential zoning designation. It is staff’s recommendation that we extend the office/commercial designation approximately 378 feet to the South. This amendment would bring the commercial area into compliance with the comprehensive plan.

**SURROUNDING LAND USE AND ZONING:**

North:	CG parking lot and fast casual dining
East:	CG shopping center
South:	CS Cambridge Court Apartments
West:	CG vacant lot

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

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

**PUBLIC COMMENTS:** As of writing this report, staff received a letter from the property management of “Cambridge Court” Apartments stating their concern with the proximity of the dispensary to their family community (letter is attached).

**STAFF RECOMMENDATION:**

**Recommended motion for SPC:**

Staff is recommending **APPROVAL** of the Future Land Use Map designation to Office/Commercial and the application with the following conditions:

- a. Each Commercial Medical Marijuana Facility shall be operated from the permitted premises on the permitted property. No Commercial medical Marijuana Facility shall be permitted to operate from a moveable, mobile or transitory location, except for a permitted and licensed secure transporter when engaged in the lawful transport of Marijuana.
- b. Commercial operators will need to submit their security plan and shall include the following: see attached security plan
- c. Operating hours shall be between 8:00 am and 8:00 pm.
- d. Signs: No pictures, photographs, drawings or other depictions of marijuana or marijuana paraphernalia shall appear on the outside of any permitted premises nor be visible outside of the permitted premises on the permitted property. The words "marijuana", "cannabis" and any other words used or intended to convey the presence or availability of marijuana shall not appear on the outside of the permitted premises nor be visible outside of the permitted premises on the permitted property.
- e. All activities of Commercial Medical Marijuana facilities, including without limitation, distribution, growth, cultivation, or the sale of marijuana, and all other related activity under the permit holder's license or permit must occur indoors. The facility's operation and design shall minimize any impact to adjacent uses, including the control of any odor by maintaining and operating an air filtration system so that no odor is detectable outside of the permitted premises.
- f. All necessary building, electrical, plumbing, and mechanical permits and inspections must be obtained for any part of the permitted premises.
- g. The permit holder, owner and operator of the facility shall use lawful methods in controlling waste or by-products from any activities allowed under the license or permit.
- h. All signage from the previous tenant must removed prior to the issuance of a Certificate of Occupancy.
- i. Concrete barriers must be installed in the front of the space prior to issuance of certificate of occupancy.
- j. Approval of the Future Land Use amendment from Residential to Commercial.



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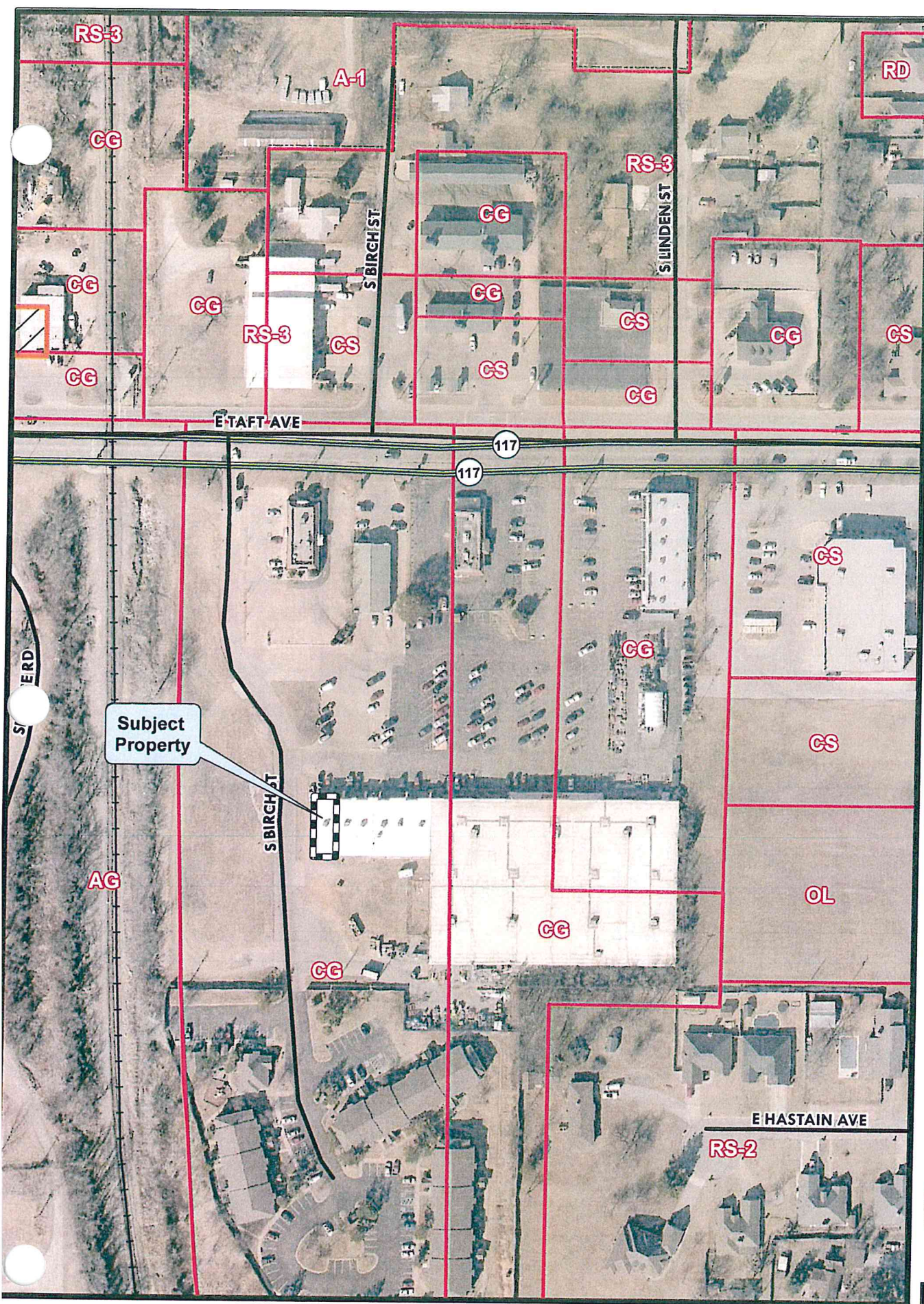
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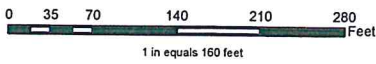
-  Zoning
-  Subject Property
-  City Limits
-  Parcels
-  Highways
-  Roads & Streets
-  Railroads



**Property Description**

Property located in Sec 2-T17N-R11E  
Sapulpa, Creek County, Oklahoma  
See case file for full legal description

-911: 804 E Taft Ave Suite H, Sapulpa, OK 74066



Map Prepared by:  
City of Sapulpa  
Date: 9/18/2019

Source Data:  
Creek County Assessors  
City of Sapulpa, Inc





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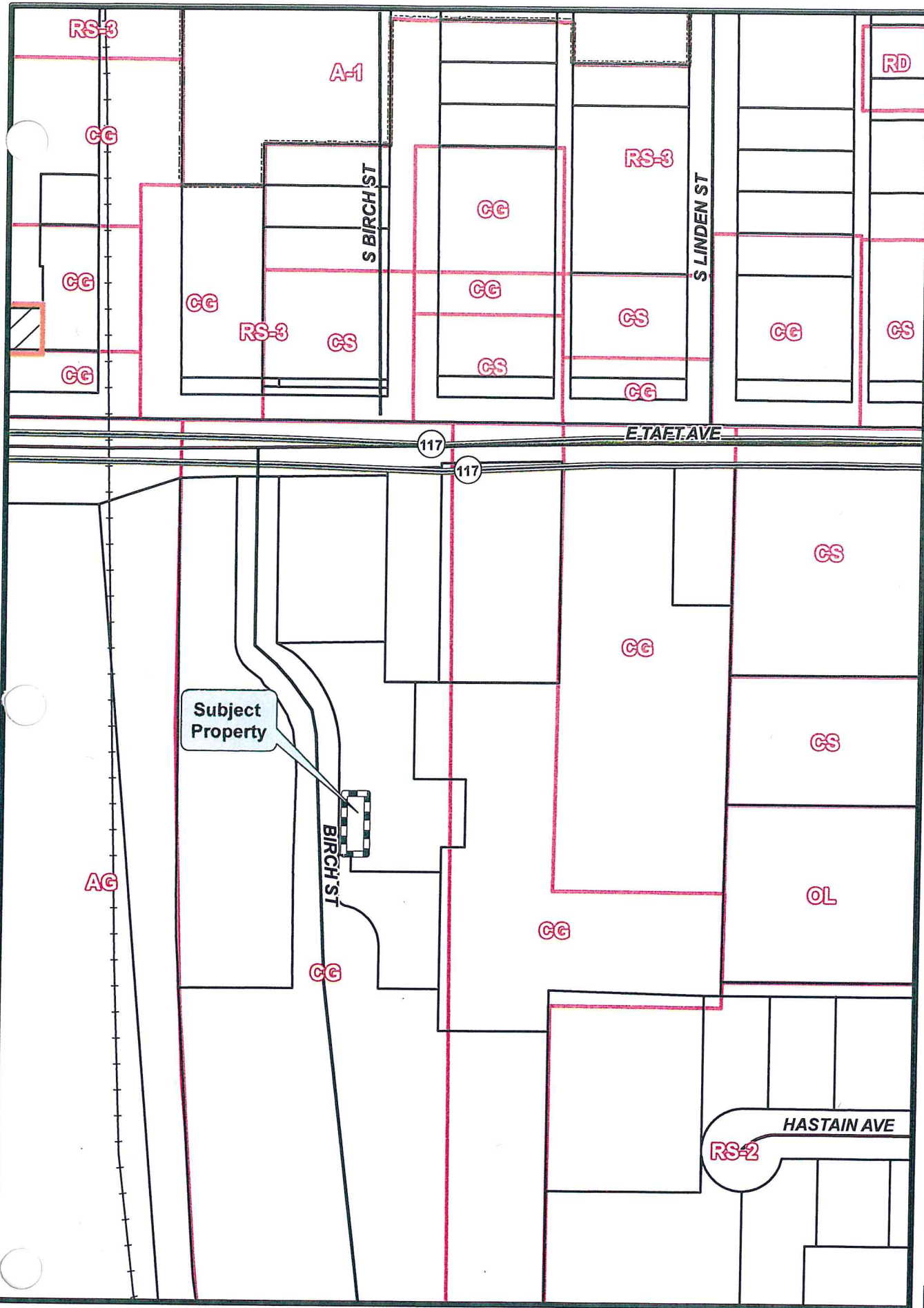
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-  Zoning
-  Subject Property
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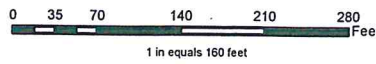
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Map Prepared by:  
City of Sapulpa  
Date: 9/18/2019

Source Data:  
Creek County Assessors  
City of Sapulpa, Incon



**FINDINGS OF FACT AND CONCLUSIONS OF LAW**

NOW on this 2nd day of Oct '19, the City of Sapulpa Planning Commission, having considered the above Specific Use Permit request, finds and concludes as follows:

1. PROBABLE EFFECT OF THE PROJECT ON THE ADJACENT PROPERTY: The Planning Commission finds that the proposed use will have (minimal/substantial) effect on the adjacent property.

2. COMMUNITY WELFARE AS AFFECTED BY THE PROJECT: The Planning Commission finds that the proposed use (will/will not) adversely affect the community welfare.

3. IMPACT OF THE DEVELOPMENT ON PUBLIC FACILITIES, INCLUDING BUT NOT LIMITED TO PARKS, ROADS, AND UTILITIES: The Planning Commission finds that the proposed use (will/will not) have an adverse effect on public facilities.

4. SAFEGUARDS TO DIMINISH THE EFFECT ON THE ADJACENT PROPERTY, COMMUNITY WELFARE, OR PUBLIC FACILITIES/SERVICES:

The Planning Commission finds that the following safeguards (if any) are needed, to diminish the effect of the proposed use: Ballard

- (a) Substantial concrete "barriers" back & front
- (b) \_\_\_\_\_
- (c) \_\_\_\_\_

5. All procedural requirements of 11 O.S. 43-113 have been met and SUP-\_\_\_\_\_ is hereby approved/denied for the reasons set forth above, and these findings and conclusions have been approved in open meeting this \_\_\_ day of \_\_\_\_\_, 20\_\_.





SUP-048 / CPA -

1999-02-07-01-0-12-00



Ward#1  
Calloway/Suggs  
oflood  
FLUM-Res

Sapulpa Metropolitan Area Planning Commission (SMAPC)

Specific Use Permit Application (SUP)

\* needs comp plan  
demend. to off/

For Office Use			
Date Application Submitted	9/18/2019	Received by	B.B.
Date of Public Hearing	10/22/2019	Case Number	SUP-048
		Complete? Yes or No	Yes
		Approved? Yes or No	Yes

Applicant: Michael Cato Phone: (918)873-0777

Owner: (if different\*\*) 1911 S. Nogales Ave. Tulsa OK 74107 Phone: \_\_\_\_\_  
Bob Nale Trust

Address: 804 E. Taft Sapulpa, OK 74066 Suite H Zoning: C-6 S-T-R: \_\_\_\_\_

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

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

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

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

A. Subject Property

1. Size in Acres or Square Feet: 1632 sqft
2. Current Use: empty
3. Frontage Road (Street): 804 E. Taft Ave Sapulpa, OK 74066 Suite H

4. Identify structures and improvements on the property: None

5. City Water:  Yes  No 6. City Sewer:  Yes  No 7. Basin (if applicable): NA

### B. Adjoining Property

1. Provide approximate distances from structures on adjacent lots to the property lines: Vacant

2. Identify adjacent and surrounding land uses: Vacant

### C. Specific Use Permit Request

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

1. Describe the proposed Specific Use as it pertains to your property: Dispensary

2. Describe any benefits to the adjacent properties or to the City: more taxes for the city of Sapulpa.

3. Explain how the subject property is well suited for proposed Specific Use. (e.g. advantages such as topography, soil, drainage, access, proximity to populated commercial/residential areas, etc): as the location has already been approved by O.M.M.A.

4. Explain how the proposed Specific Use may affect the road system serving your area: I see no effect as its already a public road.

5. Provide the number of additional daily traffic counts the Specific Use may produce: 100 ahead

6. If there are increases in traffic, what traffic control measures are proposed? none its a business complex none are needed.

7. How could the proposed Special Use be detrimental to properties in the vicinity? I see no detriment as near by properties has given me there blessing

8. Explain what measures are proposed to minimize any adverse effects: Steel Barriers, Security Camera's, armed licenced Security guard



=====

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

- Staff will not accept an incomplete SUP application packet. The application, supporting documentation, and fees must be delivered to the Urban Development offices at least 30 days prior to the next scheduled SMAPC meeting.
- The City Council (CC) reviews and discusses the SUP request and the recommendation from the SMAPC. The CC may approve as recommended, approve with amended conditions, or deny an SUP application.
- A person knowledgeable of the application and the property must attend the meetings to represent the application.
- The approval of a Specific Use Permit does not in any way negate or circumvent the other requirements of development as stated in the City Codes. If approved, the SUP may require meeting(s) with the Technical Advisory Committee (TAC). Additional permits will be required prior to construction.
- Unless otherwise indicated, the Sapulpa Metropolitan Area Planning Commission (SMAPC) meets the 4th Tuesday of each month at 7:00 p.m. in the City Council Chambers
- You may contact the Urban Development Department at 918-248-5917

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

Michael Cato  
Signature

9/9/19  
Date

=====

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

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

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

**For Office Use**

Application Fees	Totals
Base Application Fee	\$170.00
Notice Preparation	\$30.00
Property Owners Mailing & Postage \$6.** x <u>8</u>	\$ <u>54.40</u>
<b>Total Amount Due</b>	\$ <u>254.40</u>
	Date Paid <u>9/18/2019</u>
	Check No. <u>158</u>



Michael Cato &lt;money mike53@gmail.com&gt;

---

**Security Quote**

1 message

Mark Bowers &lt;Mark.Bowers@alert360.com&gt;

Thu, Sep 12, 2019 at  
3:45 PM

To: "money mike53@gmail.com" &lt;money mike53@gmail.com&gt;

Mike

Below is the quote for the security systems for your business. Included in the price is parts and labor excluding viewing monitors and mounting viewing monitors for the video surveillance system. Each system is based on a thirty six month agreement. If you have any questions feel free to contact me.

**Alarm System**

1 Keypad  
2 Door Contacts  
5 Motion Detectors  
1 Glass Break  
Install Fee \$524.00  
Monthly Monitoring \$39.95

**Access Control System**

1 Door Controler  
1 Strike Plate  
1 Proximity Reader  
1 Proximity Cards 20  
1 Request To Exit Button  
Install Fee \$380.00  
Monthly Fee \$47.00

**Video System**

1 16-Channel NVR  
4 Out Door Day Night 2.8mm 1080p Cameras

8 Indoor Day Night 2.8mm 1080p Cameras  
1 HDMI Cable 6ft  
1 HDMI Cable 50ft  
1 HDMI Splitter  
16 Labor Hours  
Install Fee \$1413.95  
Monthly Fee \$110.95

Total Install \$2317.95  
Total Monthly \$197.90

Mark Bowers  
Security Representative  
ALERT360  
(918)378-0737  
Oklahoma Lic # 6128



Mark Bowers  
Sales  
Alert 360  
OK Lic: 002  
M: 918.378.0737 | T: 918.388.6780

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State of Oklahoma

# License Certificate

NON-TRANSFERABLE

## COMMERCIAL DISPENSARY LICENSE

HEREBY GRANTED TO

**M&M ICECREAM LLC**

804 E TAFT AVE H, SAPULPA, OK, 74066

THE LICENSE IS ISSUED BY THE OKLAHOMA STATE DEPARTMENT OF HEALTH, OKLAHOMA MEDICAL MARIJUANA AUTHORITY TO CERTIFY THE ABOVE HAS FULFILLED THE REQUIREMENTS OF TITLE 63 O.S. § 420A ET SEQ. AND THE OKLAHOMA ADMINISTRATIVE CODE AT TITLE 310 CHAPTER 684. THE LICENSE IS SUBJECT TO THE REPRESENTATIONS MADE ON THE APPLICATION THEREFOR, AND MAY BE SUSPENDED OR REVOKED FOR CAUSE AS PROVIDED BY LAW AND RULE. LICENSEE SHALL OBSERVE AND COMPLY WITH ALL APPLICABLE LAWS, ORDINANCES, RULES AND REGULATIONS OF THE STATE OF OKLAHOMA.

08/19/2020

LICENSE NUMBER:

DAAA-VYES-QAQCW



DO NOT COPY

*Tom Bates*

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



TAFT ST.  
(HWY 117)

TACO BELL

KEN'S PIZZA

CROSS-PARKING

APARTMENTS  
STAIRS

RAILROAD TRACK

VACANT LAND

VACANT

ATWOODS

APARTMENTS  
STAIRS  
STAIRS  
STAIRS  
STAIRS  
STAIRS  
STAIRS







October 3, 2019

Sapulpa Planning Commission  
425 East Dewey Avenue  
Sapulpa, Oklahoma

RE: Notice of Public Hearing requesting permit for Marijuana-Dispensary/Establishment

To Whom It May Concern:

As a representative of the owners at Cambridge Court Apartments located at 1018 S. Birch Street, Sapulpa, OK we are extremely concerned regarding the possibility of a marijuana-dispensary establishment in close proximity to our family community. Our property received federal funds and we adhere to the federal government's classification of marijuana. Our property has a no tolerance policy.

Sincerely,

A handwritten signature in blue ink that reads "Paula Wilhoit". The signature is written in a cursive style with a large initial "P".

Paula Wilhoit  
VP of Property Management



## AGENDA ITEM

### Community Development 9. D.

#### City Council Regular

**Meeting Date:** November 4, 2019

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

**Department:** Planning & Development

**Presented By:** Nikki Howard

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#### **SUBJECT:**

Discussion and possible action regarding application by Patricia Goins, for a Specific Use Permit SUP-049, to allow Medicinal Marijuana Processing located at 219 East Dewey Avenue.

#### **BACKGROUND:**

The application is for a marijuana processing use. Unlike the commercial kitchen processing use approved as part of a retail dispensary at 7 South Main Street, this request is limited to processing for wholesale purposes only. By Code, wholesale activities are uses not allowable by right in the Central Business District, the purpose of which is to encourage diversity of customer intense uses which mutually benefit from proximity to each other within the CBD. The Sapulpa Planning Commission met on October 22nd, 2019, where there were multiple speakers at the Planning Commission speaking for and against the application. Most of the concern was the proximity to the Courthouse and the wholesale use. The Planning Commission voted unanimously to recommend denial of the application. Despite this recommendation for denial, the applicant submitted a timely response and request (attached) that the city council determine the issue.

#### **RECOMMENDATION:**

Staff concurs with the recommendation of denial as determined by the Planning Commission

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#### **Attachments**

Staff report

Maps and submittals

Appeal letter

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**SAPULPA PLANNING COMMISSION (SPC)**  
**October 22, 2019**  
**STAFFREPORT**

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**FILE:** SUP-049 | Specific Use Permit

**APPLICANT:** Patricia Goins

**ADDRESS:** 219 East Dewey Avenue

**PARCEL:** 1000-00-039-000-0-130-00

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

**LEGAL:** The West 50 feet of the East 100 feet of the South 100 feet of Lot 5 and the East 100feet of the North 6.6 feet of Lot 5 and the East 100 feet of the South 3.4 feet of Lot 4, Block 39, in the Original Town now City of Sapulpa, Creek County, State of Oklahoma, according to the recorded plat thereof.

**LOT SIZE:** .14 acres more or less

**ZONING:** CBD – Commercial Business District

**EXISTING USE:** Vacant building (formerly Randall’s Diner)

**OWNER:** David and Jerry Mortazavi

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

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

---

**REQUEST:**  
The applicant requests a Specific Use Permit to allow Medicinal Marijuana Processing in the CBD (Central Business 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 processing portion of the application will be a commercial kitchen used to bake edible marijuana products. The applicant is planning to use a “decarboxylated” product in her baking. According to research by staff, this will virtually eliminate the odor of marijuana processing at the location, as well as mask the odor from the dispensary. Proper ventilation and filtration will need to be inspected and approved by the Fire Marshal and the City Inspector to ensure that there are no adverse affects or odor from the permitted premises.

Any changes to the exterior of the building, including but not limited to façade, doors, windows, and signs will need to first be issued a “Certificate of Appropriateness” from the Historic Preservation Committee., the applicant is aware of this requirement. The applicants understand that the sign from the previous occupant will need to be removed.

**SURROUNDING LAND USE AND ZONING:**

North:	CBD – parking lot
East:	CBD – Law Office
South:	CBD – County Courthouse
West:	CBD – Barber shop/Bail Bonds

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

Comprehensive Plan: The subject property is designated Central Business District on the Future Land Use Map (FLUM). The proposed warehouse use is not in compliance.

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

**PUBLIC COMMENTS:** As of writing this report, staff received a phone call from an area property owner. While Urban Development received one call in protest, other City staff received multiple inquiries regarding the application, with the primary concern being the proximity to the Courthouse and the wholesale use.

**STAFF RECOMMENDATION:**

**Recommended motion for SPC:**

Staff is recommending **DENIAL** of the application due to the proximity to the Courthouse.

If SPC chooses to recommend approval staff recommends the following conditions:

- a. Each Commercial Medical Marijuana Facility shall be operated from the permitted premises on the permitted property. No Commercial medical Marijuana Facility shall be permitted to operate from a moveable, mobile or transitory location, except for a permitted and licensed secure transporter when engaged in the lawful transport of Marijuana.
- b. Commercial operators will need to submit their security plan and shall include the following: see attached security plan
- c. Signs: No pictures, photographs, drawings or other depictions of marijuana or marijuana paraphernalia shall appear on the outside of any permitted premises nor be visible outside of the permitted premises on the permitted property. The words "marijuana", "cannabis" and any other words used or intended to convey the presence or availability of marijuana shall not appear on the outside of the permitted premises nor be visible outside of the permitted premises on the permitted property.
- d. All activities of Commercial Medical Marijuana facilities, including without limitation, distribution, growth, cultivation, or the sale of marijuana, and all other related activity under the permit holder's license or permit must occur indoors. The facility's operation and design shall minimize any impact to adjacent uses, including the control of any odor by maintaining and operating an air filtration system so that **no odor is detectable outside of the permitted premises.**
- e. All necessary building, electrical, plumbing, and mechanical permits and inspections must be obtained for any part of the permitted premises.
- f. The permit holder, owner and operator of the facility shall use lawful methods in controlling waste or by-products from any activities allowed under the license or permit.

**ATTACHMENTS:**

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

October 25, 2019

RE: SUP Herbin' Infusions, 219 E Dewey Ave, Sapulpa

On October 22nd Herbin' Infusion went before the Sapulpa Planning commission to request a special use permit for a medical marijuana processing facility. The property location is 219 E Dewey Ave, what once was the Randall's Rt 66 Diner. The planning commission voted for denial based on their want to see the space utilized for retail/restaurant. As Mr. Edwards stated, "We want a business in that space that wants to be seen."

I would like to address the reasons why this particular location was chosen.

#### 1) State Compliant

According to State Law 788 this address fulfills all requirements and is compliant. 219 E Dewey Ave is located more than 1,000ft from any schools.

#### 2) Approval from the property owner

We discussed our plans with the owner of the property and they were supportive of the idea. They have had issues keeping the building rented as 3 business have closed in consecutive years.

#### 3) City of Sapulpa Compliant

Before signing the lease on the property we first met with Nikki and Brittany in City Planning to discuss the location and City regulations. We were given a list of regulations for medical marijuana businesses within City limits and again found that this location was in compliance. No mention was made of unwritten regulations that the spot was only open to retail/restaurant. Had that been mentioned we would not have signed the lease and invested over \$8,000 (excluding state licensing fees). That number grows as we wait for approval. We have established a good-standing relationship with Sand Springs and hope to have the same with Sapulpa, but we are already invested in this property.

#### 4) Department of Health Compliant

From the moment we chose to open an edible processing facility we have been working with the Creek County Department of Health. The Health Department has inspected the property and licensed it for Medical Marijuana Processing.



5) Roots in city of Sapulpa

Tyler and I live in Sapulpa, 5 of our 8 kids go to School in Sapulpa and we tithe to our church in Sapulpa. Herbin' Infusion may be wholesale, but the jobs created will help boost business in the area. We currently employ 15 workers through our other businesses and some live in Sapulpa. With the customer base Herbin' Infusions has already established, a minimum of 8 employees will be needed to start. These employees are paid a starting wage of \$12 per hour which far exceeds base pay of neighboring businesses. The higher pay allows for dining out and most employees do their shopping in town.

6) Safe location

Just as any other business with the potential to have a large amount of inventory, safety was on the top of the list when choosing our location. The close proximity to the police station and strong police presence makes this a prime location.

7) Just another business

We have been asked why we chose to set up right across from the courthouse. Tyler and I both have backgrounds in the medical field. Although we are fully aware of the stigma of the industry we view Medical Marijuana as medicine. The voters agreed with this and the State passed 788. A majority of the patients at our dispensary, The Herbin' Joint, are 50 and older and/or Veterans looking for relief without the side effects. These patients are law-abiding citizens that not only received a doctor recommendation for Medical Marijuana but an approval from the State. We are no different than any other patient-care related business.

We strongly disagree with the Planning Commission's denial and believe that Herbin' Infusions is well within the confines of the laws set forth by the State of Oklahoma as well as the City of Sapulpa.

Thank you for your time and consideration.

  
Patricia Goins

RECEIVED AND FILED  
This 28 day of Oct, 2019  
City Clerk JEB  
OF SAPULPA, OKLAHOMA



**CITY OF SAPULPA  
MAP PRODUCTS**

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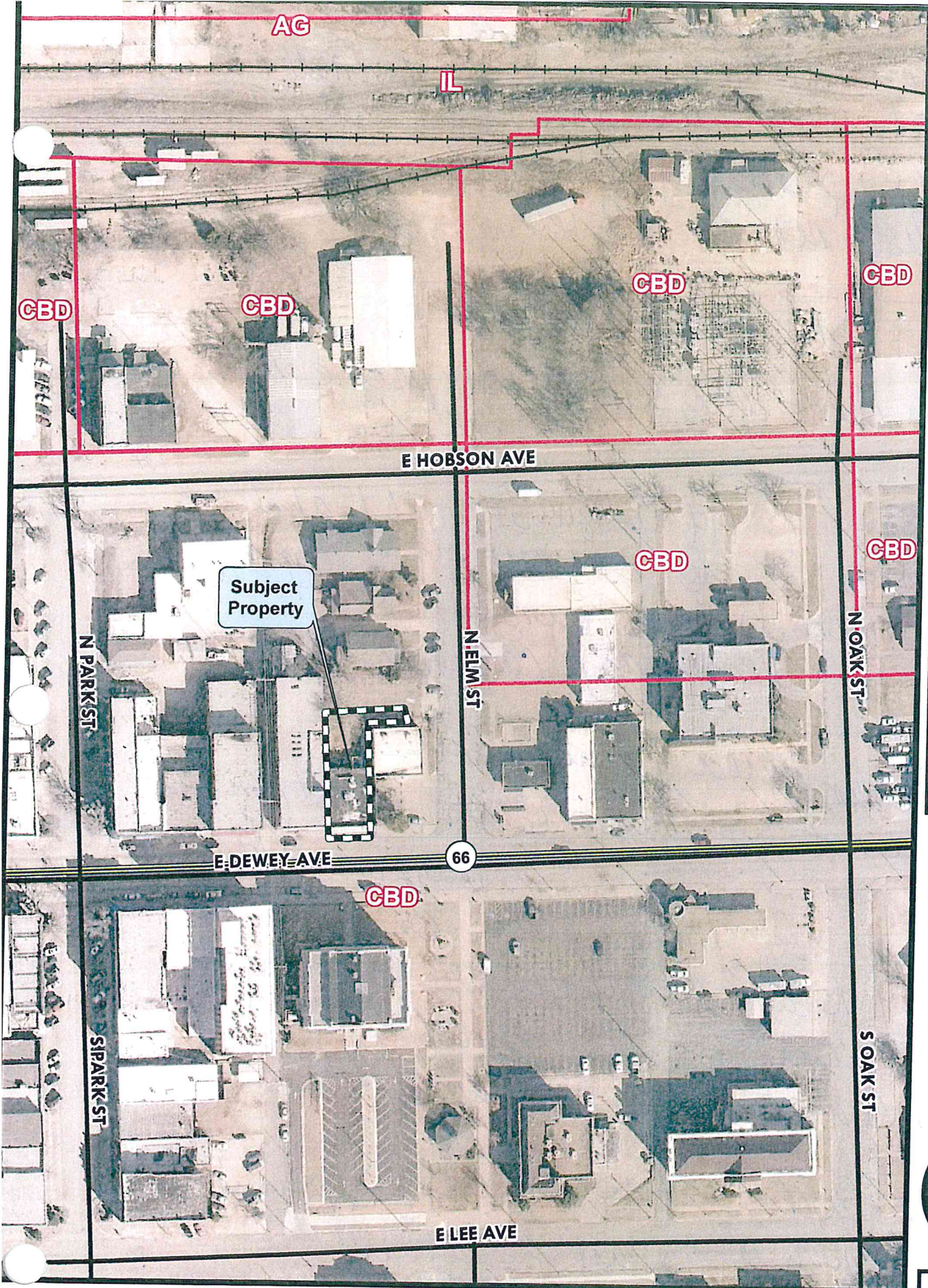
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**Legend**

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

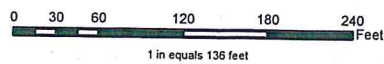


### Property Description

Property located in Lots 4 and 5 Block 39  
 I.T. Sapulpa  
 Sapulpa, Creek County, Oklahoma  
 See case file for full legal description  
 Phone: 911: 219 E. Dewey Ave. Sapulpa, OK 74066

Map Prepared by:  
 City of Sapulpa  
 Date: 9/18/2019

Source Data:  
 Creek County Assessors  
 City of Sapulpa, Incog





**CITY OF SAPULPA  
MAP PRODUCTS**

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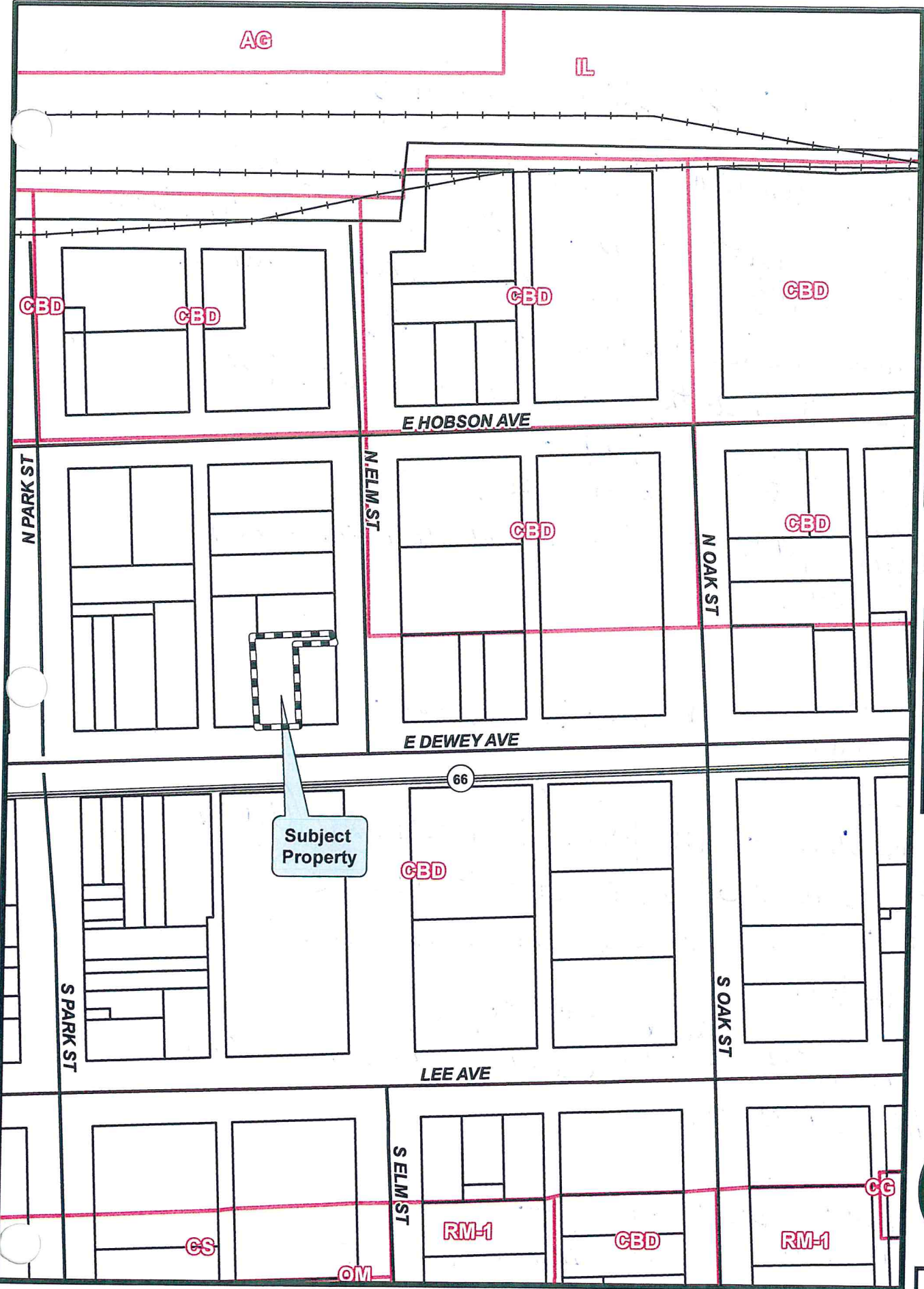
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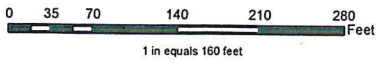


**Subject Property**



**Property Description**

Property located in Lots 4 and 5 Block 39  
O.T. Sapulpa  
Sapulpa, Creek County, Oklahoma  
See case file for full legal description



Map Prepared by:  
City of Sapulpa  
Date: 9/18/2019

Source Data:  
Creek County Assessors  
City of Sapulpa, Incoo



1000-00-039-000-0-130-00



# City of Sapulpa, Oklahoma

Urban Development Department

## Specific Use Permit Application (SUP)

Ward #2

CBD - Future Land Use

flood

- Commercial Kitchen, no additional equipment  
\*focus on edibles / Would like to add a "press"  
Has Health Department Certification  
No restaurant

Sapulpa Planning Commission (SPC)

For Office Use			
Date Application Submitted	<del>8/22</del> 9/17/19	Received by	B.B.
Date of Public Hearing	10/22/2019	Case Number	SUP-049
		Complete? Yes or No	
		Approved? Yes or No	

No signs; Urban Joint Sand Springs / know outside City limits (petty water)

Applicant: Patricia Goins Phone: 918-815-4422

Billing Address: 11610 Buford Ave, Sapulpa OK 74066

Owner: (if different\*\*) same Mortalari Phone: same

Address: 219 E Dewey, Sapulpa, OK 74066 Zoning: CBD S-T-R: \_\_\_\_\_

Lot: 4 Block: 39 Subdivision: central business district

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

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

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



**A. Subject Property**

- 1. Size in Acres or Square Feet: 2600 sq ft      2. Current Use: vacant - restaurant
- 3. Frontage Road (Street): Dewey
- 4. Identify structures and improvements on the property: one structure, no additional buildings, or improvements on property
- 5. City Water:  Yes  No      6. City Sewer:  Yes  No      7. Basin (if applicable): \_\_\_\_\_

**B. Adjoining Property**

- 1. Provide approximate distances from structures on adjacent lots to the property lines: 20 ft to Barber Shop, Law firm - 150 ft, courthouse - 150 ft, Apartments - 300 ft
- 2. Identify adjacent and surrounding land uses: Barber Shop, Law Firm, Courthouse

**C. Specific Use Permit Request**

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

- 1. Describe the proposed Specific Use as it pertains to your property: Processing facility focusing on edible distribution (medical marijuana)
- 2. Describe any benefits to the adjacent properties or to the City: Small increase in traffic for commerce in town. Keeping building occupied, additional security with outdoor cameras adding revenue to the city via sales tax.
- 3. Explain how the subject property is well suited for proposed Specific Use. (e.g. advantages such as topography, soil, drainage, access, proximity to populated commercial/residential areas, etc.): Commercial kitchen in very safe area of business district, will require minimal parking.
- 4. Explain how the proposed Specific Use may affect the road system serving your area: minimal increase in traffic. Herbin' Infusions only sells to dispensaries, growers and other processors.
- 5. Provide the number of additional daily traffic counts the Specific Use may produce: 5-10 per day

5. If there are increases in traffic, what traffic control measures are proposed? n/a, building accommodate  
4 street parking spots

7. How could the proposed Special Use be detrimental to properties in the vicinity? n/a, there will  
not be signage or advertising of location. Any potential for noxious odors controlled with <sup>air</sup> filters

8. Explain what measures are proposed to minimize any adverse effects: installation of air purifiers/  
filters, security cameras, monitored security, mounted safe, not open to public sales

=====

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

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



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

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

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

*For Office Use*

Application Fees	Totals
Base Application Fee	\$170.00
Notice Preparation	\$30.00
Property Owners Mailing & Postage \$6.** x <u>31</u>	\$ <u>210.80</u>
<b>Total Amount Due</b>	\$ <del>200.00</del> <u>\$ 410.80</u>
Date Paid	<u>9/18/2019</u>
Check No.	<u>Card</u>

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

Patricia Ghino  
 Signature

9/17/19  
 Date

Herbin' Infusions, LLC  
219 E Dewey, Sapulpa , OK 74066  
918-815-4422

9/17/2019

City of Sapulpa SUP-Medical Marijuana Processing security plan for Herbin' Infusions,  
Proposed address: 219 E Dewey, Sapulpa , Ok 74066, Creek County

**To whom it may concern,**

Below you will find the proposed security plan for Herbin' Infusions, LLC, a medical marijuana processing facility focusing on the production of edibles.

1) Security cameras will be mounted as follows:

Camera 1- SE corner exterior- facing west exterior and front door

Camera 2- SW corner interior-facing east and front door

Camera 3- SE corner interior facing main dining area

Camera 4- Facing NW in secondary dining area including fire exit door

Camera 5- Facing North in the rear of kitchen including rear entrance

Camera 6- N wall exterior- facing North to include rear entrance.

Camera 7- N wall exterior- Facing West to include back fire exit door

All security cameras will be linked to a hard drive to record, at a minimum, 7 days of footage. Map of locations attached to floor plan sketch.

2) Professionally monitored alarm system will be installed to include door sensors to every exterior door and window, as well as motion detectors throughout interior of facility.

3) A locking safe will be permanently affixed to the interior of the building and all stored medical marijuana and products will be stored in this safe while not being handled. All cash will be removed every 24 hours and will be stored in the safe while on-site.

4) Herbin' Infusions will not be advertising the location of the business nor will we post signage.

5) Special attention will be given to eliminate the possibility of noxious odors. Carbon filters/HEPA filters will be used to clean the odor from the air before it is expelled through the ventilation system. Herbin' Infusions will also be purchasing pre-made oils which will substantially cut down on the potential for odors to be produced. We will not be processing combustible extracts at this location.

6) Herbin' Infusions will go through all proper channels to acquire proper permitting and inspections. Including but not limited to; City of Sapulpa Code Compliance, Fire Marshall, OMMA, Department of Health, OBNDD, and the City of Sapulpa Historical Preservation Commission.

Thank you for your time and consideration.



Patricia Goins

Herbin' Infusions, LLC





State of Oklahoma

# License Certificate

NON - TRANSFERABLE

## COMMERCIAL PROCESSOR LICENSE

HEREBY GRANTED TO

**HERBIN' INFUSIONS LLC**

16610 BUFORD AVE, SAPULPA, OK, 74066

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

03/31/2020

LICENSE NUMBER:

PAAA-EJWP-T97D



DO NOT COPY

*Tom Bates*

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



October 25, 2019

RE: SUP Herbin' Infusions, 219 E Dewey Ave, Sapulpa

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I would like to address the reasons why this particular location was chosen.

#### 1) State Compliant

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#### 2) Approval from the property owner

We discussed our plans with the owner of the property and they were supportive of the idea. They have had issues keeping the building rented as 3 business have closed in consecutive years.

#### 3) City of Sapulpa Compliant

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From the moment we chose to open an edible processing facility we have been working with the Creek County Department of Health. The Health Department has inspected the property and licensed it for Medical Marijuana Processing.



5) Roots in city of Sapulpa

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7) Just another business

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We strongly disagree with the Planning Commission's denial and believe that Herbin' Infusions is well within the confines of the laws set forth by the State of Oklahoma as well as the City of Sapulpa.

Thank you for your time and consideration.



Patricia Goins

RECEIVED AND FILED  
This 28 day of Oct, 2019  
City Clerk geb  
OF SAPULPA, OKLAHOMA



## AGENDA ITEM

### Community Development 9. E.

#### City Council Regular

**Meeting Date:** November 4, 2019

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

**Department:** Planning & Development

**Presented By:** Nikki Howard

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#### **SUBJECT:**

Discussion and possible action regarding the application by OASIS, Inc for a Specific Use Permit, SUP-050, to allow adult day services located at 1500 East Dewey Avenue.

#### **BACKGROUND:**

Older Adult Services and Interfaith Sharing (OASIS) adult day services is a non-profit, community based program designed to provide affordable daytime care in a home-like environment for cognitively or physically impaired adults.

#### **RECOMMENDATION:**

The Sapulpa Planning Commission met on October 22nd, 2019 and voted unanimously to recommend approval of the application. Staff concurs with the recommendation.

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#### **Attachments**

Staff report

maps and submittals

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SAPULPA PLANNING COMMISSION  
October 22, 2019  
STAFF REPORT

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FILE: SUP-050 | Specific Use Permit

APPLICANT: Oasis Inc.

ADDRESS: 1500 East Dewey Avenue

PARCEL: 1999-36-018-011-0-550-00

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

LEGAL: Beginning at a point 30.0 feet South of the Northeast corner of the East Half of the East Half of the West Half of the Southwest Quarter (E/2 E/2 W/2 SW/4 NE/4) of Section Thirty-six (36), Township Eighteen (18) North, Range Eleven (11) East of the Indian Base and Meridian, Creek County, State of Oklahoma, according to the U.S. Government Survey thereof; Thence S01°12'51"E 175.0 feet; Thence S88°57'31"W 177.19 feet; Thence N00°55'00"W 175.0 feet; Thence N88°52'38"E 176.3 feet to the Point of Beginning

LOT SIZE: .71 acres more or less

ZONING: RM-1 Residential Multi-family

EXISTING USE: Oasis

OWNER: SHOW Inc.

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

PREPARED BY: Nikki Howard – Urban Development Director

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REQUEST:

The applicant requests a Specific Use Permit to allow Adult Day Services.

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:

Older Adult Services and Interfaith Sharing(OASIS) adult day services is a non-profit, community based program designed to provide affordable daytime care in a home-like environment for cognitively or physically impaired adults.

SURROUNDING LAND USE AND ZONING:

North:	RS-3 Residential Dwelling
East:	RE Vacant lot
South:	RS-3 Vacant Lot
West:	RS-3 Episcopal Church

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

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

PUBLIC COMMENTS: As of writing this report, staff has not received any public comment.

STAFF RECOMMENDATION:

Recommended motion for SPC:

Staff is recommending APPROVAL of the application.



# SUP-050

Oasis, Inc.  
1500 E. Dewey Ave.  
Sapulpa, OK 74066

### CITY OF SAPULPA MAP PRODUCTS

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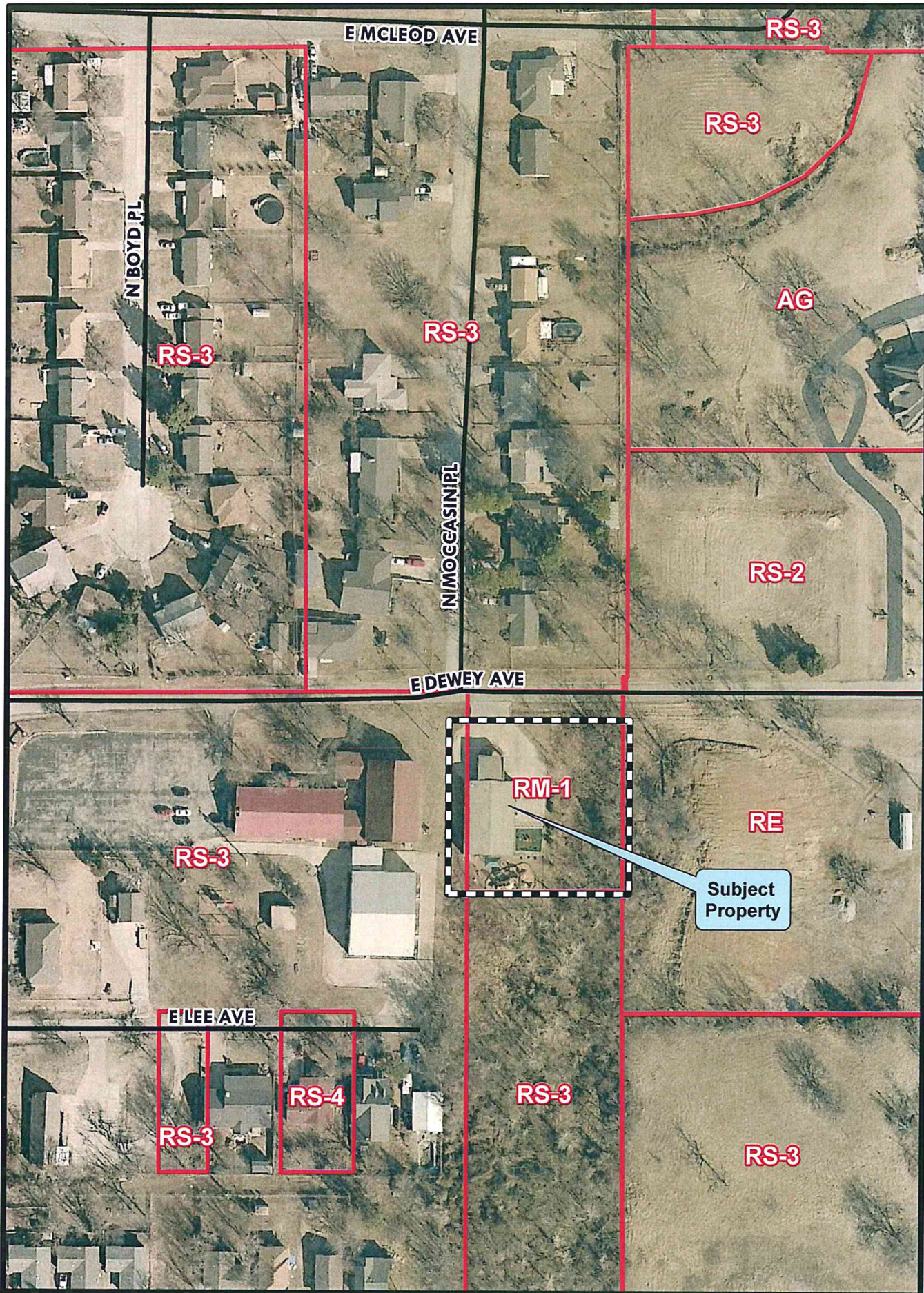
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### Legend

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



## Property Description

Property located in Sec. 36-T18N0R11E  
Sapulpa, Creek County, Oklahoma  
See case file for full legal description

E-911: 1500 E. Dewey Ave. Sapulpa, OK 74066



Map Prepared by:  
City of Sapulpa  
Date: 9/19/2019

Source Data:  
Creek County Assessors  
City of Sapulpa, Incog



# SUP-050

Oasis, Inc.  
1500 E. Dewey Ave.  
Sapulpa, OK 74066

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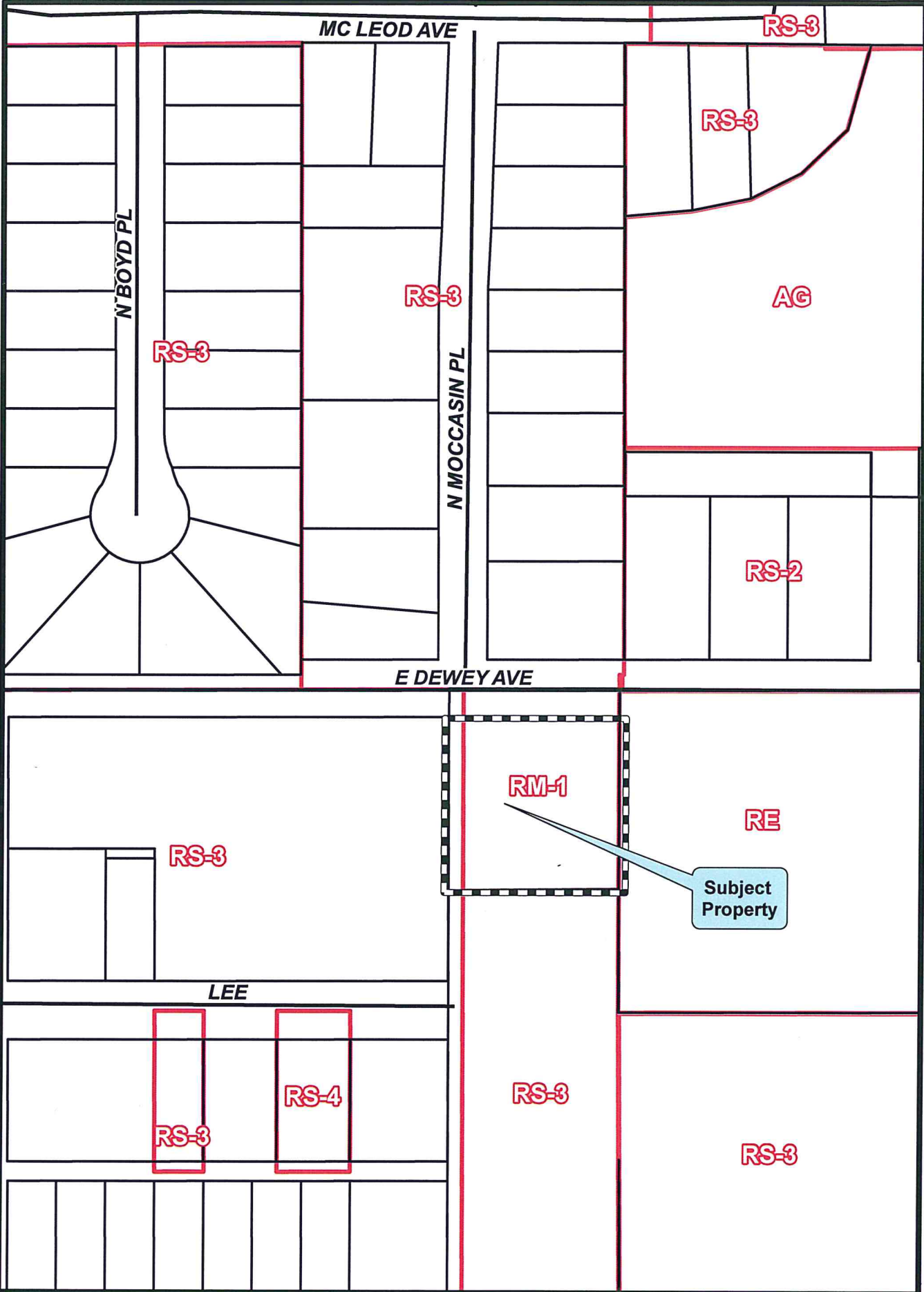
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### Legend

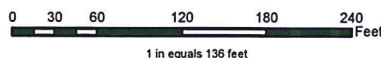
-  Zoning
-  Subject Property
-  City Limits
-  Parcels
-  Highways
-  Roads & Streets
-  Railroads



## Property Description

Property located in Sec. 36-T18N0R11E  
Sapulpa, Creek County, Oklahoma  
See case file for full legal description

E-911: 1500 E. Dewey Ave. Sapulpa, OK 74066



1 in equals 136 feet

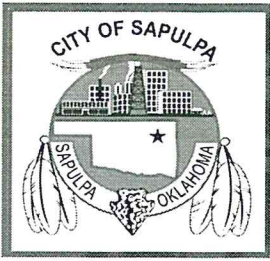
Map Prepared by:  
City of Sapulpa  
Date: 9/19/2019

Source Data:  
Creek County Assessors  
City of Sapulpa, Incgo





1999-36-018-011-0-338-6



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

Ward #4  
 Mayor Green  
 Hendersons  
 Ø flood.  
 Residential

**Sapulpa Planning Commission (SPC)**

*For Office Use*

Date Application Submitted 9/18/19 Received by NH Complete? Yes or No  
 Date of Public Hearing 10/22/19 Case Number SUP-050 Approved? Yes or No

Applicant: Oasis Inc. 1500 E. Dewey Ave Phone: 918 224-0410  
 Billing Address: 410 E. Lee Sapulpa, Ok 74066  
 Owner: (if different\*\*) Show Inc. Phone: (918) 224-7214  
 Address: 425 W. Wells St. Sapulpa, Ok 74066 Zoning: RM-1 S-T-R: ~~36-18-11~~  
 Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Subdivision: unplatted

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

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

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



**A. Subject Property**

- 1. Size in Acres or Square Feet: \_\_\_\_\_ 2. Current Use: vacant
- 3. Frontage Road (Street): Dewey Ave.
- 4. Identify structures and improvements on the property: 3500 square foot building, playground equipment
- 5. City Water:  Yes \_\_\_ No    6. City Sewer:  Yes \_\_\_ No    7. Basin (if applicable): \_\_\_\_\_

**B. Adjoining Property**

- 1. Provide approximate distances from structures on adjacent lots to the property lines: \_\_\_\_\_  
50 ft to West, 100 ft north, 200 feet East, 300 ft + to South
- 2. Identify adjacent and surrounding land uses: to West - Church, to North, East + South  
Residential.

**C. Specific Use Permit Request**

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

- 1. Describe the proposed Specific Use as it pertains to your property: health care facility  
Adult Day Services
- 2. Describe any benefits to the adjacent properties or to the City: will provide services to elderly  
citizens of Sapulpa
- 3. Explain how the subject property is well suited for proposed Specific Use. (e.g. advantages such as topography, soil, drainage, access, proximity to populated commercial/residential areas, etc.): has drop off  
for participants + large open area for clients.
- 4. Explain how the proposed Specific Use may affect the road system serving your area: no impact
- 5. Provide the number of additional daily traffic counts the Specific Use may produce: no additional

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

7. How could the proposed Special Use be detrimental to properties in the vicinity? n/A

8. Explain what measures are proposed to minimize any adverse effects: n/A

=====

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

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

=====



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

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

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

*For Office Use*

Application Fees	Totals
Base Application Fee	\$170.00
Notice Preparation <i>6.00</i>	\$30.00
Property Owners Mailing & Postage \$6.** x _____	\$ _____
<b>Total Amount Due</b>	<b>\$ _____</b>
<b>Date Paid</b>	
<b>Check No.</b>	

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

*Mandy*  
 \_\_\_\_\_  
 Signature

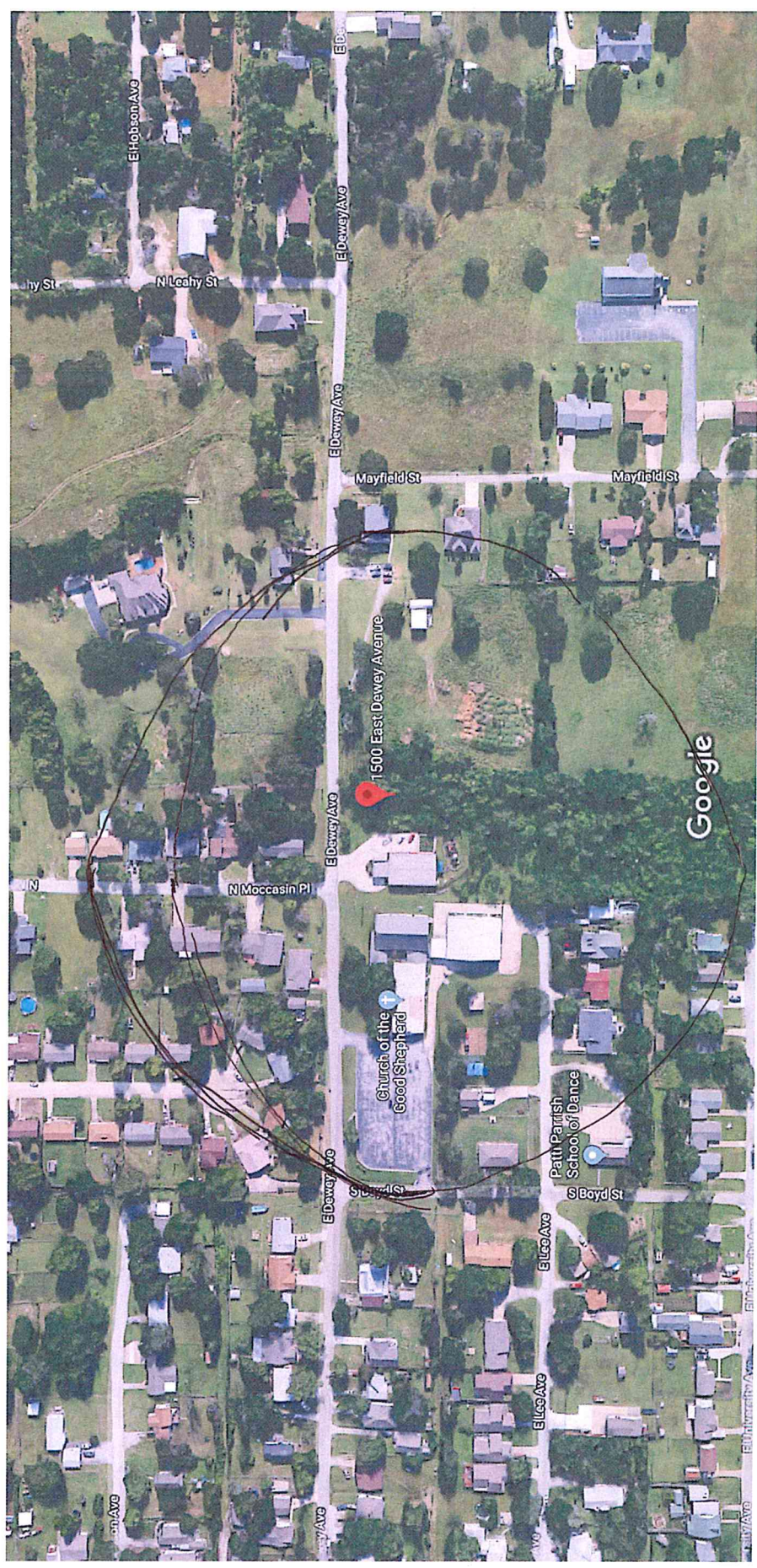
*09/18/19*  
 \_\_\_\_\_  
 Date

*Mandy  
 918-857-2213  
 Call w/ fees*



Mailing Add  
1500 E Dewey Ave

Building actual 1420 E Dewey Ave



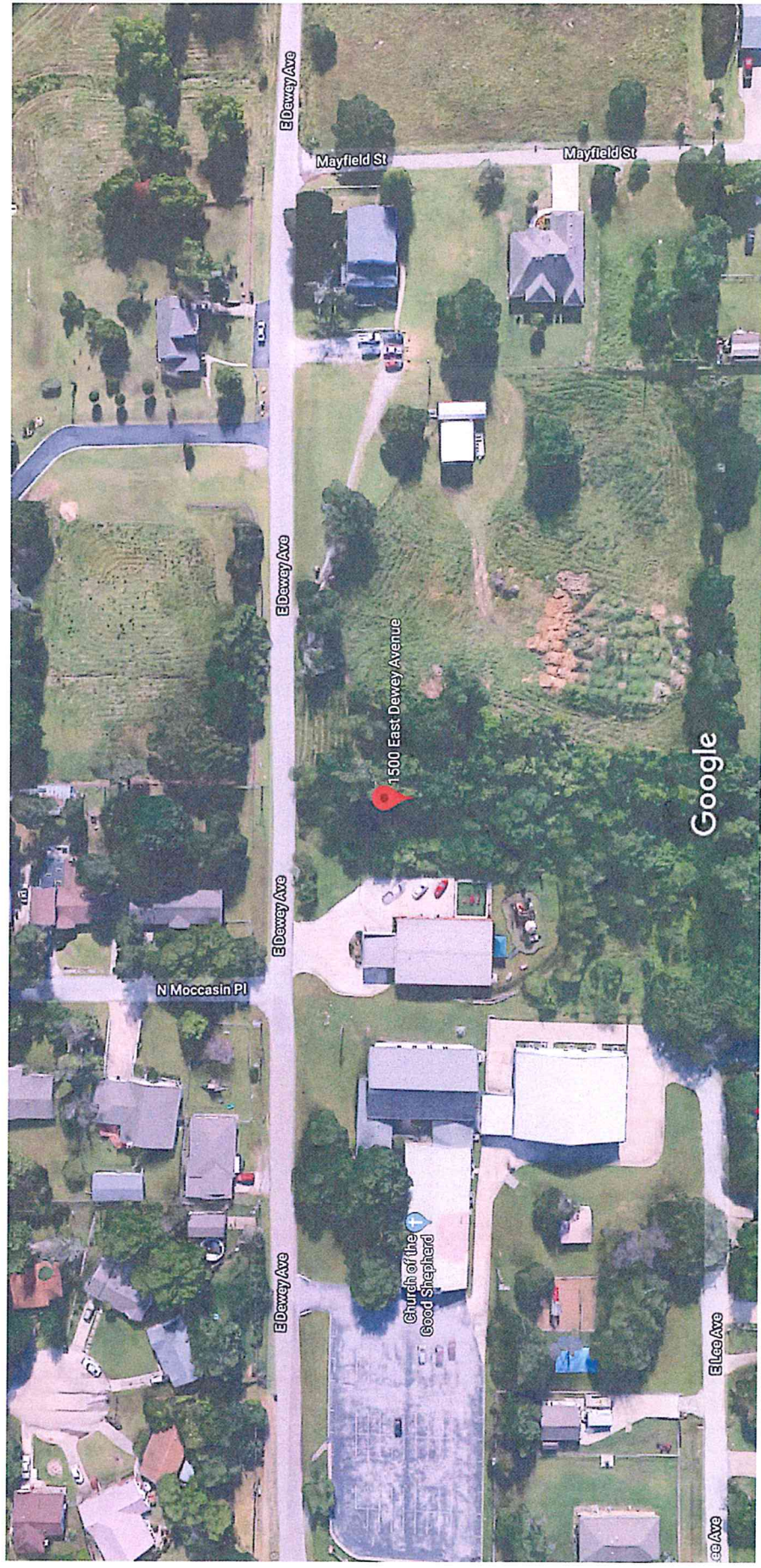
Imagery ©2019 Google, Imagery ©2019 Maxar Technologies, USDA Farm Service Agency, Map data ©2019 100 ft

~ 3500 sq ft

↑ North



# Google Maps 1500 E Dewey Ave



Imagery ©2019 Google, Imagery ©2019 Maxar Technologies, Map data ©2019 50 ft



**AGENDA ITEM**

**Administration 10. A.**

**City Council Regular**

**Meeting Date:** November 4, 2019

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

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

**Department:** Police Department

**Presented By:** Mike Haefner

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**SUBJECT:**

Discussion and possible action regarding a contract with AT&T to provide Ethernet service between SPD and the water tower hardware for backup radios and storm sirens. The cost will be \$714.94 per month.

**BACKGROUND:**

This service will provide Ethernet service between the SPD and the water tower. This will allow use of backup radios of fire, police and the storm siren system. This is more cost effective and reliable because it will replace the old copper lines currently in use between the SPD and the water tower. The cost will be \$714.94 per month or \$8,579.28 per year.

**RECOMMENDATION:**

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

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**Fiscal Impact**

**Amount:** \$8,579.28

**To be paid from:** Non-Departmental Communications

**Account number:** 10-590-332

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**Attachments**

WAN

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# Proposal for a Wide Area Network (WAN) solution

## Presented to E911 CITY OF SAPULPA

MIKE HAEFNER, CHIEF OF POLICE  
20 N WALNUT  
SAPULPA, OK 74066, USA

mhaefner@sapulpapolice.com

By

DUSTIN STRICKLAND, AT&T CLIENT SOLUTIONS EXECUTIVE 2\*  
509 S DETROIT AVE, 11TH FLOOR  
TULSA, OK 74120, USA  
Office: 9182213925  
ds905s@att.com / Fax: 2146532236

Table of Contents	Page
Solution.....	2
Pricing .....	3
Important Information.....	3

October 08, 2019

## Solution

We've assessed your information and developed a Wide Area Network (WAN) solution that addresses your business needs. The solution includes the following components:

- AT&T Switched Ethernet on Demand (ASEoD) is a transport service that transmits Ethernet traffic among multiple locations and uses AT&T Network on Demand to provision and scale bandwidth and other network services. AT&T Switched Ethernet on Demand (ASEoD) provides user-friendly, web-based network configuration and management and simplified contracting for most network services.

The solution gives you the following features:

- Five Classes of Service (CoS) with Service Level Agreements (SLAs)—allow you to tune an Ethernet connection to each application's specific needs such as the real-time and interactive requirements of delay-sensitive voice, video, and financial transactions. This capability enables your high-bandwidth network to efficiently and reliably transport interactive voice and video, which helps ensure that your employees can successfully communicate and collaborate.
- A Self-Service Portal—provides an intuitive, user-friendly interface that enables easy, near-real-time provisioning, network scaling and management. The portal lets you add sites, deploy or change services, and scale bandwidth to meet changing demands. As a result, you can quickly and easily optimize your infrastructure and focus on your core business instead of handling time-consuming IT tasks.
- Any-to-Any Connections—enables you, via Ethernet Virtual Connections (EVCs), to configure any port so that it connects to any other port in your network. As a result, a single Ethernet connection can provide your locations with access to various remote resources, such as virtual connections to primary and backup data hosts.
- Flexible Configurations—let you link your locations via a virtual LAN or establish virtual private lines from remote locations to a main data center. We offer three configurations: Point-to-Point (between two ports), Point-to-Multipoint (hub-and-spoke design: virtual connections to remote sites), or Multipoint-to-Multipoint (three or more ports: any-to-any connectivity). These options enable you to adjust and scale your virtual connectivity arrangement to accommodate additional sites and networking requirements. As a result, your network and operations can more quickly and easily keep up with changes in your business.

## Pricing

The Wide Area Network (WAN) solution includes the following components and pricing (note: NRC = non-recurring charge and MRC = monthly recurring charge):

Address	City	State	Description	MRC	NRC
20 N WALNUT ST	SAPULPA	OK	AT&T Switched Ethernet on Demand / 5M CIR	\$ 357.47	\$ -
1232 N 8TH ST	SAPULPA	OK	AT&T Switched Ethernet on Demand / 5M CIR	\$ 357.47	\$ -

For more information about these solution components and features, visit <http://www.business.att.com/enterprise/all-business-solutions/>.

You've seen from our proposal that we understand your objectives and have the expertise and resources to support them. We look forward to working with you to implement the Wide Area Network (WAN) solution and help you achieve your business goals.

## Important Information

AT&T Switched Ethernet Service on Demand is provided by AT&T's Incumbent Local Exchange Carrier in each respective state. Coverage not available in all areas. **Proposal Validity Period**—The information and pricing contained in this proposal is valid for a period of 45 days from the date written on the proposal cover page unless rescinded or extended in writing by AT&T. **Proposal Pricing**—Pricing proposed herein is based upon the specific product/service mix and locations outlined in this proposal, and is subject to the proposed terms and conditions of AT&T unless otherwise stated herein. Any changes or variations in AT&T proposed terms and conditions and the products, length of term, services, locations, and/or design described herein may result in different pricing. **Tax Disclaimer**—AT&T determines the taxes and surcharges that appear on your bill according to the services that you've purchased. Taxes vary greatly depending on your geographic location, and we follow all jurisdictional tax laws. We may also add surcharges to certain services. For example, the Federal Universal Service Fee (FUSF), Administrative Expense Fee (AEF), Property Tax Allotment (PTA), and Federal Regulatory Fee (FRF) apply to all regulated, interstate, and international/U.S. billed services. For further information, please go to: [http://www.corp.att.com/ebcc/tours/understand\\_bill\\_surcharges\\_taxes\\_glossary.pdf](http://www.corp.att.com/ebcc/tours/understand_bill_surcharges_taxes_glossary.pdf)





Sales Contact Information  
STRICKLAND; DUSTIN  
918-576-1458  
ds905s@us.att.com

**eSign Fax Cover Sheet**

Contract Id: 7465626

**To:** AT&T Automated Fax Handling Service

**From:**

**Fax:** 877-374-4632 or 877-eSignFax

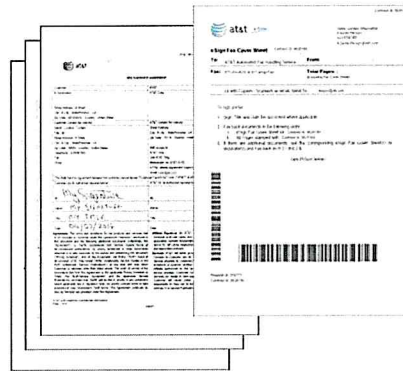
**Total Pages: 7**  
(Excluding Fax Cover Sheet)

Or with Copiers / Scanners w/ email, Send To: [esign@att.com](mailto:esign@att.com)

To sign via fax:

1. Sign, Title and Date the document where applicable,
2. Fax back documents in the following order:
  - I. eSign Fax Cover Sheet for Contract Id: 7465626
  - II. All Pages stamped with Contract Id: 7465626
3. If there are additional documents, use the corresponding eSign Fax Cover Sheet(s) as separator(s) and Fax back as in 2.I and 2.II.

(see Picture below)



Request Id: 2022881  
Contract Id: 7465626





**AT&T SWITCHED ETHERNET SERVICE<sup>SM</sup> (with NETWORK ON DEMAND)  
 PRICING SCHEDULE PROVIDED PURSUANT TO CUSTOM TERMS**

Please sign by 11/07/2019

<b>Customer</b>	<b>AT&amp;T</b>
E911 CITY OF SAPULPA Street Address: 20 N WALNUT ST City: SAPULPA State/Province: OK Zip Code: 74066-3520 Country: USA	AT&T Corp.
<b>Customer Contact (for Notices)</b>	<b>AT&amp;T Contact (for Notices)</b>
Name: Mike Haefner Title: Other Street Address: 20 N WALNUT ST City: SAPULPA State/Province: OK Zip Code: 74066-3520 Country: USA Telephone: (918) 227-5100 Email: mhaefner@sapulpapolice.com	Name: DUSTIN STRICKLAND Street Address: 509 S DETROIT AVE City: TULSA State/Province: OK Zip Code: 74120 Country: USA Telephone: 9182213925 Email: ds905s@us.att.com Sales/Branch Manager: SPECKS SCVP Name: DAVIS Sales Strata: Retail Sales Region: USA <b>With a copy (for Notices) to:</b> AT&T Corp. One AT&T Way Bedminster, NJ 07921-0752 ATTN: Master Agreement Support Team Email: <a href="mailto:mast@att.com">mast@att.com</a>
<b>AT&amp;T Solution Provider or Representative Information (if applicable)</b> <input type="checkbox"/>	
Name: Company Name: Agent Street Address: City: State: Zip Code: Country: USA Telephone: Email: Agent Code	

This Pricing Schedule for the service(s) identified below ("Service") is part of the Agreement referenced above. Customer requests that its identity be kept confidential and not be publicly disclosed by AT&T or by any regulatory commission, unless required by law.

Services purchased under this Pricing Schedule must be ordered and managed using the AT&T Network on Demand functionality in the AT&T Business Center online portal. AT&T Network on Demand is described in the Network on Demand Guide available at: [http://cpr.att.com/pdf/publications/NOD\\_Guide.pdf](http://cpr.att.com/pdf/publications/NOD_Guide.pdf), which is subject to change by AT&T from time to time. Customer's use of AT&T Network on Demand is subject to the Network on Demand Guide and Customer's acceptance of any terms and conditions associated with the Business Center online portal, and such terms take precedence over inconsistent terms in this Agreement.

<b>Customer (by its authorized representative)</b>	<b>AT&amp;T (by its authorized representative)</b>
By:	By:
Printed or Typed Name:	Printed or Typed Name:
Title:	Title:
Date:	Date:

<b>For AT&amp;T internal use only:</b>	Contract Ordering and Billing Number (CNUM):
--	--



**AT&T SWITCHED ETHERNET SERVICE<sup>SM</sup> (with NETWORK ON DEMAND)  
 PRICING SCHEDULE PROVIDED PURSUANT TO CUSTOM TERMS**

**1. SERVICE, SERVICE PROVIDER(S) and SERVICE PUBLICATION(S)**

**1.1 AT&T Switched Ethernet<sup>SM</sup> Service**

Service	Service Publication (incorporated by reference)	Service Publication location	Service Provider	Geographic Location
AT&T Switched Ethernet <sup>SM</sup> Service	AT&T Switched Ethernet Service Guide	<a href="http://cpr.att.com/pdf/comm_onEthServGuide.html">http://cpr.att.com/pdf/comm_onEthServGuide.html</a>	21 State AT&T ILECs*	21 State AT&T ILEC Footprint
AT&T Switched Ethernet <sup>SM</sup> Service Third Party (3PA)	AT&T Switched Ethernet <sup>SM</sup> Service Third Party (3PA) Service Guide	<a href="https://serviceguidenew.att.com/sg_flashPlayerPage/A_SE3PA">https://serviceguidenew.att.com/sg_flashPlayerPage/A_SE3PA</a>	AT&T Corp**	Outside 21 State ILEC Footprint where available

\*AT&T Alabama, AT&T Arkansas, AT&T California, AT&T Florida, AT&T Georgia, AT&T Illinois, AT&T Indiana, AT&T Kansas, AT&T Kentucky, AT&T Louisiana, AT&T Michigan, AT&T Mississippi, AT&T Missouri, AT&T Nevada, AT&T North Carolina, AT&T Ohio, AT&T Oklahoma, AT&T South Carolina, AT&T Tennessee, AT&T Texas and AT&T Wisconsin

Include "BellSouth Telecommunications LLC d/b/a AT&T Southeast" to the list above ONLY WHEN CUSTOMER IS FEDERAL GOVERNMENT IN ANY OF THE FOLLOWING STATES: AL, FL, GA, KY, LA, MS, NC, SC, TN

\*\*Intrastate service in New York and Virginia is provided by AT&T Communications of New York, Inc. and AT&T Communications of Virginia, LLC, respectively.

**1.2 Inside Wiring**

<b>Service</b>	AT&T Inside Wiring*		
<b>Service Provider</b>	<b>Service Publication</b>	<b>Service Publication Location</b>	
Same as the AT&T Service Provider for the AT&T Switched Ethernet <sup>SM</sup> Service	AT&T Inside Wiring Service Guide	<a href="http://cpr.att.com/pdf/publications/ASE_Inside_Wiring_Service_Guide_Attachment.pdf">http://cpr.att.com/pdf/publications/ASE_Inside_Wiring_Service_Guide_Attachment.pdf</a>	

\* AT&T Inside Wiring is not available for Sites outside of AT&T's 21 state ILEC footprint

**1.3 Entrance Facility Construction**

<b>Service</b>	AT&T Entrance Facility Construction*		
<b>Service Provider</b>	<b>Service Publication</b>	<b>Service Publication Location</b>	
Same as the AT&T Service Provider for the AT&T Switched Ethernet <sup>SM</sup> Service	AT&T Entrance Facility Construction Attachment	<a href="http://cpr.att.com/pdf/service_publications/EFC_Attachment.pdf">http://cpr.att.com/pdf/service_publications/EFC_Attachment.pdf</a>	

\* AT&T Entrance Facility Construction is not available for Sites outside of AT&T's 21 state ILEC footprint.



**AT&T SWITCHED ETHERNET SERVICE<sup>SM</sup> (with NETWORK ON DEMAND)  
 PRICING SCHEDULE PROVIDED PURSUANT TO CUSTOM TERMS**

**2. PRICING SCHEDULE TERM, EFFECTIVE DATES**

<b>Pricing Schedule Term</b>	36 months
<b>Start Date of Minimum Payment Period, per Service Component</b>	Later of the Effective Date or installation of the Service Component
<b>Rate Stabilization per Service Component</b>	Rates as specified in this Pricing Schedule for each Service Component are stabilized until the end of its Minimum Payment Period
<b>Pricing following the end of Minimum Payment Period</b>	Non-stabilized prices as modified from time to time in applicable Service Publication or, if there is no such pricing, the pricing in this Pricing Schedule

**3. MINIMUM PAYMENT PERIOD**

<b>Service Components</b>	<b>Percentage of Monthly Recurring Charge Applied for Calculation of Early Termination Charges*</b>	<b>Minimum Payment Period per Service Component</b>
All other Service Components	50% plus any unpaid or waived non-recurring charges	36 months
*Early termination charges shall not exceed the total amount of monthly recurring charges for the remainder of the Minimum Payment Period; refer to <a href="#">Network on Demand Guide</a> for details.		

**4. ADDS**

AT&T Switched Ethernet Service Customer Port Connections may be purchased (where available using the Network on Demand process) during the Pricing Schedule Term at the rates, terms and conditions herein.

**5. RATES and CHARGES**

**5.1 AT&T SWITCHED ETHERNET SERVICE – 21 State AT&T ILEC Footprint**

**5.1.1 Monthly Recurring Charges (MRC)**

All Monthly Recurring Charge (MRC) rates are per port. The total MRC for a port is the sum of the Port Connection MRC, the Bandwidth MRC, and any associated Feature MRC(s).

**Basic Port Connection MRC**

<b>Basic Port Connection Speed</b>	<b>MRC</b>
100 Mbps	\$214.50
1 Gbps	\$214.50





**AT&T SWITCHED ETHERNET SERVICE<sup>SM</sup> (with NETWORK ON DEMAND)**  
**PRICING SCHEDULE PROVIDED PURSUANT TO CUSTOM TERMS**

Bandwidth MRC					
Committed Information Rate (CIR)	Class of Service (CoS)				
	Non Critical High	Business Critical Medium	Business Critical High	Interactive	Real Time
2 Mbps	\$91.09	\$94.23	\$113.08	\$133.49	\$144.49
4 Mbps	\$107.34	\$110.50	\$129.44	\$146.80	\$157.85
5 Mbps	\$136.61	\$142.97	\$158.85	\$174.74	\$187.44
8 Mbps	\$180.68	\$187.50	\$202.84	\$216.47	\$231.81
10 Mbps	\$125.50	\$135.50	\$160.50	\$185.50	\$210.50
20 Mbps	\$276.32	\$289.17	\$321.30	\$353.43	\$379.13
50 Mbps	\$323.40	\$338.25	\$371.25	\$404.25	\$435.60
100 Mbps	\$295.50	\$310.50	\$335.50	\$360.50	\$385.50
150 Mbps	\$530.94	\$557.29	\$582.82	\$607.95	\$652.53
250 Mbps	\$604.95	\$635.20	\$715.86	\$796.52	\$855.00
400 Mbps	\$665.91	\$699.50	\$778.54	\$857.58	\$920.82
500 Mbps	\$707.17	\$742.33	\$820.47	\$898.61	\$965.03
600 Mbps	\$809.63	\$849.73	\$939.47	\$1002.49	\$1073.14
1000 Mbps	\$705.50	\$735.50	\$800.50	\$865.50	\$930.50

**Feature MRC**

Feature	MRC
Enhanced Multicast	\$70.00

**5.1.2 Non Recurring Charges (NRC)**

Standard Non Recurring Charges for installation of new Customer Port Connections, per the applicable Service Publication, will be waived.

**5.1.3 Additional Charges**

Charges for additional Service options may apply per Service Publication. Charges for special construction, if needed, may also apply.

**5.2 AT&T SWITCHED ETHERNET<sup>SM</sup> SERVICE THIRD PARTY (3PA) - Outside 21 State AT&T ILEC Footprint**

**5.2.1 Monthly Recurring Charges (MRC)**

All Monthly Recurring Charge (MRC) rates are per port. The total MRC for a port is the sum of the Third-party local access connection, local mileage MRC, the bandwidth MRC, and any associated feature MRC(s).





**AT&T SWITCHED ETHERNET SERVICE<sup>SM</sup> (with NETWORK ON DEMAND)**  
**PRICING SCHEDULE PROVIDED PURSUANT TO CUSTOM TERMS**

**Third-Party Local Switched Access Connection MRC**

Third-Party Local Switched Access Connection MRC Price Group 1 - 8								
Port Connection Speed	Price Groups							
	Price Group 1	Price Group 2	Price Group 3	Price Group 4	Price Group 5	Price Group 6	Price Group 7	Price Group 8
2 Mbps	\$403.00	\$503.00	\$403.00	\$503.00	\$574.18	\$711.80	\$839.92	\$1010.74
4 Mbps	\$437.36	\$521.85	\$437.36	\$521.85	\$595.70	\$738.47	\$871.40	\$1048.63
5 Mbps	\$468.60	\$530.00	\$468.60	\$530.00	\$605.00	\$750.00	\$885.00	\$1065.00
8 Mbps	\$485.64	\$553.80	\$485.64	\$553.80	\$631.52	\$777.27	\$983.00	\$1117.32
10 Mbps	\$500.55	\$570.00	\$500.55	\$570.00	\$650.00	\$800.00	\$1011.75	\$1150.00
20 Mbps	\$643.26	\$700.00	\$643.26	\$700.00	\$900.00	\$1136.00	\$1285.00	\$1670.00
50 Mbps	\$805.14	\$965.00	\$805.14	\$965.00	\$1125.00	\$1285.00	\$1610.00	\$2090.00
100 Mbps	\$1015.30	\$1150.20	\$1015.30	\$1150.20	\$1360.00	\$1625.00	\$2030.00	\$3000.00
150 Mbps	\$1199.90	\$1440.00	\$1199.90	\$1440.00	\$1680.00	\$1920.00	\$2395.00	\$3115.00
250 Mbps	\$1667.08	\$2000.00	\$1667.08	\$2000.00	\$2330.00	\$2665.00	\$3330.00	\$4330.00
400 Mbps	\$2159.82	\$2590.00	\$2159.82	\$2590.00	\$3020.00	\$3450.00	\$4315.00	\$5610.00
500 Mbps	\$2533.28	\$3035.00	\$2533.28	\$3035.00	\$3545.00	\$4050.00	\$5060.00	\$6580.00
600 Mbps	\$2815.86	\$3375.00	\$2815.86	\$3375.00	\$3940.00	\$4500.00	\$5625.00	\$7315.00
1000 Mbps	\$2999.75	\$3595.00	\$2999.75	\$3595.00	\$4195.00	\$4795.00	\$5995.00	\$7790.00

Customer locations may qualify for service but fall outside of the Price Groups in this table. Customer must contact AT&T for custom pricing and sign a separate contract for service to those locations.

**Third Party Local Switched Access Mileage MRC**

Third Party Local Switched Access Mileage MRC Price Groups				
Port Connection Speed	Mileage A		Mileage B	
	Fixed	Per Mile	Fixed	Per Mile
2 Mbps - 1000 Mbps	N/A	\$110.05	N/A	\$110.05

Applicability of mileage will be determined during address qualification.

**Third Party Local Dedicated Access Connection MRC**

Third Party Local Dedicated Access Connection MRC Price Groups 1 - 7							
Port Connection Speed	Price Groups						
	Price Group 1	Price Group 2	Price Group 3	Price Group 4	Price Group 5	Price Group 6	Price Group 7
2 Mbps - 50 Mbps	\$885.00	\$885.00	\$885.00	\$1200.00	\$1650.00	\$2050.00	\$2450.00
>50 Mbps - 100 Mbps	\$1320.00	\$1320.00	\$1320.00	\$1500.00	\$3000.00	\$4000.00	\$6550.00
>100 Mbps - 250 Mbps	\$1320.00	\$1320.00	\$1320.00	\$1500.00	\$3000.00	\$4000.00	\$6550.00
>250 Mbps - 500 Mbps	\$1800.00	\$1800.00	\$1800.00	\$2750.00	\$3500.00	\$4600.00	\$7000.00
>500 Mbps - 600 Mbps	\$3098.00	\$3098.00	\$3098.00	\$4500.00	\$5650.00	\$7200.00	\$7800.00
1000 Mbps	\$945.00	\$3438.00	\$3438.00	\$5500.00	\$7400.00	\$9250.00	\$10250.00

Customer locations may qualify for service but fall outside of the Price Groups in this table. Customer must contact AT&T for custom pricing and sign a separate contract for service to those locations.



**AT&T SWITCHED ETHERNET SERVICE<sup>SM</sup> (with NETWORK ON DEMAND)  
 PRICING SCHEDULE PROVIDED PURSUANT TO CUSTOM TERMS**

**Third Party Local Dedicated Access Mileage MRC**

Third Party Local Dedicated Access Mileage MRC Price Groups														
Port Connection Speed	Mileage A		Mileage B		Mileage C		Mileage D		Mileage E		Mileage F		Mileage G	
	Fixed	Per Mile	Fixed	Per Mile	Fixed	Per Mile	Fixed	Per Mile	Fixed	Per Mile	Fixed	Per Mile	Fixed	Per Mile
2 Mbps - 50 Mbps	\$189.85	\$6.75	\$189.85	\$6.75	\$315.95	\$29.11	\$315.95	\$29.11	\$189.85	\$61.77	\$189.85	\$6.75	\$189.85	\$6.75
>50 Mbps - 100 Mbps	\$277.97	\$9.02	\$277.97	\$9.02	\$397.60	\$36.21	\$397.60	\$36.21	\$277.97	\$66.74	\$277.97	\$9.02	\$277.97	\$9.02
>100 Mbps - 250 Mbps	\$277.97	\$11.29	\$277.97	\$11.29	\$397.60	\$51.12	\$397.60	\$51.12	\$277.97	\$69.58	\$277.97	\$11.29	\$277.97	\$11.29
>250 Mbps - 500 Mbps	\$518.66	\$16.97	\$518.66	\$16.97	\$727.75	\$94.43	\$727.75	\$94.43	\$518.66	\$98.69	\$518.66	\$16.97	\$518.66	\$16.97
>500 Mbps - 600 Mbps	\$822.61	\$24.85	\$822.61	\$24.85	\$1121.80	\$203.06	\$1121.80	\$203.06	\$822.61	\$139.87	\$822.61	\$24.85	\$822.61	\$24.85
1000 Mbps	\$1296.11	\$35.00	\$202.35	\$102.95	\$2403.35	\$348.61	\$2403.35	\$348.61	N/A	\$155.49	N/A	\$39.05	\$1296.11	\$35.00

Applicability of mileage will be determined during address qualification.  
 Mileage charged may be fixed only, per mile only or both and will be determined by the Third-Party location.

**Third-Party Class of Service (CoS) MRC**

Third-Party MRC Class of Service (CoS)					
Bandwidth MRC					
Class of Service (CoS)					
Committed Information Rate (CIR)	Non Critical High	Business Critical Medium	Business Critical High	Interactive	Real Time
2 Mbps	\$74.69	\$77.00	\$80.84	\$84.69	\$88.54
4 Mbps	\$77.60	\$80.00	\$84.00	\$88.00	\$92.00
5 Mbps	\$80.03	\$82.50	\$86.63	\$90.75	\$94.88
8 Mbps	\$82.45	\$85.00	\$89.25	\$93.50	\$97.75
10 Mbps	\$87.30	\$90.00	\$94.50	\$99.00	\$103.50
20 Mbps	\$97.00	\$100.00	\$105.00	\$110.00	\$115.00
50 Mbps	\$155.20	\$160.00	\$168.00	\$176.00	\$184.00
100 Mbps	\$232.80	\$240.00	\$252.00	\$264.00	\$276.00
150 Mbps	\$485.00	\$500.00	\$525.00	\$550.00	\$575.00
250 Mbps	\$582.00	\$600.00	\$630.00	\$660.00	\$690.00
400 Mbps	\$679.00	\$700.00	\$735.00	\$770.00	\$805.00
500 Mbps	\$776.00	\$800.00	\$840.00	\$880.00	\$920.00
600 Mbps	\$873.00	\$900.00	\$945.00	\$990.00	\$1035.00
1000 Mbps	\$2134.00	\$2200.00	\$2310.00	\$2420.00	\$2530.00

**5.2.2 Additional Charges**

Charges for additional Service options may apply per Service Publication. Charges for special construction, if needed, may also apply.





**AT&T SWITCHED ETHERNET SERVICE<sup>SM</sup> (with NETWORK ON DEMAND)  
PRICING SCHEDULE PROVIDED PURSUANT TO CUSTOM TERMS**

**End of Document**

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**AGENDA ITEM**

**Administration 10. B.**

**City Council Regular**

**Meeting Date:** November 4, 2019

**Submitted For:** Steve Hardt, Public Works Director

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

**Department:** Public Works

**Presented By:** Steve Hardt

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**SUBJECT:**

Discussion and possible action regarding Intergovernmental Agreement with the City of Tulsa for regional household pollutant collection facility and participation at a cost of \$4,000.00.

**BACKGROUND:**

The agreement will enable citizens of Sapulpa to deliver hazardous waste collection generated from their household to a Tulsa management facility. No products from commercial businesses or institutions will be accepted. The City of Sapulpa's Stormwater Department will issue vouchers to those citizens desiring to dispose of their hazardous waste at an approved Tulsa facility. The City of Sapulpa is responsible for payment for all City of Sapulpa vouchers processed by the City of Tulsa.

The contract was originally approved by the city council on September 3, 2019, but did not have an Exhibit C. The City of Tulsa has requested the contract be re-approved and signed with Exhibit C attached.

**RECOMMENDATION:**

Staff recommends approval of the agreement.

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**Fiscal Impact**

**Amount:** \$4,000.00

**To be paid from:** Stormwater Fund

**Account number:** 29-529-321

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**Attachments**

Contract City of Tulsa





**Intergovernmental Agreement for Regional  
Household Pollutant  
Collection Facility and Participation**

**THIS AGREEMENT** is made and entered into this \_\_\_ day of \_\_\_\_\_, 2019, to be effective October 1, 2019, by and between The City of Sapulpa a municipal corporation, and The City of Tulsa, an Oklahoma municipal corporation (hereinafter referred to as “Tulsa”).

**WITNESSETH:**

**WHEREAS**, the parties desire to enter into this Agreement to define the participation and expectations of each party and to coordinate the collection and management of household hazardous waste (HHW); and

**WHEREAS**, the EPA Clean Water Act of 1987 requires the establishment of Hazardous Waste Collection and Disposal Programs for MS4 permits; and

**WHEREAS**, HHW is “a waste which would be chemically or physically classified as a hazardous waste but is excluded from regulation as a hazardous waste pursuant to the regulations of the US Environmental Protection Agency because it is generated by a household.” Such HHW consists of numerous products common to the average household, such as pesticides, paints, polishes, cleaners, and automotive supplies; and

**WHEREAS**, each party has determined that a regional cooperative HHW Education, Collection and Management Facility (“Facility”) will provide increased convenience and participation and possibly result in cost savings to all parties to this Agreement; and

**WHEREAS**, each party to this Agreement has independently researched the possible benefits and obligations of participating in and coordinating activities within the Facility; and

**NOW, THEREFORE**, in consideration of the mutual goals and covenants contained herein, and the mutual benefits to result therefrom, the parties agree as follows:

1. The purpose of this Agreement is to establish the process by which the City of Sapulpa may participate in the City of Tulsa’s Regional HHW Collection and Management Facility to effect cost savings, increase public convenience and participation, and educate the public about the proper management of HHW.

2. The term of this Agreement shall commence upon the effective date set forth above and conclude June 30, 2020 (which term shall be referred to as the “Initial Term”).

3. Either party shall have the right to terminate its participation in this Agreement for cause after giving 30 days’ notice of its intent to terminate for cause to the other party, and such other party has failed to cure after a reasonable time. Grounds constituting cause include but are not limited to, failure to comply with the provisions of this Agreement, or any applicable laws, ordinances, material regulations or guidelines; one party has been unduly dilatory in executing its duties under this Agreement; or non-payment. The City of Sapulpa must meet all financial and performance commitments and other obligations up to the date of the termination. Termination shall not be effective until all financial commitments and other obligations are satisfied. Either party may terminate this Agreement without cause by giving sixty (60) days’ written notice to the other.

4. This Agreement may be renewed beyond the Initial Term through written notification, with the approval of both the City of Tulsa and The City of Sapulpa by May 30th of the then current year. Upon such written notice, the parties will execute a renewal agreement. Each such renewal shall be for one fiscal year, July 1 to the following June 30; provided however, that if The City of Sapulpa is in arrears in payment of charges for services rendered pursuant to this Agreement the City of Sapulpa shall not be permitted to renew its participation in this Agreement until such financial obligations are paid in full.

5. The City of Tulsa agrees to accept HHW from Participants. The City of Tulsa will maintain an accounting of the amounts received from Participants. Each Participant will be required to produce proof of residency within the City of Sapulpa. This will be in a form agreed upon by both parties, to include voucher, current driver's license, and/or water bill. The City of Sapulpa agrees that the City of Tulsa may, but is not required to, inquire as to or investigate the residency of any person dropping off HHW. In addition, Participants will be required to comply with ordinances and policies for the disposition of HHW established by the City of Tulsa, as may be amended from time to time. It is the responsibility of the City of Tulsa to inform The City of Sapulpa of any changes to its policies within a timely manner. It is The City of Sapulpa responsibility to inform its Participants of the policies for disposition at the Facility. These policies are found in Exhibits A, B and C.

6. The City of Tulsa will invoice The City of Sapulpa and The City of Sapulpa will reimburse the City of Tulsa in accordance with the terms of this Agreement including Exhibit A. The City of Sapulpa hereby agrees to establish and/or encumber funding for the services to be provided under this Agreement, and to timely pay for services provided.

7. Payment is due thirty (30) calendar days after the date the invoice is mailed. If payment is not received by the due date, the City of Tulsa will contact The City of Sapulpa and inquire about the delinquency and inform The City of Sapulpa that payment must be made. This notification will be documented. If the payment is not received within 30 days after this notification, a ten (10%) percent late fee may be assessed to The City of Sapulpa and service to Participants under this Agreement will be subject to termination. This Agreement will only be implemented after the delinquent City of Sapulpa has been notified of the termination via email or certified letter.

8. The City of Tulsa shall assess a rate based on weight of HHW received from Participants delivered to the Facility. The City of Sapulpa has agreed to pay the first 45lbs at a cost of \$40 (\$0.89/lbs). Participants are responsible for weights greater than 45lbs, at a rate of \$1.33 per lbs. with payment paid directly to the City of Tulsa at the time of receipt of HHW services. Weight does not include automobile/boat/lawn equipment batteries. This rate shall be re-assessed annually by the City of Tulsa and is subject to change. Any change will be based upon the average disposal cost of the pollutants disposed of at the Facility by the City of Tulsa in addition to the annual operating costs of the Facility. The rate change will be effective upon written amendment to this Agreement signed by the parties.

9. Pursuant to the permit issued by the Oklahoma Department of Environmental Quality, the City of Tulsa is prohibited from taking certain waste that is generated at households. A list of acceptable and non-acceptable waste can be found at Exhibit B. No products from commercial businesses or institutions will be accepted; this includes waste generated by commercially exempt small quantity generators. No products from commercial vehicles or any other waste considered non-acceptable shall be accepted. It is The City of Sapulpa responsibility to inform its Participants of this policy as well as all the policies used to govern the Facility. Further, the City of Tulsa will make the final determination on any materials considered acceptable at the Facility for disposal.

10. This Agreement may be amended only by written agreement signed by all parties.

11. All notices required to be given hereunder, shall be in writing and shall be: delivered in person (and a confirmation copy sent by first class mail); or shall be mailed by registered mail; or shall be delivered by facsimile with a return receipt showing delivery (and a confirmation copy sent by either first class mail or email), to the following addresses:

- (a) Notices to the City of Tulsa:  
City Clerk  
The City of Tulsa  
175 E. 2<sup>nd</sup> Street  
Tulsa, Oklahoma 74103

and

City of Tulsa  
Stormwater Management  
Attn: Scott VanLoo  
4502 S. Galveston Ave.  
Tulsa, Oklahoma 74107

- (b) Notices to The City of Sapulpa:  
The City of Sapulpa.  
Attn: Steve Hardt  
425 E. Dewey Ave  
Sapulpa, OK 74066

The parties may hereafter designate, in writing and as provided herein, other or different persons or addresses for receipt of notice.

12. When any word in this Agreement is used in the singular, it shall include the plural and the plural, the singular, except where contrary intention plainly appears. When any word is used in the masculine, it shall include the feminine, and the feminine, the masculine, except where a contrary intention plainly appears.

13. The parties hereto agree that it is not their intent to create any rights or benefits to any third parties and that no third party beneficiaries shall be created or shall be deemed to be created by this Agreement.

14. The parties hereto agree to abide by the applicable and constitutionally valid laws and rules of the City of Tulsa, State of Oklahoma and the United States of America. This Agreement is executed in and shall be governed by and construed in accordance with the laws of State of Oklahoma without regard to its choice of law principles. The parties agree that any dispute regarding the terms or the provisions of this Agreement shall first be resolved by negotiation and mutual agreement between the parties. If the dispute is not resolved thru negotiation, the dispute shall be resolved in a court of competent jurisdiction in Tulsa County, Oklahoma.

15. This is the complete Agreement between the parties and no statements, representations or discussions not set forth herein shall be binding upon the parties and no party is or shall be bound by any statement or representation that does not conform to this Agreement. No agent or any party to this Agreement has authority to alter, modify or change this Agreement except as expressly provided herein. This Agreement shall be read as a whole and shall not be interpreted either for or against any party. This Agreement may only be amended in writing as approved and executed by the parties hereto.

16. Time shall be deemed to be of the essence of this Agreement.



17. A breach of any provision of this Agreement shall be deemed to be a breach of the entire Agreement provided however the breaching party or parties shall be given thirty (30) days' notice as provided herein during which to cure any breach prior to the termination of this Agreement. The failure of any party hereto to provide notice of a breach of this Agreement shall not be deemed a waiver of that breach or any subsequent breach of a similar or different kind or nature.

18. A determination that any provision or application of any provision of this Agreement to any party is prohibited or contrary to law shall be limited to the specific language and/or party so construed and shall not affect the validity of the remaining provisions of the Agreement or its binding effect on any other party or parties

19. The parties hereto, acting under authority of their respective governing bodies, have caused this Agreement to be executed in multiple counterparts, each of which shall constitute an original, but which together shall constitute one and the same instrument.

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In WITNESS WHEREOF this Agreement has been executed on the dates set forth below to be effective during the period recited above.

(SEAL)

ATTEST:

THE CITY OF SAPULPA:

X  
\_\_\_\_\_  
Shirley Burzio  
City Clerk

X  
\_\_\_\_\_  
Reg Green  
Mayor

DATE: \_\_\_\_\_

APPROVED TO AS FORM:

RECOMMENDED:

X  
\_\_\_\_\_  
David Widdoes  
City Attorney

X   
\_\_\_\_\_  
Steve Hardt  
Public Works Director

(SEAL)

ATTEST:

THE CITY OF TULSA, OKLAHOMA

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

X  
\_\_\_\_\_  
Mayor

DATE: \_\_\_\_\_

APPROVED TO AS FORM:

RECOMMENDED:

X  
\_\_\_\_\_  
City Attorney

X  
\_\_\_\_\_  
Director of Streets and Stormwater

## **Exhibit A – Criteria Specific to The City of Sapulpa.**

The following criteria are agreed upon and implemented with the execution of the attached Agreement between the City of Tulsa and The City of Sapulpa.

1. The City of Sapulpa will field requests via telephone or email, screen, and schedule appointments at the Facility to collect household hazardous waste from citizens from The City of Sapulpa.
2. The City of Sapulpa will work with City of Tulsa to schedule appointment of customers that are City of Sapulpa residents. This includes capturing the information that is required in order to properly schedule an appointment. Each customer scheduled by The City of Sapulpa will be issued a Sapulpa voucher. The City of Sapulpa will forward all scheduling requests to City of Tulsa, Streets and Stormwater Department for scheduling.
3. If the City of Sapulpa receives request to schedule appointments from Tulsa residents, The City of Sapulpa will direct the customer to contact the City of Tulsa, Streets and Stormwater Department for scheduling.
4. The City of Sapulpa will provide vouchers to qualified customers at their discretion in the form of codes mutually agreed to by both parties. The City of Sapulpa will inform the customer that a proof of residency and proper identification matching that of the customer to which the voucher was issued, must be presented to City of Tulsa at the time of the scheduled appointment. City of Tulsa will verify the voucher number and match the customer to the scheduled appointment. Those customers that do not have a voucher or proper identification will be charged the full fee as delineated in the Agreement with no charge to The City of Sapulpa. The City of Sapulpa is responsible for payment for all City of Sapulpa vouchers that are processed by the City of Tulsa.
5. Any citizen with a City of Sapulpa voucher and a prescheduled appointment that has proper credentials will be allowed to drop off acceptable materials up to 45 pounds, excluding the weight of batteries, at no cost to them. The City of Sapulpa will be billed for the first 45lbs, which is \$40. The City of Tulsa will invoice The City of Sapulpa with the total amount for the previous month to be paid within 30 days of the invoice date. Payment will be mailed to:

Household Pollutant Collection Payment  
Stormwater Management

4502 S. Galveston  
City of Tulsa, OK 74011

6. Any materials in excess of 45 pounds excluding batteries will be billed to the citizen at the time of acceptance by City of Tulsa at the rate specified in the Agreement. Acceptable payment will be by major credit card only. The City of Sapulpa will instruct the customer as to the consequences of including more poundage prior to arrival at the Facility.
7. Tulsa will deliver to The City of Sapulpa monthly an itemized invoice in a format approved by The City of Sapulpa showing, the name and address of each customer, total number of appointments, the poundage of waste received, and amount paid by customer and the amount owed by The City of Sapulpa.

8. The City of Sapulpa shall maintain adequate records to indicate the activities undertaken pursuant to this Agreement. Such records shall be maintained at The City of Sapulpa place of business and shall be available to Tulsa during the normal business hours of The City of Sapulpa upon reasonable notice.



## **Exhibit B – Accepted and Non-Accepted Household Hazardous Waste**

The waste list below is to be accepted by Tulsa from citizens of the City of Sapulpa.

- Fluorescent and CFL(Compact Fluorescent Lamp) Light Bulbs
- Oil Based Paints and Paint Thinner
- Flammable Liquids
- Lawn Chemicals
- Automotive Fluids
- Cooking Oil/Grease
- Aerosols
- Household and Car Batteries
- Household Cleaners
- Pool Chemicals
- Latex Paint

The listed wastes below are not accepted by Tulsa

- Medical or Biomedical Waste
- Asbestos
- Food or Organic Waste
- Radioactive Material
- Ammunition/Explosives
- Tires
- Unknown Materials or Substances

These lists are subject to change. Tulsa will notify The City of Sapulpa prior to implementing any changes.

## Operational Plan

In accordance with OAC 252:515-3-36(a)(14) the City of Tulsa presents the following Operational Plan for:

City of Tulsa  
Household Pollutant Collection Facility  
4502 S. Galveston  
Tulsa OK 74107

### Introduction

This facility collects household chemicals to promote proper reuse, recycling, and disposal of waste. Many consumer products contain chemicals that may be hazardous to human health or the environment if improperly used, stored, or disposed. Unfortunately, household chemicals are frequently washed down drains, poured on the ground outside, or thrown in the trash. The City of Tulsa will handle administration, reporting, and contracts with a private disposal entity, and supervision at the collection site.

The HHW Program provides several levels of benefits to the City of Tulsa and surrounding municipalities, besides diversion of hazardous household waste from the City's municipal trash stream. The program increases safety to the City's solid waste workers, raises the community's level of awareness of household safety and hazards in the home, and alerts citizens to the contribution to nonpoint source pollution created by the improper use or disposal of used oil or other household products. Additionally the HHW Program is a requirement of the City of Tulsa's MS4 Permit #OKS000201:

*(Part II(A)(6)(d)) states "...The permittee(s) shall ensure the implementation of programs to collect used motor vehicle fluids (at a minimum, oil and antifreeze) for recycle, reuse, or proper disposal and to collect household hazardous waste materials (including paint, solvents, pesticides, herbicides, and other hazardous material) for recycle, reuse, or proper disposal. Such programs shall be readily available to all private residents and shall be publicized and promoted on a regular basis."*

### Site Description

The Household Pollutant Collection Facility is located at 4502 S. Galveston, City of Tulsa Stormwater Land Management facility. All waste transfer, storage, and processing will take place inside a 9,000 sq. ft. building with a 50 foot buffer zone surrounding building on all sides (see Site Map Appendix D). A hazardous chemical storage container, composed of non-combustible steel, 27' long by 11' wide, equipped with dry fire suppression, adequate secondary containment, ventilation and chemical separation will be utilized inside Building 3 to contain waste material until transportation can take place.

### Operational Concepts

The following operational concepts apply to the collection facility. As per the requirements of OAC 252:515-3-36(a)(14) the following operational concepts meet the requirements of Subchapter 19 (Parts 3 and 9 applicable – Parts 5, 7, 11 and 13 are not applicable see OAC 252:515-19-1):

Prohibited Waste

The following waste is prohibited from disposal at the HHPC Facility:

- Hazardous (other than HHW), radioactive or regulated PCB waste
- Regulated medical waste
- Asbestos
- Industrial or commercially generated waste (including NHIW waste)
- Putrescible waste
- Biomedical waste
- Radioactive material
- Bulky or non-hazardous waste
- Unknowns
- Ammunition/explosives
- Tires

Public Access Control

The City of Tulsa will maintain control of traffic and access to the hazardous materials segregation and packing areas at the collection facility. Security guards, signs, banner tape, traffic barricades, gates and chain link fence will all be used as site security. Onsite traffic control will involve the use of barricades, banner tape, signs, and verbal directions by on-site personnel. The City of Tulsa or designated security contractor will be requested to respond to any access control problem which may arise. Stormwater and Land Management staff employees will be on site a minimum of 8 hours per day Monday – Friday (excluding City holidays). Operational staff will be onsite Wednesday and Saturday 8 hours per day including security staff that will be limiting access to those who have scheduled appointments. Security staff also patrols the site during non-operating hours. When the facility is open to the public, residents will remain in their vehicles while transfer of waste occurs. This will minimize any exposure to residents as well as limiting access to inside Building 3.

Measuring Waste

Waste received at the Collection Facility will be temporarily placed on tables in the restricted access processing area. Segregation of the waste will occur during and after receipt of the material from the vehicles by city staff. The collected material will be classified according to its waste stream (e.g. automobile fluids, pesticides, paint etc.) and measured by weight (lbs.). All weights will be recorded and maintained in the operating record. All material will remain in this area until trained personnel can check its classification for recycle or disposal. Material then will be removed to its proper placement for repackaging. Useable chemicals will be lab-packed or bulked into DOT approved containers for transportation needs. All containers packaged with hazardous chemicals will be transferred to the proper hazardous material storage area according to hazard class (e.g., flammable, corrosive, or toxic).

Limitations on Waste Received

The Household Pollutant Collection Facility accepts only household generated hazardous waste and only in quantities in which you would expect to find in individual households. Wastes from commercial and industrial sources will not be accepted at the collection facility. Employees will also be trained on procedures for rejecting unauthorized waste at the facility – see Waste Exclusion Plan (Appendix A). The facility does not anticipate large deliveries of waste, and waste delivered in quantities greater than you would expect to find in individual households has the potential to be rejected. Per OAC 252:515-19-34 no waste greater than 200 tons of waste per day will be accepted at the facility.

**Disposal Plan**

Participants of the HHPCF will be required to schedule appointments for drop-off prior to delivering waste to the facility; this will also allow staff to pre-screen for unauthorized waste. Acceptable waste will be delivered to the facility by participants. Upon entering the facility, security staff will verify the contents of the drop-off and direct participants to Building 3. After entering Building 3 trained City of Tulsa staff will fill out a Waste Inspection Form (Waste Exclusion Plan - Appendix A) and transport any acceptable waste from the vehicle to the processing area where the waste will be categorized according to hazard class (i.e. corrosives, poisons, flammables) and weighed. At this time if any waste is to be rejected, participant will be notified and given options for proper disposal (see Waste Exclusion Plan Appendix A for detail on rejecting waste)

Acceptable Waste

- o Automobile fluids (oil, antifreeze, brake fluid, etc.)
- o Paints (latex, oil based, aerosol, stains, etc.)
- o Pesticides, herbicides and fertilizers
- o Flammable liquids (gasoline, paint thinner, kerosene, etc.)
- o Fluorescent light bulbs
- o Batteries (household and automobile)
- o Electronic Waste

An estimate of the amount of waste received per day can be found below:

Anticipated Waste Streams	Est. Amount Received PerDay
Fluorescent Light Bulbs (avg. # lamps)	33
Oil Based Paint (gallons)	33
Flammables (gallons)	30
Pesticides/Poisons (lbs)	151.8
Used Motor Oil/Antifreeze Mix (gallons)	68.97
Grease (gallons)	2.64
Corrosives (lbs)	34.98
Aerosols (lbs)	68.97
Oxidizers (lbs)	13.695
Car Batteries(ea)	4
Household Batteries (5 gallon bucket)	0.668
Other hazardous substances (lbs)	118.8

**Planned Waste Handling and Disposal:** The City of Tulsa will have advertised a request for proposal to hire a Treatment, Storage, and Disposal Facility (TSDF) contractor prior to opening the Collection Facility.

The contractor will provide an addendum to the Operational Plan. This document will provide all pertinent information regarding the contractors' permits, insurance, credentials and abilities to manage the City of Tulsa waste.

**Contractor Information:** A competitive selection process for a waste management contractor will be completed prior to opening the Household Chemical Collection Facility. Upon selection of a contractor, an addendum will be attached to this plan giving the credentials and insurance of the selected company.



Also City of Tulsa staff will perform site visits to any contract facility or subcontract facility utilized to dispose of material.

**Provisions for Wastes Which Require Special Handling and Non-Hazardous Waste:** All citizens who drop off waste will be interviewed by an onsite employee to screen for unexpected or special handling waste which may require immediate attention. Special wastes will be handled according to federal, state and local regulations. Non-regulated wastes will be recycled or disposed of in a solid waste dumpster or other equipment provided at the site.

**Provisions for Classifying and Controlling Wastes:** Onsite staff will conduct initial participant interviews. Trained personnel will be responsible for controlling the waste and performing any follow-up participant interviews, which may be necessary for classifying all waste materials. The following wastes will not be accepted: Radioactive, compressed gas cylinders, bio-hazardous, explosives, PCB containing materials, dioxins or highly reactive chemicals.

**Provisions for Unexpected Waste:** If delivery of unexpected waste occurs at the site (e.g. waste in amounts larger than expected or prohibited waste) experienced personnel will be allowed to handle waste. A special unexpected waste interim storage area will be designated on site. Unexpected waste will be stored here until transportation can occur. SDS guidelines for storage of unexpected waste will be followed if available. If contents of prohibited waste are unknown, every effort will be made to identify the unknown material. If material is identifiable, SDS precautions will be followed at that time. If material is not identifiable the material will be properly stored in the unexpected waste storage area until proper disposal can take place.

#### Litter Control

All waste management activities will take place inside; therefore the dispersal of litter from the site will not be conducive to wind dispersal. This includes loading and unloading of waste items. The site will be policed on a daily basis, collecting any litter as needed. Signs will be posted to advise customers to adequately cover/secure their loads to prevent litter from leaving the site.

#### Air Criteria

Operations at the facility will be conducted in a manner to maintain compliance with the Oklahoma Clean Air Act, rules of the Air Quality Division of DEQ and any requirements of an approved State Implementation Plan. Open burning of solid waste is strictly prohibited at the facility. It is unexpected that activities at the facility would increase the amount of fugitive dust from the property. However, if ever shown to be the case, operations at the facility will be modified in a manner to prevent any visible fugitive dust emissions beyond the property boundary, at which time the DEQ will be notified. Asbestos of any kind will not be accepted at the facility. However, if unavoidable delivery of asbestos/friable asbestos occurs the material will be handled in accordance with OAC 252:100-40-5.

#### Disease Vector Control

The proposed facility will not be accepting putrescible waste, therefore on site disease vectors, if present, will be minimal. All waste will be stored inside, so as not to allow standing water for mosquito proliferation. Bird deterrents are present in facility and consist of nesting/roosting barriers and high frequency noise emissions. All other disease vectors will be controlled on an as needed basis using techniques appropriate for the protection of human health and the environment.

#### Placement of Waste

All waste storage, processing and management activities will take place inside the facility until transportation can take place. Adequate indoor storage area is available should delivery of unexpected

volumes occur. Therefore no waste will be exposed to waters of the state or waters that communicate with waters from the state either inside the permit boundary, buffer zone or outside the permit boundary (see Site Map Appendix D) for a diagram of permit boundary and buffer zone).

Salvage and Recycling

See Appendix J for a plan detailing salvage and recycling operations at the facility.

Recordkeeping and Reporting

An operating record will be maintained at the facility containing all records concerning the planning, construction, operation, closing and post-closure monitoring of the facility as applicable. Such records will be maintained until the post-closure monitoring period is terminated and shall include those records required to be maintained and/or submitted to DEQ by Subchapter 29 of Chapter 15 (OAC 252:515-29-4) as well as those records required to be maintained and/or submitted to DEQ by Subchapters 3, 5, 17, 19, 25 and 27 (OAC 252:515-19-40). Information to be maintained as part of the operating record at the facility includes but is not limited to:

- An entire copy of the Tier II Transfer Station Permit under which the facility operates, including any and all associated documents required by the DEQ for permit approval
- Verification of Location Restrictions as required by Subchapter 5 of OAC 252:515
- A copy of the approved Stormwater Management Plan as required by Subchapter 17 of OAC 252:515
- A copy of the approved Operational Plan as required by Subchapter 19 of OAC 252:515
- A copy of the approved Closure Plan as required by Subchapter 25 of OAC 252:515
- A copy of the Waste Exclusion Plan as required by Subchapter 29 (OAC 252:515-29-4)
  - All waste accepted for disposal at the facility will be weighed, recorded and maintained in the operating record
  - Any employee training including training to demonstrate compliance with the Waste Exclusion Plan as required by Subchapter 29 of OAC 252:515
  - Waste Inspection Forms for every drop-off transaction
  - Any waste identified and rejected including personal information on participant maintaining ownership of rejected waste
  - Waste Management Facility Evaluation for any contractor or sub-contractor utilized for disposal of waste
- Waste Hauler Manifests for each load transported out of the facility which includes type and weight of waste transported
- Site Inspection Forms to be completed at the end of each operational day.

Processing Time for Putrescible Waste

The facility will not be accepting putrescible waste of any kind. Staff will be trained to screen/reject putrescible waste, and the site will be patrolled by security staff during off hours. However, if unavoidable delivery of putrescible waste to the proposed processing facility occurs, the waste will be processed within 24 hours by disposing in our normal solid waste service to the site.

Large or Bulky Items

Large and bulky items not suitable for facility operations will not be accepted at the proposed facility. Staff will be trained to screen for this type of waste, and the site will be patrolled by security staff during off hours. However, if unavoidable delivery of large or bulky items occurs, the waste will be processed by the next business day by pickup of the City of Tulsa's illegal dumping crew.

Residue Management

All processed waste and residues produced at the facility will be determined to be hazardous/non-hazardous and will be disposed of in a properly permitted disposal facility. Hazardous waste will be disposed of by the contracted treatment, storage and waste disposal company. Non-hazardous waste will be disposed of through municipal waste trash service to the facility. Only household generated waste (whether hazardous or non-hazardous) will be disposed of through the services of the facility, any additional trash generated by other operations occurring on the 12.62 acre Stormwater and Land Management facility will be kept separate accordingly. Site Inspection Forms will be completed at the end of each day of operation. The purpose of these inspections is to ensure that no spill, leak or material has unexpectedly occurred and that all material is stored properly and securely at the end of operations. A copy of the Site Inspection form is included at the end of this plan.



**AGENDA ITEM**

**Administration 10. C.**

**City Council Regular**

**Meeting Date:** November 4, 2019

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

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

**Department:** Legal

**Presented By:** David Widdoes

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**SUBJECT:**

Discussion and possible action regarding an Ordinance of the City of Sapulpa, Oklahoma, Amending the Sapulpa City Code, Part 13, Public Safety, Chapter 2, Fire Department and Service, Article B, Calls Outside Limits, by Amending Sections 13-206 thru 13-210, Providing Authorization for Medical Response Calls in Outside Fire Run District; Providing for Contract Terms and Fees; Providing for Repealer and Severability; and Declaring an Emergency.

**BACKGROUND:**

The proposed Code amendments follow from recent Study Session discussions about authorizing the Sapulpa fire department to respond to calls for emergency medical response to areas outside city limits but within the department's Outside Fire Run territory. The proposed changes to the City Code would authorize and allow city fire to respond to such calls within the Outside Fire Run District, and includes basic emergency medical response within the services provided by the department under its Outside Fire Run Services agreement. These changes to the Code are required in order to authorize provision of the requested services outside city limits.

**RECOMMENDATION:**

To authorize and provide medical response services outside city limits, staff recommends that the City Council adopt the attached Ordinance.

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**Attachments**

Ordinance

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

AN ORDINANCE OF THE CITY OF SAPULPA, OKLAHOMA, AMENDING THE SAPULPA CITY CODE, PART 13, PUBLIC SAFETY, CHAPTER 2, FIRE DEPARTMENT AND SERVICE, ARTICLE B, CALLS OUTSIDE LIMITS, BY AMENDING SECTIONS 13-206 THRU 13-210, PROVIDING AUTHORIZATION FOR MEDICAL RESPONSE CALLS IN OUTSIDE FIRE RUN DISTRICT; PROVIDING FOR CONTRACT TERMS AND FEES; PROVIDING FOR REPEALER AND SEVERABILITY; AND DECLARING AN EMERGENCY.

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

**Section 1.** Part 13, Chapter 2, Article B of the Sapulpa City Code is hereby amended by amending and replacing Sections 13-206 thru 13-210 with the following language to read in its entirety, as follows:

“ARTICLE B

CALLS OUTSIDE LIMITS

SECTION 13-206 CONTRACTS AUTHORIZED OUTSIDE CITY LIMITS.

- A. The City is hereby authorized and empowered to enter into contracts or agreements with individuals, firms, private corporations or associations, or political subdivisions of the State for fire protection, fire prevention **and first responder rescue, resuscitation, first aid and basic life support services**, outside the corporate limits of the City (**collectively “Outside Fire Run Services”**), and to contract to provide such services jointly with other organizations and municipal subdivisions of the State in furnishing, maintaining, and operating fire equipment for outside aid or mutual aid upon such terms and conditions as it may deem to be in the best interest of the contracting parties.
- B. The contract specified in the preceding subsection may be entered into by the City Clerk on behalf of the City when furnished satisfactory evidence that the person has in force with a reputable insurance company a policy of insurance providing for the payment of a minimum sum of One Thousand Dollars (\$1,000) to the City for fire protection services. The contract shall be executed by the City Clerk only after approval by the Fire Chief or his deputy who shall endorse his approval on the contract when satisfied that the City can afford such protection to the property covered thereby without foreseeable or hazardous lessening of the fire protection to the property within the City, giving consideration to the location of the property, its accessibility and other facts which might enter into the making

of a response to the location requesting **Outside Fire Run Services**. [Prior Code, Secs. 10-12 - 10-14]

*State Law Reference: Mutual aid, fire contracts outside limits, 11 O.S. §§ 29-106 to 29-109.*

SECTION 13-207 CONTRACT TERMS, FEES FOR SERVICE.

Any contract entered into by the City with an individual owner, firm, private corporation, or association, for **Outside Fire Run Services**, outside aid, and/or mutual aid for fire protection, shall provide for the payment by the owner, firm, private corporation, or association, or political subdivision to the City for such fire apparatus and personnel and for annual contracts at the rates and charges as set by Master Fee Schedule. All monies received from the calls shall go into the general fund or fire pension fund, all as may be directed by the City Council.

SECTION 13-208 AUTHORITY TO ANSWER CALLS.

The fire department of the City is hereby authorized to answer calls for **Outside Fire Run Services** within the area enclosed by the outside corporate limits of the City, or when the location for such service is within the City E911 emergency response area. In the event such a call is answered on a location without an annual contract for Outside Fire Services, the property owner of the location responded to shall be obligated to pay the charges and fees set forth in the Master Fee Schedule. The Fire Chief, however, is authorized to refuse to make such runs or to prevent the use of fire fighting personnel and equipment when in his judgment it is not expedient to do so on account of (i) emergency response needs within the City, (ii) broken or insufficient apparatus or equipment, (iii) dangerous roadways or access, and/or (iv) any other condition which in the opinion of the Chief makes it necessary to hold back firefighting equipment and personnel for protection of lives and property within the City.

SECTION 13-209 FIREFIGHTERS SERVING IN REGULAR LINE OF DUTY.

All firefighters of the fire department of the City attending, serving and rendering **Outside Fire Run Services** work outside the corporate limits of the City, as herein provided, shall be considered as serving in their regular line of duty as fully as if they were serving within the corporate limits of the City. The firefighters shall be entitled to all the benefits of any firemen's pension and relief fund in the same manner as if the fire fighting, fire prevention and/or first responder work was being done within the corporate limits of the City.

SECTION 13-210 DEPARTMENT CONSIDERED AGENT OF STATE.

All firefighters of the fire department of the City attending, serving, and rendering **Outside Fire Run Services** work outside the corporate limits of the City, as herein provided, shall be considered as serving in their regular line of duty as fully as if they

were serving within the corporate limits of the City. The firefighters shall be entitled to all the benefits of any firefighters' pension and relief fund in the same manner as if the fire fighting, fire prevention and/or first responder work was being done within the corporate limits of the City.”

**Section 2.** All parts of any ordinance or resolution in conflict with this ordinance are hereby repealed to the extent of conflict only.

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

**Section 4. EMERGENCY.** Being immediately necessary that the provisions of this ordinance be put into full force and effect for the preservation of the public peace, health and safety of the City of Sapulpa, Oklahoma, an emergency is hereby declared to exist and this ordinance shall be in full force and effect after its passage, approval and publication as required by law.

PASSED AND APPROVED in regular session this \_\_\_\_ day of \_\_\_\_\_ 2019, with emergency clause separately voted on.

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

ATTEST:

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

APPROVED AS TO FORM:

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



**AGENDA ITEM**

**Administration 10. D.**

**City Council Regular**

**Meeting Date:** November 4, 2019

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

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

**Department:** Legal

**Presented By:** David Widdoes

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**SUBJECT:**

Discussion and possible action regarding An Ordinance of the City of Sapulpa, Oklahoma, Amending the Master Fee Schedule to the Sapulpa City Code, Appendix A, by Repealing and Replacing Section 13.13-207/13-208; Providing Rates for Outside Fire Run Fees; Providing for an Effective Date; and Providing for Repealer and Severability.

**BACKGROUND:**

The standard annual fee of \$150 for Outside Fire Run services has not been adjusted in nearly 10 years. Increasing the scope of services to include emergency medical response would also justify considering an adjustment to this fee to compensate for the costs associated with providing such additional services. In addition, staffs review of the matter has revealed that many of the listed fees in the current Code are not applied or collected; as such, the rather complex rate structure should be simplified and revised to comport with actual departmental practice. Accordingly, the proposed ordinance simplifies the t Outside Fire Run Fee structure by essentially creating 2 categories: Non-Industrial (residential/commercial properties) at a rate of \$200 per year and Industrial properties with no change to the fee.

**RECOMMENDATION:**

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

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**Attachments**

Ordinance

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

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

PASSED AND APPROVED in regular session this \_\_\_ day of \_\_\_\_\_ 2019.

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

ATTEST:

APPROVED AS TO FORM:

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

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



**AGENDA ITEM**

**Administration 10. E.**

**City Council Regular**

**Meeting Date:** November 4, 2019

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

**Department:** Finance

**Presented By:** Pam Vann

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**SUBJECT:**

Discuss and consider a Resolution of the City of Sapulpa, Oklahoma and the Sapulpa Municipal Authority amending the FY 2019-2020 annual budget by increasing revenue and appropriations in the water and sewer improvement sales tax fund to recognize funds received from an OMAG safety grant for the purchase of safety supplies.

**BACKGROUND:**

OMAG has a safety grant program that will reimburse municipalities for a portion of the costs of certain safety equipment. The City met the requirements of the program and purchased traffic control signs. The reimbursement of \$674.00 is approximate 75% of the total purchase price.

**RECOMMENDATION:**

Staff recommends approval of the resolution.

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**Attachments**

Water & Sewer Impr Sales Tax Resoution 110419

Water & Sewer Impr Sales Tax budget adjustment 110419

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

A RESOLUTION OF THE CITY OF SAPULPA, OKLAHOMA AND THE SAPULPA MUNICIPAL AUTHORITY AMENDING THE FY 2019-2020 ANNUAL BUDGET BY INCREASING REVENUE AND APPROPRIATIONS IN THE WATER AND SEWER IMPROVEMENT SALES TAX FUND TO RECOGNIZE FUNDS RECEIVED FROM AN OMAG SAFETY GRANT FOR THE PURCHASE OF SAFETY SUPPLIES.

**WHEREAS**, the City of Sapulpa has received \$674.00 from OMAG for partial reimbursement of the purchase of traffic control signs; and

**WHEREAS**, OMAG has a safety grant program that will reimburse municipalities for a portion of the costs of certain safety equipment and the City met the qualifications of the program,

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

**WATER AND SEWER IMPROVEMENT SALES TAX**

(Increase)	46-4086 Reimbursements	<u>\$674.00</u>
	Total Revenue Increase:	\$674.00
(Increase)	46-546-241 Safety Supplies	<u>\$674.00</u>
	Total Expenditures Increase:	\$674.00

**PASSED BY THE CITY COUNCIL FOR THE CITY OF SAPULPA, OKLAHOMA, AND THE SAPULPA MUNICIPAL AUTHORITY, SAPULPA, and signed by the Mayor/Chairman this 4th day of November 2019.**

\_\_\_\_\_  
Reg Green, Mayor/Chairman

ATTEST:

\_\_\_\_\_  
Shirley Burzio, City Clerk/Trust Secretary

\_\_\_\_\_  
David Widdoes, City Attorney/Trust Attorney







**AGENDA ITEM**

**Administration 10. F.**

**City Council Regular**

**Meeting Date:** November 4, 2019

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

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

**Department:** Legal

**Presented By:** David Widdoes

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**SUBJECT:**

Discussion and possible action regarding a Resolution Authorizing the Calling and Holding of a Primary Election, If Needed, and of a General Election to Be Held in the City of Sapulpa for the Purpose of Electing City Councilors of and for the City of Sapulpa; Setting Election Dates; Designating Offices to Be Filled and Qualifications; Providing for Precinct Locations and Notice to Election Board.

**BACKGROUND:**

The Sapulpa City Charter requires an election every two years for the purpose of electing one of the two City Councilors from each of the five Wards of the City to a four year term. The Charter also requires that state election law be followed in terms of timing and notice of said elections. The five (5) Ward seats that are up for election in 2020 are:

- (A) Ward One, Seat Two, currently held by Wes Galloway;
- (B) Ward Two, Seat Two, currently held by John Anderson;
- (C) Ward Three, Seat Two, currently held by Marty Cummins;
- (D) Ward Four, Seat Two, currently held by Reg Green;
- (E) Ward Five, Seat Two, currently held by Hugo Naifeh.

Accordingly, and in compliance with Charter and state law requirements, the Resolution establishes the filing period for candidates for said seats to be December 2 through December 4, 2019, and calls for a primary election (if necessary) to be held on Tuesday, February 11, 2020, and the general election to be held on Tuesday, April 7, 2020.

**RECOMMENDATION:**

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

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## Attachments

Resolution

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

**A RESOLUTION AUTHORIZING THE CALLING AND HOLDING OF A PRIMARY ELECTION, IF NEEDED, AND OF A GENERAL ELECTION TO BE HELD IN THE CITY OF SAPULPA FOR THE PURPOSE OF ELECTING CITY COUNCILORS OF AND FOR THE CITY OF SAPULPA; SETTING ELECTION DATES; DESIGNATING OFFICES TO BE FILLED AND QUALIFICATIONS; PROVIDING FOR PRECINCT LOCATIONS AND NOTICE TO ELECTION BOARD.**

**WHEREAS**, the Sapulpa City Charter Article X requires elections to be held every two years in the City of Sapulpa for the purpose of electing City Councilors of the City; and

**WHEREAS**, Title 26, Oklahoma Statutes 2012, Section 13-102, as amended, requires the City of Sapulpa, Oklahoma, to give sixty (60) days' notice by resolution of said election to the Creek County Election Board, stating therein the date of said elections and other information necessary for conducting such elections; and

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

**Section 1.** That for the purpose of electing City Councilors to a four-year term of office for the City of Sapulpa, Oklahoma:

- (A) A Primary Municipal Election, if needed in any ward of the city, shall be held on Tuesday, February 11, 2020,
- (B) A General Municipal Election, if needed in any ward of the city, shall be held on Tuesday, April 7, 2020, and
- (C) The said elections of said officers, if needed, shall be by nonpartisan ballot.

**Section 2.** That the offices to be filled by voting, by ward, are as follows:

- (A) Ward One, Seat Two, currently held by Wes Galloway;
- (B) Ward Two, Seat Two, currently held by John Anderson;
- (C) Ward Three, Seat Two, currently held by Marty Cummins;
- (D) Ward Four, Seat Two, currently held by Reg Green;
- (E) Ward Five, Seat Two, currently held by Hugo Naifeh.



**Section 3.** That each candidate for office shall be a registered voter; further, they shall be bona fide residents of the City of Sapulpa for not less than one year immediately preceding their nomination and bona fide residents of the ward in which they are seeking office for not less than six months immediately preceding their nomination.

**Section 4.** That to become a candidate for such election, a declaration of candidacy must be filed with the Creek County Election Board no earlier than 8:00 A.M. December 2, 2019, and no later than 5:00 P.M. December 4, 2019, with a contest period of December 5, 2019 and ending December 6, 2019.

**Section 5.** That the number, location and hours of operation of the polling places for said elections shall be the same as the regular precinct polling places as designated for statewide and local elections by the Creek County Election Board, except that the City certifies that no one resides within the following precincts, and therefore to the extent closure is authorized by state law, the following precincts can be closed for said election:

Precinct No. 190415; Precinct No. 190416; and Precinct No. 190420

**Section 6.** That only the registered, qualified voters of the City of Sapulpa, Oklahoma, may vote upon the election of officers as above set forth; and that the returns of said elections shall be made to and canvassed by the Creek County Election Board. That the Creek County Election Board shall be notified of such elections by receipt of a copy of this Resolution and a map of current ward boundaries of the City.

Adopted and approved in regular session the 4<sup>th</sup> day of November 2019.

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

Attest:

Approved:

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

\_\_\_\_\_  
City Attorney



## AGENDA ITEM

Administration 10. G.

### City Council Regular

**Meeting Date:** November 4, 2019

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

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

**Department:** Legal

**Presented By:** John Weidman

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### SUBJECT:

Discussion and possible action regarding a Resolution Authorizing the Calling and Holding of a Special Election in the City of Sapulpa, State of Oklahoma, for the Purpose of Submitting to the Registered, Qualified Electors of Said City the Question of the Issuance of the General Obligation Bonds of Said City in the Sum of Ten Million Six Hundred Forty Thousand and No/100s Dollars (\$10,640,000.00), to Be Issued in Series, to Provide Funds (Either with or Without Additional Municipal, State or Federal Aid) for the Purpose of Acquiring, Constructing, Reconstructing, Extending, Enlarging, Improving and Repairing Streets and Bridges Within Said City, as Authorized by Section 27, Article X of the Constitution and Statutes of the State of Oklahoma, and Acts Complementary Supplementary and Enacted Pursuant Thereto; and for the Purpose of Submitting to the Registered, Qualified Electors of Said City the Question of the Issuance of the General Obligation Bonds of Said City in Sum of Five Million Seven Hundred Eighty Five Thousand and No/100s Dollars (\$5,785,000.00), to Be Issued in Series, to Provide Funds (Either with or Without Additional Municipal, State or Federal Aid) for the Purpose of Acquiring, Constructing, Reconstructing, Improving, Remodeling and Repairing Public Safety Buildings and Facilities and Acquiring Necessary Lands Therefor and Purchasing and Installing Public Safety Equipment All to Be Owned Exclusively by Said City, as Authorized by Section 27, Article X of the Constitution and Statutes of the State of Oklahoma, and Acts Complementary Supplementary and Enacted Pursuant Thereto;

And for the Purpose of Submitting to the Registered, Qualified Electors of Said City the Question of the Issuance of the General Obligation Bonds of Said City in the Sum of Three Million Ninety Thousand and No/100s Dollars (\$3,090,000.00), to Be Issued in Series, to Provide Funds (Either with or Without Additional Municipal, State or Federal Aid) for the Purpose of Purchasing, Constructing, Equipping, Improving, Extending and Beautifying Public Parks and Park Lands and Recreational Facilities, All to Be Owned Exclusively by Said City, as Authorized by Section 27, Article X of the Constitution and Statutes of the State of Oklahoma, and Acts Complementary Supplementary and Enacted Pursuant Thereto; and for the Purpose of Submitting to the Registered, Qualified Electors of Said City the Question of the Issuance of the General Obligation Limited Tax Bonds of Said City in the Sum of Four Million and No/100s Dollars (\$4,000,000.00),

to Be Issued in Series, to Provide Funds (Either with or Without State or Federal Aid) for Economic Development or Community Development Purposes Within or near the City, and Acquiring Necessary Property and Lands Therefor, as Authorized by Section 35, Article X of the Constitution and Statutes of the State of Oklahoma, and Acts Complementary Supplementary and Enacted Pursuant Thereto; and for the Purpose of Submitting to the Registered, Qualified Electors of Said City the Question of the Issuance of the General Obligation Bonds of Said City in Sum of Eight Million Five Hundred Thousand and No/100s Dollars (\$8,500,000.00), to Be Issued in Series, to Provide Funds (Either with or Without Additional Municipal, State or Federal Aid) for the Purpose of Constructing, Equipping, Replacing and Improving the Booker T. Washington Recreation Center, Including Road Access Improvements and Acquiring Necessary Property and Lands Therefor, All to Be Owned Exclusively by Said City, as Authorized by Section 27, Article X of the Constitution and Statutes of the State of Oklahoma, and Acts Complementary Supplementary and Enacted Pursuant Thereto; and for the Purpose of Submitting to the Registered, Qualified Electors of Said City the Question of the Issuance of the General Obligation Bonds of Said City in Sum of Eight Million Two Hundred Twenty Thousand and No/100s Dollars (\$8,220,000.00), to Be Issued in Series, to Provide Funds (Either with or Without Additional Municipal, State or Federal Aid) for the Purpose of Constructing, Equipping and Improving the Sapulpa Youth Sports Complex, Recreation and Park Facilities and Acquiring Necessary Property and Lands Therefor, All to Be Owned Exclusively by Said City, as Authorized by Section 27, Article X of the Constitution and Statutes of the State of Oklahoma, and Acts Complementary Supplementary and Enacted Pursuant Thereto; and in Connection with Each of Said Bonds, the Question of Levying and Collecting an Annual Tax, in Addition to All Other Taxes, upon All the Taxable Property in Said City for the Payment of the Interest and Principal on Said Bonds.

**BACKGROUND:**

The attached Resolution approves holding an election in January 2020 for the purpose of submitting to the voters of the city the question of authorizing the issuance of general obligation bonds to fund six (6) specific propositions and projects deemed advisable by the City, and as further delineated in the Resolution. All these items have been the subject of much public discussion and comment and further information as required and necessary will be provided at the meeting.

**RECOMMENDATION:**

Staff recommends City Council approve the Resolution and authorize the Mayor to execute same and take all necessary required thereby.

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**Attachments**

Resolution

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**THE CITY COUNCIL OF THE CITY OF SAPULPA, STATE OF OKLAHOMA, MET IN REGULAR SESSION IN THE COUNCIL CHAMBERS AT THE CITY HALL, 425 E. DEWEY, IN SAID CITY ON THE 4TH DAY OF NOVEMBER, 2019, AT 7:00 O'CLOCK P.M.**

PRESENT:.

ABSENT:.

Written notice of the schedule of regular meetings of the governing body of the municipality for the calendar year 2019 was given in writing to the City Clerk of Sapulpa, Oklahoma on or before December 15, 2018, and public notice of this meeting and agenda of this meeting was posted in prominent public view at City Hall, 425 E. Dewey, Sapulpa, Oklahoma, twenty-four (24) hours prior to this meeting, excluding Saturdays, Sundays and legal holidays, all in compliance with the Oklahoma Open Meeting Act.

**(OTHER PROCEEDINGS)**

Thereupon, Mayor Green introduced a Resolution which was read in full by the Clerk and considered by sections, and upon motion by \_\_\_\_\_, seconded by \_\_\_\_\_, said Resolution was adopted by the following vote:

AYE:

NAY:

Said Resolution was thereupon signed by the Mayor, attested by the Clerk, sealed with the seal of said municipality, and is as follows:

**A RESOLUTION AUTHORIZING THE CALLING AND HOLDING OF A SPECIAL ELECTION IN THE CITY OF SAPULPA, STATE OF OKLAHOMA, FOR THE PURPOSE OF SUBMITTING TO THE REGISTERED, QUALIFIED ELECTORS OF SAID CITY THE QUESTION OF THE ISSUANCE OF THE GENERAL OBLIGATION BONDS OF SAID CITY IN THE SUM OF TEN MILLION SIX HUNDRED FORTY THOUSAND AND NO/100S DOLLARS (\$10,640,000.00), TO BE ISSUED IN SERIES, TO PROVIDE FUNDS (EITHER WITH OR WITHOUT ADDITIONAL MUNICIPAL, STATE OR FEDERAL AID) FOR THE PURPOSE OF ACQUIRING, CONSTRUCTING, RECONSTRUCTING, EXTENDING, ENLARGING, IMPROVING AND REPAIRING STREETS AND BRIDGES WITHIN SAID CITY, AS AUTHORIZED BY SECTION 27, ARTICLE X OF THE CONSTITUTION AND STATUTES OF THE STATE OF OKLAHOMA, AND ACTS COMPLEMENTARY SUPPLEMENTARY AND ENACTED PURSUANT THERETO; AND FOR THE PURPOSE OF SUBMITTING TO THE REGISTERED, QUALIFIED ELECTORS OF SAID CITY THE QUESTION OF THE ISSUANCE OF THE GENERAL OBLIGATION BONDS OF SAID CITY IN SUM OF FIVE MILLION SEVEN HUNDRED EIGHTY FIVE**



**THOUSAND AND NO/100S DOLLARS (\$5,785,000.00), TO BE ISSUED IN SERIES, TO PROVIDE FUNDS (EITHER WITH OR WITHOUT ADDITIONAL MUNICIPAL, STATE OR FEDERAL AID) FOR THE PURPOSE OF ACQUIRING, CONSTRUCTING, RECONSTRUCTING, IMPROVING, REMODELING AND REPAIRING PUBLIC SAFETY BUILDINGS AND FACILITIES AND ACQUIRING NECESSARY LANDS THEREFOR AND PURCHASING AND INSTALLING PUBLIC SAFETY EQUIPMENT ALL TO BE OWNED EXCLUSIVELY BY SAID CITY, AS AUTHORIZED BY SECTION 27, ARTICLE X OF THE CONSTITUTION AND STATUTES OF THE STATE OF OKLAHOMA, AND ACTS COMPLEMENTARY SUPPLEMENTARY AND ENACTED PURSUANT THERETO; AND FOR THE PURPOSE OF SUBMITTING TO THE REGISTERED, QUALIFIED ELECTORS OF SAID CITY THE QUESTION OF THE ISSUANCE OF THE GENERAL OBLIGATION BONDS OF SAID CITY IN THE SUM OF THREE MILLION NINETY THOUSAND AND NO/100S DOLLARS (\$3,090,000.00), TO BE ISSUED IN SERIES, TO PROVIDE FUNDS (EITHER WITH OR WITHOUT ADDITIONAL MUNICIPAL, STATE OR FEDERAL AID) FOR THE PURPOSE OF PURCHASING, CONSTRUCTING, EQUIPPING, IMPROVING, EXTENDING AND BEAUTIFYING PUBLIC PARKS AND PARK LANDS AND RECREATIONAL FACILITIES, ALL TO BE OWNED EXCLUSIVELY BY SAID CITY, AS AUTHORIZED BY SECTION 27, ARTICLE X OF THE CONSTITUTION AND STATUTES OF THE STATE OF OKLAHOMA, AND ACTS COMPLEMENTARY SUPPLEMENTARY AND ENACTED PURSUANT THERETO; AND FOR THE PURPOSE OF SUBMITTING TO THE REGISTERED, QUALIFIED ELECTORS OF SAID CITY THE QUESTION OF THE ISSUANCE OF THE GENERAL OBLIGATION LIMITED TAX BONDS OF SAID CITY IN THE SUM OF FOUR MILLION AND NO/100S DOLLARS (\$4,000,000.00), TO BE ISSUED IN SERIES, TO PROVIDE FUNDS (EITHER WITH OR WITHOUT STATE OR FEDERAL AID) FOR ECONOMIC DEVELOPMENT OR COMMUNITY DEVELOPMENT PURPOSES WITHIN OR NEAR THE CITY, AND ACQUIRING NECESSARY PROPERTY AND LANDS THEREFOR, AS AUTHORIZED BY SECTION 35, ARTICLE X OF THE CONSTITUTION AND STATUTES OF THE STATE OF OKLAHOMA, AND ACTS COMPLEMENTARY SUPPLEMENTARY AND ENACTED PURSUANT THERETO; AND FOR THE PURPOSE OF SUBMITTING TO THE REGISTERED, QUALIFIED ELECTORS OF SAID CITY THE QUESTION OF THE ISSUANCE OF THE GENERAL OBLIGATION BONDS OF SAID CITY IN SUM OF EIGHT MILLION FIVE HUNDRED THOUSAND AND NO/100S DOLLARS (\$8,500,000.00), TO BE ISSUED IN SERIES, TO PROVIDE FUNDS (EITHER WITH OR WITHOUT ADDITIONAL MUNICIPAL, STATE OR FEDERAL AID) FOR THE PURPOSE OF CONSTRUCTING, EQUIPPING, REPLACING AND IMPROVING THE BOOKER T. WASHINGTON RECREATION CENTER, INCLUDING ROAD ACCESS IMPROVEMENTS AND ACQUIRING NECESSARY PROPERTY AND LANDS THEREFOR, ALL TO BE OWNED EXCLUSIVELY BY SAID CITY, AS AUTHORIZED BY SECTION 27, ARTICLE X OF THE CONSTITUTION AND STATUTES OF THE STATE OF OKLAHOMA, AND ACTS COMPLEMENTARY SUPPLEMENTARY AND ENACTED PURSUANT THERETO; AND FOR THE PURPOSE OF SUBMITTING TO THE REGISTERED, QUALIFIED ELECTORS OF SAID CITY THE QUESTION OF THE ISSUANCE OF THE GENERAL OBLIGATION BONDS OF SAID CITY IN SUM OF EIGHT MILLION TWO HUNDRED TWENTY THOUSAND AND NO/100S DOLLARS (\$8,220,000.00), TO BE ISSUED IN SERIES, TO PROVIDE FUNDS (EITHER WITH OR**

**WITHOUT ADDITIONAL MUNICIPAL, STATE OR FEDERAL AID) FOR THE PURPOSE OF CONSTRUCTING, EQUIPPING AND IMPROVING THE SAPULPA YOUTH SPORTS COMPLEX, RECREATION AND PARK FACILITIES AND ACQUIRING NECESSARY PROPERTY AND LANDS THEREFOR, ALL TO BE OWNED EXCLUSIVELY BY SAID CITY, AS AUTHORIZED BY SECTION 27, ARTICLE X OF THE CONSTITUTION AND STATUTES OF THE STATE OF OKLAHOMA, AND ACTS COMPLEMENTARY SUPPLEMENTARY AND ENACTED PURSUANT THERETO; AND IN CONNECTION WITH EACH OF SAID BONDS, THE QUESTION OF LEVYING AND COLLECTING AN ANNUAL TAX, IN ADDITION TO ALL OTHER TAXES, UPON ALL THE TAXABLE PROPERTY IN SAID CITY FOR THE PAYMENT OF THE INTEREST AND PRINCIPAL ON SAID BONDS.**

**WHEREAS**, it is deemed advisable by the City of Sapulpa, State of Oklahoma, to acquire, construct, reconstruct, extend, enlarge, improve and repair streets and bridges; to acquire, construct, reconstruct, improve, remodel and repair public safety buildings and facilities and acquiring necessary lands therefor and purchase and install public safety equipment; to purchase, construct equip, improve, extend and beautify public parks and park lands and recreational facilities; to provide funds for economic development or community development purposes within or near the City, and acquire necessary property and lands therefor; to construct, equip, replace and improve the Booker T. Washington Recreation Center, including road access improvements and acquire necessary property and lands therefor; and to construct, equip and improve the Sapulpa Youth Sports Complex, recreation and park facilities and acquire necessary property and lands therefor; and

**WHEREAS**, the estimated amount necessary for the City to acquire, construct, reconstruct, extend, enlarge, improve and repair streets and bridges within said City is the sum of Ten Million Six Hundred Forty Thousand and no/100s Dollars (\$10,640,000.00); and the amount necessary to acquire, construct, reconstruct, improve, remodel and repair public safety buildings and facilities and acquiring necessary lands therefor and purchase and install public safety equipment is the sum of Five Million Seven Hundred Eighty Five Thousand and no/100s Dollars (\$5,785,000.00); and the amount necessary to purchase, construct, equip, improve, extend and beautify public parks and park lands and recreational facilities is the sum of Three Million Ninety Thousand and no/100s Dollars (\$3,090,000.00); and the amount necessary to provide funds for economic development or community development purposes within or near the City, and acquire necessary property and lands therefor, is the sum of Four Million and no/100s Dollars (\$4,000,000.00); and the amount necessary to construct, equip, replace and improve the Booker T. Washington Recreation Center, including road access improvements and acquire necessary property and lands therefor is the sum of Eight Million Five Hundred Thousand and no/100s Dollars (\$8,500,000.00); and the amount necessary to construct, equip and improve the Sapulpa Youth Sports Complex, recreation and park facilities, and acquire necessary property and lands therefor, is the sum of Eight Million Two Hundred Twenty Thousand and no/100s Dollars (\$8,220,000.00); and

**WHEREAS**, there are no funds in the treasury for such purposes, and power is granted said City by Section 27, Article X, of the Constitution, Section 35, Article X, of the Constitution and statutes of the State of Oklahoma, and acts complementary, supplementary and enacted pursuant thereto, to issue bonds to provide funds for such purposes, provided the same be authorized by the registered qualified voters thereof, voting at an election held for such purpose; and

**WHEREAS**, Title 26, Oklahoma Statutes 2019, Section 13-103, as amended, requires the City to list any precincts only partially contained within the limits of the municipality and in which no one resides within the portion of precinct within the limits of the municipality, and to designate whether such precincts shall be opened or closed for such elections; and

**WHEREAS**, Precinct No. 190416, Precinct No. 190420 and Precinct No. 190422 are each only partially contained within the limits of the City of Sapulpa and no one resides within the portion of these precincts that lie within the municipal limits of the City, and the City desires that these unoccupied precincts remain closed for such election.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAPULPA, STATE OF OKLAHOMA.**

Section 1. That the Mayor of said City be, and he is hereby authorized and directed to call a special election to be held in said City on the 14th day of January, 2020 for the purpose of submitting to the registered qualified voters thereof the following propositions:

**PROPOSITION # 1**

“Shall the City of Sapulpa, Oklahoma, incur an indebtedness by issuing its bonds in the sum of Ten Million Six Hundred Forty Thousand and no/100s Dollars (\$10,640,000.00), to be issued in series, to provide funds (either with or without additional municipal, state or federal aid) for the purpose of acquiring, constructing, reconstructing, extending, enlarging, improving and repairing streets and bridges within said City, and levy and collect an annual tax, in addition to all other taxes, upon all the taxable property in said City sufficient to pay the interest on such bonds as it falls due and also to constitute a sinking fund for the payment of the principal thereof when due, said bonds to bear interest at not to exceed the rate of ten percent (10%), per year, payable semi-annually and to become due serially within twenty five (25) years from their date?”

**PROPOSITION #2**

“Shall the City of Sapulpa, Oklahoma, incur an indebtedness by issuing its bonds in the sum of Five Million Seven Hundred Eighty Five Thousand and no/100s Dollars (\$5,785,000.00), to be issued in series, to provide funds (either with or without additional municipal, state or federal aid) for the purpose of acquiring, constructing, reconstructing, improving, remodeling, and repairing public safety buildings and facilities and acquiring necessary lands therefor and purchasing and installing public safety equipment to be owned exclusively by said City, and levy and collect an annual tax, in addition to all other taxes, upon all the taxable property in said City sufficient to pay the interest on such bonds as it falls due and also to constitute a sinking fund for the payment of the principal thereof when due, said bonds to bear interest at not to exceed the rate of ten percent (10%), per year, payable semi-annually and to become due serially within twenty five (25) years from their date?”

**PROPOSITION #3**

“Shall the City of Sapulpa, Oklahoma, incur an indebtedness by issuing its bonds in the sum of Three Million Ninety Thousand and no/100s Dollars (\$3,090,000.00), to be issued in series, to provide funds (either with or without additional municipal, state or federal aid) for the purpose of purchasing, constructing, equipping, improving, extending and beautifying public parks and park lands and recreational facilities to be owned exclusively by said City, and levy and collect an annual tax, in addition to all other taxes, upon all the taxable property in said City sufficient to pay the interest on such bonds as it falls due and also to constitute a sinking fund for the payment of the principal thereof when due, said bonds to bear interest at not to exceed the rate of ten percent (10%), per year, payable semi-annually and to become due serially within twenty five (25) years from their date?”

**PROPOSITION #4**

“Shall the City of Sapulpa, Oklahoma, incur an indebtedness by issuing its bonds in the sum of Four Million and no/100s Dollars (\$4,000,000.00), to be issued in series, to provide funds (either with or without state or federal aid) for economic development or community development purposes within or near the City, and acquiring necessary property and lands therefor, and levy and collect an annual special tax in addition to all other taxes, upon all the taxable property in said City sufficient to pay the interest on such bonds as it falls due and also to constitute a sinking fund for the payment of the principal thereof when due, said bonds to bear interest at not to exceed the rate of ten percent (10%), per year, payable semi-annually and to become due serially within twenty five (25) years from their date: Provided however, that in no event shall the real and personal property in said City be subject to a special tax in excess of five mills on the dollar for all bonds issued pursuant to Section 35, Article X of the Oklahoma Constitution?”

**PROPOSITION #5**

“Shall the City of Sapulpa, Oklahoma, incur an indebtedness by issuing its bonds in the sum of Eight Million Five Hundred Thousand and no/100s Dollars (\$8,500,000.00), to be issued in series, to provide funds (either with or without additional municipal, state or federal aid) for the purpose of constructing, equipping, replacing and improving the Booker T. Washington Recreation Center, including road access improvements and acquiring necessary property and lands therefor to be owned exclusively by said City, and levy and collect an annual tax, in addition to all other taxes, upon all the taxable property in said City sufficient to pay the interest on such bonds as it falls due and also to constitute a sinking fund for the payment of the principal thereof when due, said bonds to bear interest at not to exceed the rate of ten percent (10%), per year, payable semi-annually and to become due serially within twenty five (25) years from their date?”

**PROPOSITION #6**

“Shall the City of Sapulpa, Oklahoma, incur an indebtedness by issuing its bonds in the sum of Eight Million Two Hundred Twenty Thousand and no/100s Dollars (\$8,220,000.00), to be issued in series, to provide funds (either with or without additional municipal, state or federal aid) for the purpose of constructing, equipping and improving the Sapulpa Youth Sports Complex, recreation and park facilities and acquire necessary property and lands therefor to be owned exclusively by said

City, and levy and collect an annual tax, in addition to all other taxes, upon all the taxable property in said City sufficient to pay the interest on such bonds as it falls due and also to constitute a sinking fund for the payment of the principal thereof when due, said bonds to bear interest at not to exceed the rate of ten percent (10%), per year, payable semi-annually and to become due serially within twenty five (25) years from their date?"

Section 2. The specific projects for which at least seventy percent (70%) of the proceeds of the aforesaid bonds shall be expended, and the dollar amounts for each project shall be as follows:

**Proposition #1**

For the purpose of acquiring, constructing, reconstructing, extending, enlarging, improving and repairing the streets and bridges within said City:

Highway 117A and Highway 66 intersection and roadway improvement to Ozark Trail including signalization.	\$1,290,000.00
49 <sup>th</sup> West Avenue and Highway 117 intersection improvements, including signalization and widening.	\$2,140,000.00
Fund Master Plan for Central Business District streets and acquire, construct, reconstruct, extend, enlarge, improve and repair streets in the Central Business District, including sidewalks, alleyways, lighting, signage and other right of way amenities.	\$5,150,000.00
Widen and resurface East Dewey Avenue from North Watchorn to North Ruble and Mayfield Street between East Thompson and East Dewey Avenue, including adjoining intersections.	\$2,060,000.00
<b>Total</b>	<b>\$10,640,000.00</b>

**Proposition #2**

For the purpose of acquiring, constructing, reconstructing, improving, remodeling, and repairing public safety buildings and facilities and acquiring necessary lands therefor and purchasing and installing public safety equipment:

Police vehicle replacement.	\$278,000.00
Police Station HVAC/building upgrades.	\$230,000.00
Police Gun Range upgrades.	\$50,000.00
Police technology and mobile data systems including radios, computers and upgrades.	\$590,000.00



Construct and equip Fire Station 3 replacement to be located at 10 E. Murphy Avenue.	\$2,370,000.00
Fire Training Facility.	\$1,545,000.00
Refurbish 2 fire trucks.	\$722,000.00
<b>Total</b>	<b>\$5,785,000.00</b>

### **Proposition #3**

For the purpose of purchasing, constructing, equipping, improving, extending and beautifying public parks and park lands and recreational facilities:

McGoy Park upgrade and restroom.	\$206,000.00
Liberty Park ADA playground.	\$618,000.00
Golf Course flood mitigation and irrigation.	\$1,185,000.00
Updates and improvements to the city owned park and recreation facilities, lake properties, RV and camping sites, including replacement park equipment.	\$1,081,000.00
<b>Total</b>	<b>\$3,090,000.00</b>

### **Proposition #4**

For economic development or community development purposes within or near the City, and acquiring necessary property and lands therefor:

Acquisition, construction, equipping, furnishing, developing, financing, funding and sponsoring economic development or community development projects as determined by the City Council.	\$4,000,000.00
<b>Total</b>	<b>\$4,000,000.00</b>

### **Proposition #5**

For the purpose of constructing, equipping, replacing and improving the Booker T. Washington Recreation Center, including road access improvements and acquiring necessary property and lands therefor:

Booker T. Washington Recreation Center located at 209 North Gray Street including road access improvements.	\$8,500,000.00
<b>Total</b>	<b>\$8,500,000.00</b>

**Proposition #6**

For the purpose of constructing, equipping and improving the Sapulpa Youth Sports Complex, recreation and park facilities and acquire necessary property and lands therefor:

Improvements and additions to the Sapulpa Youth Sports Complex on Cheyenne Road including 6 Baseball Fields and parking lot expansion, Soccer Complex and parking lot, flood plain study and flood mitigation and construction of road access. \$8,220,000.00

**Total \$8,220,000.00**

Section 3. That such call for said election shall be by proclamation, signed by the Mayor and attested by the City Clerk, setting forth the propositions to be voted upon, the hours of opening and closing of the polls, and the substance of Section 2 hereof. That the ballots shall set forth the propositions to be voted upon substantially as set out in Section 1 hereof, and that the timing, holding, and certification of said election shall be conducted in compliance with applicable state law. The number and location of the polling places for said election shall be the same as the regular precinct polling places as designated for statewide and local elections by the Creek County Election Board, except that precincts Nos. 190416, 190420 and 190422, which are each only partially contained within the limits of the City and which have no one residing within the portion of those precincts within the limits of the municipality, shall not be opened but remain closed for the election authorized by this Resolution. The persons who shall conduct said election shall be those officers designated by the Creek County Election Board, which officers shall also act as counters and certify the election as required by law. The approval of the propositions shall require a simple 50% plus one vote majority.

Section 4. That a copy of this Resolution along with a map of the city limits of the City of Sapulpa, Oklahoma shall be personally delivered to the office of the County Election Board of Creek County, State of Oklahoma, at least sixty (60) days prior to the date of the election.

**ADOPTED AND APPROVED** this 4th day of November, 2019.

\_\_\_\_\_  
Mayor

ATTEST:

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

(SEAL)







**AGENDA ITEM**

**Administration 10. H.**

**City Council Regular**

**Meeting Date:** November 4, 2019

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

**Department:** Public Works

**Presented By:** Steve Hardt

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**SUBJECT:**

Discussion and possible action regarding a Resolution of the Sapulpa Municipal Authority, acting through the City of Sapulpa, hereby adopts the Environmental Information Document for the proposed wastewater collection system improvements. Said document dated June 2019 was prepared by Eagle Environmental Consulting, Inc. and Tetra Tech, Inc., consulting engineers.

**BACKGROUND:**

Background information to be provided by the Public Works Director at the meeting.

**RECOMMENDATION:**

Staff recommends approval of the Resolution.

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**Attachments**

Resolution

EID cover page - Full Document available in City Clerk's office.

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

The Sapulpa Municipal Authority, acting through the City of Sapulpa, hereby adopts the Environmental Information Document for the proposed wastewater collection system improvements. Said document dated June 2019 was prepared by Eagle Environmental Consulting, Inc. and Tetra Tech, Inc., consulting engineers.

The Authority sets forth the intent to construct, operate, and maintain such proposed facilities in accordance with state and federal requirements if said facility is approved and funded with a loan from the Clean Water State Revolving Fund.

The Authority hereby further certifies that a Public Hearing was held on October 23, 2019 in accordance with the Public Notice as attached hereto:

PASSED AND ADOPTED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
MAYOR/CHAIRMAN

\_\_\_\_\_  
CITY CLERK/SECRETARY

# ENVIRONMENTAL INFORMATION DOCUMENT ENVIRONMENTAL REPORT

Force Main Installation Project  
Sapulpa, Creek County, Oklahoma

*Prepared for:*



7645 E. 63rd St., Ste. 301  
Tulsa, OK 74133

*Prepared by:*



P.O. Box 335  
Vinita, Oklahoma 74301  
918-272-7656

P.O. Box 5446  
Fort Smith, Arkansas 72913  
918-697-3936

A handwritten signature in cursive script, reading 'Steven R. Votaw'.

Steven R. Votaw  
President

October 2018  
Revised August 2019