

SAPULPA CITY COUNCIL MEETING

CITY HALL - 425 EAST DEWEY AVENUE

COUNCIL CHAMBERS, 2ND FLOOR

7:00 P.M., MONDAY, APRIL 15, 2019

Notice is hereby given that the Mayor and City Council of the City of Sapulpa, Oklahoma, will meet in regular session at 7:00 p.m. on the 15th day of April, 2019, in the Council Chambers, Sapulpa City Hall, 425 East Dewey Avenue, Sapulpa, Oklahoma, with the agenda for said meeting as follows:

MEETING PROCEDURE: Comments from the public are welcome at two different times during the course of the meeting. A **Sign in Sheet** is located at the back of the room. Those wishing to address the City Council are to sign in prior to the start of the meeting and identify the item(s) they wish to address. Comments concerning items scheduled on the Agenda will be heard immediately following the presentation by staff or petitioner. Comments concerning items not scheduled on the Agenda will only be heard under the Public Comments section. The City Council will not act on any matter discussed in the Public Comments section and will act on the Item on the Agenda after all comments have been heard.

Please come to the podium when the Mayor calls your name.

- AGENDA -

1. **CALL TO ORDER.**
2. **INVOCATION.**
3. **PLEDGE OF ALLEGIANCE.**
4. **ROLL CALL.**
5. **MINUTES.**
 - A. Consider approving the minutes of the April 1, 2019, regular City Council meeting.
6. **APPOINTMENTS, AWARDS, PRESENTATIONS, AND PROCLAMATIONS.**
7. **CONSENT ITEMS:** All matters under “Consent” are considered by the City Council to be routine and will be enacted by one motion. Any City Council member may, however, remove an item from consent by request.
 - A. Consider approving Claims in the amount of \$1,645,430.88

- B. Consider approval of a facility use agreement with Sapulpa Adult Church Softball Association.

8. **PUBLIC HEARINGS.**

9. **COMMUNITY DEVELOPMENT.**

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

10. **ADMINISTRATION.**

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

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

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

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

14. **EXECUTIVE SESSION.**

15. **ADJOURNMENT.**

Posted this 11th day of April, 2019 at or before 5:00 p.m., at the Sapulpa City Hall, 425 East Dewey Avenue, Sapulpa, Oklahoma.

Name: *Mikaila Stepp*

Title: *Administrative Assistant*



AGENDA ITEM

City Council Regular

5.A.

Meeting Date: April 15, 2019

Submitted By: Shirley Burzio, City Clerk

Department: City Clerk

Presented By:

SUBJECT:

Consider approving the minutes of the April 1, 2019, regular City Council meeting.

BACKGROUND:

RECOMMENDATION:

Attachments

minutes.04-01-2019 city

CITY OF SAPULPA, OKLAHOMA
COUNCIL PROCEEDINGS
Meeting of April 1, 2019

The City Council of Sapulpa, Oklahoma, met in regular session Monday, April 1, 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
Bruce Bledsoe, City Councilor
Marty Cummins, Councilor
Wes Galloway, Councilor
Carla Gunn, Councilor
Craig Henderson, Councilor
Hugo Naifeh, Councilor

Absent: John Anderson, Councilor
Carla Stinnett, Councilor

Staff Present: Joan Riley, City Manager; Pam Vann, City Treasurer / Finance Director; David Widdoes, City Attorney; Shirley Burzio, City Clerk; Nikki Howard, Economic Development Director

1. INVOCATION.

The invocation was given by Pastor Jimmy Sill, Crosspointe Assembly of God Church.

2. PLEDGE OF ALLEGIANCE.

Mayor Reg Green led the Pledge of Allegiance.

3. MINUTES AND CONSENT ITEMS.

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

- A.** Approve the minutes of the March 18, 2019, regular city council meeting;
- B.** Approve claims in the amount of \$546,224.64;
- C.** Approve prepaid claims in the amount of \$257,147.57.

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

MOTION CARRIED

4. COMMUNITY DEVELOPMENT.

- A.** Motion was made by Councilor Marty Cummins, seconded by Vice-Mayor Louis Martin, to approve the application by Mary Ann McDowell Miller for a Specific Use Permit, SUP-028, to allow a Short Term Rental (STR) located at 603 West Mike Avenue.

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

MOTION CARRIED

- B.** Motion was made by Councilor Hugo Naifeh, seconded by Councilor Craig Henderson, to approve the adoption of an Ordinance amending the Zoning Ordinance of the City of Sapulpa; changing the zone and district of property located south of the southeast corner of West Taft Avenue and South Hickory Street (909 S. Hickory St.), City of Sapulpa, Creek County, State of Oklahoma, from RS-3 (Residential Single Family High Density) to CS (Commercial Shopping Center), per SAZ-951; and directing the City Clerk to show each change upon the Official Zoning Map; repealing all ordinance or parts of ordinances in conflict herewith; providing for severability; and declaring an emergency. (Ordinance No. 2812)

ROLL CALL: AYE: Reg Green, Louis Martin, Jr., Bruce Bledsoe, Marty Cummins, Wes Galloway, Carla Gunn, Craig Henderson, Hugo Naifeh.
MOTION CARRIED

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

ROLL CALL: AYE: Reg Green, Louis Martin, Jr., Bruce Bledsoe, Marty Cummins, Wes Galloway, Carla Gunn, Craig Henderson, Hugo Naifeh.
MOTION CARRIED

- C.** Motion was made by Councilor Bruce Bledsoe, seconded by Councilor Hugo Naifeh, to table the application by John Sears, Fuego Premium Extracts, LLC, for a Specific Use Permit, SUP-030, to allow Commercial Medicinal Marijuana Processing located at 14920 West Highway 66, Sapulpa, Oklahoma.

ROLL CALL: AYE: Reg Green, Bruce Bledsoe, Marty Cummins, Carla Gunn, Hugo Naifeh

NAY: Louis Martin, Jr., Wes Galloway, Craig Henderson

MOTION CARRIED

- D. Motion was made by Councilor Marty Cummins, seconded by Councilor Craig Henderson, to approve the application by Brenda Miller for a Specific Use Permit, SUP-031, to allow Commercial Medicinal Marijuana Dispensary located at 7941-A State Highway 66.

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

MOTION CARRIED

- E. Motion was made by Councilor Hugo Naifeh, seconded by Vice-Mayor Louis Martin, to approve the application by Judith Beck for a Specific Use Permit, SUP-032, to allow a Commercial Medicinal Marijuana Dispensary located at 20 North Water Street.

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

MOTION CARRIED

- F. Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Craig Henderson, to approve the application by Paul Franks for a Specific Use Permit, SUP-033-B, to allow a Commercial Medicinal Marijuana Growth Facility located at 8777 State Highway 66.

ROLL CALL: AYE: Reg Green, Louis Martin, Jr., Bruce Bledsoe, Marty Cummins, Wes Galloway, Craig Henderson, Hugo Naifeh. MOTION CARRIED

Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Wes Galloway, to approve the application by Paul Franks for a Specific Use Permit, SUP-033-A, to allow a Commercial Medicinal Marijuana Dispensary at 8777 State Highway 66.

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

MOTION CARRIED

- G. Motion was made by Councilor Hugo Naifeh, seconded by Vice-Mayor Louis Martin, to approve the application by Central Technology Center for a Specific Use Permit, SUP-034, to allow a technical school facility located at 1610 South Main Street.

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

MOTION CARRIED

5. **ADMINISTRATION.**

- A. Motion was made by Councilor Marty Cummins, seconded by Vice-Mayor Louis Martin, to approve the commercial services agreement with Cox Oklahoma Telecom, LLC, to provide telephone service for city facilities for a period of 5 years at an annual cost of \$41,285.64.

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

MOTION CARRIED

- B. Motion was made by Councilor Craig Henderson, seconded by Vice-Mayor Louis Martin, to approve Work Order No. 4 with Garver, LLC, for on-call engineering review for the Urban Development Department.

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

MOTION CARRIED

- C. Motion was made by Councilor Marty Cummins, seconded by Vice-Mayor Louis Martin, to approve an easement to OG&E for electric utilities to the Youth Sports Complex in Section 3, T17N, R11E, Creek County, Oklahoma.

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

MOTION CARRIED

6. **PUBLIC COMMENTS.**

Mr. Steven Mitchell, 601 Woodbine Drive, spoke to the council about needing clarification of the city code's definition of privacy fences and screening, lighted signage near residential areas, and signage for commercial marijuana business.

7. **EXECUTIVE SESSION.**

A. Motion was made by Councilor Craig Henderson, seconded by Vice-Mayor Louis Martin, to enter into an executive session to discuss the following:

1. Discuss pending litigation styled *City of Sapulpa vs. Mohammed Z. Khurshid*, Case No. CV-2019-14, upon advice that disclosure will seriously impair the ability of the public body to conduct litigation in the public interest. [25 O.S. Section 307 B (4)]

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

MOTION CARRIED

B. No action was taken by the council in regard to matters discussed in the executive session.

8. **ADJOURNMENT.**

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

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

MOTION CARRIED

Mayor

Attest:

City Clerk



Consent Agenda 7.A.

City Council Regular

Meeting Date: April 15, 2019

Submitted By: Amber Fisher, Accounts Payable Clerk

SUBJECT:

Consider approving Claims in the amount of \$1,645,430.88

Attachments

Claims List 4-15-19

FUND: 10 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
123583	99-10159	LAWRENCE COUNTY NEWSPAPERS,	EMPLOYEE ADVERTISING	4/2019	20748	43.51
126118	99-10159	LAWRENCE COUNTY NEWSPAPERS,	PUBLISH ORDINANCE 2812	4/2019	20724	67.60
125948	99-103	ONG	GAS CHARGES/FEB 2019	4/2019	FEB 2019 125948	3,869.05
123268A	99-10395	AUBREY WEATHERFORD	SOCIAL MEDIA	4/2019	SAP0419	500.00
125894	99-10488	ADMIRAL EXPRESS LLC	JANITORIAL SUPPLIES	4/2019	2025264-0	91.65
125940	99-10488	ADMIRAL EXPRESS LLC	FAX MACHINE TONER	4/2019	2025002-0	66.59
126336	99-10488	ADMIRAL EXPRESS LLC	JANI/PRIS/OFFICE SUPPLY	4/2019	2025001-0	247.71
123865	99-10547	BEASLEY TECHNOLOGY INC	DATA STORAGE	4/2019	COR-104476	112.50
123866A	99-10547	BEASLEY TECHNOLOGY INC	REMOTE MONITORING	4/2019	COR-104431	137.50
123867	99-10547	BEASLEY TECHNOLOGY INC	MTHLY COMPUTER MAINT	4/2019	COR-104533	2,250.00
125790	99-10629	TAYLOR, KEVIN	MEAL REIMBURSEMENT	4/2019	4/10/19 125790	14.00
125761	99-10667	WELSH, BRANDAN	MEAL REIMBURSEMENT	4/2019	4/10/19 125761	16.00
125123	99-10708	STEPHENS, MARK	REIMBURSEMENT	4/2019	4/8/19 125123	29.46
126402	99-10708	STEPHENS, MARK	REIMBURSEMENT	4/2019	3/17-22/19 126402	38.25
123973	99-10747	TYCO FIRE & SECURITY (US)	MFIRE ALARM & EXT SERVICE	4/2019	20851550	169.00
125124	99-10753	CHARLIE'S TEE'S	ZONING/PUB HEARING SIGN	4/2019	4/3/19 125124	1,020.00
125343	99-10774	TIMOTHY CHRISTOPHER PENDLEY	PEST CONTROL	4/2019	4624	210.00
126064	99-10810	INBODY, DARREN	V EHCILE MAINTENANCE	4/2019	4437835 3/28/19	36.76
126218	99-1112	WASTE MANAGEMENT OF OKLAHOMA	TEAR DOWN OF CITY PROP	4/2019	2222522-1006-7	262.31
123454	99-1206	REASOR'S INC.	FOOD FOR VALOR	4/2019	1972 3/14/19	14.98
123587	99-1206	REASOR'S INC.	SNACKS FOR MEETINGS	4/2019	5181 3/18/19	57.68
126084	99-1206	REASOR'S INC.	PRISONER FOOD	4/2019	1973 3/14/19	404.65
123956	99-133	INCOG	INCOG DUES	4/2019	222752	4,737.75
125946	99-141	LOCKE SUPPLY CO.	BALLEST & BULBS	4/2019	36354248-00A	186.20
126429	99-141	LOCKE SUPPLY CO.	AIR FILTERS	4/2019	36827523-00	49.40
123239	99-161	CREEK COUNTY RURAL WATER #412	MONTHS SEWER STATION 4	4/2019	741 2/26-3/26/19	101.00
126059	99-1775	LIBERTY FLAGS, INC.	3 NYLON FLAG	4/2019	88726	43.76
123475	99-1992	JOHN DEERE FINANCIAL ACCT#5	MISC ROPES/BOLTS/SCREWS	4/2019	N54884/2 3/22/19	12.07
125116	99-1992	JOHN DEERE FINANCIAL ACCT#5	WORK BOOTS - NIKKI	4/2019	N53408/2 3/19/19	99.99
126102	99-265	RABY PLUMBING, INC.	TOILET REPAIRS	4/2019	26297	101.50
123474	99-3633	PUBLIC SERVICE COMPANY OF OKLAHOMA	MONTHLY FEE-STORM SIREN	4/2019	9536811170 3/27/19	11.43
125390	99-3707	O'REILLY AUTOMOTIVE INC	VEHICLE PARTS	4/2019	153-161555	102.46
126049	99-3707	O'REILLY AUTOMOTIVE INC	COOLANT HOSE	4/2019	153-159555	35.49
126431	99-3707	O'REILLY AUTOMOTIVE INC	3 CANS FREON	4/2019	153-161054	20.97
126436	99-3707	O'REILLY AUTOMOTIVE INC	VEHICLE MAINTENANCE	4/2019	153-162245	221.41
126094	99-3755	ED PARTIN, INC	POLYGRAPH	4/2019	190405 4/4/19	175.00
123966A	99-4047	SHOW, INC.	LAWN CLEAN-UP	4/2019	19952	40.00
124485	99-4047	SHOW, INC.	TRASH CLEAN UP	4/2019	19953	20.00
123971	99-4183	UPTOWN SAPULPA ACTION, INC.	REVITALIZATION PROGRAM	4/2019	APRIL 2019 123971	2,500.00
123775	99-4269	CREEK COUNTY RURAL WTR #3	WATER FEES-GUN RANGE	4/2019	33975 2/21-3/18/19	24.00
125518	99-4373	CREEK COUNTY COURT CLERK	APPRAISAL FEES	4/2019	CV-2018-55 HOWARD	900.00
123584	99-4661	NEAL & JEAN'S FLOWERS & GIFTS	SYMPATHY FLOWERS	4/2019	026923	45.00
123433A	99-4690	TOTAL RADIO, INC	SIREN SRVC AGREEMENT	4/2019	80001133	588.00
125947	99-4700	COX COMMUNICATIONS	PHONE CHARGES/MAR 2019	4/2019	067201101 3/31/19	6,441.47
126055	99-4750	UNITED ENGINES, LLC	TRANSDUCER/LADDER 4	4/2019	2155662	459.29
125359	99-535	OKLAHOMA EMPLOYMENT SECURITY	1ST QTR UNEMPLOY TAXES	4/2019	1ST QTR2019 125359	17,296.12
125270	99-6040	PIKEPASS CUSTOMER SERVICE	PIKE PASS REPLINISHMENT	4/2019	214471 3/28/19	160.00
124110	99-6477	WEST PUBLISHING CORPORATION	WESTLAW SUBSCRIPTION	4/2019	840026075	604.26
123483	99-6646	FASTENAL COMPANY INC	MISC SMALL PARTS FOR MAIN	4/2019	OKSAP164203	55.08
126056	99-6646	FASTENAL COMPANY INC	2 PAIR OF BOLT CUTTERS	4/2019	OKSAP164116	359.98

FUND: 10 - GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
126210	99-68	A & M ELECTRIC, INC	POWER TO NEW DOORS	4/2019	6446	196.90
126177	99-7070	MO' PIZZA RESTAURANTS, LLC	STUDY SESSION MEAL	4/2019	401192	82.53
126066	99-7279	TAYLOR, DAVID	MEAL REIMBURSEMENT	4/2019	4/10-12/19 126066	135.00
126067	99-7284	PENNINGTON BRETT	MEAL REIMBURSEMENT	4/2019	4/10-12/19 126067	135.00
125595	99-7948	FOREMAN, TROY	MEAL REIMBURSEMENT	4/2019	3/30-4/3/19 125595	292.07
126062	99-8016	NORTHERN SAFETY COMPANY	INSAFETY GLASSES	4/2019	903394287	122.16
125598	99-8216	HILAND DAIRY FOODS CO.LLC	MILK FOR PRISONERS	4/2019	9019798	47.00
125939	99-8250	OLD REPUBLIC SURETY COMPANY	BONDS	4/2019	POB0429139 5/3/19	200.00
125804	99-8269	NAFECO, INC.	BUNKER PANTS	4/2019	974559	735.75
125777	99-8346	CARNER PLUMBING, INC.	LEAK IN TOILET STOOL	4/2019	21939	208.00
126083	99-8346	CARNER PLUMBING, INC.	SHOWER REPAIR	4/2019	21939A	451.82
125606	99-8434	FLEETCOR TECHNOLOGIES d/b/a	FUEL & OIL - MARCH 2019	4/2019	NP55779486	103.01
123240	99-8469	SAPULPA RURAL WATER	12 MONTHS WATER-STATION 4	4/2019	48003 2/11-3/15/19	82.60
126427	99-8539	CROW BURLINGAME COMPANY	WIPER BLADES	4/2019	106-19042	11.74
126428	99-8539	CROW BURLINGAME COMPANY	VEHICLE MAINTENANCE	4/2019	106-19097	18.50
126363	99-8553	NICHOLS, AMY	MEAL REIMBURSEMENT	4/2019	4/8-10/19 126363	42.00
126114	99-86	CITY CLERK'S PETTY CASH	REIMBURSE PETTY CASH	4/2019	4/1/19 126114	314.00
126115	99-86	CITY CLERK'S PETTY CASH	REIMBURSE PETTY CASH	4/2019	4/1/19 126115	838.16
126116	99-86	CITY CLERK'S PETTY CASH	REIMBURSE PETTY CASH	4/2019	4/1/19 126116	87.00
126117	99-86	CITY CLERK'S PETTY CASH	PETTY CASH REIMBURSEM	4/2019	4/1/19 126117	6.00
125504	99-8630	CREEK COUNTY CLERK	FILING FEES	4/2019	1/1-3/29/19 4/3/19	10.00
126403	99-8712	PRESCOTT CARL	MILEAGE REIMBURSEMENT	4/2019	3/5/19 126403	106.47
126405	99-8712	PRESCOTT CARL	MILEAGE	4/2019	4/4/19 126405	15.60
123242	99-8817	DE LAGE LANDEN PUBLIC	FINANCOPIER CONTRACT	4/2019	63031618	150.00
123269	99-8817	DE LAGE LANDEN PUBLIC	FINANPRINTER/COPIER LEASE PYMN	4/2019	63042056	2,327.00
123698	99-8846	ARLEDGE & ASSOCIATES, P.C.	AUDIT SERVICES-FY17/18	4/2019	30553	6,220.00
126063	99-8936	CONRAD FIRE EQUIPMENT, INC.	ON BOARD CHARGER	4/2019	534478	911.61
126355	99-9158	HEDGES, JASON	MEAL REIMBURSEMENT	4/2019	4/3/19 126355	16.00
123855	99-9288	ADVANCE ALARMS, INC	GARAGE-ALARM MONITORING	4/2019	1720486	25.00
124810A	99-9382	OFFICE EXPRESS JANITORIAL	SJANITORIAL SERVICES	4/2019	0419 CITYOFSAPULPA	1,231.50
124823	99-9382	OFFICE EXPRESS JANITORIAL	SJANITORIAL SERVICE	4/2019	0419 POLICEBLDG	1,495.00
126099	99-9382	OFFICE EXPRESS JANITORIAL	SCLEAN AIR VENTS/RETURNS	4/2019	0419A POLICEBLDG	320.00
126048	99-9388	MULTI SERVICE TECHNOLOGY	SOLAPTOP COMPUTER	4/2019	3787026	399.99
121394	99-9393	AIRLINK INTERNET SVCS	MONTHLY INTERNET SERVICE	4/2019	5686	2,816.75
123830	99-9398	THE UPS STORE #3965	POSTAGE	4/2019	4476 4/3/19	38.17
125112	99-9506	SOUTH CENTRAL ARC USER	GROUSCAUG CONFERENCE	4/2019	08462 C PRESCOTT	300.00
122306	99-9859	VERIZON WIRELESS SERVICES	LDATA PLAN FOR IPAD	4/2019	9827013260A	40.01
123241	99-9859	VERIZON WIRELESS SERVICES	LWIRELESS CHARGES-IPADS	4/2019	9827013260	400.10
126087	99-9975	SAFELITE FULFILLMENT, INC	dWINDSHIELD REPLACEMENT	4/2019	01815118332	257.97
FUND TOTAL:						66,241.24

FUND: 20 - SMA-AUTHORITY FUND

SUMMARY REPORT

124169	99-10143	PERDUE, BRANDON, FIELDER,	CBAD DEBT COLLECTIONS	4/2019	3/1-3/31/19 124169	462.66
125948	99-103	ONG	GAS CHARGES/FEB 2019	4/2019	FEB 2019 125948	3,436.58
123926	99-10302	LAMPTON WELDING SUPPLY CO,	GAS TANK RENTAL	4/2019	00914944	18.85
124081	99-10302	LAMPTON WELDING SUPPLY CO,	BOTTLE RENTAL	4/2019	00914945	30.20
123865	99-10547	BEASLEY TECHNOLOGY INC	DATA STORAGE	4/2019	COR-104476	112.50
123866A	99-10547	BEASLEY TECHNOLOGY INC	REMOTE MONITORING	4/2019	COR-104431	137.50
123867	99-10547	BEASLEY TECHNOLOGY INC	MTHLY COMPUTER MAINT	4/2019	COR-104533	2,250.00

FUND: 20 - SMA-AUTHORITY FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
125968	99-10560	CORE & MAIN LP	BOLT KITS/GATE VALVES	4/2019	K338637	17.16-
125923	99-10689	H & E MECHANICAL LLC	AIR EXCH UNIT/CHANGES	4/2019	1461	4,418.00
123973	99-10747	TYCO FIRE & SECURITY (US)	MFIRE ALARM & EXT SERVICE	4/2019	20851550	169.00
126206	99-10753	CHARLIE'S TEE'S	YELLOW SAFETY SHIRTS	4/2019	126206 3/25/19	103.41
126209	99-10753	CHARLIE'S TEE'S	LETTERING/NEW VEHICLE	4/2019	126209 3/26/19	315.00
126211	99-10753	CHARLIE'S TEE'S	ORANGE SAFETY HOODIES	4/2019	4/3/19 126211	48.15
125343	99-10774	TIMOTHY CHRISTOPHER PENDLEY	PEST CONTROL	4/2019	4624	450.00
125643	99-1443	BRENNTAG SOUTHWEST, INC.	CHLORINE	4/2019	BSW086909	5,394.47
125995	99-1443	BRENNTAG SOUTHWEST, INC.	BRENPHOS	4/2019	BSW087347	1,716.32
125999	99-191	FARMERS FEED, INC.	WEED CONTROL/SPRAYER	4/2019	3/26/19 125999	189.25
125672	99-1992	JOHN DEERE FINANCIAL ACCT#5	TOOL BOXES & MOUNTS	4/2019	N50276/2 3/12/19	359.98
125902	99-1992	JOHN DEERE FINANCIAL ACCT#5	BLANKET-SMALL REPAIRS	4/2019	N44686/2 2/28/19	96.33
125909	99-1992	JOHN DEERE FINANCIAL ACCT#5	TOOLS	4/2019	N43659/2 2/25/19	260.86
126102	99-265	RABY PLUMBING, INC.	TOILET REPAIRS	4/2019	26297	101.50
125900	99-3437	ADVANCE ELECTRICAL SERVICES	24/7 ELECTRICIAN/BLANKET	4/2019	17419	206.25
122891	99-3593	CITY OF TULSA	METER FEES	4/2019	103688966 3/22/19	241.98
124276	99-3593	CITY OF TULSA	SEWER CONSUMPTION	4/2019	109321802 3/14/19	421.40
123857	99-3633	PUBLIC SERVICE COMPANY OF	OSRWCS ELEC SERVICE	4/2019	9536422130 3/31/19	4,050.25
126433	99-3707	O'REILLY AUTOMOTIVE INC	AIR/OIL FILTERS	4/2019	153-161279	60.78
123680	99-3881	FHC, INC. DBA TETRA TECH	FHENG SRVCS-SRWCS	4/2019	51426426	14,064.93
123966A	99-4047	SHOW, INC.	LAWN CLEAN-UP	4/2019	19952	40.00
126381	99-4104	ODEQ	EXAM FEE/MUNSON/C LAB	4/2019	14924 J MUNSON	62.00
123398	99-4112	ACCURATE ENVIRONMENTAL INC.	TESTING FOR DEQ PERMIT	4/2019	BC29009	210.00
124542	99-4112	ACCURATE ENVIRONMENTAL INC.	TESTING SUPPLIES	4/2019	SU29940	1,276.15
125982	99-4112	ACCURATE ENVIRONMENTAL INC.	OPED FOR MARCH 2019	4/2019	BC21067	250.00
125983	99-4112	ACCURATE ENVIRONMENTAL INC.	TOC FOR MARCH 2019	4/2019	BC21046	100.00
126376	99-4112	ACCURATE ENVIRONMENTAL INC.	OPED/APRIL 2019	4/2019	BD03117	250.00
125414	99-4819	ODEQ	STATE LAB FEES	4/2019	19021160026	2,529.90
125980	99-4844	STUART C. IRBY CO.	FUSES/ELEC PANEL	4/2019	S011249223.001	169.49
122991A	99-4936	WASTE MANAGEMENT OF TEXAS,	REFUSE COLLECTION SRVC	4/2019	2222222 / 2222735	115,212.65
125359	99-535	OKLAHOMA EMPLOYMENT SECURIT	1ST QTR UNEMPLOY TAXES	4/2019	1ST QTR2019 125359	2,483.05
126210	99-68	A & M ELECTRIC, INC	POWER TO NEW DOORS	4/2019	6446	196.90
126375	99-7011	LOWE'S HOME CENTERS, INC.	WEEDEATER/FILTERS	4/2019	11662 4/3/19	332.05
125413	99-7178	T-G EXCAVATING, INC.	EMERGENCY/SRWCS	4/2019	#6 3/1-31/19 SAPUL	1,227.86
125907	99-7887	EVANS ENTERPRISES, INC.	PUMP REBUILD	4/2019	47890	1,380.00
121397	99-7994	BANCFIRST	DEBT SERVICE PAYMENTS	4/2019	SERIES 2012 4/2/19	136,479.16
125943	99-7994	BANCFIRST	REVENUE BONDS/2013	4/2019	SERIES2013 4/9/19	205,255.41
123399A	99-7998	AMERICAN ENVIRONMENTAL LANDS	SLUDGE DISPOSAL FEE	4/2019	9706	1,808.63
125606	99-8434	FLEETCOR TECHNOLOGIES d/b/a	FUEL & OIL - MARCH 2019	4/2019	NP55779486	160.57
125906	99-8515	GARDNER DENVER NASH, LLC	SERVICE CHKS/SBR BLOWR	4/2019	13470 / 900757701	4,940.22
126428	99-8539	CROW BURLINGAME COMPANY	VEHICLE MAINTENANCE	4/2019	106-19100	6.76
126115	99-86	CITY CLERK'S PETTY CASH	REIMBURSE PETTY CASH	4/2019	4/1/19 126115	281.47
126116	99-86	CITY CLERK'S PETTY CASH	REIMBURSE PETTY CASH	4/2019	4/1/19 126116	87.00
126117	99-86	CITY CLERK'S PETTY CASH	PETTY CASH REIMBURSEM	4/2019	4/1/19 126117	33.19
126435	99-8717	P & K EQUIPMENT	FUEL FILTER, HSING, HOSE	4/2019	3183306	58.33
124810A	99-9382	OFFICE EXPRESS JANITORIAL	SJANITORIAL SERVICES	4/2019	0419 CITYOFSAPULPA	1,231.50
125924	99-9577	TRACTOR SUPPLY COMPANY	WELDING HELMET	4/2019	402339	119.98
123853	99-9859	VERIZON WIRELESS SERVICES	LDEDICATED PHONE-SRWCS	4/2019	9826787319	16.00
FUND TOTAL:						515,297.26

FUND: 29 - STORMWATER MANAGEMENT

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
125948	99-103	ONG	GAS CHARGES/FEB 2019	4/2019	FEB 2019 125948	624.03
113695	99-10737	SCREENVISION DIRECT INC dbaPUBLIC	EDU COMMERCIAL	4/2019	LOC_000203905	140.00
125359	99-535	OKLAHOMA EMPLOYMENT SECURIT	1ST QTR UNEMPLOY TAXES	4/2019	1ST QTR2019 125359	301.68
125606	99-8434	FLEETCOR TECHNOLOGIES d/b/aFUEL	& OIL - MARCH 2019	4/2019	NP55779486	246.65
FUND TOTAL:						1,312.36

FUND: 30 - STREET & ALLEY

SUMMARY REPORT

126426	99-10247	ATC HOLDCO	ATC FREIGHTLINBRAKE SHOES/DRUM	4/2019	125264812	172.13
125948	99-103	ONG	GAS CHARGES/FEB 2019	4/2019	FEB 2019 125948	358.26
122844	99-1992	JOHN DEERE FINANCIAL ACCT#5	MISC WORK/SAFETY SUPPLIES	4/2019	N50494/2 3/13/19	4.78
122842	99-3707	O'REILLY AUTOMOTIVE INC	MISC TRUCK PARTS/SUPPLIES	4/2019	153-160444	36.96
126430	99-3707	O'REILLY AUTOMOTIVE INC	VEHICLE MAINTENANCE	4/2019	153-160825	61.25
125359	99-535	OKLAHOMA EMPLOYMENT SECURIT	1ST QTR UNEMPLOY TAXES	4/2019	1ST QTR2019 125359	937.54
126155	99-6646	FASTENAL COMPANY INC	SCREWS, BOTS & ENDS	4/2019	OXSAP164332	82.02
126154	99-7011	LOWE'S HOME CENTERS, INC.	WOOD FOR TRAILERS	4/2019	76664 PO 126154	846.58
126157	99-8374	TRIKNTRUX	REPLACEMENT BULBS	4/2019	17185 / 859	105.00
FUND TOTAL:						2,604.52

FUND: 31 - CEMETERY MAINTENANCE

SUMMARY REPORT

125948	99-103	ONG	GAS CHARGES/FEB 2019	4/2019	FEB 2019 125948	565.51
126216	99-175	STANDARD DISTRIBUTING INC	DRINKING WATER	4/2019	363358	255.00
124128	99-3707	O'REILLY AUTOMOTIVE INC	MISC PARTS FOR VEHICLES	4/2019	153-161247	12.99
124955	99-3707	O'REILLY AUTOMOTIVE INC	HUSTLER MOWER PARTS	4/2019	153-151546	4.84
126430	99-3707	O'REILLY AUTOMOTIVE INC	VEHICLE MAINTENANCE	4/2019	153-160823	62.11
125359	99-535	OKLAHOMA EMPLOYMENT SECURIT	1ST QTR UNEMPLOY TAXES	4/2019	1ST QTR2019 125359	555.09
126208	99-7011	LOWE'S HOME CENTERS, INC.	20 BAGS OF MASON SAND	4/2019	19419	40.50
123420	99-8372	SAWYER ENTERPRISES	MOWING-FLOWING FLOOD PROP	4/2019	300041019	950.00
125606	99-8434	FLEETCOR TECHNOLOGIES d/b/aFUEL	& OIL - MARCH 2019	4/2019	NP55779486	20.49
125698	99-8484	SHERWIN WILLIAMS COMPANY, I	PAINT & BRUSHES	4/2019	4066-6 4/5/19	382.92
125696	99-8965	CERRY TRUCKING & DIRT SALE	THREE LOADS OF DIRT	4/2019	6834	390.00
125697	99-9558	WINFIELD SOLUTIONS, LLC	CHEMICALS	4/2019	62965228 RI	3,375.00
FUND TOTAL:						6,614.45

FUND: 32 - HUNTING & FISHING

SUMMARY REPORT

123878	99-10516	HINSCH MARY	CARETAKER AGREEMENT	4/2019	730498	330.50
123885	99-10516	HINSCH MARY	LAKE CARETAKER STIPENED	4/2019	APRIL 2019 123885	750.00
FUND TOTAL:						1,080.50

FUND: 33 - GOLF COURSE

SUMMARY REPORT

125948	99-103	ONG	GAS CHARGES/FEB 2019	4/2019	FEB 2019 125948	557.39
126135	99-10302	LAMPTON WELDING SUPPLY CO,	TANK RENTAL	4/2019	00914943	18.85
125036	99-106	SAND SPRINGS SAND & GRAVEL	SAND FOR AERIFICATION	4/2019	29636	1,887.59
125047	99-1992	JOHN DEERE FINANCIAL ACCT#5	BOOTS & COAT	4/2019	N44680/2 2/28/19	104.99
126130	99-1992	JOHN DEERE FINANCIAL ACCT#5	HAND TOOLS & SUPPLIES	4/2019	N50879/2 3/14/19	205.11
126131	99-2217	DAYS DISCOUNT LUMBER INC	PLYWOOD FOR SIGNS	4/2019	44859	172.80
126132	99-2959	DAVIDSON AND DAVIDSON ENTER	HEAVY DUTY HOSE	4/2019	0141149-IN	230.00

FUND: 33 - GOLF COURSE

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
124260	99-4700	COX COMMUNICATIONS	MTHLY CABLE PAYMENT	4/2019	067167801 3/31/19	29.51
126276	99-4700	COX COMMUNICATIONS	TV CONNECTIONS/PABLOS	4/2019	067167801A 3/31/19	66.89
126129	99-5278	R & R PRODUCTS, INC.	WATER JUGS/TRASH CANS	4/2019	CD2324735	1,718.30
125359	99-535	OKLAHOMA EMPLOYMENT SECURIT	1ST QTR UNEMPLOY TAXES	4/2019	1ST QTR2019 125359	597.83
126277	99-6568	PING, INC.	GOLF BAGS FOR RESALE	4/2019	14639857	882.00
126136	99-779	INTERNATIONAL SAFETY, LLC	SAFETY SUPPLIES	4/2019	463397	426.40
FUND TOTAL:						6,897.66

FUND: 34 - LIBRARY

SUMMARY REPORT

123539	99-10095	RICOH USA, INC	WARRANTY-GENEOL PRINTER	4/2019	5056216165	149.34
125948	99-103	ONG	GAS CHARGES/FEB 2019	4/2019	FEB 2019 125948	684.69
126300	99-224	US POST OFFICE	STAMPS FOR MAIL OUTS	4/2019	4/9/19 126300	400.00
124051	99-4047	SHOW, INC.	RECYCLING	4/2019	19938	30.00
125359	99-535	OKLAHOMA EMPLOYMENT SECURIT	1ST QTR UNEMPLOY TAXES	4/2019	1ST QTR2019 125359	528.16
123540	99-7963	TAMMY YVONNE TALLEY	JANITORIAL SERVICES	4/2019	APR 2019 123540	345.00
123541	99-7963	TAMMY YVONNE TALLEY	JANITORIAL SERVICES	4/2019	APR 2019 123541	950.00
126305	99-8259	AIRCO SERVICE, INC.	BOILER PILOT	4/2019	43135003	89.00
126312	99-8259	AIRCO SERVICE, INC.	A/C REPAIRS	4/2019	43953001	137.70
125711	99-8435	BROKEN ARROW ELECTRIC SUPPL	SPECIALIZED PAC LIGHTS	4/2019	S2473067.001	630.70
125716	99-8689	SOUTHWEST TULSA TROPHY	RECOGNITION PLATES	4/2019	03222019 3/22/19	77.60
126304	99-8689	SOUTHWEST TULSA TROPHY	TROPHY PLATES	4/2019	04032019 4/3/19	15.00
125722	99-8872	MID-AMERICAN SUPPLY COMPANY	ACTIVITY BOOKS	4/2019	IVC0090803	524.10
FUND TOTAL:						4,561.29

FUND: 35 - PARKS & RECREATION

SUMMARY REPORT

125948	99-103	ONG	GAS CHARGES/FEB 2019	4/2019	FEB 2019 125948	1,447.25
126273	99-141	LOCKE SUPPLY CO.	PIPE & GASKETS	4/2019	36913756-00	25.20
126002	99-1992	JOHN DEERE FINANCIAL ACCT#5	FENCIL NAILS/CHAINS	4/2019	N44677/2 2/28/19	152.51
126023	99-2926	APAC CENTRAL, INC	1 1/2" CRUSHER RUN	4/2019	7001215671	724.90
124401	99-4269	CREEK COUNTY RURAL WTR #3	WATER BILL FOR RV PARK	4/2019	24027 2/26-3/27/19	108.50
124402	99-4700	COX COMMUNICATIONS	CABLE SERVICE	4/2019	028122401 3/26/19	39.52
125359	99-535	OKLAHOMA EMPLOYMENT SECURIT	1ST QTR UNEMPLOY TAXES	4/2019	1ST QTR2019 125359	850.60
125606	99-8434	FLEETCOR TECHNOLOGIES d/b/a	FUEL & OIL - MARCH 2019	4/2019	NP55779486	137.16
123887	99-8545	TITAN COMMERCIAL SERVICES,	JANITORIAL SRVCS-PARK BAT	4/2019	APRIL 2019 123887	750.00
126115	99-86	CITY CLERK'S PETTY CASH	REIMBURSE PETTY CASH	4/2019	4/1/19 126115	23.00
123881	99-9288	ADVANCE ALARMS, INC	SENIOR CENTER-ALARM MONIT	4/2019	1720043	25.00
123882	99-9288	ADVANCE ALARMS, INC	PARK MAINT BLDG-ALARM MON	4/2019	1720679	25.00
123892	99-9996	ALLIANCE MAINTENANCE, INC.	JANITORIAL SRVCS-BTW	4/2019	113325	875.00
123893	99-9996	ALLIANCE MAINTENANCE, INC.	JANITORIAL SRVS-SENIOR CE	4/2019	113324	695.00
FUND TOTAL:						5,878.64

FUND: 36 - SWIMMING POOL

SUMMARY REPORT

125948	99-103	ONG	GAS CHARGES/FEB 2019	4/2019	FEB 2019 125948	22.52
126021	99-10805	SNAPLOCK INDUSTRIES INC	NON-SLIP FLOORING	4/2019	200426-SL	1,863.72
126009	99-8484	SHERWIN WILLIAMS COMPANY,	IPAIN T ROLLERS/BRUSHES	4/2019	9629-0 4/5/19	217.39
124000A	99-9288	ADVANCE ALARMS, INC	ALARM MONITORING	4/2019	1719756	25.00
FUND TOTAL:						2,128.63

FUND: 44 - MAJOR THOROFARE

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
126158	99-2507	SIGNALTEK, INC	VIDEO PROCESSOR	4/2019	15591	8,500.00
123852	99-3633	PUBLIC SERVICE COMPANY OF	OEXPRESSWAY LIGHTS	4/2019	9512469420 3/27/19	631.18
125971	99-7868	WESTLAKE HARDWARE INC	PORTLAND/BLOCK/BRICKS	4/2019	8139754	229.18
126153	99-8484	SHERWIN WILLIAMS COMPANY,	ITRAFFIC PAINT	4/2019	9148-1 3/27/19	46.66
122835	99-8909	DUNHAM'S ASPHALT SERVICE,	IPATCH	4/2019	251576	682.89
FUND TOTAL:						10,089.91

FUND: 46 - WATER & SEWER SALES TAX

SUMMARY REPORT

125948	99-103	ONG	GAS CHARGES/FEB 2019	4/2019	FEB 2019 125948	512.36
125968	99-10560	CORE & MAIN LP	BOLT KITS/GATE VALVES	4/2019	K288354	822.50
125969	99-10560	CORE & MAIN LP	PIPE FITTINGS	4/2019	K322075	1,032.00
125970	99-10560	CORE & MAIN LP	TRAFFIC BOXES W/LIDS	4/2019	K322140	1,729.80
125972	99-10560	CORE & MAIN LP	6" MANHOLE RISER	4/2019	K332264	344.00
125945	99-4482	OTA / GOV. ACCOUNTS	MNTHLY PIKEPASS/MARCH	4/2019	20190300559	8.00
125359	99-535	OKLAHOMA EMPLOYMENT SECURIT	1ST QTR UNEMPLOY TAXES	4/2019	1ST QTR2019 125359	1,100.29
125973	99-68	A & M ELECTRIC, INC	REPAIR LIGHTS AND BULBS	4/2019	6468	276.15
126452	99-7868	WESTLAKE HARDWARE INC	2" SLIP FEMALE/MALE PVC	4/2019	8139815	6.44
125606	99-8434	FLEETCOR TECHNOLOGIES d/b/a	FUEL & OIL - MARCH 2019	4/2019	NP55779486	234.37
124718	99-9501	C & C CONSTRUCTION LLC	FENCE REPAIR	4/2019	56	950.00
FUND TOTAL:						7,015.91

FUND: 48 - WATER RESOURCE

SUMMARY REPORT

125969	99-10560	CORE & MAIN LP	PIPE FITTINGS	4/2019	K322075	1,030.80
125657	99-5284	OKLAHOMA CONTRACTORS SUPPLY	BADGER 6" METER	4/2019	0354000-IN	6,848.00
FUND TOTAL:						7,878.80

FUND: 55 - INSURANCE FUND

SUMMARY REPORT

125360	99-10743	HUB INTERNATIONAL MIDWEST	LEMP HEALTH INS/APRIL 19	4/2019	APRIL 2019 125360	231,747.17
FUND TOTAL:						231,747.17

FUND: 57 - E-911 FUND

SUMMARY REPORT

123813	99-4319	AT&T	MONTHLY E-911 CHARGES	4/2019	9181540064 4/1/19	236.90
125359	99-535	OKLAHOMA EMPLOYMENT SECURIT	1ST QTR UNEMPLOY TAXES	4/2019	1ST QTR2019 125359	808.51
FUND TOTAL:						1,045.41

FUND: 59 - HOTEL/MOTEL TAX FUND

SUMMARY REPORT

123872	99-10253	SAPULPA HOSPITALITY, LLC	50% HOTEL MOTEL TAX	4/2019	JAN-MAR 19 123872	5,124.77
125359	99-535	OKLAHOMA EMPLOYMENT SECURIT	1ST QTR UNEMPLOY TAXES	4/2019	1ST QTR2019 125359	181.00
123873	99-6671	SAPULPA AREA CHAMBER OF COM	HOTEL/MOTEL TAX	4/2019	JAN-MAR 19 123873	10,732.64
FUND TOTAL:						16,038.41

FUND: 65 - STREET IMP.SALES TAX

SUMMARY REPORT

121396	99-7994	BANCFIRST	DEBT SERVICE PAYMENTS	4/2019	SERIES 2014 4/2/19	52,677.29
FUND TOTAL:						52,677.29

FUND: 81 - G.O. BOND SINKING FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
124429	99-9620	UMB, CORPORATE TRUST DEPT.	DEBT SERVICE PAYMENTS	4/2019	SRS 2010 6/1/19	676,756.25
FUND TOTAL:						676,756.25
FUND: 83 - G.O.BOND CONSTR FUND						SUMMARY REPORT
126160	99-2926	APAC CENTRAL, INC	350 TON OF AGG BASE	4/2019	7001215697	5,221.83
124278	99-8129	MSB CONSTRUCTION LLC	SEWER IMPROVEMENTS	4/2019	1804-7	335,213.76
123679B	99-8855	DC BASS & SONS CONSTRUCTION	CONST. MGMT SPORT COMP	4/2019	#5 2/25/19 123679B	212,755.12
FUND TOTAL:						553,190.71
GRAND TOTAL:						2,169,056.41

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
4/2019	10	501-201	OFFICE SUPPLIES	52.60	
4/2019	10	501-301	TRAINING & TRAVEL	140.21	
4/2019	10	501-302	DUES AND SUBSCRIPTIONS	4,737.75	
4/2019	10	501-311	PROFESSIONAL SERVICES	2,500.00	
4/2019	10	502-135	UNEMPLOYMENT COMPENSATION	273.44	
4/2019	10	503-135	UNEMPLOYMENT COMPENSATION	355.63	
4/2019	10	503-315	FEES & OTHER CHARGES	314.00	
4/2019	10	504-135	UNEMPLOYMENT COMP	298.42	
4/2019	10	504-311	PROFESSIONAL SERVICES	900.00	
4/2019	10	504-315	FEES & OTHER CHARGES	457.42	
4/2019	10	504-407	BOOKS	604.26	
4/2019	10	506-135	UNEMPLOYMENT COMPENSATION	181.00	
4/2019	10	506-301	TRAINING AND TRAVEL	45.00	
4/2019	10	506-312	ADVERTISING	43.51	
4/2019	10	508-135	UNEMPLOYMENT COMPENSATION	215.66	
4/2019	10	508-260	MINOR EQUIPMENT & FURNISHINGS	399.99	
4/2019	10	508-315	FEES & OTHER CHARGES	25.00	
4/2019	10	508-331	UTILITIES	310.81	
4/2019	10	508-353	MAINTENANCE-BUILDINGS	49.40	
4/2019	10	509-135	UNEMPLOYMENT COMPENSATION	518.60	
4/2019	10	509-201	OFFICE SUPPLIES	66.59	
4/2019	10	509-311	PROFESSIONAL SERVICES	6,220.00	
4/2019	10	510-135	UNEMPLOYMENT COMPENSATION	110.40	
4/2019	10	511-135	UNEMPLOYMENT COMPENSATION	7,713.69	
4/2019	10	511-211	JANITORIAL SUPPLIES	91.65	
4/2019	10	511-221	FUEL AND OIL	103.01	
4/2019	10	511-231	MINOR TOOLS & EQUIPMENT	359.98	
4/2019	10	511-241	SAFETY EQUIPMENT	857.91	
4/2019	10	511-301	TRAINING AND TRAVEL	430.00	
4/2019	10	511-331	UTILITIES	2,237.54	
4/2019	10	511-332	COMMUNICATIONS	400.10	
4/2019	10	511-351	MAINTENANCE-EQUIPMENT	67.15	
4/2019	10	511-352	MAINTENANCE-VEHICLES	1,553.62	
4/2019	10	511-353	MAINT-BUILDINGS & FIXTURE	229.96	
4/2019	10	511-505	LEASE PAYMENTS	150.00	
4/2019	10	512-135	UNEMPLOYMENT COMPENSATION	6,558.96	
4/2019	10	512-141	CONTRACT LABOR	1,495.00	
4/2019	10	512-201	OFFICE SUPPLIES	49.46	
4/2019	10	512-202	POSTAGE	87.87	
4/2019	10	512-211	JANITORIAL SUPPLIES	133.77	
4/2019	10	512-214	OPERATIONAL SUPPLIES	60.85	
4/2019	10	512-301	TRAINING AND TRAVEL	380.07	
4/2019	10	512-311	PROFESSIONAL SERVICES	175.00	
4/2019	10	512-321	PRISONER CARE	516.13	

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
4/2019	10	512-331	UTILITIES	941.33	
4/2019	10	512-352	MAINTENANCE-VEHICLES	689.82	
4/2019	10	512-353	MAINTENANCE-BUILDINGS	979.82	
4/2019	10	513-135	UNEMPLOYMENT COMPENSATION	243.58	
4/2019	10	513-331	UTILITIES	477.52	
4/2019	10	514-351	MAINTENANCE-EQUIPMENT	588.00	
4/2019	10	515-135	UNEMPLOYMENT COMPENSATION	390.20	
4/2019	10	515-241	SAFETY SUPPLIES	99.99	
4/2019	10	515-242	PUBLIC EDUCATION MATERIAL	510.00	
4/2019	10	515-301	TRAINING AND TRAVEL	422.07	
4/2019	10	516-135	UNEMPLOYMENT COMPENSATION	130.98	
4/2019	10	517-124	TOOL/EQUIPMENT ALLOWANCE	29.46	
4/2019	10	517-135	UNEMPLOYMENT COMPENSATION	216.74	
4/2019	10	517-301	TRAINING & TRAVEL	38.25	
4/2019	10	517-332	COMMUNICATION	40.01	
4/2019	10	517-352	MAINTENANCE-VEHICLE	6.76	
4/2019	10	518-135	UNEMPLOYMENT COMPENSATION	88.82	
4/2019	10	518-201	OFFICE SUPPLIES	6.00	
4/2019	10	518-317	ABATEMENT DEMOLITION	262.31	
4/2019	10	518-318	NUISANCE ABATEMENTS	510.00	
4/2019	10	518-352	EQUIPMENT-VEHICLES	43.50	
4/2019	10	590-141	CONTRACT LABOR	3,771.50	
4/2019	10	590-202	POSTAGE	48.20	
4/2019	10	590-312	ADVERTISING	67.60	
4/2019	10	590-315	FEES & OTHER CHARGES	500.00	
4/2019	10	590-331	UTILITIES	120.88	
4/2019	10	590-332	COMMUNICATIONS	9,258.22	
4/2019	10	590-353	MAINT-BUILDING & FIXTURES	761.27	
4/2019	10	590-362	INSURANCE EXPENSE	200.00	
4/2019	10	590-505	LEASE PAYMENTS	2,327.00	66,241.24
4/2019	20	522-135	UNEMPLOYMENT COMPENSATION	284.21	
4/2019	20	523-135	UNEMPLOYMENT COMPENSATION	349.29	
4/2019	20	523-221	FUEL AND OIL	5.00	
4/2019	20	523-231	MINOR TOOLS	674.98	
4/2019	20	523-241	SAFETY SUPPLIES	151.56	
4/2019	20	523-311	PROFESSIONAL SERVICES	462.66	
4/2019	20	523-332	COMMUNICATIONS	89.97	
4/2019	20	523-352	MAINTENANCE-VEHICLES	51.75	
4/2019	20	524-135	UNEMPLOYMENT COMPENSATION	883.75	
4/2019	20	524-212	CHEMICALS	7,110.79	
4/2019	20	524-214	OPERATIONAL SUPPLIES	86.94	
4/2019	20	524-221	FUEL & OIL	84.52	
4/2019	20	524-231	MINOR TOOLS	75.05	
4/2019	20	524-260	MINOR EQUIPMENT & FURNISHINGS	170.06	

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
4/2019	20	524-301	TRAINING AND TRAVEL	186.00	
4/2019	20	524-311	PROFESSIONAL SERVICES	3,129.90	
4/2019	20	524-315B	FEES & OTHR CHGS-SKIATOOK	15,308.79	
4/2019	20	524-322	WATER PURCHASE	241.98	
4/2019	20	524-331	UTILITIES	6,449.91	
4/2019	20	524-341	RENTAL OF EQUIPMENT	30.20	
4/2019	20	524-354	MAINTENANCE-FACILITIES	358.74	
4/2019	20	525-135	UNEMPLOYMENT COMPENSATION	965.80	
4/2019	20	525-214-.01	OPERATING SUPPLIES-LAB	1,276.15	
4/2019	20	525-221	FUEL & OIL	76.05	
4/2019	20	525-231	MINOR TOOLS	260.86	
4/2019	20	525-241	SAFETY SUPPLIES	119.98	
4/2019	20	525-311D	PROF SERVICES-TESTING	210.00	
4/2019	20	525-325	SEWAGE DISPOSAL FEE	421.40	
4/2019	20	525-331	UTILITIES	916.05	
4/2019	20	525-341	RENTAL OF EQUIPMENT	18.85	
4/2019	20	525-345	DISPOSAL OF SLUDGE	1,808.63	
4/2019	20	525-351	MAINTENANCE-EQUIPMENT	5,042.17	
4/2019	20	525-352	MAINT-VEHICLES	50.26	
4/2019	20	525-354	MAINTENANCE-FACILITIES	1,682.58	
4/2019	20	525-401	EQUIPMENT	4,418.00	
4/2019	20	527-141	CONTRACT LABOR	115,212.65	
4/2019	20	590-141	CONTRACT LABOR	3,771.50	
4/2019	20	590-201	OFFICE SUPPLIES	6.85	
4/2019	20	590-331	UTILITIES	120.87	
4/2019	20	590-353	BUILDING MAINTENANCE	997.99	
4/2019	20	590-501F	BOND EXP - SERIES 2012	135,854.16	
4/2019	20	590-501G	REVENUE BOND EXP - SERIES 2013	204,776.24	
4/2019	20	590-502	REVENUE BOND TRUSTEE FEES	1,104.17	515,297.26
4/2019	29	529-135	UNEMPLOYMENT COMPENSATION	301.68	
4/2019	29	529-221	FUEL & OIL	246.65	
4/2019	29	529-242	PUBLIC EDUCATION MATERIALS	140.00	
4/2019	29	529-331	UTILITIES	624.03	1,312.36
4/2019	30	530-135	UNEMPLOYMENT COMPENSATION	937.54	
4/2019	30	530-231	MINOR TOOLS	4.78	
4/2019	30	530-331	UTILITIES	358.26	
4/2019	30	530-351	MAINTENANCE-EQUIPMENT	1,198.94	
4/2019	30	530-352	MAINTENANCE-VEHICLES	105.00	2,604.52
4/2019	31	531-135	UNEMPLOYMENT COMPENSATION	555.09	
4/2019	31	531-141	CONTRACT LABOR	950.00	
4/2019	31	531-212	CHEMICALS	3,375.00	
4/2019	31	531-221	FUEL & OIL	20.49	

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
4/2019	31	531-241	SAFETY SUPPLIES	255.00	
4/2019	31	531-331	UTILITIES	565.51	
4/2019	31	531-351	MAINTENANCE-EQUIPMENT	32.81-	
4/2019	31	531-352	MAINTENANCE-VEHICLES	75.10	
4/2019	31	531-354	MAINTENANCE-FACILITIES	851.07	6,614.45
4/2019	32	532-141	CONTRACT LABOR	750.00	
4/2019	32	532-142	PERMIT SALES COMMISSION	330.50	1,080.50
4/2019	33	533-135	UNEMPLOYMENT COMPENSATION	597.83	
4/2019	33	533-215	PRO SHOP SUPPLIES	882.00	
4/2019	33	533-241	SAFETY SUPPLIES	531.39	
4/2019	33	533-331	UTILITIES	557.39	
4/2019	33	533-351	MAINTENANCE-EQUIPMENT	66.89	
4/2019	33	533-354	MAINTENANCE-FACILITIES	4,262.16	6,897.66
4/2019	34	534-135	UNEMPLOYMENT COMPENSATION	528.16	
4/2019	34	534-141	CONTRACT LABOR	1,295.00	
4/2019	34	534-201	OFFICE SUPPLIES	92.60	
4/2019	34	534-202	POSTAGE	400.00	
4/2019	34	534-302	DUES AND SUBSCRIPTIONS	149.34	
4/2019	34	534-331	UTILITIES	684.69	
4/2019	34	534-351	MAINTENANCE-EQUIPMENT	630.70	
4/2019	34	534-353	MAINT/BUILDINGS	256.70	
4/2019	34	534-407	BOOKS	524.10	4,561.29
4/2019	35	535-135	UNEMPLOYMENT COMPENSATION	850.60	
4/2019	35	535-141	CONTRACT LABOR	2,320.00	
4/2019	35	535-221	FUEL AND OIL	137.16	
4/2019	35	535-311	PROFESSIONAL SERVICES	50.00	
4/2019	35	535-331	UTILITIES	1,555.75	
4/2019	35	535-332	COMMUNICATIONS	39.52	
4/2019	35	535-352	MAINT-VEHICLES	23.00	
4/2019	35	535-354	MAINTENANCE-FACILITIES	902.61	5,878.64
4/2019	36	536-311	PROF SERVICES	25.00	
4/2019	36	536-331	UTILITIES	22.52	
4/2019	36	536-353	MAINT-BUILDINGS/FIXTURES	2,081.11	2,128.63
4/2019	44	1699	INVENTORY PURCHASED	229.18	
4/2019	44	544-331	UTILITIES	631.18	
4/2019	44	544-354	MAINTENANCE-FACILITIES	9,229.55	10,089.91
4/2019	46	1699	INVENTORY PURCHASED	1,668.50	
4/2019	46	546-135	UNEMPLOYMENT COMPENSATION	1,100.29	

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
4/2019	46	546-221	FUEL AND OIL	234.37	
4/2019	46	546-301	TRAINING AND TRAVEL	8.00	
4/2019	46	546-331	UTILITIES	512.36	
4/2019	46	546-353	MAINTENANCE-BUILDINGS	276.15	
4/2019	46	546-354	MAINTENANCE-FACILITIES	3,216.24	7,015.91
4/2019	48	1699	INVENTORY PURCHASED	1,030.80	
4/2019	48	548-405	FACILITIES	6,848.00	7,878.80
4/2019	55	555-391	LIFE INS PREM-OTHERS	4,873.60	
4/2019	55	555-392	FEES & OTHER-OTHERS	226,873.57	231,747.17
4/2019	57	557-135	UNEMPLOYMENT	808.51	
4/2019	57	557-315-.01	FEES & OTHER CHARGES-WIRELESS	236.90	1,045.41
4/2019	59	501-311	PROFESSIONAL SERVICES	10,732.64	
4/2019	59	559-135	UNEMPLOYMENT COMPENSATION	181.00	
4/2019	59	590-319	ECONOMIC DEVELOPMENT INCENTIVE	5,124.77	16,038.41
4/2019	65	565-501	BOND EXP -SERIES 2004/2014	39,166.66	
4/2019	65	565-501I	2004/2014 DEBT SERVICE - INT	13,177.30	
4/2019	65	565-502	REVENUE BOND TRUSTEE FEES	333.33	52,677.29
4/2019	81	581-501I	G.O. BOND INTEREST	126,756.25	
4/2019	81	581-501P	G.O. BOND PRINCIPAL	550,000.00	676,756.25
4/2019	83	571-405B	FACILITIES - CONTRACT	335,213.76	
4/2019	83	577-405A	FACILITIES-IN HOUSE	5,221.83	
4/2019	83	578-405B	FACILITIES-CONTRACT	212,755.12	553,190.71
				GRAND TOTAL ESTIMATE:	0.00
				GRAND TOTAL ACTUAL:	2,169,056.41
				REPORT TOTAL:	2,169,056.41



AGENDA ITEM

Consent Agenda 7.B.

City Council Regular

Meeting Date: April 15, 2019

Submitted By: Jody Baker, Parks and Recreation Director

Department: Parks & Recreation

Presented By: Jody Baker

SUBJECT:

Consider approval of a facility use agreement with Sapulpa Adult Church Softball Association.

BACKGROUND:

The proposed agreement between the City of Sapulpa and the Sapulpa Adult Church Softball Association grants license to utilize the two (2) softball fields at Kelly Lane Park located at 1151 S Park St, Sapulpa, OK 74066. This shall include the use of two (2) light fields and concession/restroom building. This license is for a 1-year period and may be renewed for an additional 1-year period upon consent of the City.

RECOMMENDATION:

Staff recommends that the Council approve the agreement and that the Mayor authorize the attached agreement.

Attachments

Agreement - Sapulpa Adult Softball Association



FACILITY USE AGREEMENT

This Agreement is entered by and between the City of Sapulpa, Oklahoma, a municipal corporation (CITY) and the (**SAPULPA ADULT CHURCH SOFTBALL ASSOCIATION**), hereinafter referred to as "USER".

LICENSE

The City grants a non-exclusive license to USER to use the two (2) **Kelly Lane Park Softball Fields**. This license shall include those areas where the softball fields are located, namely, the playing surfaces, all stands or bleachers, equipment buildings, and the adjacent concession stand & restrooms building, and available parking lot areas, etc. The term of the license is for a 1 year period, and may be renewed upon written consent of the City for an additional 1 year term.

USER's by-laws and/or rules of play, shall be a part of this Agreement and shall be supplied to the Sapulpa Parks and Recreation Department designee by USER. Further, as the by-laws and/or rules are changed or revised, these changes shall be submitted annually or as required by the CITY.

USER shall submit a written schedule of the regular season games, tournaments, rain dates, and maintenance activities, to the Sapulpa Parks and Recreation Department designee prior to the commencement of the adult softball season.

USER shall have concession rights at the facility during its use of the referenced fields. USER shall obtain necessary health department permits and submit copies of said permits to the CITY.

IMPROVEMENTS

The PREMISES shall remain the property of the CITY, and may not be modified or altered without the prior written permission of the CITY.

USER shall not change the lock/key system of said facilities without approval of CITY, and if such is approved and performed, shall immediately furnish CITY with new keys to all newly changed locks.

Any permanent additions or modifications on CITY-owned property shall become the property of CITY unless the CITY gives USER prior written permission to remove the additions or modifications, in which case USER shall remove the improvements in a manner approved by the CITY immediately upon termination of this Agreement. Any additions or modifications, which are not removed upon termination of the Agreement, shall become the property of the CITY.

MAINTENANCE

USER shall inspect the PREMISES immediately prior to and after each use, and shall promptly notify the CITY of any damages or of any repairs, which may be required. In the event any defect

may threaten the safety and welfare of participants or the public, USER shall not allow individuals to utilize the PREMISES until the defective portion of the PREMISES is repaired or replaced. USER shall be solely responsible for any replacements or repairs it authorizes or performs.

As partial consideration for the Agreement: USER shall supply, solely at its own expense, paper products and cleaning supplies. USER shall supply, solely at its own expense, all necessary equipment. After each use of the PREMISES, USER shall clean the restrooms attached to the concession building and re-supply them with paper products. USER shall, solely at its own expense, maintain scoreboards and equipment rooms on the PREMISES. USER shall, solely at its own expense, fertilize, drag, rake, water and mark all fields/play areas as they deem necessary. The CITY will provide water, and mowing and trimming services.

After each use of the PREMISES, USER shall pick up all trash on and around the play areas, and deposit the same in commercial dumpsters provided by the CITY.

CITY shall maintain and repair the electrical and plumbing systems, and the maintenance and restroom structures on the premises, including bleachers, benches, fences, and lights, etc., except for repair necessitated by the negligence of USER.

USER agrees to take all reasonable precautions to prevent waste, damage or injury to the PREMISES by USER or by any team or individual utilizing the facility under USER's auspices, or by any member of the public attending USER events.

The CITY retains the right to enter the PREMISES at any and all times, without prior notice, to inspect the PREMISES or to conduct maintenance or repairs, or for the purpose of determining whether USER is complying with the terms and conditions hereof, or for any other purpose incidental to the rights of the CITY under this Agreement.

USER shall not be liable to the CITY for the cost of parts, or labor for the replacement or repair of any portion of the PREMISES, due to natural disasters, floods, tornadoes, etc. USER shall not be liable to the CITY for any acts of vandalism which, upon investigation, are not attributable to the acts, omissions, negligence or misconduct of USER, its guests, invitees, members, volunteers, representatives, employees, agents, officers, contractors or subcontractors.

UTILITIES

USER shall pay for the cost of operating the sports lighting system at a rate as set by the current OG&E rates. Sports lights shall be turned on for games ONLY, or by special permission of the Director. Failure to abide by this sports lighting policy may result in USER being "required" to reimburse CITY for unapproved lighting usage costs. Lights must be shut off on fields not in use.

SIGNS

USER may not place any signs on the chain-link fences surrounding the playing fields.

FINANCIAL DISCLOSURE

USER is responsible for submitting a detailed and accurate financial accounting of USER's program for period specified herein. The report shall include complete copies of all bank

statements, the disclosure of all income and expenses/disbursements related to the USER's use of said facilities. The report is due at the conclusion of the USER season and shall then be submitted to the Sapulpa Park Board for public review at their next regularly scheduled Board meeting.

INDEMNIFICATION

As partial consideration for this Agreement, USER agrees to indemnify, defend (at the CITY's option) and hold harmless the CITY, its employees, officials, agents, representatives and volunteers from and against any and all liabilities, damages, injuries (including death), property damage (including loss of use), claims, liens, judgements, costs, expenses, suits, actions, or proceedings and reasonable attorney's fees, and actual damages of any kind or nature, arising out of or in connection with any aspect of the acts, omissions, negligence or misconduct of USER, its guests, invitees, members, volunteers, representatives, employees, agents, officers, contractors or subcontractors, including but not limited to permitted and non-permitted uses of the PREMISES by USER, its guests, invitees, members, volunteers, representatives, employees, agents, officers, contractors or subcontractors, any injury or damage that occurs on or about the PREMISES relating to USER activities, or USER's performance or failure to perform the terms and conditions of this Agreement. Such indemnification, hold harmless, and defense obligation shall exclude only such liability actions as arise directly out of the sole negligence or willful misconduct of the CITY and in accordance with the terms, conditions and exceptions contained in the Governmental Tort Claims Act.

USER shall provide the CITY with prompt written notice of any serious injuries and any lawsuits by any individual relating to any activities on or about the PREMISES.

INSURANCE/WAIVER OF SUBROGATION

Without limiting the CITY's right to indemnification, USER and each of its contractors, subcontractors, and associated users or organizations, shall obtain insurance in no less than or in terms more restrictive than the following:

General Liability Insurance covering all premises and activities. The applicable limit of liability shall not be less than One Million Dollars (\$1,000,000) per claimant, One Million Dollars (\$1,000,000) annual aggregate.

USER shall include the CITY of Sapulpa as Additional insured on all required insurance policies.

Such coverage shall not be canceled or materially changed without giving the CITY at least thirty (30) days prior written notification thereof. The insurers shall have no recourse against the CITY for payment of any insurance premium.

DEFAULT

This Agreement shall be subject to termination upon the abandonment of the PREMISES for a period of 30 days, or upon the failure of USER to keep, perform and observe all promises, covenants, conditions and agreements set forth in this Agreement, provided that time limits may be extended in the manner and to the extent allowed by the CITY, where fulfillment of such obligation requires activity over a period of time and USER has commenced to perform whatever may be required to cure the default and continues such performance diligently:

The right to terminate this Agreement upon default of USER is in addition to any other rights and remedies provided by law or under this Agreement. Any waiver of any breach of one or more of the covenants, conditions, terms and agreements herein contained shall not be construed to be a waiver of any subsequent or other breach of the same or of any other covenant, condition, term or agreement herein contained, nor shall failure to require exact, full, and complete compliance with any of the covenants, conditions, terms or agreements herein contained be construed as in any manner changing the terms of this Agreement or stopping the CITY from enforcing the full provisions thereof.

TERMINATION

The CITY hereby reserves the right to cancel this Agreement for violations of the terms of the rules or regulations adopted for facility use. The CITY would provide USER written notice of violation with 30 days to correct matter before canceling Agreement.

The rights reserved in this section are alternative and in addition to, not in lieu of, any other rights and remedies provided by law or under this Agreement.

Neither this Agreement, nor any of the rights hereunder, shall be sold, assigned, or encumbered by USER. Any attempt to sell, assign, alienate or encumber the PREMISES or this Agreement shall be cause for immediate termination of this Agreement.

LAWS

This Agreement shall be construed under the laws of the State of Oklahoma. Exclusive Original Jurisdiction for any action relating to this Agreement shall be solely in the Creek County District Courts of Oklahoma.

USER shall conform to and abide by all Federal, State and Local laws and regulations regarding the subject of this Agreement. This Agreement is not a waiver of any permit, inspection or other legal requirements, and does not assure approval based upon any circumstances other than compliance with the law.

NOTICES

Any notice or demand required or permitted to be given by the terms of this Agreement or by law shall be in writing and may be given by depositing said notice or demand in the U.S. Mail, certified mail with return receipt requested, addressed to the other party's address, or by personal delivery. Service of said notice or demand shall be complete upon receipt of said notice or demand.

ENTIRE AGREEMENT

This Agreement constitutes the entire agreement and understanding between the parties, and supersedes all proposals, oral or written, and all other communications between the parties with respect to the subject matter of this Agreement. If any provision of this Agreement shall be held invalid, such invalidity shall not affect the other provisions hereof, and to this extent, the provisions of this Agreement are intended to be and shall be deemed severable. The parties shall agree, if reasonably practicable, upon provisions, which are equivalent from an economic point of view to

replace any provision, which is determined to be invalid.

This document may be modified only by further written agreement between the parties. Any such modification shall not be effective unless and until executed by the parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the dates hereinafter set forth.

APPROVED AS TO FORM:

APPROVED:

DAVID WIDDOES
City Attorney

Reg Green
Mayor, City of Sapulpa

APPROVED:

USER GROUP: **ADULT SOFTBALL ASSN.**

Jody Baker
Director of Parks and Recreation

Printed Name: **JIMMY MCVEIGH**
Title: **President**
Mailing Address: _____

DATE OF EXECUTION:

STATE OF OKLAHOMA
COUNTY OF CREEK

Before me, a Notary Public, on this _____ day of _____ 2019, personally appeared _____, known to me to be the identical person who executed the within and foregoing instrument, and acknowledged to me that he executed the same as his free and voluntary act and deed for the uses and purposes therein set forth.

My Commission Expires:

Notary Public



AGENDA ITEM

Community Development 9.A.

City Council Regular

Meeting Date: April 15, 2019

Submitted For: Nikki Howard, Urban Development Director

Submitted By: Nikki Howard, Urban Development Director

Department: Planning & Development

Presented By: Nikki Howard

SUBJECT:

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

BACKGROUND:

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

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

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

There are no residual odors produced in this process.

There are no volatile organic compounds used in this process.

There are no flammable compounds used in this process.

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

RECOMMENDATION:

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

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

Attachments

SMAPC case report

maps and photos

Business plan and machinery



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

FILE: SUP-030 | Specific Use Permit

OWNERS: John Sears, Fuego Premium Extracts LLC

ADDRESS: 14920 West Highway 66

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

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

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

LOT SIZE: 1.78 acres more or less

ZONING: CG – Commercial General

EXISTING USE: Medicinal Marijuana Dispensary the other suites are vacant

APPLICANT: John Sears

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

REQUEST:

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

APPLICABLE STATE AND MUNICIPAL CODE SECTIONS:

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

BACKGROUND:

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

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

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

There are no residual odors produced in this process.

There are no volatile organic compounds used in this process.

There are no flammable compounds used in this process.

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

SURROUNDING LAND USE AND ZONING:

North: State Highway 66

East: AG Agriculture (Residential)

South: A-1 (County) Residential

West: RS-3 Residential Single Family

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

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

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

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

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

STAFF RECOMMENDATION:

Recommended motion for SMAPC:

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

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

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

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

ATTACHMENTS:

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

CITY OF SAPULPA MAP PRODUCTS








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Legend

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



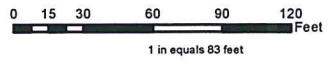
Subject Property
(Zoned CG)

Copyright nearmap 2015



Property Description

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



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

Source Data:
Creek County Assessors
City of Sapulpa, Incog



SUP-033

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

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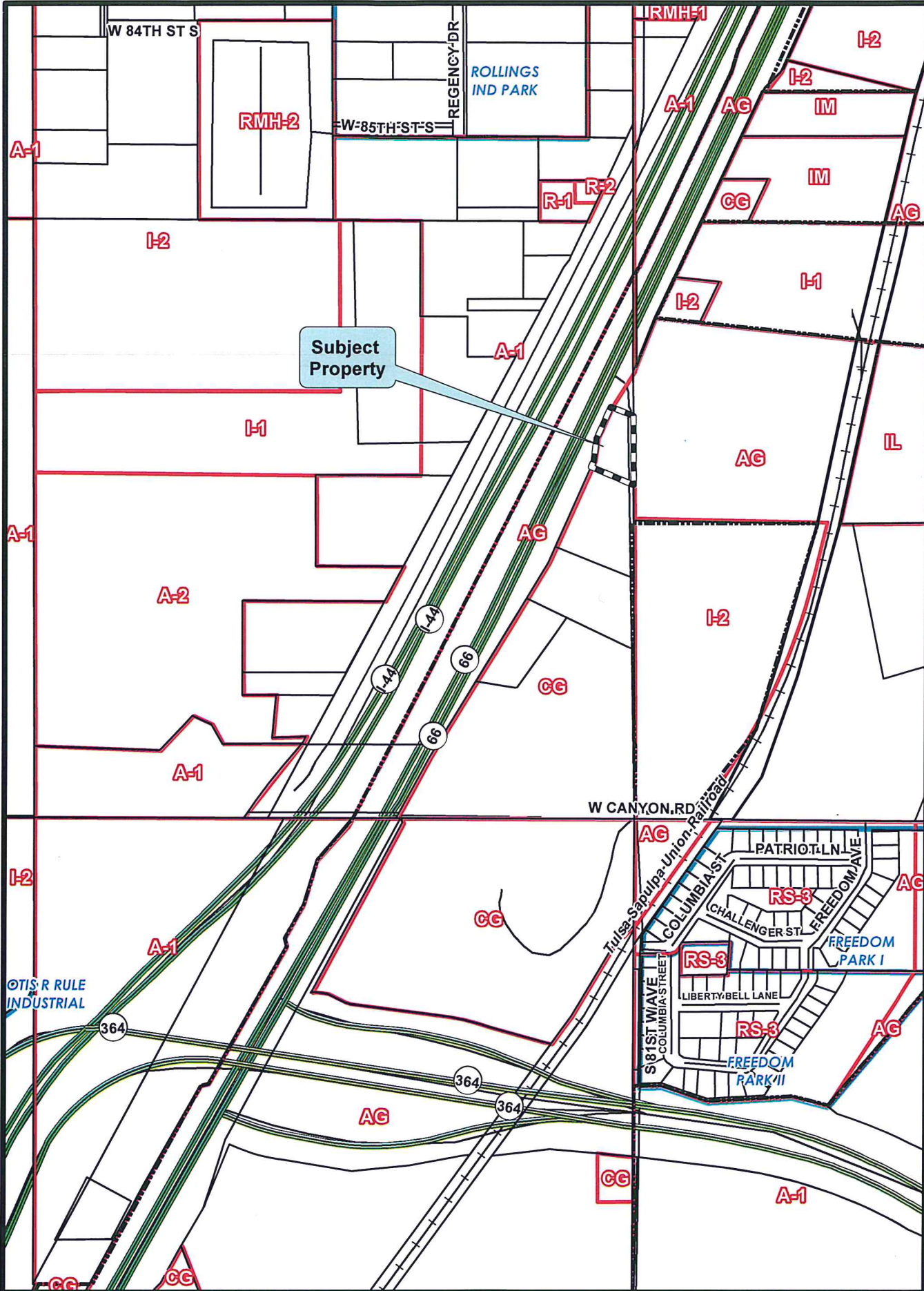
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Legend

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



Property Description

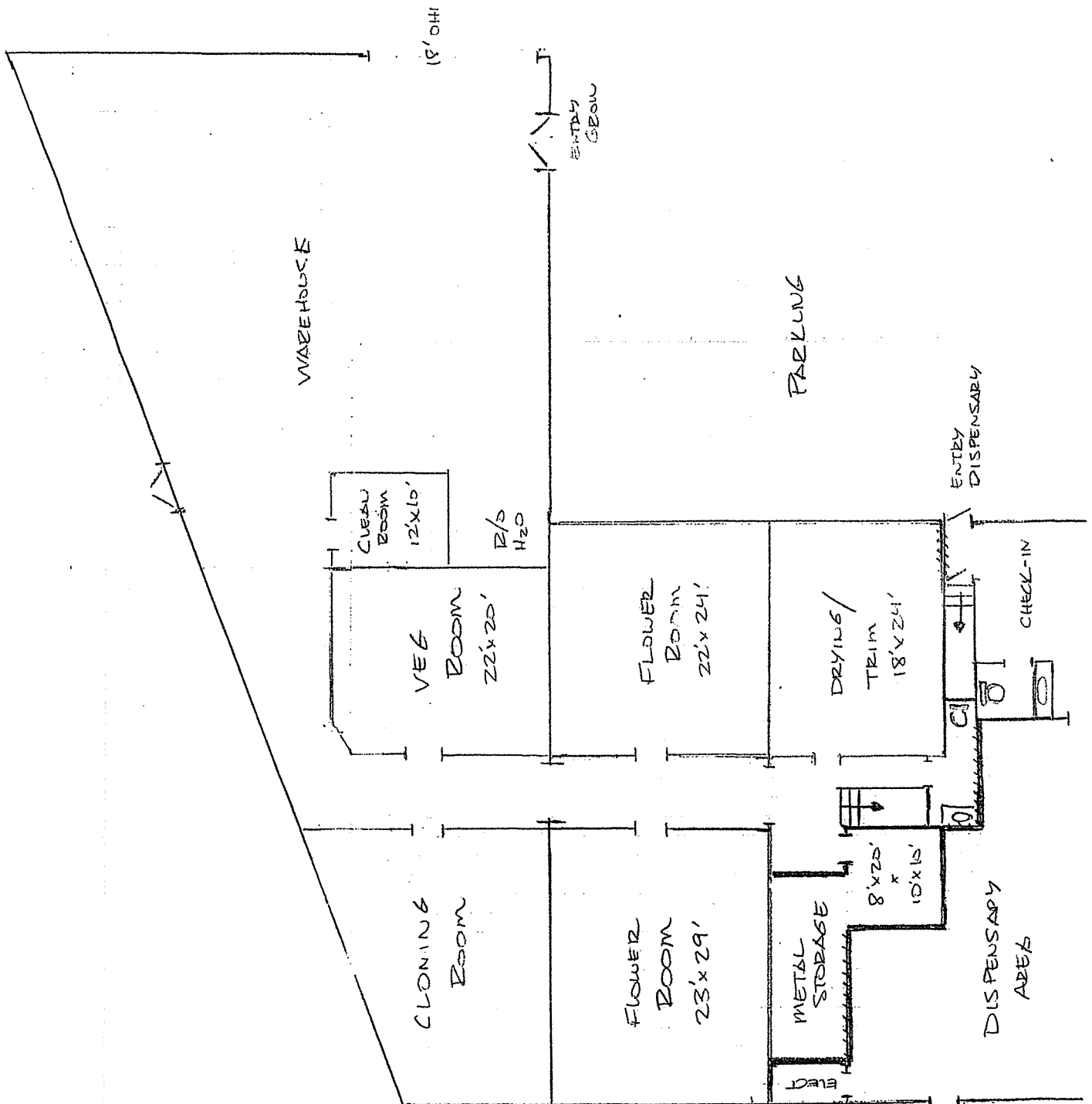
Approx .96 acres of land located in Section 13, Township 18 North, Range 11 East, Sapulpa, Creek County, Oklahoma. Full legal in case file. AKA: 8777 State Highway 66, Tulsa, OK 74131

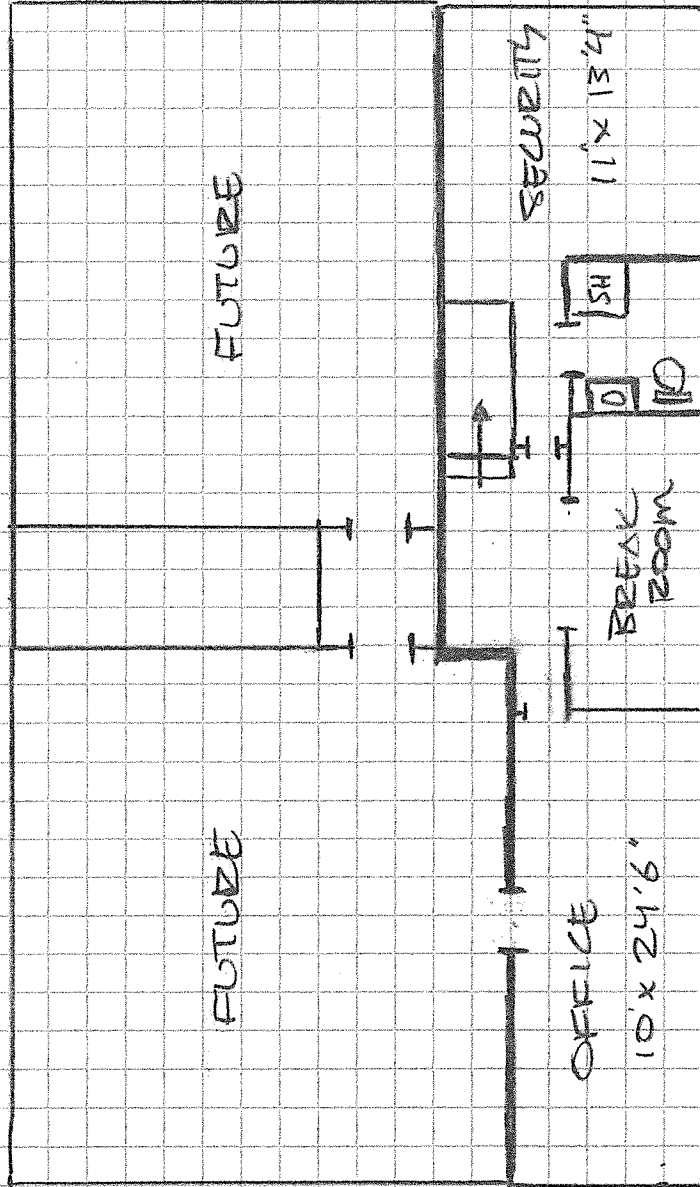


Map Prepared by:
City of Sapulpa
Date: 2/26/2019

Source Data:
Creek County Assessors
City of Sapulpa, Incog







2ND FLOOR



Fuego Premium Extracts Business Summary.

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

There are no residual odors produced in this process.

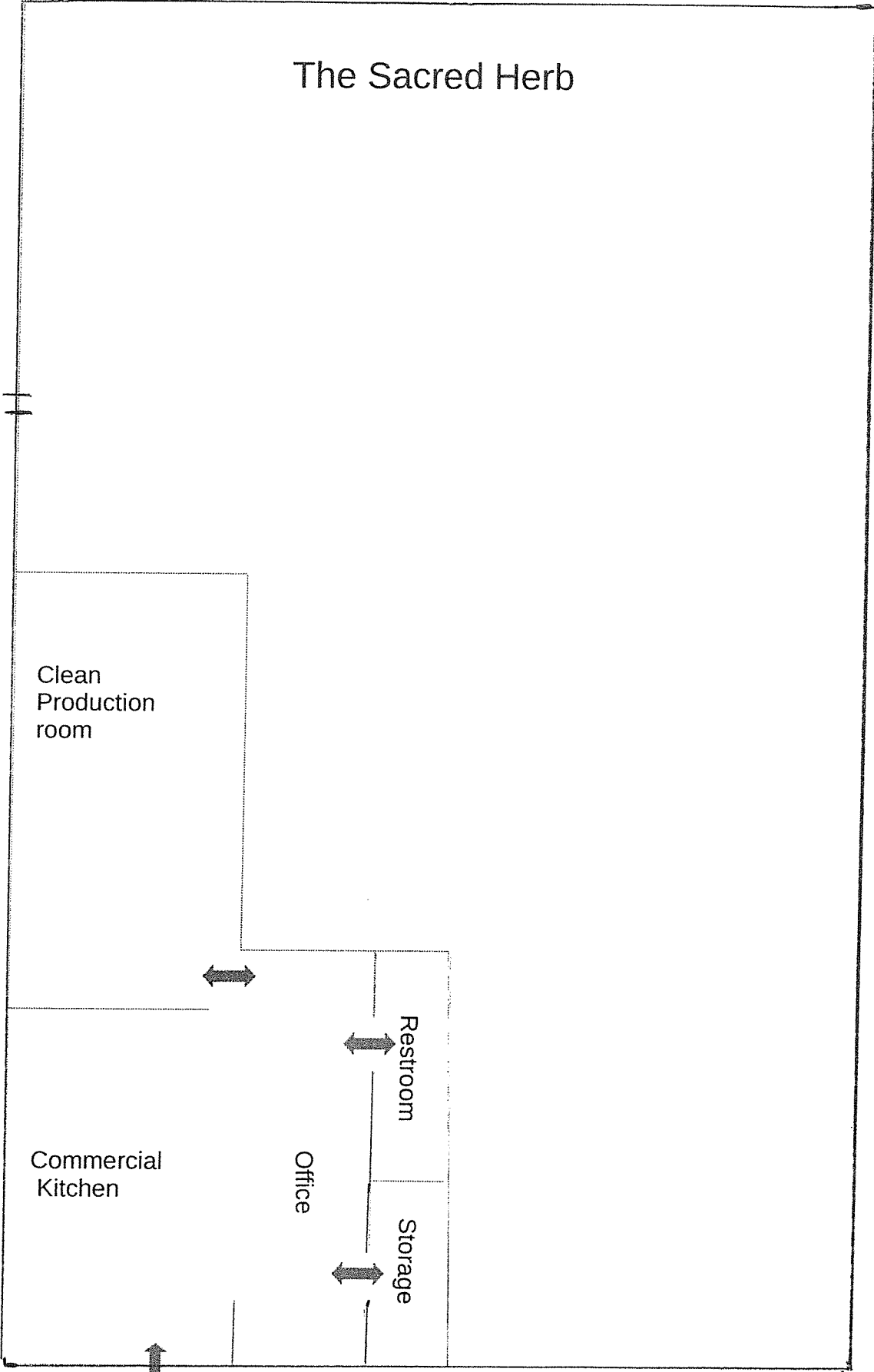
There are no volatile organic compounds used in this process.

There are no flammable compounds used in this process.

Biodegradable plant material is the only byproduct of this process

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

The Sacred Herb



N ↖

Employee Parking

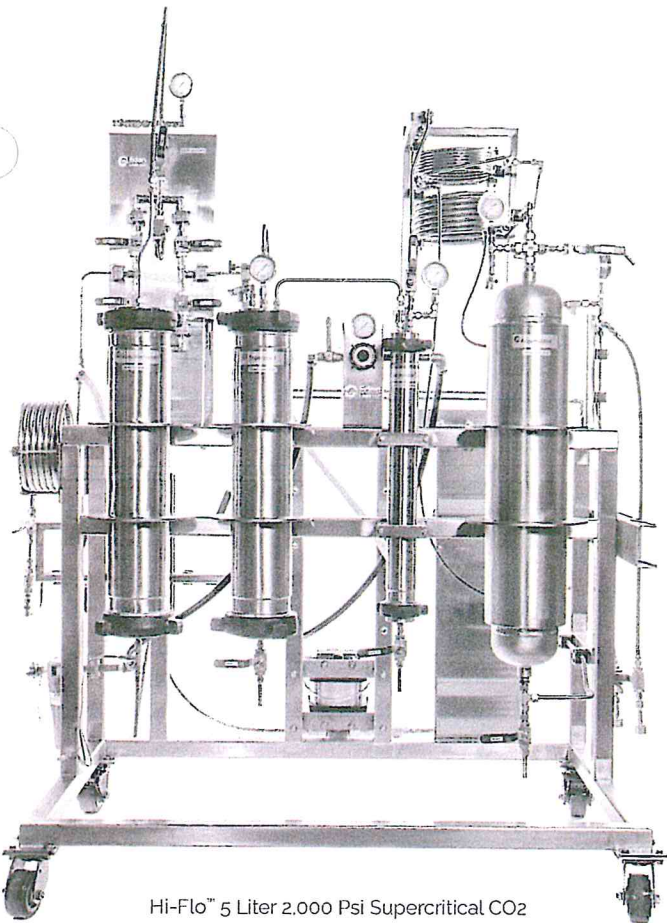
Fuego Premium Extracts LLC
14920 W. Hwy 66. Suite C, Sapulpa, OK 74066

HI-FLO™ PROFESSIONAL SERIES

CO₂ EXTRACTION SYSTEMS

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

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



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

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

— Heylo Cannabis CEO Laurel F.

FEATURES & BENEFITS

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

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

NON-STOP RELIABILITY

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

SIMPLE OPERATIONS

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

LOW MAINTENANCE COST

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



PERFORMANCE

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

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

ELECTRICAL REQUIREMENTS

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

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

HI-FLO™ 5 LITER 5,000 PSI

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

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

HI-FLO™ 20 LITER 5,000 PSI

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

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

OPERATIONS

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

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

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

¹ Large operators use this system for research and development.

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

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



All Systems Include
Our 3-Year Warranty.

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

