

PUBLIC NOTICE OF THE MEETING OF THE
OWASSO CITY COUNCIL

Council Chambers, Old Central Building
109 N Birch, Owasso, OK 74055
Regular Meeting
Tuesday, October 18, 2016 - 6:30 pm

RECEIVED

OCT 14 2016

City Clerk's Office

1. **Call to Order**
Mayor Lyndell Dunn
2. **Invocation**
Glenn Shafer of Destiny Life Church
3. **Flag Salute**
4. **Roll Call**
5. **Presentation of the Employee of the Quarter**
Warren Lehr
6. **Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the City Council to be routine and will be enacted by one motion. Any Councilor may, however, remove an item from the Consent Agenda by request. A motion to adopt the Consent Agenda is non-debatable.)**
 - A. Approve minutes
 - October 4, 2016, Regular Meeting
 - October 11, 2016, Regular Meeting
 - B. Approve claims
 - C. Approve and authorize the Mayor to execute the following "Agreement for Urban Engineering Services" (Engineers Agreements):
 - Crafton Tull & Associates, Inc., for driveway entrances, sanitary sewer and storm sewer for Safelock Storage, and
 - Tulsa Engineering & Planning Associates, Inc., for storm sewer, sanitary sewer and streets for Keys Landing II
 - D. Accept the Cherokee Nation donation and approve a budget amendment in the Police Department, Half-Penny Sales Tax Fund, increasing the estimated revenue and increasing the appropriation for expenditures by \$1,600
 - E. Accept the Department of Justice Grants and approve a budget amendment in the Police Department, General Fund, increasing the estimated revenue and increasing the appropriation for expenditures by \$14,769
 - F. Accept the 2017 Oklahoma Highway Safety Grant, and authorize the City Manager to execute the contract with the Oklahoma Highway Safety Office, and approve a budget amendment in the Police Department, General Fund, increasing the estimated revenue and increasing the appropriation for expenditures by \$63,000
7. **Consideration and appropriate action relating to items removed from the Consent Agenda**
8. **Consideration and appropriate action relating to the renewal of the property-casualty insurance**
Jeff Atchison

Staff recommends approval of a contract with Oklahoma Municipal Assurance Group for property-casualty coverage in the amount not to exceed \$109,130, authorization for the City Manager to execute the contract, and authorization for payment.

9. Consideration and appropriate action relating to the excess Workers' Compensation Insurance

Jeff Atchison

Staff recommends approval of a contract with New York Marine & General/Midlands Management for Specific Excess Workers' Compensation Insurance in the amount of \$62,412, authorization for the City Manager to execute the contract, and authorization for payment.

10. Consideration and appropriate action relating to the final plat for Carrington Pointe II located approximately ½ mile south of the N 7500 E block of E 86 St N and south of the existing Carrington Pointe development

Bronce Stephenson

Staff recommends approval of the Final Plat for Carrington Pointe II.

11. Consideration and appropriate action relating to the final plat for Oklahoma Central Credit Union located at the northeast corner of the intersection of E 116 St N and N 129 E Ave

Bronce Stephenson

Staff recommends approval of the Final Plat for Oklahoma Central Credit Union.

12. Consideration and appropriate action relating to amendments for re-appropriation of Carryover Budgets in FY 2016-2017

Linda Jones

Staff recommends approval of the following FY 2017 budget amendments:

- Increase the estimated revenues by \$18,114 and the appropriation for expenditures by \$322,394 in the General Fund;
- Increase the appropriation for expenditures in the Half-Penny Sales Tax Fund by \$1,469,268;
- Increase the appropriation for expenditures in the Hotel Tax Fund by \$36,822;
- Increase the appropriation for expenditures in the Stormwater Management Fund by \$1,002,055;
- Increase the appropriation for expenditures in the Juvenile Court Fund by \$28,000; and
- Increase the appropriation for expenditures in the City Garage Fund by \$36,057.

13. Consideration and appropriate action relating to acceptance of the Bailey Ranch Golf Course Pond Dam Repair/Retaining Wall Project and authorization for final payment

Earl Farris

Staff recommends acceptance of the contract work and authorization for final payment to Lowry Construction in the amount of \$44,409.56 resulting in a final contract amount of \$86,059.11.

14. Consideration and appropriate action relating to Resolution 2016-18, resolving the necessity of instituting and prosecuting condemnation procedures to obtain right-of-way and a permanent easement for the N Garneff Rd Widening Project (96 St N to 106 St N)

Julie Lombardi

Staff recommends approval of Resolution 2016-18.

15. Report from City Manager

16. Report from City Attorney

17. Report from City Councilors

18. Official Notices to Council (documents for acknowledgment or information only, no discussion or action will be taken)

- Payroll Payment Report – Pay Period Ending Date 10/1/16
- Health Care Self-Insurance Claims – dated as of 10/13/16
- Monthly Budget Status Report - September 2016

19. New Business (New Business is any item of business which could not have been foreseen at the time of posting of the agenda)

20. Adjournment

Notice of Public Meeting filed in the office of the City Clerk and the Agenda posted at City Hall, 200 S Main, at 6:00 pm on Friday, October 14, 2016.



Sherry Bishop, City Clerk

OWASSO CITY COUNCIL

MINUTES OF REGULAR MEETING

Tuesday, October 4, 2016

The Owasso City Council met in regular session on Tuesday, October 4, 2016, in the Council Chambers at Old Central, 109 N Birch, Owasso, Oklahoma per the Notice of Public Meeting and Agenda filed in the office of the City Clerk and posted at City Hall, 200 S Main (west side), at 6:00 pm on Friday, September 30, 2016.

1. Call to Order

Mayor Lyndell Dunn called the meeting to order at 6:30 pm.

2. Invocation

The invocation was offered by Pastor Scott Carlson of Central Baptist Church and Owasso Police Department Chaplin.

3. Flag Salute

Councilor Bush led the flag salute.

4. Roll Call

Present

Mayor – Lyndell Dunn

Councilor – Doug Bonebrake

Councilor – Bill Bush

Councilor – Jeri Moberly

A quorum was declared present.

Absent

Vice-Mayor – Chris Kelley

Staff:

City Manager - Warren Lehr

City Attorney - Julie Lombardi

5. Presentation of the Character Trait of Initiative

Alvin Fruga, Character Council Member, presented the Character Trait of Initiative for the month of October.

6. Presentation of Proclamations

Mayor Dunn presented a proclamation declaring October 9-15, 2016 as Fire Prevention Week.

The Mayor presented a proclamation declaring October 13-16, 2016 as time of reflection for The Wall that Heals, Vietnam War Traveling Memorial display.

7. Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the City Council to be routine and will be enacted by one motion. Any Councilor may, however, remove an item from the Consent Agenda by request. A motion to adopt the Consent Agenda is non-debatable.)

A. Approve minutes

- September 20, 2016, Regular Meeting

B. Approve claims

C. Approve and authorize the Mayor to execute the following "Agreement for Urban Engineering Services" (Engineers Agreement):

- Converse Surveying and Engineering, Inc., for public paving, storm sewer, and utility improvements for the IQ Car Wash;
- Olsson Associates, for public driveway for Charity Auto; and

- Cowan Group Engineering, LLC, for public water lines, sanitary sewer, storm sewer, sidewalk and pavement for Somerset residential subdivision
- D. Approve the Agreement for Administration of the Sales and Use Tax Ordinances with Oklahoma Tax Commission

Mr. Bonebrake moved, seconded by Ms. Moberly to approve the Consent Agenda with claims totaling \$214,333.94.

YEA: Bonebrake, Bush, Moberly, Dunn

NAY: None

Motion carried: 4-0

8. Consideration and appropriate action relating to items removed from the Consent Agenda
None

9. Consideration and appropriate action relating to Ordinance 1087, an ordinance relating to the City of Owasso Zoning Code as codified in the Owasso Code of Ordinances, Part 12, Planning, Zoning and Development, Chapter 2, Zoning Regulations, amending Sub-Chapter 4, Residential District Provisions and Sub-Chapter 14, Definitions, and repealing all ordinances or parts of ordinances in conflict herewith

Bronce Stephenson presented the item recommending approval of Ordinance 1087.

There were no comments from the audience. After discussion, Mr. Bonebrake moved, seconded by Mr. Bush to approve Ordinance 1087, as recommended.

YEA: Bonebrake, Bush, Moberly, Dunn

NAY: None

Motion carried: 4-0

10. Consideration and appropriate action relating to a contract for design and engineering services for Owasso Public Safety Operations and Training Complex

Chris Garrett presented the item recommending approval of a contract with Williams Spurgeon Kuhl and Freshnock (WSKF) of Kansas City, Missouri for architectural design and engineering services for the Owasso Public Safety Operations and Training Complex project, for an amount not to exceed \$1,097,425, and authorize the City Manager to execute the contract.

There were no comments from the audience. After discussion, Mr. Bonebrake moved, seconded by Ms. Moberly to approve the contract in an amount not to exceed \$1,097,425 with WSKF and authorize the City Manager to executive the contract, as recommended.

YEA: Bonebrake, Bush, Moberly, Dunn

NAY: None

Motion carried: 4-0

11. Consideration and appropriate action relating to the renewal of a contract with Youth Services of Tulsa, Inc. for management and operation of the Owasso Youth Court

Julie Lombardi presented the item recommending approval of the contract with Youth Services of Tulsa, Inc., in the amount of \$49,500 for 2016-2017, and further recommends authorization for the City Manager to execute the contract as well as any additional documentation required.

There were no comments from the audience. After discussion, Ms. Moberly moved, seconded by Mr. Bonebrake to approve the contract in the amount of \$49,500 with Youth Services of Tulsa, Inc. and authorize the City Manager to execute the contract and any additional documentation required, as recommended.

YEA: Bonebrake, Bush, Moberly, Dunn

NAY: None

Motion carried: 4-0

12. Report from City Manager

Roger Stevens presented the Monthly Public Works Project Status Report.

Mr. Lehr acknowledged the OSNI event on September 24, 2016, and upcoming events: The Gathering on Main – October 6, 2016; The Wall That Heals – October 13-16, 2016 at TTC; and Willard Stone Art Exhibit – October 6-26, 2016 at the Owasso Museum.

13. Report from City Attorney

None

14. Report from City Councilors

Councilors commented on recent community events and efforts of staff.

15. Official Notices to Council (documents for acknowledgment or information only, no discussion or action will be taken)

- Payroll Payment Report – Pay Period Ending Date 9/17/16
- Health Care Self-Insurance Claims – dated as of 9/29/16

16. New Business (New Business is any item of business which could not have been foreseen at the time of posting of the agenda)

None

17. Adjournment

Mr. Bush moved, seconded by Ms. Moberly to adjourn the meeting.

YEA: Bonebrake, Bush, Moberly, Dunn

NAY: None

Motion carried 4-0 and the meeting adjourned at 7:57 pm.

Lyndell Dunn, Mayor

Lisa Wilson, Minute Clerk

OWASSO CITY COUNCIL, OPWA & OPGA

MINUTES OF JOINT REGULAR MEETING Tuesday, October 11, 2016

The Owasso City Council, Owasso Public Works Authority, and Owasso Public Golf Authority met in a joint regular meeting on Tuesday, October 11, 2016, in the Council Chambers at Old Central, 109 N Birch Street, Owasso, Oklahoma per the Notice of Public Meeting and Agenda filed in the office of the City Clerk and posted at City Hall, 200 S Main (west side), at 6:00 pm on Friday, October 7, 2016.

1. Call to Order

Mayor/Chair Lyndell Dunn called the meeting to order at 6:00 pm.

Present	Absent
Mayor/Chair – Lyndell Dunn	None
Vice-Mayor/Vice-Chair – Chris Kelley	
Councilor/Trustee – Doug Bonebrake	
Councilor/Trustee – Bill Bush	
Councilor/Trustee – Jeri Moberly	

A quorum was declared present.

2. Discussion relating to the issuance of the OPWA Sales Tax Revenue Note, Series 2016 to finance capital improvements projects

Sherry Bishop introduced Ben Oglesby, Financial Advisor. Linda Jones presented the item and discussion was held. Mr. Oglesby answered questions. Ms. Jones presented the monthly sales tax report, listed in Item 10, and discussion as held. It was further explained that items would be placed on the November 1, 2016, Council and OPWA agendas for consideration and action.

3. Presentation and discussion relating to the Wastewater Master Plan

Dwayne Henderson introduced Ryan Christopher of Greeley and Hansen, who presented the item and discussion was held.

4. Presentation and discussion relating to Community Center user fees

Larry Langford presented the item and discussion was held. It was further explained that an item would be placed on the October 18, 2016, Council agenda for consideration and action.

5. Discussion relating to Community Development items

- A. Final Plat – Carrington Pointe II (south of Carrington Pointe I)
- B. Final Plat – Oklahoma Central Credit Union (northeast corner of the intersection of N 129 E Ave and E 116 St N)
- C. Tax Increment Financing (TIF) District in Owasso's Redbud District

Bronce Stephenson presented items 3A, 3B, 3C and discussion was held. It was further explained that items 3A and 3B would be placed on the October 18, 2016, Council agenda for consideration and action. It was further explained that item 3C would be placed on the November work session to continue discussion.

6. Discussion relating to the supplemental appropriation carryover budgets

Linda Jones presented the item and discussion was held. It was further explained that an item would be placed on the October 18, 2016, Council and OPWA agendas for consideration and action.

7. Discussion relating to the renewal of property insurance

Sherry Bishop presented the item and discussion was held. It was further explained that an item would be placed on the October 18, 2016, Council agenda for consideration and action.

8. Discussion relating to a proposed amendment to the Owasso Code of Ordinances, Part 10, Chapter 8, Alarms

Scott Chambless presented the item and discussion was held. Bill Allen, Civilian Administrator, answered questions. It was further explained that an item would be placed on the November worksession for additional discussion.

9. Consideration and appropriate action relating to a request for an executive session for the purpose of discussing confidential communications between the City Council and the City Attorney concerning the potential acquisition of real property located at 10010 N Garnett Rd, as provided for in Title 25, O.S. Section § 307(B)(3)

Bill Bush moved, seconded by Jeri Moberly to enter into executive session.

YEA: Bonebrake, Bush, Kelley, Moberly, Dunn

NAY: None

Motion carried: 5-0

At 8:41pm, the Council, along with Warren Lehr, Julie Lombardi, and Rogers Stevens entered into executive session.

At 9:02 pm, the Council returned to open session.

10. Discussion relating to City Manager items

- Monthly sales tax report
- City Manager report

Linda Jones presented the Monthly sales tax report under Item 2. Under the City Manager Report, Mr. Lehr advised that a resolution calling for an election for Wards 3 and 4 would be presented for Council consideration and action in November; and advised that The Wall That Heals, mobile Vietnam Veterans Memorial would be displayed at the Tulsa Tech Owasso Campus from Thursday, October 13 through Sunday, October 16.

11. City Council/Trustee comments and inquiries

None

12. Adjournment

The meeting adjourned at 9:09 pm.

Lyndell Dunn, Mayor/Chair

Juliann M. Stevens, Minute Clerk

Claims List

10/18/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
GENERAL	TREASURER PETTY CASH	CC REFUND-HUDSON	50.00
	TREASURER PETTY CASH	LIAB EVID #20162681	252.00
	TREASURER PETTY CASH	CC USER REFUND-STARKEY	60.00
	TREASURER PETTY CASH	OC REFUND/PRESENCE CHURCH	100.00
	TREASURER PETTY CASH	CC REFUND/PRESENCE CHURCH	50.00
	TREASURER PETTY CASH	CC REFUND/K. HILL	50.00
	TREASURER PETTY CASH	CC REFUND/FORD	50.00
	TREASURER PETTY CASH	CC REFUND/BROOKS	50.00
	TREASURER PETTY CASH	CC REFUND/SCHOVANEC	50.00
	AEP/PSO	STREET LIGHTS	7.05
TOTAL GENERAL			719.05
MANAGERIAL	JPMORGAN CHASE BANK	MEETING EXPENSE	24.62
	JPMORGAN CHASE BANK	INT'L INST-MUN CLK PROGR	50.00
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	14.99
	JPMORGAN CHASE BANK	EMPLOYEE RELATIONS	109.29
	TREASURER PETTY CASH	PASTOR MEETING EXPENSE	11.20
	TREASURER PETTY CASH	MEETING EXPENSE	17.21
	JPMORGAN CHASE BANK	SAV ON-PRINTING	240.00
	JPMORGAN CHASE BANK	OKLA BAR ASSOC-REGISTRAT	215.00
	JPMORGAN CHASE BANK	TULSA CO BAR-CONT EDUC	61.65
	CITY GARAGE	LABOR/OVERHEAD CHGS - OCT	102.83
	JPMORGAN CHASE BANK	OWASSO CHAMBER-REGISTRAT	15.00
	FLEETCOR TECHNOLOGIES	FUELMAN EXP - SEPT, 2016	42.39
	TOTAL MANAGERIAL		
FINANCE	CITY GARAGE	LABOR/OVERHEAD CHGS - OCT	84.00
	JRW INC DBA/FINANCIAL EQUIPMENT CO.	MAINTENANCE CONTRACT	350.00
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	60.25
	FLEETCOR TECHNOLOGIES	FUELMAN EXP - SEPT, 2016	26.26
TOTAL FINANCE			520.51
HUMAN RESOURCES	RICH & CARTMILL, INC	DUES AND FEES	30.00
	OK STATE FIRE FIGHTERS ASSOC	ADVERTISING	5.00
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	14.97
	JPMORGAN CHASE BANK	OK SELF INSURERS-TRAINING	175.00
	JPMORGAN CHASE BANK	CENTRAL STATE-WC SEMINAR	25.00
	JPMORGAN CHASE BANK	HOBBY LOBBY-SUPPLIES	17.97
	JPMORGAN CHASE BANK	SAV ON-BUSINESS CARDS	100.00
	JPMORGAN CHASE BANK	ICIMS-APPLICANT TRACKING	315.00
	AMERICANCHECKED, INC ATTN: BILLING	PRE-EMP BACKGROUND CHECKS	469.90
	TULSA WORLD	ADVERTISING	3,978.00
TULSA WORLD	ADVERTISING	1,712.00	

Claims List

10/18/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
HUMAN RESOURCES...	RICH & CARTMILL, INC	PUB ENTITY HONESTY BOND	152.00
TOTAL HUMAN RESOURCES			6,994.84
HR - CHARACTER INITIATIVE	JPMORGAN CHASE BANK	ADMIRAL EXP-PAPER	201.30
TOTAL HR - CHARACTER INITIATIVE			201.30
GENERAL GOVERNMENT	JPMORGAN CHASE BANK	ADMIRAL EXP-SUPPLIES	29.99
	MAILROOM FINANCE INC	POSTAGE	1,000.00
	AT&T	LONG DISTANCE PHONE BILL	30.52
	ONEOK, INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE	154.37
	RICOH USA, INC	COPIER RENTAL	209.46
	DRAKE SYSTEMS INC	COPY SUPPLIES	81.37
	TULSA COUNTY CLERK	FILING FEES	190.00
	IMPERIAL LLC	COFFEE SERVICE CITY HALL	101.80
	IMPERIAL LLC	COFFEE SERVICE CITY HALL	31.95
	RICOH USA, INC.	COPIER SERVICE & SUPPLIES	114.73
	IMPERIAL LLC	COFFEE SERVICE CITY HALL	180.90
TOTAL GENERAL GOVERNMENT			2,125.09
COMMUNITY DEVELOPMENT	M. B. BICKERSTAFF	CODE ENFORCEMENT MOWING	150.00
	CITY GARAGE	LABOR/OVERHEAD CHGS - OCT	415.58
	HAROLD RANDALL PINNEY	CODE ENFORCEMENT MOWING	200.00
	HAROLD RANDALL PINNEY	CODE ENFORCEMENT MOWING	200.00
	KENNETH LIVINGSTON	CODE ENFORCEMENT MOWING	500.00
	HAROLD RANDALL PINNEY	CODE ENFORCEMENT MOWING	150.00
	BLUE ENERGY FUELS, LLC	CNG FUEL PURCH - SEPT, 20	67.59
	JPMORGAN CHASE BANK	OFFICE DEPOT-REFUND	-17.99
	FLEETCOR TECHNOLOGIES	FUELMAN EXP - SEPT, 2016	264.21
	INCOG	2ND QTR DUES 2016/17	6,544.00
	VERIZON WIRELESS	WIRELESS CONNECTION	155.59
	JPMORGAN CHASE BANK	LODGING EXPENSE	198.00
	JPMORGAN CHASE BANK	LODGING EXPENSE	198.00
	JPMORGAN CHASE BANK	LODGING EXPENSE	198.00
	JPMORGAN CHASE BANK	PIKEPASS-FEES	10.85
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	36.99
TOTAL COMMUNITY DEVELOPMENT			9,270.82
TIF	CENTER FOR ECONOMIC DEVELOPMENT	LEGAL CONSULTING SERVICES	6,844.60
TOTAL TIF			6,844.60
ENGINEERING	FLEETCOR TECHNOLOGIES	FUELMAN EXP - SEPT, 2016	82.10
	CITY GARAGE	LABOR/OVERHEAD CHGS - OCT	280.00

Claims List

10/18/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
ENGINEERING...	VERIZON WIRELESS	WIRELESS CONNECTION	29.65
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	15.01
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	15.01
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	15.01
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	15.01
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	25.98
TOTAL ENGINEERING			477.77
INFORMATION TECHNOLOGY	JPMORGAN CHASE BANK	EMERGENT-DELL 10GB FIBER	750.00
	JPMORGAN CHASE BANK	COX-CITY INTERNET	1,350.00
	JPMORGAN CHASE BANK	HOME DEPOT-SUPPLIES	5.52
	JPMORGAN CHASE BANK	DELL-KACE MAINTENANCE	4,880.00
	JPMORGAN CHASE BANK	HOSTICA-HOSTING FEES	41.88
	JPMORGAN CHASE BANK	LOWES-TOOLS/SUPPLIES	72.07
	JPMORGAN CHASE BANK	AMAZON-SKYPE IT WEBCAM	67.99
	JPMORGAN CHASE BANK	AMAZON-MISC SUPPLIES	21.99
	JPMORGAN CHASE BANK	DEEP SURPLUS-CABLES	223.58
	JPMORGAN CHASE BANK	GRAYBAR-NETWORK SUPPLIES	20.70
	VERIZON WIRELESS	WIRELESS CONNECTION	149.68
	CITY GARAGE	LABOR/OVERHEAD CHGS - OCT	74.16
	CHICKASAW TELECOM INC	CISCO IP PHONE SYSTEM	76,990.00
	TECHSICO ENTERPRISE SOLUTIONS	FIBER INSTALL AND REPAIR	5,590.00
TOTAL INFORMATION TECHNOLOGY			90,237.57
SUPPORT SERVICES	BLUE ENERGY FUELS, LLC	CNG FUEL PURCH - SEPT, 20	35.46
	FLEETCOR TECHNOLOGIES	FUELMAN EXP - SEPT, 2016	41.32
	CITY GARAGE	LABOR/OVERHEAD CHGS - OCT	881.50
	UNIFIRST HOLDINGS LP	UNIFORM RENTAL FEES	13.27
	UNIFIRST HOLDINGS LP	UNIFORM RENTAL FEES	13.27
	CITY GARAGE	VEH PARTS PURCH - SEPT, 2	43.34
	VERIZON WIRELESS	WIRELESS CONNECTION	29.65
	JPMORGAN CHASE BANK	AMAZON-RETURN TABLET	-1,092.80
	JPMORGAN CHASE BANK	LOWES-BAIT TRAPS	5.97
	JPMORGAN CHASE BANK	SAMSCLUB-SUPPLIES	35.87
	JPMORGAN CHASE BANK	SAMSCLUB-SUPPLIES	293.91
	JPMORGAN CHASE BANK	SAMSCLUB-SUPPLIES	21.88
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	50.84
	JPMORGAN CHASE BANK	LOWES-METAL TRIM	13.16
	JPMORGAN CHASE BANK	LOWES-CLEANING SUPPLIES	3.98
	JPMORGAN CHASE BANK	PIKEPASS-FEES	2.80
	JPMORGAN CHASE BANK	AMAZON-SS DIR TABLET/DOCK	1,222.79
	JPMORGAN CHASE BANK	AMAZON-SS DIR KEYBOARD	106.99

Claims List

10/18/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
TOTAL SUPPORT SERVICES			1,723.20
CEMETERY	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	7.41
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	7.41
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	7.41
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	7.41
	VERDIGRIS VALLEY ELECTRIC COOP	CEMETERY ELECTRIC	34.12
	JPMORGAN CHASE BANK	TURF LAND-CEMETERY MOWER	11,750.00
	FLEETCOR TECHNOLOGIES	FUELMAN EXP - SEPT, 2016	30.52
	OWASSO TOP SOIL	DIRT FOR CEMETERY	65.00
TOTAL CEMETERY			11,909.28
POLICE COMMUNICATIONS	JPMORGAN CHASE BANK	TRAVEL EXPENSE	50.23
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	25.56
	TREASURER PETTY CASH	PARKING FEE	8.00
TOTAL POLICE COMMUNICATIONS			83.79
ANIMAL CONTROL	JPMORGAN CHASE BANK	WESTERN ENGRAVERS-SUPPLIE	137.80
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	36.45
	JPMORGAN CHASE BANK	LOGO DESIGN-DESIGN SERV	119.00
	JPMORGAN CHASE BANK	HARBOR FREIGHT-MAINT PART	16.78
	JPMORGAN CHASE BANK	CHIEF SPLY-UNIFORM ITEM	30.95
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	55.24
	AT&T	LONG DISTANCE PHONE BILL	0.54
	CITY GARAGE	VEH PARTS PURCH - SEPT, 2	158.79
	BLUE ENERGY FUELS, LLC	CNG FUEL PURCH - SEPT, 20	25.44
	CITY GARAGE	LABOR/OVERHEAD CHGS - OCT	279.75
	FLEETCOR TECHNOLOGIES	FUELMAN EXP - SEPT, 2016	122.13
	VERIZON WIRELESS	WIRELESS CONNECTION	80.02
	INDEPENDENT GLASS AND GLAZING LLC	AC GLASS DOOR INSTALL	1,584.00
	TOTAL ANIMAL CONTROL		
EMERGENCY PREPAREDNESS	VERIZON WIRELESS	WIRELESS CONNECTION	29.65
	VERDIGRIS VALLEY ELECTRIC COOP	ELECTRIC BILL-STORM SIREN	26.95
	VERDIGRIS VALLEY ELECTRIC COOP	ELECTRIC BILL-STORM SIREN	31.48
TOTAL EMERGENCY PREPAREDNESS			88.08
STORMWATER	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	22.50
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	35.20
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	62.70
	VERMEER GREAT PLAINS, INC.	PARTS REPLACEMENT	528.36
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	9.74

Claims List

10/18/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount	
STORMWATER...	JPMORGAN CHASE BANK	QUALITY TIRE-MOWER TIRE	126.00	
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	21.87	
	JPMORGAN CHASE BANK	LODGING EXPENSE	634.97	
	JPMORGAN CHASE BANK	P & K EQUIP-CHAINSAW PART	113.09	
	JPMORGAN CHASE BANK	LOWES-FIRE EXTINGUISHER	37.97	
	JPMORGAN CHASE BANK	ATWOOD-TOOLS	34.98	
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	3.26	
	JPMORGAN CHASE BANK	P & K EQUIP-CHAINSAW PART	189.91	
	JPMORGAN CHASE BANK	P & K EQUIP-CHAINSAW PART	226.64	
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	23.50	
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	5.70	
	JPMORGAN CHASE BANK	LOWES-BUNGEE CORDS	10.92	
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	12.77	
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	15.06	
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	35.20	
	CITY GARAGE	LABOR/OVERHEAD CHGS - OCT	2,109.25	
	FLEETCOR TECHNOLOGIES	FUELMAN EXP - SEPT, 2016	663.94	
	BLUE ENERGY FUELS, LLC	CNG FUEL PURCH - SEPT, 20	213.43	
	CITY GARAGE	VEH PARTS PURCH - SEPT, 2	1,398.71	
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	11.05	
	SPIRIT LANDSCAPE MANAGEMENT LLC	MONTHLY LANDSCAPING	410.00	
	JPMORGAN CHASE BANK	STD SPLY-REFUND	-29.99	
	VERIZON WIRELESS	WIRELESS CONNECTION	69.66	
	SPIRIT LANDSCAPE MANAGEMENT LLC	MONTHLY LANDSCAPING	216.25	
	TOTAL STORMWATER			7,212.64
	PARKS	VERIZON WIRELESS	WIRELESS CONNECTION	29.65
ONEOK, INC OKLAHOMA NATURAL GAS		NATURAL GAS USAGE	37.33	
FLEETCOR TECHNOLOGIES		FUELMAN EXP - SEPT, 2016	753.62	
BLUE ENERGY FUELS, LLC		CNG FUEL PURCH - SEPT, 20	42.14	
BENCHMARK ENTERPRISES, LLC		BENCH BACK REPLACEMENTS	1,033.00	
UNIFIRST HOLDINGS LP		UNIFORM SERVICE	24.48	
VERDIGRIS VALLEY ELECTRIC COOP		ELECTRIC USE	144.65	
UNIFIRST HOLDINGS LP		UNIFORM SERVICE	23.96	
FREDRICK COSTIN JR		ATOR PARK MOWING	180.00	
FREDRICK COSTIN JR		VETERANS PARK MOWING	165.00	
FREDRICK COSTIN JR		RAYOLA PARK MOWING	516.00	
FREDRICK COSTIN JR		SKATE PARK MOWING	180.00	
ROGERS COUNTY RURAL WATER DISTRICT		PARKS WATER SERVICE	170.25	
OLEN MASINGALE		MOWING	1,640.00	
CITY GARAGE		LABOR/OVERHEAD CHGS - OCT	1,052.25	
CITY GARAGE		VEH PARTS PURCH - SEPT, 2	174.84	
AT&T		LONG DISTANCE PHONE BILL	2.03	
JPMORGAN CHASE BANK		LOWES-ATOR PAD SUPPLIES	35.00	

Claims List

10/18/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
PARKS...	JPMORGAN CHASE BANK	LOCKE-RESTROOM SUPPLIES	80.96
	JPMORGAN CHASE BANK	CORNERSTONE-SUPPLIES	13.28
	JPMORGAN CHASE BANK	CORNERSTONE-ROLLERS	9.08
TOTAL PARKS			6,307.52
CULTURE AND RECREATION	JPMORGAN CHASE BANK	OREILLY-AUTO BATTERY	142.64
TOTAL CULTURE AND RECREATION			142.64
COMMUNITY CENTER	JPMORGAN CHASE BANK	WESTLAKE-SUPPLIES	42.51
	JPMORGAN CHASE BANK	QUIT BUGGIN ME-PEST CNTRL	95.00
	AT&T	LONG DISTANCE PHONE BILL	3.14
	JPMORGAN CHASE BANK	WALMART-SUPPLIES	10.63
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	21.98
	JPMORGAN CHASE BANK	MYSENIORCENTER-CK IN SYST	125.00
	JPMORGAN CHASE BANK	DOLLAR TREE-SUPPLIES	22.00
	GRAND GATEWAY ECO. DEV. ASSC.	AUGUST SENIOR FARES	279.00
	GRAND GATEWAY ECO. DEV. ASSC.	SEPTEMBER SENIOR FARES	256.00
	DRAKE SYSTEMS INC	COPIER LEASE CHARGES	246.66
ONEOK, INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE	114.10	
TOTAL COMMUNITY CENTER			1,216.02
HISTORICAL MUSEUM	ONEOK, INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE	36.46
	AT&T	LONG DISTANCE PHONE BILL	0.09
TOTAL HISTORICAL MUSEUM			36.55
ECONOMIC DEV	CITY GARAGE	LABOR/OVERHEAD CHGS - OCT	69.25
	VERIZON WIRELESS	WIRELESS CONNECTION	29.65
TOTAL ECONOMIC DEV			98.90
FUND GRAND TOTAL			149,761.24
AMBULANCE SERVICE	LARRY GREEN JR	AMBULANCE REFUND	23.75
	BETTY BOYER	AMBULANCE REFUND	300.00
	NOVITAS SOLUTIONS	AMBULANCE REFUND	311.01
	WPS TRICARE FOR LIFE	AMBULANCE REFUND	83.10
	NOVITAS SOLUTIONS	AMBULANCE REFUND	325.77
	UNITED HEALTHCARE SERVICES, INC	AMBULANCE REFUND	931.50
TOTAL AMBULANCE SERVICE			1,975.13
AMBULANCE	JPMORGAN CHASE BANK	INDUST NETWORK-HOTSPOT	750.02
	JPMORGAN CHASE BANK	FULLERTON-OXYGEN	43.50
	JPMORGAN CHASE BANK	EXCELLANCE-AMB REPAIRS	426.70

Claims List

10/18/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
AMBULANCE...	JPMORGAN CHASE BANK	EXCELLANCE-HVAC FOR AMB	157.06
	JPMORGAN CHASE BANK	GREEN CO MED-WASTE DISPOS	455.00
	JPMORGAN CHASE BANK	HENRY SCHEIN-SUPPLIES	1,701.69
	JPMORGAN CHASE BANK	HENRY SCHEIN-SUPPLIES	36.64
	JPMORGAN CHASE BANK	HENRY SCHEIN-SUPPLIES	360.87
	JPMORGAN CHASE BANK	BOUND TREE-SUPPLIES	147.45
	JPMORGAN CHASE BANK	BOUND TREE-SUPPLIES	231.98
	JPMORGAN CHASE BANK	BOUND TREE-SUPPLIES	1,393.57
	JPMORGAN CHASE BANK	BOUND TREE-SUPPLIES	1,420.37
	CITY GARAGE	VEH PARTS PURCH - SEPT, 2	98.87
	CITY GARAGE	LABOR/OVERHEAD CHGS - OCT	766.58
	FLEETCOR TECHNOLOGIES	FUELMAN EXP - SEPT, 2016	1,871.91
	VERIZON WIRELESS	WIRELESS CONNECTION	238.63
	TOTAL AMBULANCE		
FUND GRAND TOTAL			12,075.97
STRONG NEIGHBORHOODS	FLEETCOR TECHNOLOGIES	FUELMAN EXP - SEPT, 2016	31.53
	CITY GARAGE	LABOR/OVERHEAD CHGS - OCT	75.83
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	120.94
TOTAL STRONG NEIGHBORHOODS			228.30
FUND GRAND TOTAL			228.30
STORMWATER - STORMWATER	JPMORGAN CHASE BANK	TRAVEL EXPENSE	30.52
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	30.52
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	10.50
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	9.61
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	37.69
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	45.13
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	7.13
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	9.54
	JPMORGAN CHASE BANK	LODGING EXPENSE	634.97
	JPMORGAN CHASE BANK	LODGING EXPENSE	634.97
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	8.24
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	9.32
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	9.37
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	21.16
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	25.50
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	21.64
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	7.58
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	7.58
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	14.47

Claims List

10/18/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
STORMWATER - STORMWATER	JPMORGAN CHASE BANK	TRAVEL EXPENSE	13.00
	VERIZON WIRELESS	WIRELESS CONNECTION	40.01
	LOT MAINTENANCE OF OKLAHOMA, INC.	REGIONAL DETENTION POND	1,646.04
TOTAL STORMWATER - STORMWATER			3,274.49
BROOKFIELD CROSSING	KELLOGG ENGINEERING, INC	ENGINEERING SERVICES	15,098.00
TOTAL BROOKFIELD CROSSING			15,098.00
LAKERIDGE/CNTRL DRAIN IMP	MESHEK & ASSOCIATES, P.L.C.	ENGINEERING SERVICES	7,517.70
TOTAL LAKERIDGE/CNTRL DRAIN IMP			7,517.70
FUND GRAND TOTAL			25,890.19
FESTIVAL PARK LAND/STRUCT	GH2 ARCHITECTS LLC	VISION 2025 FESTIVAL PARK	6,600.00
TOTAL FESTIVAL PARK LAND/STRUCT			6,600.00
FUND GRAND TOTAL			6,600.00
SALES TAX FUND-FIRE	BAILEY EVENT CENTER, INC.	TRAINING EXPENSE	300.00
	JOHN D. HORTON	EQUIPMENT REPAIR	2,350.00
	OKLAHOMA STATE UNIVERSITY	TRAINING CLASSES	3,740.00
	NORTH AMERICA FIRE EQUIPMENT CO.	PPE	1,767.23
	NORTH AMERICA FIRE EQUIPMENT CO.	UNIFORMS	720.00
	CITY GARAGE	LABOR/OVERHEAD CHGS - OCT	1,725.91
	NORTH AMERICA FIRE EQUIPMENT CO.	PPE	602.26
	KENKOOL, INC	HVAC REPAIR	682.98
	VERIZON WIRELESS	WIRELESS CONNECTION	748.46
	FLEETCOR TECHNOLOGIES	FUELMAN EXP - SEPT, 2016	1,596.92
	BLUE ENERGY FUELS, LLC	CNG FUEL PURCH - SEPT, 20	60.31
	JPMORGAN CHASE BANK	CONRAD FIRE-EMERG LIGHT	366.12
	JPMORGAN CHASE BANK	CORNERSTONE-SUPPLIES	66.30
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	52.27
	JPMORGAN CHASE BANK	PRECISION SIGN-VEH MAINT	450.00
	JPMORGAN CHASE BANK	CONRAD FIRE-EMERG LIGHTS	646.38
	JPMORGAN CHASE BANK	CONRAD-VEHICLE PARTS	395.88
	JPMORGAN CHASE BANK	CONRAD-VEHICLE PARTS	288.12
	ONEOK, INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE	418.65
	JPMORGAN CHASE BANK	BSHIFTER-TRAINING EXPENSE	385.00
	JPMORGAN CHASE BANK	LODGING EXPENSE	267.00
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	16.05
	JPMORGAN CHASE BANK	PIKEPASS-FEES	44.40
JPMORGAN CHASE BANK	TRAVEL EXPENSE	4.29	

Claims List

10/18/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount	
SALES TAX FUND-FIRE...	JPMORGAN CHASE BANK	TRAVEL EXPENSE	19.71	
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	4.75	
	JPMORGAN CHASE BANK	LODGING EXPENSE	89.00	
	JPMORGAN CHASE BANK	STOLZ-VEHICLE MAINTENANCE	639.79	
	JPMORGAN CHASE BANK	STOLZ-RADIO/EMERG LIGHTS	1,617.70	
	JPMORGAN CHASE BANK	SHOE CARNIVAL-UNIFORM	79.99	
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	11.64	
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	13.77	
	JPMORGAN CHASE BANK	JONES OFFROAD-PARTS	1,594.98	
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	13.02	
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	51.31	
	CITY GARAGE	VEH PARTS PURCH - SEPT. 2	1,399.66	
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	15.00	
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	12.26	
	JPMORGAN CHASE BANK	LODGING EXPENSE	112.74	
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	45.14	
	JPMORGAN CHASE BANK	REASORS-OFFICE SUPPLIES	9.35	
	JPMORGAN CHASE BANK	UNITED-BAGGAGE FEE	25.00	
	JPMORGAN CHASE BANK	KEN KOOL-VEHICLE PARTS	682.98	
	JPMORGAN CHASE BANK	OK POLICE SPLY-UNIFORM	105.85	
	JPMORGAN CHASE BANK	UNITED-BAGGAGE FEE	25.00	
	JPMORGAN CHASE BANK	OVERHEAD DOOR-STAT REPAIR	973.40	
	TREASURER PETTY CASH	TRAVEL EXPENSE	215.61	
	TREASURER PETTY CASH	TRAVEL EXPENSE	209.13	
	TREASURER PETTY CASH	TRAVEL EXPENSE	214.28	
	TREASURER PETTY CASH	TRAVEL EXPENSE	235.05	
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	17.09	
	JPMORGAN CHASE BANK	UNITED ENGINES-PARTS	284.63	
	JPMORGAN CHASE BANK	WALMART-SUPPLIES	61.70	
	AT&T	LONG DISTANCE PHONE BILL	4.40	
	JPMORGAN CHASE BANK	SAMSCLUB-SUPPLIES	87.38	
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	64.09	
	JPMORGAN CHASE BANK	PROMOTIONAL TESTING EXP	26.14	
	JPMORGAN CHASE BANK	LOWES-DOOR KNOB	28.97	
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	18.98	
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	15.41	
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	13.33	
	JPMORGAN CHASE BANK	LODGING EXPENSE	293.16	
	TOTAL SALES TAX FUND-FIRE			27,025.92
	FUND GRAND TOTAL			27,025.92
SALES TAX FUND-POLICE	JPMORGAN CHASE BANK	SAFARILAND-DRUG TEST KITS	220.00	
	JPMORGAN CHASE BANK	UPS STORE-MAILING COSTS	5.35	

Claims List

10/18/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
SALES TAX FUND-POLICE...	JPMORGAN CHASE BANK	LODGING EXPENSE	202.48
	JPMORGAN CHASE BANK	AMAZON-UNIFORM ITEMS	42.95
	JPMORGAN CHASE BANK	AMAZON-LAPTOP POWER CORD	29.88
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	10.81
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	41.82
	JPMORGAN CHASE BANK	OKLA POLICE SPLY-UNIFORM	5.95
	JPMORGAN CHASE BANK	SAMSCLUB-SUPPLIES	118.04
	JPMORGAN CHASE BANK	SAMSCLUB-SUPPLIES	24.90
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	215.84
	JPMORGAN CHASE BANK	ACADEMY-SUPPLIES	55.53
	JPMORGAN CHASE BANK	AMAZON-K9 SUPPLIES	9.99
	AT&T	LONG DISTANCE PHONE BILL	30.51
	JPMORGAN CHASE BANK	ULINE-LAB SUPPLIES	121.43
	TREASURER PETTY CASH	TRAVEL EXPENSE-BELL	49.09
	TREASURER PETTY CASH	TRAVEL EXPENSE-BARNES	33.85
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	64.93
	JPMORGAN CHASE BANK	PEAVEY-LAB SUPPLIES	67.75
	JPMORGAN CHASE BANK	AUTO PRIDE-CAR WASH	5.00
	JPMORGAN CHASE BANK	AMAZON-REPLACEMENT EQUIP	379.99
	JPMORGAN CHASE BANK	BROWNELL-FIREARM SUPPLIES	111.90
	JPMORGAN CHASE BANK	USPS-MAILING COSTS	38.27
	CITY GARAGE	VEH PARTS PURCH - SEPT, 2	3,988.72
	JPMORGAN CHASE BANK	ATWOOD-K9 SUPPLIES	21.99
	JPMORGAN CHASE BANK	AMAZON-K9 SUPPLIES	39.17
	JPMORGAN CHASE BANK	GRIZZLY-FIREARM SUPPLIES	410.99
	JPMORGAN CHASE BANK	AMAZON-UNIFORM ITEMS	49.95
	JPMORGAN CHASE BANK	AMAZON-SUPPLIES	74.24
	JPMORGAN CHASE BANK	LODGING EXPENSE	337.83
	JPMORGAN CHASE BANK	AMERICAN WASTE-REFUSE	289.86
	ONEOK, INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE	122.89
	JPMORGAN CHASE BANK	STOP STICK-SUPPLIES	472.00
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	159.76
	JPMORGAN CHASE BANK	AMAZON-LAB SUPPLIES	83.95
	JPMORGAN CHASE BANK	SAMSCLUB-SUPPLIES	11.76
	JPMORGAN CHASE BANK	KUM & GO-WATER/ICE	12.50
	JPMORGAN CHASE BANK	WALMART-UNIFORM ITEMS	39.53
	BLUE ENERGY FUELS, LLC	CNG FUEL PURCH - SEPT, 20	4.39
	JPMORGAN CHASE BANK	GALLS-BALLISTIC HELMETS	7,119.09
	FLEETCOR TECHNOLOGIES	FUELMAN EXP - SEPT, 2016	6,640.37
	CITY GARAGE	LABOR/OVERHEAD CHGS - OCT	11,537.00
	EVERETT BAXTER JR FORENSICS LLC	TRAINING	495.00
	VERIZON WIRELESS	WIRELESS CONNECTION	847.75
	THOMAS ALAN HOFFMANN	MMPI ESLINGER	100.00
	THOMAS ALAN HOFFMANN	MMPI HARRIS	100.00

Claims List

10/18/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
TOTAL SALES TAX FUND-POLICE			34,845.00
FUND GRAND TOTAL			34,845.00
SALES TAX FUND-STREETS	APAC-OKLAHOMA, INC.	ASPHALT FOR POTHOLES	40.17
	TWIN CITIES READY MIX, INC	SIDEWALK REPAIR	192.00
	SIGNALTEK INC	TRAFFIC CONTROL MAINT	1,000.00
	CITY GARAGE	LABOR/OVERHEAD CHGS - OCT	2,672.50
	AEP/PSO	STREET LIGHTS	5,810.52
	BLUE ENERGY FUELS, LLC	CNG FUEL PURCH - SEPT, 20	253.36
	FLEETCOR TECHNOLOGIES	FUELMAN EXP - SEPT, 2016	495.67
	VERIZON WIRELESS	WIRELESS CONNECTION	80.02
	JPMORGAN CHASE BANK	PMSI-COLD PATCH	510.00
	TWIN CITIES READY MIX, INC	STREET REPAIR	768.00
	APAC-OKLAHOMA, INC.	ASPHALT	199.68
	JPMORGAN CHASE BANK	LOWES-FIRE EXTINGUISHER	19.97
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	52.56
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	58.51
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	52.15
	TWIN CITIES READY MIX, INC	CONCRETE	96.00
	TWIN CITIES READY MIX, INC	STREET REPAIR	720.00
	TWIN CITIES READY MIX, INC	STREET REPAIR	902.00
	TWIN CITIES READY MIX, INC	STREET REPAIR	816.00
	TWIN CITIES READY MIX, INC	CURB REPAIR	96.00
	JPMORGAN CHASE BANK	QUALITY TIRE-FLATBED TIRE	197.50
	TREASURER PETTY CASH	CDL LICENSE FEE	76.50
	JPMORGAN CHASE BANK	LOWES-VELCRO STRAPPING	56.91
	JPMORGAN CHASE BANK	HOME DEPOT-FORM SUPPLIES	123.28
	CITY GARAGE	VEH PARTS PURCH - SEPT, 2	445.45
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	43.51
	JPMORGAN CHASE BANK	GELCO-SAFETY BOOTS	152.99
	JPMORGAN CHASE BANK	LOWES-REBAR	17.50
	JPMORGAN CHASE BANK	LOWES-FORMING SUPPLIES	64.76
	JPMORGAN CHASE BANK	NORTHERN TOOL-SHOP TOOLS	244.89
	JPMORGAN CHASE BANK	LOWES-FORM SUPPLIES	102.78
	AMERICAN ELECTRIC POWER	MAIN STREET LIGHTING	1,000.00
	AMERICAN ELECTRIC POWER	SILVER CREEK LIGHTING	513.00
	VERDIGRIS VALLEY ELECTRIC COOP	CHAMPIONS STREET LIGHTING	33.13
	VERDIGRIS VALLEY ELECTRIC COOP	SECURITY LIGHT	6.02
TOTAL SALES TAX FUND-STREETS			17,913.33
FUND GRAND TOTAL			17,913.33

Claims List

10/18/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
CI - POLICE BLDG	JPMORGAN CHASE BANK	CDW GOVT-UPS POWER SYSTEM	6,508.06
TOTAL CI - POLICE BLDG			6,508.06
CI - GARN WID 96TH-106TH	RONALD D. CATES, ATTORNEY AT LAW	LEGAL SERVICES	800.00
TOTAL CI - GARN WID 96TH-106TH			800.00
106/145TH INTERSECT IMP	POE, LTD	ENGINEERING DESIGN	8,910.00
TOTAL 106/145TH INTERSECT IMP			8,910.00
FUND GRAND TOTAL			16,218.06
CITY GARAGE	JPMORGAN CHASE BANK	BUMP2BUMP-PARTS RESALE	153.45
	UNIFIRST HOLDINGS LP	UNIFORM RENTAL FEES	28.36
	UNIFIRST HOLDINGS LP	UNIFORM RENTAL FEES	28.36
	JPMORGAN CHASE BANK	BUMP2BUMP-PARTS RESALE	320.00
	JPMORGAN CHASE BANK	GOODYEAR-TIRES	780.55
	JPMORGAN CHASE BANK	MATTHEWS FORD-SERVICE	129.89
	JPMORGAN CHASE BANK	FASTENAL-SHOP SUPPLIES	39.39
	AT&T	LONG DISTANCE PHONE BILL	1.52
	JPMORGAN CHASE BANK	UNITED FORD-PARTS RESALE	376.33
	JPMORGAN CHASE BANK	UNITED FORD-TRAILER RECVR	406.47
	JPMORGAN CHASE BANK	UNITED FORD-PARTS RESALE	375.18
	JPMORGAN CHASE BANK	B & M-PARTS RESALE	1,043.28
	JPMORGAN CHASE BANK	B & M-PARTS RESALE	837.65
	JPMORGAN CHASE BANK	HELSELBEIN-BULLDOG TIRES	210.54
	JPMORGAN CHASE BANK	HELSELBEIN-TAHOE TIRES	561.64
	JPMORGAN CHASE BANK	HELSELBEIN-WHEELS	155.26
	JPMORGAN CHASE BANK	HELSELBEIN-BACKHOE TIRES	417.10
	JPMORGAN CHASE BANK	AMAZON-FUEL INJECTORS	551.84
	JPMORGAN CHASE BANK	BUMP2BUMP-PARTS RESALE	460.88
	JPMORGAN CHASE BANK	BUMP2BUMP-PARTS RESALE	85.68
	JPMORGAN CHASE BANK	CURRENT SOFTWARE-MAINT	500.00
	JPMORGAN CHASE BANK	GOODYEAR-EXPLORER TIRES	1,548.00
	ONEOK, INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE	100.45
	JPMORGAN CHASE BANK	OREILLY-SHOP SUPPLIES	100.71
	JPMORGAN CHASE BANK	OREILLY-PARTS RESALE	619.84
	JPMORGAN CHASE BANK	CLASSIC CHEV-PARTS RESALE	252.00
TOTAL CITY GARAGE			10,084.37
FUND GRAND TOTAL			10,084.37
WORKERS' COMP SELF-INS	CITY OF OWASSO IMPREST ACCOUNT	WORKERS COMP CLAIMS EXPEN	323.00

Claims List

10/18/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
WORKERS' COMP SELF-INS..	CITY OF OWASSO IMPREST ACCOUNT	WORKERS COMP CLAIMS EXPEN	323.00
TOTAL WORKERS' COMP SELF-INS			646.00
WORKERS' COMP SELF-INS	CITY OF OWASSO IMPREST ACCOUNT	WORKERS COMP CLAIMS EXPEN	3,987.05
	CITY OF OWASSO IMPREST ACCOUNT	WORKERS COMP CLAIMS EXPEN	3,862.14
	CITY OF OWASSO IMPREST ACCOUNT	WORKERS COMP CLAIMS EXPEN	2,005.37
	UNITED SAFETY & CLAIMS INC	UNITED SAFETY CLAIMS	1,658.33
	CITY OF OWASSO IMPREST ACCOUNT	WORKERS COMP CLAIMS EXPEN	5,441.25
	OK TAX COMMISSION SPECIAL TAX UNIT	MITF ASSESSMENT	7,216.61
	SAS, LLC SELECT ACTUARIAL SERVICE	ACTUARIAL ANALYSIS	3,750.00
TOTAL WORKERS' COMP SELF-INS			27,920.75
FUND GRAND TOTAL			28,566.75
GEN LIAB-PROP SELF INS	JPMORGAN CHASE BANK	SAFELITE TORT 2016-0901	260.19
TOTAL GEN LIAB-PROP SELF INS			260.19
FUND GRAND TOTAL			260.19
WELLNESS	JPMORGAN CHASE BANK	NETBRANDS-WELLNESS INIT	55.03
	PUSH PEDAL PULL, INC	MAINTENANCE AGREEMENT	1,320.00
TOTAL WELLNESS			1,375.03
FUND GRAND TOTAL			1,375.03
CITY GRAND TOTAL			\$330,844.35

Claims List Addendum
18-Oct-16

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
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Home Depot Gift Card Grant CC approved 8/5/14 (\$3,000)

Strong Neighborhoods	Home Depot Gift Card Grant	Various Supplies	\$93.81
Total Strong Neighborhoods Grant			\$93.81



TO: The Honorable Mayor and City Council
City of Owasso

FROM: Daniel Dearing
Sr. Civil Engineer

SUBJECT: Acceptance of Urban Engineering Agreement

DATE: October 14, 2016

BACKGROUND:

On May 17, 2005, the *Engineering Design Criteria, Construction Standards and Standard Details* for any and all developments, projects, and infrastructure improvements within the City of Owasso were adopted by the City Council. Documents required as a result of that adoption include two different agreements, one which must be submitted by the developer and one which must be submitted by the developer's engineer. The agreements are as follows:

ENGINEER AGREEMENT:

The agreement required to be submitted by the developer's engineer is titled "Agreement for Urban Engineering Services" (Section 0114.1(B)). This agreement requires the engineer to list all improvements associated with the proposed development, attest that all designs will be in compliance with City standards (outlined in the design criteria), pay all fees associated with the plan review, attest that he/she is a Registered Professional Engineer in the State of Oklahoma, and attest that he/she maintains Professional Liability Insurance in limits directly correlated to the cost of the project specified in the attached agreement. The liability insurance to project cost ratio schedule is as follows:

<u>Project Cost</u>	<u>Professional Liability Insurance</u>
Less than \$500,000	\$ 250,000
\$500,000 - \$1,000,000	\$ 500,000
Greater than \$1,000,000	\$1,000,000

DEVELOPER AGREEMENT:

The agreement required to be submitted by the developer is titled "Agreement Guaranteeing Installation of Improvements" (Section 0114.1(C)). This agreement requires the developer to submit engineering drawings for the proposed improvements, provide oversight of his/her construction contractor to assure compliance with the approved plans, and submit "as-built" drawings upon completion of the construction of improvements.

The Mayor's signature is required on the "Agreement for Urban Engineering Services" (Engineer Agreement), and therefore Council approval is needed.

RECOMMENDATION:

Staff recommends approval and authorization for the Mayor to execute the following "Agreement for Urban Engineering Services" (Engineers Agreements):

- Crafton Tull & Associates, Inc., for driveway entrances, sanitary sewer and storm sewer for Safelock Storage.
- Tulsa Engineering & Planning Associates., Inc., for storm sewer, sanitary sewer and streets for Keys Landing II.

ATTACHMENTS:

"Agreement for Urban Engineering Services" – Crafton Tull & Associates, Inc., for driveway entrances, sanitary sewer and storm sewer for Safelock Storage.

"Agreement for Urban Engineering Services" – Tulsa Engineering & Planning Associates, Inc., for storm sewer, sanitary sewer and streets for Keys Landing II.

AGREEMENT FOR URBAN ENGINEERING SERVICES

THIS AGREEMENT, entered into by and between the CITY OF OWASSO,
OKLAHOMA, a municipal corporation, hereinafter called "City" and
Crafton Tull & Associates, Inc. hereinafter called "Design Engineer".

WITNESSETH:

WHEREAS, the Design Engineer has been employed by the Owner/Developer/Subdivider of the herein described real property to prepare all project plans and specifications and to provide certain engineering services during the construction of the hereinafter sometimes referred to as the "Project", upon easements and rights-of-ways to be owned or controlled by the City; and

WHEREAS, the Design Engineer is desirous of obtaining the review (and approval) of the plans and specifications for said project by the City of Owasso Public Works Department; and

WHEREAS, the City is willing to review the plans and specifications prepared by the Design Engineer under the hereinafter described terms and conditions.

NOW, THEREFORE, in consideration of the foregoing and in consideration of the hereinafter set forth promises and covenants, the parties hereto mutually agree as follows, to-wit;

1. The Improvements to be designed by the Design Engineer (pursuant to this Contract)

shall generally consist of the following types of improvements

Driveway entrance, sanitary sewer and storm sewer

which shall be located on the following described tract of land:

NW/4 OF SECTION 33, TOWNSHIP 21 NORTH, RANGE 14 EAST OF THE
INDIAN MERIDIAN, TULSA COUNTY, OKLAHOMA

(Safe lock Storage)

2. The Design Engineer shall, in conformity with the provisions of the City's Standard Specifications for Urban Engineering Services, including the City's current Design Criteria, which are hereby incorporated and made a part of this Contract by reference, prepare project plans, specifications, and other engineering documents as may be necessary for the proper construction of the project improvement, and shall perform all construction layout surveys, and staking and periodic general construction supervision on the project improvements as they are constructed by the Owner and his Contractor.
3. The City shall review (and approve) the project plans, specifications, and other engineering documents for the construction of the project improvements prepared and submitted to the City by the Design Engineer.
4. The Design Engineer shall compensate the City for reviewing (and approving) plans and specifications for the project at the rate of One Hundred Dollars (\$100.00) for each plan sheet submitted (other than plan sheet Standard Drawings of the City of Owasso or of the Oklahoma Department of Transportation), except that the minimum charge for each project shall be One Hundred-fifty Dollars (\$150.00). Payment shall be due and payable upon presentation of the plans and specifications for the project for review by the City. PFPI plan review and permit fees are waived for governmental entities. No fees shall be collected by the City of Owasso on any public work or improvement

performed by or for any city, county, state, or federal governmental entity; provided however, that this exemption shall not constitute waiver of any ordinance requiring the issuance of such permits, and it shall apply only to such permits issued directly to the governmental entity involved.

5. The Design Engineer hereby covenants that he/she is a Registered Professional Engineer in the State of Oklahoma at the time of execution of this Contract, and should the Design Engineer cease to be a Registered Professional Engineer prior to completing performance of the terms and conditions of this Contract, the Design Engineer shall immediately notify the City and shall engage a Registered Professional Engineer acceptable to the City to complete performance of the promises and covenants contained herein.
6. The Design Engineer further covenants and agrees that he/she maintains and is covered by Professional Liability Insurance in limits of not less than those indicated in the following schedule:

<u>Project Cost</u>	<u>Professional Liability Insurance</u>
Less than \$500,000	\$250,000
\$500,000 - \$1,000,000	\$500,000
Greater than \$1,000,000	\$1,000,000

(Project Costs to be as defined in Section I of the attached Specifications for Urban Engineering Services) and that he/she will maintain same in continuous force and effect for a period of not less than three years from and after final acceptance of the project herein.

7. The Design Engineer further covenants and agrees to comply with Section I, Section II and Section III of the attached Standard Specifications for Urban Engineering Services and that these specifications become a part this contract.

IN TESTIMONY WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officers or representatives on the dates set for the below.

Executed by the City of Owasso, Oklahoma, on the ___ day of _____, 20__.

Executed by the Design Engineer on the 4 day of October 2016.

CITY OF OWASSO, OKLAHOMA
a municipal corporation

BY _____
Mayor

ATTEST:

City Clerk

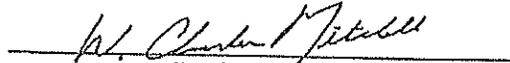
APPROVED AS TO FORM:

City Attorney

APPROVED:


Public Works Director

DESIGN ENGINEER

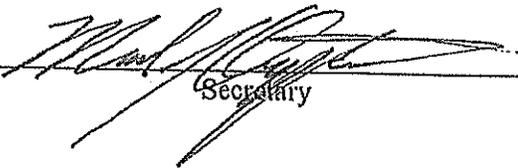


Design Engineer

BY Sr. VP

Title

ATTEST:



Secretary



CRAFT-1

OP ID: TR

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/16/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER First Western Insurance 2601 Champlons Drive Rogers, AR 72756 John Cobb		CONTACT NAME: John Cobb PHONE (A/C, No, Ext): 479-675-2400 E-MAIL ADDRESS: trodatz@fwinsurance.net FAX (A/C, No): 479-675-2987	
INSURED Crafton Tull & Associates Inc. Jim Tull 901 N 47th St. Ste 200 Rogers, AR 72756		INSURER(S) AFFORDING COVERAGE INSURER A: EMCASCO Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 21407	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD YWVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Additional Insure <input checked="" type="checkbox"/> primary/noncontri GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		4D83257	11/01/2015	11/01/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Emp Ben. \$ 1,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> Med Pay <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS		4E83257	11/01/2015	11/01/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10000		4J83267	11/01/2015	11/01/2016	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input type="checkbox"/> N N/A	4M83257 AR OK TX KS LA	11/01/2015	11/01/2016	<input type="checkbox"/> PER STATUTE <input checked="" type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Valuable Papers		4C83257	11/01/2015	11/01/2016	V Papers 150,000
A	Inland Marine		4A83257	11/01/2015	11/01/2016	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

For Proposal Only

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/22/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

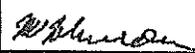
PRODUCER Greyling Ins. Brokerage/EPIC 3780 Mansell Road, Suite 370 Alpharetta, GA 30022	CONTACT NAME: Carly Underwood
	PHONE (A/C, No, Ext): 770.552.4225 FAX (A/C, No): 866.550.4082 E-MAIL ADDRESS: carly.underwood@greyling.com
INSURED Crafton, Tull & Associates, Inc. 901 N 47th Street Suite 200 Rogers, AR 72756	INSURER(S) AFFORDING COVERAGE NAIC #
	INSURER A: Continental Casualty Company 20443
	INSURER B:
	INSURER C:
	INSURER D:
	INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: 15-16 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability			AEH288254422	10/30/2015	10/30/2016	Per Claim \$5,000,000 Aggregate \$5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER For Proposal Only TBD, GA TBD	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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AGREEMENT FOR URBAN ENGINEERING SERVICES

THIS AGREEMENT, entered into by and between the CITY OF OWASSO,
OKLAHOMA, a municipal corporation, hereinafter called "City" and
Tulsa Engineering & Planning Assoc., Inc. hereinafter called "Design Engineer".

WITNESSETH:

WHEREAS, the Design Engineer has been employed by the Owner/Developer/Subdivider of the herein described real property to prepare all project plans and specifications and to provide certain engineering services during the construction of the hereinafter sometimes referred to as the "Project", upon easements and rights-of-ways to be owned or controlled by the City; and

WHEREAS, the Design Engineer is desirous of obtaining the review (and approval) of the plans and specifications for said project by the City of Owasso Public Works Department; and

WHEREAS, the City is willing to review the plans and specifications prepared by the Design Engineer under the hereinafter described terms and conditions.

NOW, THEREFORE, in consideration of the foregoing and in consideration of the hereinafter set forth promises and covenants, the parties hereto mutually agree as follows, to-wit;

1. The Improvements to be designed by the Design Engineer (pursuant to this Contract)

shall generally consist of the following types of improvements

Storm Sewer, Sanitary Sewer, & Street Construction

which shall be located on the following described tract of land:

Keys Landing II

2. The Design Engineer shall, in conformity with the provisions of the City's Standard Specifications for Urban Engineering Services, including the City's current Design Criteria, which are hereby incorporated and made a part of this Contract by reference, prepare project plans, specifications, and other engineering documents as may be necessary for the proper construction of the project improvement, and shall perform all construction layout surveys, and staking and periodic general construction supervision on the project improvements as they are constructed by the Owner and his Contractor.
3. The City shall review (and approve) the project plans, specifications, and other engineering documents for the construction of the project improvements prepared and submitted to the City by the Design Engineer.
4. The Design Engineer shall compensate the City for reviewing (and approving) plans and specifications for the project at the rate of One Hundred Dollars (\$100.00) for each plan sheet submitted (other than plan sheet Standard Drawings of the City of Owasso or of the Oklahoma Department of Transportation), except that the minimum charge for each project shall be One Hundred-fifty Dollars (\$150.00). Payment shall be due and payable upon presentation of the plans and specifications for the project for review by the City. PFPI plan review and permit fees are waived for governmental entities. No fees shall be collected by the City of Owasso on any public work or improvement

performed by or for any city, county, state, or federal governmental entity; provided however, that this exemption shall not constitute waiver of any ordinance requiring the issuance of such permits, and it shall apply only to such permits issued directly to the governmental entity involved.

5. The Design Engineer hereby covenants that he/she is a Registered Professional Engineer in the State of Oklahoma at the time of execution of this Contract, and should the Design Engineer cease to be a Registered Professional Engineer prior to completing performance of the terms and conditions of this Contract, the Design Engineer shall immediately notify the City and shall engage a Registered Professional Engineer acceptable to the City to complete performance of the promises and covenants contained herein.
6. The Design Engineer further covenants and agrees that he/she maintains and is covered by Professional Liability Insurance in limits of not less than those indicated in the following schedule:

<u>Project Cost</u>	<u>Professional Liability Insurance</u>
Less than \$500,000	\$250,000
\$500,000 - \$1,000,000	\$500,000
Greater than \$1,000,000	\$1,000,000

(Project Costs to be as defined in Section I of the attached Specifications for Urban Engineering Services) and that he/she will maintain same in continuous force and effect for a period of not less than three years from and after final acceptance of the project herein.

7. The Design Engineer further covenants and agrees to comply with Section I, Section II and Section III of the attached Standard Specifications for Urban Engineering Services and that these specifications become a part this contract.

IN TESTIMONY WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officers or representatives on the dates set for the below.

Executed by the City of Owasso, Oklahoma, on the ___ day of _____, 20__.

Executed by the Design Engineer on the 27th day of September 2016.

CITY OF OWASSO, OKLAHOMA
a municipal corporation

BY _____
Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

APPROVED:



Public Works Director

DESIGN ENGINEER

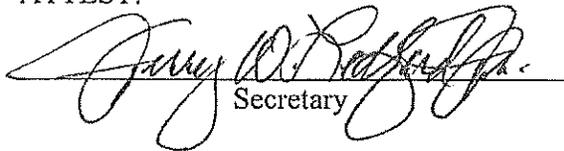


Design Engineer

BY President

Title

ATTEST:



Secretary



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/27/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER THE ARROW GROUP 2720 N. Hemlock Ct Ste A Broken Arrow, OK 74012-1111 Terry D. Cupp, CIC	CONTACT NAME: Terry D. Cupp, CIC
	PHONE (A/C, No, Ext): 918-258-6681 FAX (A/C, No): 918-251-7893
E-MAIL ADDRESS:	
INSURER(S) AFFORDING COVERAGE	
INSURER A: Valley Forge Insurance Company	NAIC # 20508
INSURER B: Continental Insurance Co.	35289
INSURER C: Continental Casualty Company	20443
INSURER D: U. S. Specialty Insurance Comp	29599
INSURER E:	
INSURER F:	

INSURED
Tulsa Engineering & Planning
Associates Inc
9820 E 41st St. S., Suite 102
Tulsa, OK 74146

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

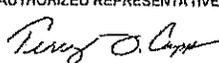
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Business Owners GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			4024362623	01/01/2016	01/01/2017	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COM/PIOP AGG \$ 4,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			4024362394	01/01/2016	01/01/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> RETENTION \$ 10000			4024365120	01/01/2016	01/01/2017	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	4024362685	01/01/2016	01/01/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Professional			USS1626936	09/04/2016	09/04/2017	Per Claim 1,000,000 Aggregate 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

TEP 14-018.00 Keys Landing II, Subdivision

CERTIFICATE HOLDER

CANCELLATION

CITY-22 City of Owasso P O Box 180 Owasso, OK 74055	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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TO: The Honorable Mayor and City Council
City of Owasso

FROM: Scott Chambless
Chief of Police

SUBJECT: Supplemental Appropriation – Cherokee Nation Donation

DATE: October 14, 2016

BACKGROUND:

Pursuant to Cherokee Nation Legislative Act 4-03, up to twenty percent (20%) but not less than five percent (5%) of funds generated by fees collected for the Cherokee Nation Motor Vehicle tags are to be made available to county and municipal law enforcement agencies within the Cherokee Nation jurisdiction.

In October of 2016, the Cherokee Nation donated \$1,600 to the police department. The funding will be utilized to support police operations.

RECOMMENDATION:

Staff recommends acceptance of the donation from the Cherokee Nation and approval of a budget amendment in the Police Department, Half-Penny Sales Tax Fund, increasing the estimated revenue and the appropriation for expenditures by \$1,600.



TO: The Honorable Mayor and City Council
City of Owasso

FROM: Scott Chambless
Chief of Police

SUBJECT: Acceptance of Department of Justice Vest Grants

DATE: October 14, 2016

BACKGROUND:

The Owasso Police Department has been awarded two grants by the Department of Justice (DOJ). The first grant is for \$8,500.89 and the second is for \$6,268.50, totaling \$14,769.39.

These grants are provided through the Bulletproof Vest Partnership Program. The program requires the purchase of DOJ approved vests. Once purchased, the department seeks reimbursement from DOJ for fifty-percent of the purchase price.

RECOMMENDATION:

Staff recommends acceptance of the DOJ grants and approval of a budget amendment in the Police Department, General Fund, increasing the estimated revenue and the appropriation for expenditures by \$14,769.



TO: The Honorable Mayor and City Council
City of Owasso

FROM: Scott Chambless
Chief of Police- Owasso Police Department

SUBJECT: 2017 Oklahoma Highway Safety Office Grant

DATE: October 14, 2016

BACKGROUND:

In February of 2016, the Owasso Police Department applied for grant funding through the "2017 Highway Safety Office Grant." This grant is made available by the Oklahoma Highway Safety Office (OHSO). The purpose of the grant is to provide Oklahoma law enforcement agencies with resources to reduce the number of injury/fatality collisions in Oklahoma.

OHSO notified staff that \$63,000 has been awarded to the police department. OHSO designated this funding for overtime that is to be directed towards general traffic enforcement. Partnering with OHSO to reduce collisions is consistent with department's objective to reduce traffic related fatalities and injuries.

GRANT FUNDING:

There is no match requirement for the grant award; however, the police department will be responsible for fuel and maintenance costs for police vehicles used during grant overtime traffic patrols. The grant is funded using a cost reimbursement concept. The police department will expend monies through its existing budget and then claim reimbursement from OHSO. In order to receive grant funding, the City of Owasso must enter into a contract with OHSO and provide resources to manage the grant.

RECOMMENDATION:

Staff recommends City Council acceptance of the 2017 Highway Safety Grant, authorization for the City Manager to execute the contract with the Oklahoma Highway Safety Office, and approval of a budget amendment in the Police Department, General Fund, increasing the estimated revenue and the appropriation for expenditures by \$63,000.

ATTACHMENT:

Oklahoma Highway Safety Office Contract

Grant Agreement Summary – Part 1

Title of Contract: Owasso Speed Enforcement

OHSO Project Number: SE-17-03-08-12

Award Amount: \$62,000.00

CFDA Number: 20.6000000

FAIN

Number: 18X9204020OK17

OHSO Project Number:

Award Amount:

CFDA Number:

FAIN Number:

TOTAL AWARD: \$62,000.00

Project Period: Oct 01, 2016 – Sep 30, 2017

Primary Program Area: Speed Abatement

Organization: Owasso Police Department

Address: 111 North Main Street

City: Owasso

State: OK

Zip: 74055

FEI Number: 73-6069613

DUNS Number: 958056590

Project Director: Tracy Townsend

Title: Captain

Phone Number: (918) 376-1569

Fax Number: (918) 376-1589

Project Goals:

Decrease the number of speed-related KAB crashes in the city of Owasso from 11 in 2014 to 8 in 2017 (OHSO Crash Facts).

Decrease the number of persons with KAB injuries in the city of Owasso from 10 in 2014 to 7 in 2017 (OHSO Crash Facts).

Decrease the number of alcohol-related KAB crashes in the city of Owasso from 8 in 2014 to 5 in 2017 (OHSO Crash Facts).

Problem Identification:

Owasso's current population is approximately 31,000 people. Growth in retail/restaurant business, schools and hospitals has resulted in additional traffic congestion and motor vehicle crashes. This growth continues to increase non-resident traffic which contributes to a strain on Owasso PD's resources. According to data from the Oklahoma Highway Safety Office, in 2014 the City of Owasso ranked 14th in the state for total KAB crashes, 14th in unsafe speed KAB crashes, and 10th for alcohol-related KAB crashes. In 2014, there were 8 alcohol-related KAB crashes within the city of Owasso, 11 unsafe speed KAB crashes, and 80 KAB crashes.

Project Description:

The Owasso Police Department will conduct enforcement and educational activities in support of State and National goals to reduce the incidence of unsafe speed and impaired driving violations in their community. This will be accomplished through enhanced enforcement efforts using officers working in an overtime capacity to identify impaired driving, occupant protection, and speed related violations. The Project Director will utilize all data and reference sources available to identify those times and locations having a significant crash rate involving unsafe speed, including but not limited to crash reports, arrest records, and public complaints. Officers will dedicate 45% of all grant hours to work speed related high visibility enforcement and saturation patrols in the identified areas located in the city of Owasso. In the high visibility enforcement model, officers focus on drivers who commit common aggressive driving actions such as speed, following too closely, and running red lights. Enforcement will be publicized using public information and education events conducted to inform the public of traffic safety issues and related events occurring in the city.

As a secondary objective, the Owasso Police Department will conduct overtime seat belt high visibility enforcement efforts, with particular emphasis on statewide seat belt mobilization efforts. Approximately 30% of all grant hours worked will be utilized for dedicated occupant protection efforts, with at least 10% of the OP hours being used during nighttime enforcement activities.

The Owasso Police Department will also conduct overtime impaired driving HVE enforcement efforts, with particular emphasis on statewide impaired driving mobilization efforts. The Owasso Police Department will dedicate approximately 25% of all grant hours

Grant Agreement Summary – Part 1

worked for impaired driving enforcement efforts. The Owasso Police Department will be assigned to work HVE and saturation patrols in identified areas within the city of Owasso. Activity will also be directed toward the two designated statewide impaired driving mobilizations occurring around Labor Day in September and the holiday period in the month of December.

The Owasso Police Department will employ the following evidence-based strategies in conducting grant related activities:

- 1) High Visibility Enforcement
- 2) High Visibility Saturation Patrols
- 3) Integrated Enforcement
- 4) Short-term, High Visibility Seat Belt Law Enforcement

This grant is subject to the terms and conditions set forth in the Pre-Application guidelines and any modifications agreed to during negotiation and reflected in the Award Documents, or by Contract Change Order hereafter, including; Part I–Grant Agreement Summary; Budget Summary; Budget Detail; Activity/Milestones; General Provisions – Part II; Specific Agreements – Part III; and Certification pages.

In addition, the grantee agrees to the following:

- 1. If the grantee is a law enforcement agency, the grantee agrees to participate in and support NHTSA's national goals and law enforcement mobilizations ("Click It or Ticket" and "Drive Sober or Get Pulled Over"), including submitting both pre and post reports through the OHSO online Mobilization Reporting System.
- 2. At the end of the project year and no later than November 1, the Project Director will submit the End of Year Project Summary Report outlining the project accomplishments and whether the project goal(s) was met.

In accordance with OMB Circular A-133, the Oklahoma Highway Safety Office (OHSO) is required to supply each grantee with pertinent information regarding the grant awarded. The Oklahoma Highway Safety Office (OHSO) is a pass-through agency for federal funds provided by the U.S. Dept of Transportation, National Highway Traffic Safety Administration (NHTSA).

On the chart below, locate the "Start of Project Number" for each grant awarded to obtain the information your agency's financial department will need for Federal/State reporting purposes.

Start of Project Number	Program Area	CFDA No.	Award Name	Section No.
AL	Alcohol	20.6000000	State and Community Highway Safety	402
DE	Driver Education	20.6000000	State and Community Highway Safety	402
MC	Motorcycle Safety	20.6000000	State and Community Highway Safety	402
OP	Occupant Protection	20.6000000	State and Community Highway Safety	402
PS	Pedestrian Safety	20.6000000	State and Community Highway Safety	402
PT	Police Traffic Services	20.6000000	State and Community Highway Safety	402
RH	Railroad/Highway Crossings	20.6000000	State and Community Highway Safety	402
SE	Speed Enforcement	20.6000000	State and Community Highway Safety	402
TR	Traffic Records	20.6000000	State and Community Highway Safety	402

Grant Agreement Summary – Part 1

164AL	164 Transfer Funds	20.6080000	Minimum Penalties for Repeat Offender for Driving While Intoxicated	164
M2	MAP 21 405b OP Low	20.6160000	Occupant Protection	405b
M3	MAP 21 405c Data Program	20.6160000	State Traffic Safety Information Systems Improvements	405c
M5	MAP 21 405d Impaired Driving Mid	20.6160000	Impaired Driving Countermeasures	405d
M9	MAP 21 405f Motorcycle Programs	20.6160000	Motorcyclist Safety	405f

Budget Summary Projections

Cost Category Items	1st Quarter			2nd Quarter		
	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.
I. Personnel						
A. Salaries	\$5,043.00	\$5,043.00	\$5,043.00	\$5,043.00	\$5,043.00	\$5,043.00
B. Benefits	\$123.00	\$123.00	\$123.00	\$123.00	\$123.00	\$124.00
II. Travel						
A. In-State Travel	\$0	\$0	\$0	\$0	\$0	\$0
B. Out-of-State Travel	\$0	\$0	\$0	\$0	\$0	\$0
III. Operating Costs						
IV. Contractual Costs	\$0	\$0	\$0	\$0	\$0	\$0
V. Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Monthly Total	\$5,166.00	\$5,166.00	\$5,166.00	\$5,166.00	\$5,166.00	\$5,167.00

	3rd Quarter			4th Quarter			Annual Total
	Apr	May	Jun	Jul	Aug	Sep	
I. Personnel							
A. Salaries	\$5,043.00	\$5,043.00	\$5,043.00	\$5,043.00	\$5,043.00	\$5,044.00	\$60,517.00
B. Benefits	\$124.00	\$124.00	\$124.00	\$124.00	\$124.00	\$124.00	\$1,483.00
II. Travel							
A. In-State Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
B. Out-of-State Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
III. Operating Costs							
IV. Contractual Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
V. Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Monthly Total	\$5,167.00	\$5,167.00	\$5,167.00	\$5,167.00	\$5,167.00	\$5,168.00	\$62,000.00

Budget Detail Projections

Cost Category Item: I.A. 1		Project Number: SE-17-03-08-12				
Description: Salary for overtime enforcement (rate not to exceed 1.5 times regular hourly rate unless contractually required and pre-approved by OHSO).						
OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual
\$5,043.00	\$5,043.00	\$5,043.00	\$5,043.00	\$5,043.00	\$5,043.00	\$30,258.00
APR	MAY	JUN	JUL	AUG	SEP	ANNUAL
\$5,043.00	\$5,043.00	\$5,043.00	\$5,043.00	\$5,043.00	\$5,044.00	\$60,517.00

Cost Category Item: I.B. 1		Project Number: SE-17-03-08-12				
Description: Benefits for overtime enforcement (rate not to exceed 7.65% unless contractually required and pre-approved by OHSO).						
OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual
\$123.00	\$123.00	\$123.00	\$123.00	\$123.00	\$124.00	\$739.00
APR	MAY	JUN	JUL	AUG	SEP	ANNUAL
\$124.00	\$124.00	\$124.00	\$124.00	\$124.00	\$124.00	\$1,483.00

Cost Category Item:		Project Number:				
Description:						
OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual
						\$0
APR	MAY	JUN	JUL	AUG	SEP	ANNUAL
						\$0

Cost Category Item:		Project Number:				
Description:						
OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual
						\$0
APR	MAY	JUN	JUL	AUG	SEP	ANNUAL
						\$0

Cost Category Item:		Project Number:				
Description:						
OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual
						\$0
APR	MAY	JUN	JUL	AUG	SEP	ANNUAL
						\$0

Budget Detail Projections

Cost Category Item:		Project Number:				
Description:						
OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual
						\$0
APR	MAY	JUN	JUL	AUG	SEP	ANNUAL
						\$0

Cost Category Item:		Project Number:				
Description:						
OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual
						\$0
APR	MAY	JUN	JUL	AUG	SEP	ANNUAL
						\$0

Cost Category Item:		Project Number:				
Description:						
OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual
						\$0
APR	MAY	JUN	JUL	AUG	SEP	ANNUAL
						\$0

Cost Category Item:		Project Number:				
Description:						
OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual
						\$0
APR	MAY	JUN	JUL	AUG	SEP	ANNUAL
						\$0

Cost Category Item:		Project Number:				
Description:						
OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual
						\$0
APR	MAY	JUN	JUL	AUG	SEP	ANNUAL
						\$0

Budget Detail Projections

**** SECTION 2 ****

Cost Category Item:		Project Number:				
Description:						
OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual
						\$0
APR	MAY	JUN	JUL	AUG	SEP	ANNUAL
						\$0

Cost Category Item:		Project Number:				
Description:						
OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual
						\$0
APR	MAY	JUN	JUL	AUG	SEP	ANNUAL
						\$0

Cost Category Item:		Project Number:				
Description:						
OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual
						\$0
APR	MAY	JUN	JUL	AUG	SEP	ANNUAL
						\$0

Cost Category Item:		Project Number:				
Description:						
OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual
						\$0
APR	MAY	JUN	JUL	AUG	SEP	ANNUAL
						\$0

Cost Category Item:		Project Number:				
Description:						
OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual
						\$0
APR	MAY	JUN	JUL	AUG	SEP	ANNUAL
						\$0

Budget Detail Projections

Cost Category Item:		Project Number:				
Description:						
OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual
						\$0
APR	MAY	JUN	JUL	AUG	SEP	ANNUAL
						\$0

Cost Category Item:		Project Number:				
Description:						
OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual
						\$0
APR	MAY	JUN	JUL	AUG	SEP	ANNUAL
						\$0

Cost Category Item:		Project Number:				
Description:						
OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual
						\$0
APR	MAY	JUN	JUL	AUG	SEP	ANNUAL
						\$0

Cost Category Item:		Project Number:				
Description:						
OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual
						\$0
APR	MAY	JUN	JUL	AUG	SEP	ANNUAL
						\$0

Cost Category Item:		Project Number:				
Description:						
OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual
						\$0
APR	MAY	JUN	JUL	AUG	SEP	ANNUAL
						\$0

Activity/Milestones Projections

MILESTONE PROJECTIONS

Activity #	Project #	Description	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			Total
			Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug	Sep	
1	SE-17-03-08-12	Hours of speed enforcement worked (based on OT rate of \$43/hour).	54	54	54	54	54	54	38	54	54	54	54	54	633
2	SE-17-03-08-12	Number of speed contacts made (target is 2 speed contacts per hour).	108	108	108	8	108	108	78	108	108	108	108	108	1166
3	SE-17-03-08-12	Number of other written contacts/arrests (do not include any speed contacts reported in the above milestone).													0
4	SE-17-03-08-12	Hours of OP enforcement worked (based on OT rate of \$43/hour).	33	33	33	33	33	33	59	33	33	33	33	33	422
5	SE-17-03-08-12	Number of nighttime OP enforcement hours worked (based on 10% of the hours in the above milestone).	3	3	3	3	3	3	6	3	3	4	4	4	42
6	SE-17-03-08-12	Number of OP contacts made (target is 2 speed contacts per hour).	66	66	66	66	66	66	118	66	66	66	66	66	844
7	SE-17-03-08-12	Number of other written contacts/arrests (do not include any OP contacts reported in the above milestone).													0
8	SE-17-03-08-12	Hours of overtime impaired enforcement worked (based on OT rate of \$43/hour).	25	30	40	25	25	25	25	25	25	27	40	40	352
9	SE-17-03-08-12	Number of DUI/DWI/APC arrests made (target is 1 arrest every 12 hours).	2	3	3	2	2	2	2	2	2	2	3	3	28
10	SE-17-03-08-12	Number of other written contacts/arrests (do not include any DUI/DWI/APC arrests reported in the above milestone).													0
11	SE-17-03-08-12	Number of PI&E activities conducted (target is 1 PI&E activity conducted per month).	1	1	1	1	1	1	1	1	1	1	1	1	12
															0
															0
															0
															0

General Provisions - Part II

REGULATIONS AND DIRECTIVES

The Grantee, its assignee(s), successor(s) in interest, subcontractor(s), supplier(s), or anyone who is a recipient of financial assistance through this grant shall agree to all applicable provisions of the following; however, nothing here should be interpreted to limit the requirements to comply with regulations and directives not included in this list:

1. Grantee agrees to implement the project in accordance with federal statutes, local statutes and regulations, as well as the policies and procedures established by the Oklahoma Highway Safety Office .

2. The State highway safety agency will comply with all Federal statutes and implementing regulations relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352), which prohibits discrimination on the basis of race, color or national origin (and 49 CFR Part 21); (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683 and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), and the Americans with Disabilities Act of 1990 (Pub. L. 101-336), as amended (42 U.S.C. 12101, et seq.), which prohibits discrimination on the basis of disabilities (and 49 CFR Part 27); (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. 6101-6107), which prohibits discrimination on the basis of age; (e) the Civil Rights Restoration Act of 1987 (Pub. L. 100-259), which requires Federal-aid recipients and all subrecipients to prevent discrimination and ensure nondiscrimination in all of their programs and activities; (f) the Drug Abuse Office and Treatment Act of 1972 (Pub. L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (g) the comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (Pub. L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (h) Sections 523 and 527 of the Public Health Service Act of 1912, as amended (42 U.S.C. 290dd-3 and 290ee-3), relating to confidentiality of alcohol and drug abuse patient records; (i) Title VIII of the Civil Rights Act of 1968, as amended (42 U.S.C. 3601, et seq.), relating to nondiscrimination in the sale, rental or financing of housing; (j) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (k) the requirements of any other nondiscrimination statute(s) which may apply to the application.

3. Hatch Act (Political Activity), 5 U.S.C. Sections 1501-1508 and 5 CFR Part 151.

4. Buy America Act, 23 U.S.C. 101.

5. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions :
 - (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

 - (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

6. Certification Regarding Federal Lobbying; Certification for Contracts, Grant, Loans, and Cooperative Agreements. The undersigned certifies, to the best of his or her knowledge and belief, that:
 - (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence any officer or employee of any agency , a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.

 - (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for the influencing or

attempting to influence any officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) Then undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, sub-grants, and contracts under grant, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

- Restriction on State Lobbying; None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any state or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

7. Equipment Purchased with Highway Safety Funds

- A copy of the Grantee's purchasing and inventory policies must be submitted to OHSO prior to the purchase of equipment approved in the grant award

- Ownership of equipment purchased is vested in the Grantee, who must use the property only for the authorized purpose of this project (49 CFR, Part 18 (Common Rule))
- Equipment must be entered into, and tracked through, the Grantee's inventory system and the OHSO inventory
- Equipment maintenance and liability coverage are the Grantee's responsibility
- Grantee shall not remove, transfer, or dispose of the property without prior written approval from OHSO
- If equipment is lost or stolen, the OHSO must be notified immediately, in writing, accompanied by a police report

To dispose of ANY equipment, the Grantee MUST:

- (1) Write a letter of request to OHSO;
- (2) State how the disposal will occur (auction, transfer, etc.) and/or provide three (3) appraisals;
- (3) Maintain equipment until Grantee receives letter of approval;
- (4) Return Equipment to OHSO.

Nothing herein contained shall be construed as incurring for the Grantor Agency any liability for Workmen's Compensation, F.I.C.A., Withholding Tax, Unemployment Compensation, or any other payment which is not a part of this contract.

Instructions for Lower Tier Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

-
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
 4. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meanings set out in the Definition and Coverage sections of 49 CFR Part 29. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.
 5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily exclude from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
 6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions. (See below)
 7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Non-procurement Programs.
 8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
 9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transactions:

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Specific Agreements - Part III

Grantee shall adopt (if none presently exists) and enforce a safety belt use policy requiring all employees and others riding in Grantee vehicles and/or on Grantee business to use safety belts in accordance with State law.

Regular compensation and/or overtime compensation provided in this grant award will be paid in accordance with established policies and regulations of your entity. Any deviation from the established policies and regulations must be specifically addressed in the written grant award.

Grantee shall verify that any officer using a grant purchased radar or grant purchased video camera has received training in the proper use of the equipment.

Grantee shall encourage all law enforcement officers participating in impaired driving enforcement programs to obtain certification in NHTSA sanctioned Standard Field Sobriety Test (SFST) procedures

Grantee shall submit monthly activity and reimbursement reports (including all appropriate documentation) to OHSO. Reports shall be submitted within 30 days of the end of the reporting month. Failure to comply with this 30-day limit may result in denial of the reimbursement claim.

Reports should include, as a minimum, the following:

1. Project Director's Report.
2. Budget Summary (include all cumulative year-to-date information).
3. Budget Details (include all cumulative year-to-date information).
4. Activity Milestones (include all cumulative year-to-date information).
5. Financial documentation for the current report (time sheets, payroll documents, invoices, purchase orders, and/or other appropriate verification of expenditures).
6. Activity documentation for the current report (include information on all projected activities whether completed or not, and any additional activities that were conducted; an explanation should be provided for any activities not completed).
7. Any additional, pertinent information to the project for the current reporting period.

In accordance with 2 CFR 200, the Oklahoma Highway Safety Office (OHSO) is required to supply each grantee with pertinent information regarding the grant awarded. The Oklahoma Highway Safety Office (OHSO) is a pass-through agency for federal funds provided by the U.S. Dept of Transportation, National Highway Traffic Safety Administrations (NHTSA). Other pertinent information can be found on the Grant Agreement Summary – Part 1 page of the Award Documents providing the Grantee with information the agency's financial department will need for Federal/State reporting purposes. A Grantee's agency may be subject to audit under 2 CFR 200. Unless other arrangements are made, any required audit cost is the responsibility of the Grantee.

Any activities or cost items not specifically addressed in this agreement or any revisions to the items which are included in the agreement must be approved, in writing, by the OHSO Director/ Governor's Representative or designee before they will be considered eligible activities and/or cost items. (For example, any out-of-state travel expenses not specifically identified in one's agreement require prior written permission from the OHSO Director/Governor's Representative or designee or the costs will not be reimbursed.)

These "Specific Agreement" topics have been provided in an effort to assist grantees. This is not in any way a complete list of all requirements. Any questions and/or concerns not addressed here or in other areas of this grant agreement should be directed to the OHSO Program Manager assigned responsibility for oversight of this project.

The continuation of this project is contingent on the availability and receipt by OHSO of Federal Funds.

As the Authorizing Official, I certify that all data in this application is true and correct. The application and proposed agreement have been reviewed and authorized by the governing body of the applicant agency. The typed name, in lieu of a signature, represents this agency's legal acceptance of the terms of this proposal and a statement of veracity of the representations made in this application.

Printed Name of Chief Executive Officer:

Title:

Date:

NOTE: The Authorizing Official is the person with official signature authority to make financial and programmatic commitments on behalf of the applicant agency. The Authorizing Official must be a state agency head, mayor, city manager, chairperson of the County Commission or an authorized tribal leader. The Chief of Police or Sheriff is not generally an authorized signatory.

Signature: _____



TO: The Honorable Mayor and City Council
City of Owasso

FROM: Jeff Atchison
Human Resources Risk Management

SUBJECT: Property-Casualty Insurance Renewal

DATE: October 14, 2016

BACKGROUND:

Each year the City's property-casualty insurance coverage renews on November 1. Similar to homeowners insurance the City's property-casualty insurance provides coverage for City property, including non-building items, such as water towers, lift stations, traffic lights, and parks. Property-casualty insurance is funded through the General Liability-Property Self-Insurance Fund, and funding is included in the FY 2017 budget.

Notification was received at the beginning of the renewal process that the City's current carrier Allianz would only be providing a quote to cover buildings and contents and would not continue covering the non-building items. The City's agent of record, Moe Hogan with Rich & Cartmill, began soliciting additional quotes. The quotes are based on a total valuation of \$72,355,527, of which \$48,093,502 is in buildings, \$18,915,910 non-buildings items, and \$5,346,115 in contents.

COMMENTS:

The current cost of coverage is \$75,708 with a \$100,000 deductible for wind and hail and a \$25,000 deductible for all other claims. Of the carriers Moe Hogan contacted, several either did not respond or declined to provide a quote. Carriers who declined or did not respond were: Travelers, Chubb, CNA, Hartford, Britf, Arrowhead, Axis, Arch, and Validus.

Other carriers offered to cover a portion of the property under a primary policy leaving a balance to be covered through an excess policy. Those carriers were: Navigators, Lexington, AWAC, V3London, and Partner Re. Several of the carriers were only willing to carry excess coverage over the initial primary layer, those insurers were: One Beacon, Scottsdale, RSUI, Commonwealth.

Initially, AMRISC was the only carrier to provide a quote to cover the entire property schedule without either a primary or excess layer. The AMRISC quote also included extra expense insurance for all buildings and business income insurance for the golf course, for a premium of \$157,650. This reflects an increase in the rate of coverage from twelve cents per \$100 dollars of coverage to twenty cents per \$100 of coverage.

Recently Moe Hogan provided another quote from AXIS Surplus Insurance Company for \$123,490 but with a reduction in earthquake and flood coverage from \$10,000,000 to \$5,000,000 in addition to a higher deductible.

In an effort to avoid a significant increase in the cost of property coverage, staff contacted Oklahoma Municipal Assurance Group (OMAG). OMAG is a provider of general liability, auto, workers' compensation, property, and risk management services for Oklahoma cities and towns. OMAG provided a quote for \$109,130, which includes coverage for all buildings, non-buildings and contents with a \$25,000 deductible. Any earth movement damage in excess of \$1,000,000 will require an additional \$100,000 deductible. The OMAG proposal increases earth movement coverage from \$10,000,000 to \$11,000,000 as well as adds \$250,000 business income insurance.

Staff is currently in the process of reviewing non-building properties to determine if there are any items that should not be included as a part of the property coverage. Any items removed from the property coverage would reduce the premium calculation. Therefore, staff is requesting approval of a not to exceed amount, which would give authorization to enter into a contract for a lesser amount should there be a reduction in the property schedule.

RECOMMENDATION:

Staff recommends approval and authorization for the City Manager to execute a contract for property-casualty insurance coverage with the Oklahoma Municipal Assurance Group in an amount not to exceed \$109,130 and authorization for payment.



TO: The Honorable Mayor and City Council
City of Owasso

FROM: Jeff Atchison
Human Resources Risk Management

SUBJECT: Excess Workers' Compensation Coverage

DATE: October 14, 2016

BACKGROUND:

The City is self-insured for workers' compensation. As a result, all costs associated with an employee's on-the-job injury are paid by the City through the Workers' Comp fund, up to the established specific retention limit, or excess coverage limit. The Workers' Comp Excess coverage renews annually on October 26 and is calculated at a rate per \$100 of payroll. Specific Excess Workers' Compensation insurance is funded through the Workers' Compensation Self-Insurance fund. The FY 2017 budget includes funding for the proposed renewal.

COMMENTS:

The cost of the current year's coverage is \$65,296. The City's Agent of Record, Moe Hogan with Rich & Cartmill, received a renewal quote through the current carrier, Midlands Management Corporation, for \$62,412. The decrease in premium is a result of Midlands increasing the specific retention limit for police and fire personnel from \$750,000 to \$1,000,000, continuing the specific retention of \$750,000 for all other employees. This increases the City's liability limit to \$1,000,000 for police and fire personnel, while continuing the \$750,000 limit for non-police and fire employees.

Execution of a contract with New York Marine & General/Midlands Management for Specific Excess Workers' Compensation Insurance in the amount of \$62,412 requires Council approval.

RECOMMENDATION:

Staff recommends authorization for the City Manager to execute a contract with New York Marine & General/Midlands Management, and authorization for payment, in the amount of \$62,412, for Specific Excess Workers' Compensation Insurance.



TO: Honorable Mayor and Owasso City Council
 City of Owasso

FROM: Bronce L. Stephenson, MPA
 Director of Community Development

SUBJECT: Final Plat – Carrington Pointe II

DATE: October 14, 2016

BACKGROUND:

The City of Owasso received an application for review and approval of a Final Plat for Carrington Pointe II. The property is located south of the existing Carrington Pointe development approximately ½ mile south of the N 7500 E block of E 86th St N. This phase of will be the final phase of the Carrington Pointe development.

SURROUNDING ZONING:

Direction	Zoning	Use	Land Use Plan	Jurisdiction
North	RS-3 (Small lot single-family residential)	Residential	Residential	City of Owasso
South	AG (Agriculture)	Undeveloped	Residential	Tulsa County
East	AG (Agriculture)	Undeveloped	Residential	Tulsa County
West	AG (Agriculture)	Undeveloped	Residential	Tulsa County

SUBJECT PROPERTY/PROJECT DATA:

Property Size	23.53 acres
Current Zoning	RS-3
Proposed Use	Single-family residential
Lots/Blocks	93 lots in 8 blocks
Number of Reserve Areas	N/A
Within PUD?	None
Within Overlay District?	None
Water Provider	Washington County Rural Water District #3
Applicable Paybacks/Fees	-Storm siren fee of \$35/acre -Barnes Elementary Payback Area of \$80/acre -Ranch Creek Sewer Service Assessment Area of

	\$610.33/acre
Streets (public or private)	Public Streets

ANALYSIS:

The Final Plat for Carrington Pointe II will add 93 lots to the existing Carrington Pointe development and bring the neighborhood total lot count to 279. New public streets and infrastructure will be built with this phase of the development. Stormwater will be handled by a detention area that was platted with Carrington Pointe I.

Perimeter and interior utility easements will provide utility companies adequate access to provide service and maintain service to the lots within the proposed development. Any development that occurs on the subject property must adhere to all subdivision, zoning, and engineering requirements including but not limited to paved streets, landscaping, and sidewalks. The City of Owasso will provide Police, Fire, EMS and sanitary sewer service, with water provided by Washington County Rural Water District #3.

PLANNING COMMISSION:

The Planning Commission reviewed the final plat for Carrington Pointe II at their regularly scheduled meeting on October 10, 2016, voting unanimously to recommend approval.

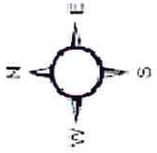
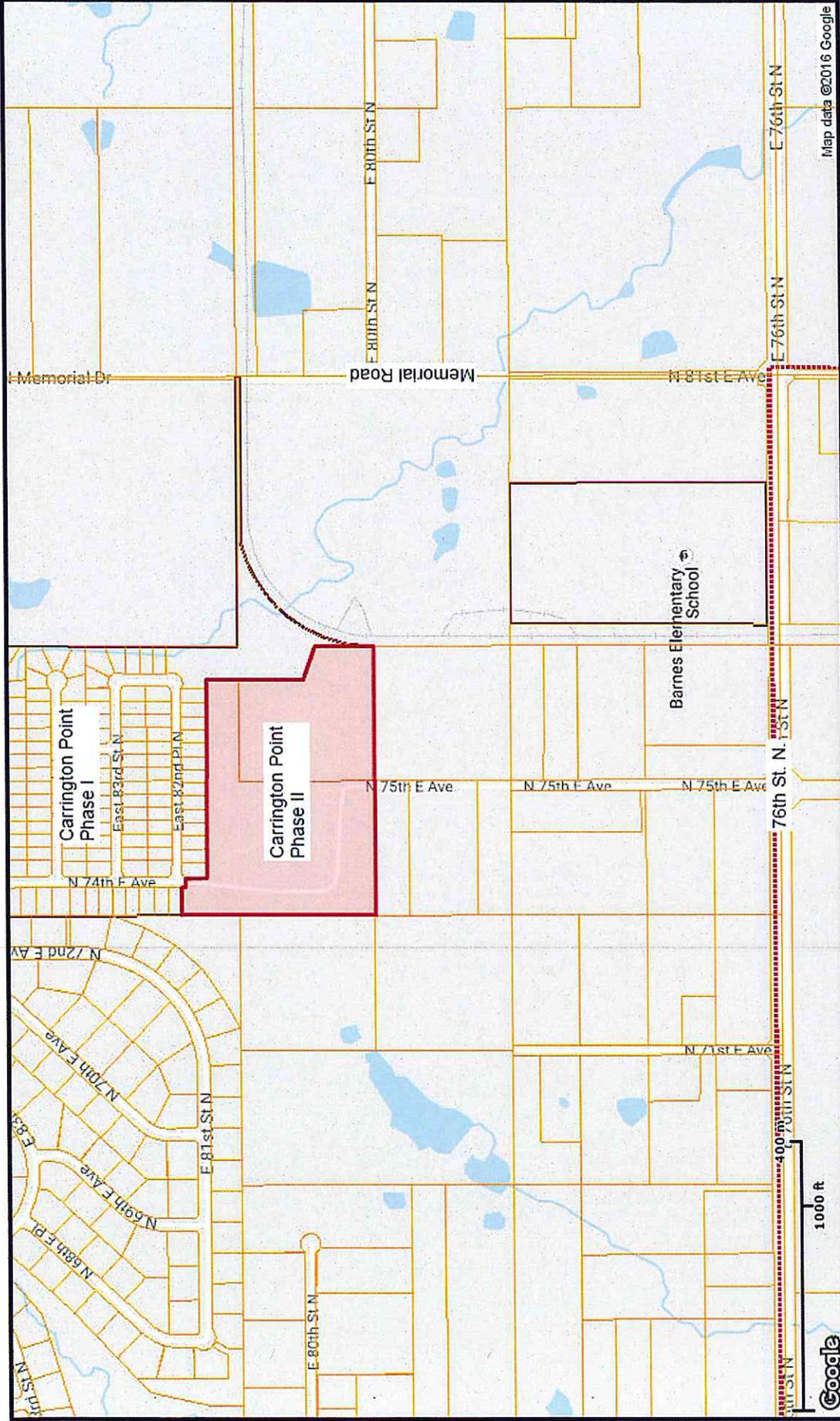
RECOMMENDATION:

Staff recommends approval of the Final Plat for Carrington Pointe II.

ATTACHMENTS:

- Area Map
- Aerial Map
- Final Plat for Carrington Pointe II

Carrington Point II



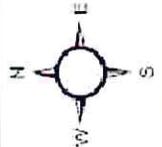
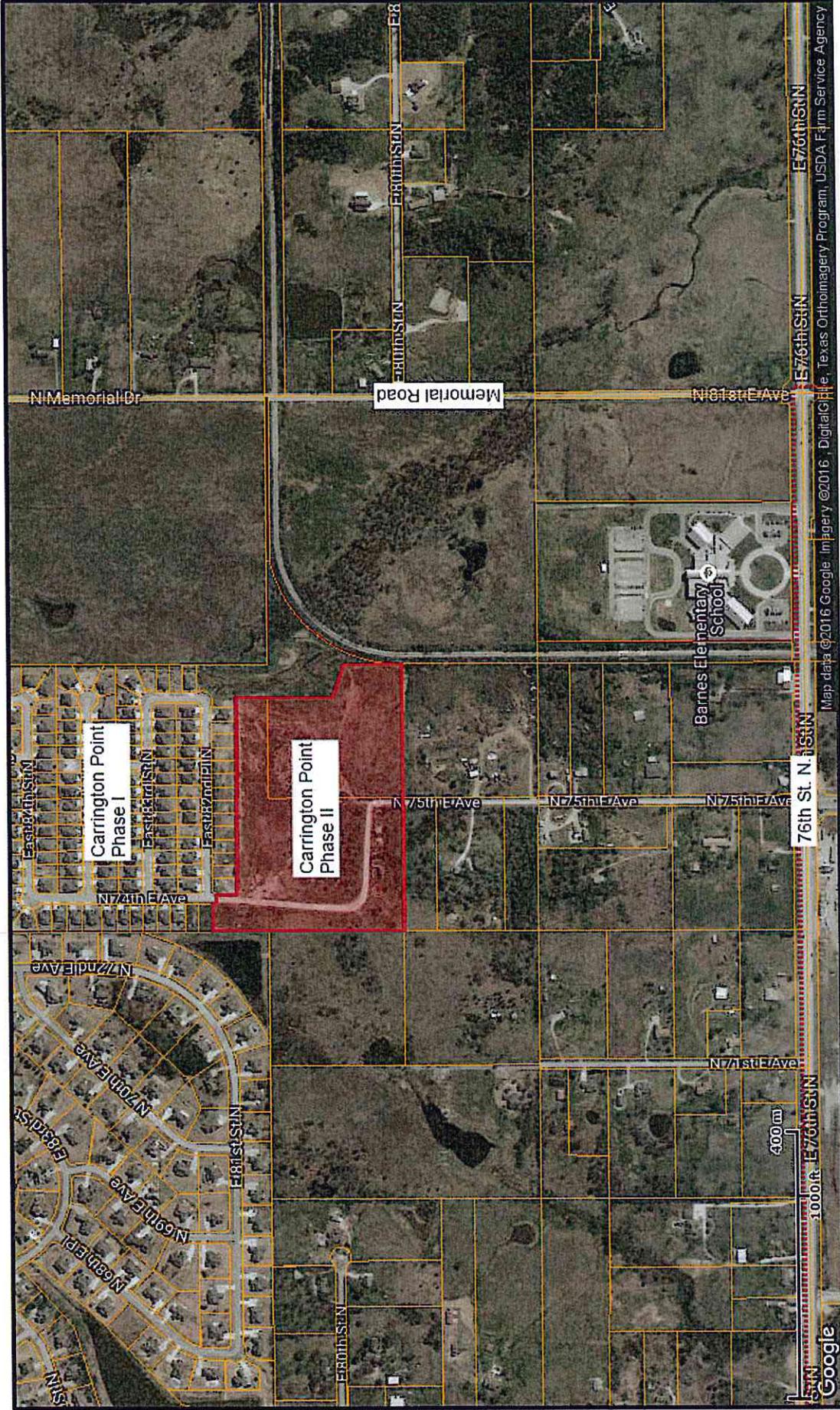
08/29/2016

Final Plat

1" = 752 ft

This map represents a visual display of related geographic information. Data provided hereon is not a guarantee of actual field conditions. To be sure of complete accuracy, please contact Owasso Public Staff for the most up-to-date information.

Final Plat



08/29/2016

Carrington Pt.
Phase II

1" = 752 ft

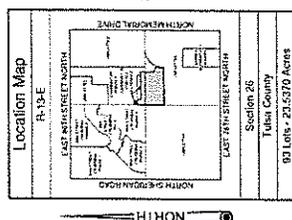
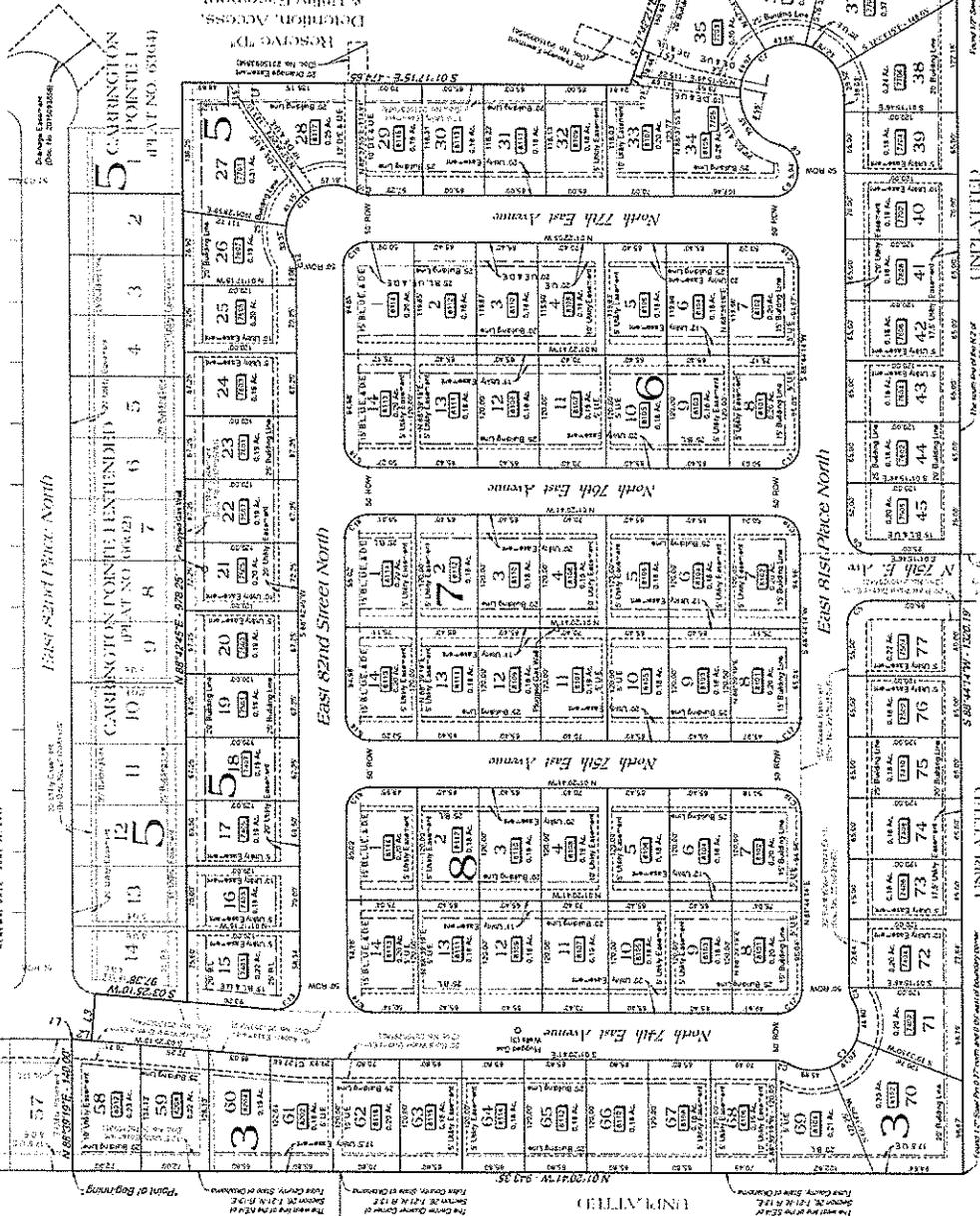
This map represents a visual display of related geographic information. Data provided hereon is not a guarantee of actual field conditions. To be sure of complete accuracy, please contact Owasso Public staff for the most up-to-date information.

ENGINEER / SURVEYOR
Tulsa Engineering & Planning Associates, Inc.
 9000 East 41st Street South, Suite 102
 Tulsa, Oklahoma 74148
 918.252.9631
 LICENSED PROFESSIONAL ENGINEER AND SURVEYOR
 LICENSE NO. 10001 AND 10002

Carrington Pointe II

DEVELOPER
Carrington Pointe Development, L.L.C.
 407 South Main Street
 Tulsa, Oklahoma 74104
 918.587.2525

A subdivision in the City of Okmulgee, being a part of the NE 1/4 of the NE 1/4 and a part of the NW 1/4 of the SE 1/4 of Section 26, T-21-N, R-13-E, of the Indian Meridian, Tulsa County, State of Oklahoma



Line Table

Station	Distance	Bearing	Distance	Station
1	0.00	N 0° 00' 00" E	100.00	100
2	100.00	N 0° 00' 00" E	100.00	200
3	200.00	N 0° 00' 00" E	100.00	300
4	300.00	N 0° 00' 00" E	100.00	400
5	400.00	N 0° 00' 00" E	100.00	500
6	500.00	N 0° 00' 00" E	100.00	600
7	600.00	N 0° 00' 00" E	100.00	700
8	700.00	N 0° 00' 00" E	100.00	800
9	800.00	N 0° 00' 00" E	100.00	900
10	900.00	N 0° 00' 00" E	100.00	1000

Curve Table

Station	Length	Radius	Chord	Delta
1	100.00	1000.00	100.00	0° 00' 00"
2	100.00	1000.00	100.00	0° 00' 00"
3	100.00	1000.00	100.00	0° 00' 00"
4	100.00	1000.00	100.00	0° 00' 00"
5	100.00	1000.00	100.00	0° 00' 00"
6	100.00	1000.00	100.00	0° 00' 00"
7	100.00	1000.00	100.00	0° 00' 00"
8	100.00	1000.00	100.00	0° 00' 00"
9	100.00	1000.00	100.00	0° 00' 00"
10	100.00	1000.00	100.00	0° 00' 00"

Notes for Minimum Finish Floors

Minimum finish floors shall be as shown on the attached floor plan. The floor shall be finished to the top of the finished floor. The floor shall be finished to the top of the finished floor. The floor shall be finished to the top of the finished floor.

Minimum Finish Floors

Block	Finished Floor Elevation	Finished Floor Elevation
Block 1	100.00	100.00
Block 2	100.00	100.00
Block 3	100.00	100.00
Block 4	100.00	100.00
Block 5	100.00	100.00
Block 6	100.00	100.00
Block 7	100.00	100.00
Block 8	100.00	100.00
Block 9	100.00	100.00
Block 10	100.00	100.00

Notes for Minimum Finish Floors

Minimum finish floors shall be as shown on the attached floor plan. The floor shall be finished to the top of the finished floor. The floor shall be finished to the top of the finished floor. The floor shall be finished to the top of the finished floor.

Legend

- BE - Building Easement
- DE - Driveway Easement
- UE - Utility Easement
- RE - Right-of-Way
- RECY - Right-of-Way

Monument Notes

ALL MONUMENTS SHALL BE PLACED AT THE CORNERS OF THE LOTS AND AT THE POINTS OF BEGINNING OF THE LOTS. MONUMENTS SHALL BE PLACED AT THE CORNERS OF THE LOTS AND AT THE POINTS OF BEGINNING OF THE LOTS. MONUMENTS SHALL BE PLACED AT THE CORNERS OF THE LOTS AND AT THE POINTS OF BEGINNING OF THE LOTS.

Basis of Bearings

The bearings and distances are based on the Oklahoma State Plane Coordinate System. The bearings and distances are based on the Oklahoma State Plane Coordinate System. The bearings and distances are based on the Oklahoma State Plane Coordinate System.

Benchmark

Top of a 12" steel pipe set in concrete at the East Corner of the intersection of North 75th East Avenue and East 2nd Street North.

Backflow Preventer Valve

Five and a half inch backflow preventer valve shall be installed at the East Corner of the intersection of North 75th East Avenue and East 2nd Street North.

Lot Addresses

Addresses shall be as shown on the attached floor plan. The addresses shall be as shown on the attached floor plan. The addresses shall be as shown on the attached floor plan.

Zoning

The zoning for the property is as shown on the attached floor plan. The zoning for the property is as shown on the attached floor plan. The zoning for the property is as shown on the attached floor plan.

Scale Factor

The scale factor for the map is 1" = 100 feet. The scale factor for the map is 1" = 100 feet. The scale factor for the map is 1" = 100 feet.

CERTIFICATE OF FINAL PLAT APPROVAL

This plat was approved by the City Council on this _____ day of _____, 2014.

By: _____ Mayor

This approval is void if the above signature is not endorsed by the City Clerk.

By: _____ City Clerk



TO: Honorable Mayor and Owasso City Council
City of Owasso

FROM: Bronce L. Stephenson, MPA
Director of Community Development

SUBJECT: Final Plat – Oklahoma Central Credit Union

DATE: October 14, 2016

BACKGROUND:

The City of Owasso received an application for review and approval of a one lot, one block, Final Plat for Oklahoma Central Credit Union (OCCU). The subject property is located on the northeast corner of the intersection of N 129th E Ave and E 116th St N. The subject property is 2.37 acres in size.

SURROUNDING ZONING AND LAND USE:

Direction	Zoning	Use	Land Use Plan	Jurisdiction
North	CS (Commercial Shopping)	Undeveloped	Commercial	City of Owasso
South	CS (Commercial Shopping)	Commercial	Commercial	City of Owasso
East	CS (Commercial Shopping)	Undeveloped	Commercial	City of Owasso
West	AG	Senior Housing	Transitional	City of Owasso

SUBJECT PROPERTY/PROJECT DATA:

Property Size	2.37 acres
Current Zoning	CS – Commercial Shopping
Proposed Use	Commercial
Land Use Plan	Commercial
Lots/Blocks	1 Lot, 1 block
Number of Reserve Areas	N/A
Within PUD?	PUD 05-02A
Within Overlay District?	US-169
Water Provider	Washington County Rural #3
Applicable Paybacks	-Storm siren fee of \$35/acre -Ranch Creek Sanitary Sewer Payback at \$610.33/Acre

	-Morrow Place Sanitary Sewer Payback
Streets (public or private)	N/A

ANALYSIS:

The Final Plat for Oklahoma Central Credit Union proposes one (1) lot in one (1) block. The property is situated at the northeast corner of E 116th St N and N 129th E Ave and is approximately 2.37 acres in size. The property was annexed in November 2005, under Ordinance 832 and PUD 05-02A was approved in August 2015. The property is part of the Morrow Place PUD 05-02A with underlying zoning of CS. This location was called out as development area "D" in the PUD document and allows commercial and multifamily uses, so the proposed development would be in compliance with the PUD.

The final plat proposes three (3) Mutual Access Easements (MAE); two (2) along the eastern boundary and one (1) along the north boundary. These MAE's will ensure cross access with future developments to the north and east. Additionally, the driveway to E 116th St N will be a right-in and right-out only, as left turns will not be permitted because E 116th St N will eventually be widened as a boulevard with center medians. Preliminary plans for the proposed road improvements to E 116th St N and N 129th E Ave were supplied to the applicant, and the plat accounts for future road improvements. This Final Plat also dedicates the necessary right-of-way for the expansion of the N 129th E Ave & E 116th St N intersection. Perimeter utility easements have been provided that will allow utility companies adequate access to provide service and maintain service to the proposed development.

The City of Owasso will provide Police, Fire, EMS and sanitary sewer service, with water service provided by Washington County Rural #3. Any development that occurs on the subject property must adhere to all subdivision, zoning, and engineering requirements including but not limited to paved streets, landscaping, and sidewalks. The property lies within the US-169 Overlay district and any site plan submitted on the subject parcel shall adhere to the requirements of this overlay district as well as those outlined in PUD 05-02A, if applicable.

PLANNING COMMISSION:

The Planning Commission reviewed the Final Plat for Oklahoma Central Credit Union at their regularly scheduled meeting on October 10, 2016, voting unanimously to recommend approval.

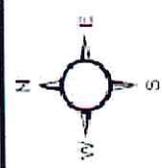
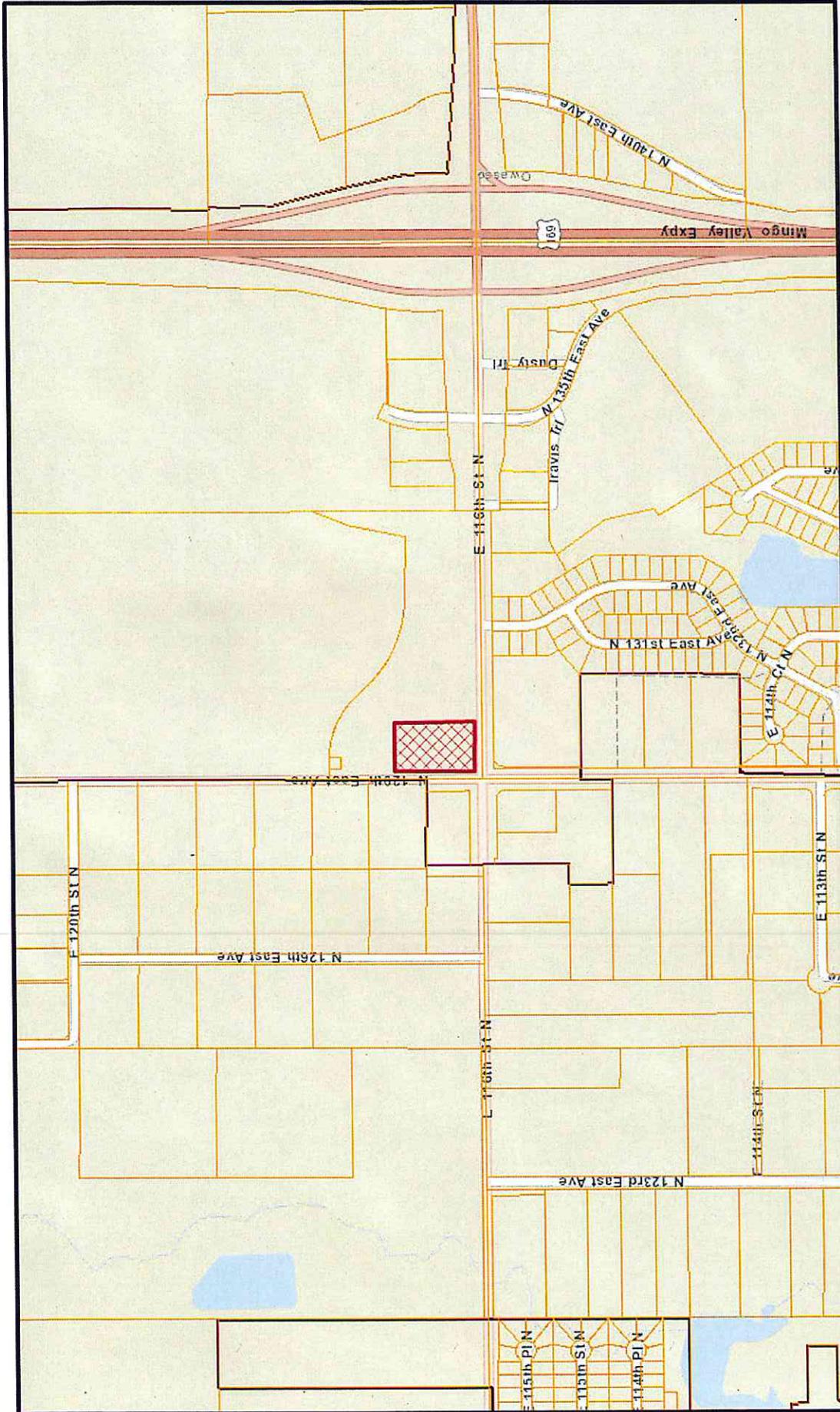
RECOMMENDATION:

Staff recommends approval of the Final Plat for Oklahoma Central Credit Union.

ATTACHMENTS:

- Area Map
- Aerial Map
- Final Plat for OCCU

OCCU of Owasso



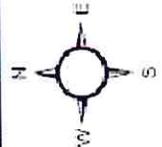
09/21/2016

Final Plat

1" = 752 ft

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OCCU of Owasso



09/21/2016

Final Plat

1" = 752 ft

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TO: The Honorable Mayor and City Council
City of Owasso

FROM: Linda Jones, Finance Director

SUBJECT: Supplemental Appropriation
Carryover Budgets

DATE: October 14, 2016

BACKGROUND:

Every year at the June 30 fiscal year end, there are unspent budgets. While the appropriation of these items was included in the FY 2016 budget, the actual expenditure for all or part of these open items will occur during FY 2017.

One example is the upgrade of the phone system. It was approved by Council for expenditure from the FY 2016 budget. However, the completion of the upgrade will occur in FY2017. Because the services were appropriated and encumbered in FY 2016, they were not included in the FY 2017 Budget.

Because the FY 2017 budget was prepared prior to year-end, before it was known whether funds would be expended or not, fund balances used to develop the budget were projected as though all non-salary budgets would be expended by year-end. Therefore, approval of carryover budgets does not reduce estimated June 30, 2017, fund balances.

In order to keep from having purchase orders open for multiple years, past practice of Council is to close prior year purchase orders at the end of September and re-appropriate the funds in the subsequent year along with authorizing the City to re-issue the purchase orders in the new year. Furthermore, since Generally Accepted Accounting Principles (GAAP) do not recognize encumbrances, closing out old encumbrances where goods and services have not been received, will enable the City's budgetary financial statements to more closely align with audited GAAP statements.

Fund	Adopted FY 2017 Budget	Revenue Carryover	Expenditure Carryover	Requested Revised FY 2017 Budget
General Fund	\$46,026,531	\$18,114	\$322,394	\$46,348,925
Half-Penny Sales Tax (Fire)	1,178,839		24,689	1,203,528
Half-Penny Sales Tax (Police)	1,593,241		307,000	1,900,241
Half-Penny Sales Tax (Streets)	1,361,568		1,137,579	2,499,147
Hotel Tax	235,633		36,822	272,455
Stormwater Management	1,150,165		1,002,055	2,152,220
Juvenile Court	10,000		28,000	38,000
City Garage	524,070		36,057	560,127

RECOMMENDATION:

Staff recommends approval of the following FY 2017 budget amendments:

1. Increase the estimated revenues by \$18,114 and the appropriation for expenditures by \$322,394 in the General Fund;
2. Increase the appropriation for expenditures in the Half-Penny Sales Tax Fund by \$1,469,268;
3. Increase the appropriation for expenditures in the Hotel Tax Fund by \$36,822;
4. Increase the appropriation for expenditures in the Stormwater Management Fund by \$1,002,055;
5. Increase the appropriation for expenditures in the Juvenile Court Fund by \$28,000; and
6. Increase the appropriation for expenditures in the City Garage Fund by \$36,057.

ATTACHMENT:

Budget Carryover Summary

BUDGET CARRYOVER SUMMARY
 FYE 30-Jun-2016

FUND	FUND	DEPT	DEPARTMENT	REVENUE CARRYOVER	EXPENDITURE CARRYOVER
GENERAL	01	105	MUNICIPAL COURT		1,800
GENERAL	01	110	MANAGERIAL		500
GENERAL	01	120	FINANCE		3,000
GENERAL	01	130	HUMAN RESOURCES		9,716
GENERAL	01	160	COMMUNITY DEVELOPMENT		-
GENERAL	01	170	ENGINEERING		17,000
GENERAL	01	175	INFORMATION TECH		149,125
GENERAL	01	181	SUPPORT SERVICES		5,100
GENERAL	01	190	CEMETERY		8,500
GENERAL	01	201	POLICE SERVICES	8,913	8,913
GENERAL	01	201	POLICE SERVICES	9,200	9,200
GENERAL	01	201	POLICE SERVICES		5,200
GENERAL	01	201	POLICE SERVICES		2,199
GENERAL	01	201	POLICE SERVICES		333
GENERAL	01	215	POLICE COMMUNICATIONS		5,461
GENERAL	01	221	POLICE - ANIMAL CONTR		500
GENERAL	01	280	EMERGENCY PREPAREDNESS		7,200
GENERAL	01	370	STORMWATER		12,500
GENERAL	01	515	PARKS		64,128
GENERAL	01	520	CULTURE & RECREATION		1,000
GENERAL	01	550	COMMUNITY CENTER-V2025		8,519
GENERAL	01	580	HISTORICAL MUSEUM		1,500
GENERAL	01	710	ECONOMIC DEV		1,000
				<u>18,114</u>	<u>322,394</u>
HALF PENNY	37	250	HALF-PENNY--FIRE		24,689
HALF PENNY	38	201	HALF-PENNY--POLICE		307,000
HALF PENNY	39	300	HALF-PENNY--STREETS		1,137,579
					<u>1,469,268</u>
HOTEL TAX	25	710	ECONOMIC DEVELOPMENT		30,000
HOTEL TAX	25	720	STRONG NEIGHBRHDS		3,500
HOTEL TAX	25	720	STRONG NEIGHBRHD GRANT		3,322
					<u>36,822</u>
STORMWATER MANGMT	27	370	STORMWATER MANGMT		1,002,055
JUVENILE COURT	24	107	JUVENILE COURT		28,000
CITY GARAGE	70	185	CITY GARAGE		36,057
TOTAL CITY FUNDS				<u>\$ 18,114</u>	<u>\$ 2,894,595</u>



TO: The Honorable Mayor and City Council
City of Owasso

FROM: Earl Farris
Project Administrator

SUBJECT: Bailey Ranch Golf Course Pond Dam Repair/Retaining Wall
Project Acceptance and Authorization for Final Payment

DATE: October 14, 2016

BACKGROUND:

Bailey Golf Course was designed and constructed in the 1990's. On hole number three, there are two ponds separated by an earthen dam. The original design was to have a concrete weir between the ponds. However, the concrete weir was never built and erosion caused a breach in the dam which drained the upper pond to approximately one foot in depth. These ponds play a vital role in detention as well as act as a water hazard for golfers. Attempts were made to stop the erosion by filling the void with concrete, rocks and soil, however these attempts failed.

Public Works engineering staff worked with golf course staff to alleviate the problem. This was accomplished by removing part of the earthen dam, constructing a concrete retaining wall equipped with a weir and reconstructing the berm with a clay material. Construction of the retaining wall will control flow of water between ponds and allow for additional detention.

The project was awarded by council to Lowry Construction in July of 2016 in the amount of \$87,049.00. The project was completed in September 2016, inspected by public works staff and meets standards for acceptance.

FUNDING:

Funding for this project is included in the Stormwater Management Fund.

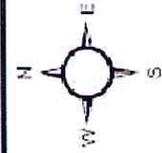
RECOMMENDATION:

Staff recommends acceptance of the contract work and authorization for final payment to Lowry Construction in the amount of \$44,409.56 resulting in a final contract amount of \$86,059.11, an underrun of \$989.89.

ATTACHMENTS:

Location Map
Final Pay Request

Bailey Golf Course Pond Dam Repair



09/30/2016

Location Map

1" = 47 ft

This map represents a visual display of related geographic information. Data provided hereon is not a guarantee of actual field conditions. To be sure of complete accuracy, please contact Owasso Public Staff for the most up-to-date information.

PO # 20170226

27-370-107-54230

EXHIBIT "A"

BAILEY RANCH GOLF COURSE POND DAM REPAIR/RETAINING WALL PROJECT
CITY OF OWASSO

PAY ESTIMATE NO. Final

PERIOD:	
CONTRACTOR	
BID AMOUNT OF ORIGINAL CONTRACT:	\$ 87,049.00
CONTRACT ADJUSTMENTS:	\$ 0.00
ADJUSTED BID AMOUNT:	\$ 87,049.00
TOTAL COMPLETE WORK:	\$ 86,059.11
MATERIALS STORED (per attached tabulation):	\$ 0.00
	\$ 86,059.11
LESS 5% RETAINAGE:	\$ 0.00
TOTAL EARNED LESS 5% RETAINAGE:	\$ 86,059.11
PERCENTAGE OF PROJECT COMPLETION:	<u>100</u>
LESS PREVIOUS PAYMENTS:	\$ 41,649.65
AMOUNT DUE THIS ESTIMATE:	\$ 44,409.46

ok'd
E7.

The undersigned Contractor verifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Payment Estimate has been completed in accordance with contract documents, that all amounts have been paid by the Contractor for Work which previous Payment Estimates were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR NAME: LOWRY CONSTRUCTION SERVICES, INC.

By: Hutton Lowry
Project Manager

Date: 10/03/2016

State of Oklahoma
County of: Tulsa
Subscribed & sworn to before me this 3 day of Oct, 20 16

Annie Fuller
Notary Public
My Commission Expires: 3/30/2020



Recommended for Payment by:
[Signature]
City of Owasso

10-4-2016
Date

Approved for Payment by:

City of Owasso

Date

FINAL

CERTIFICATE FOR PAYMENT

In accordance with the contract documents, based on on-site observations and the date comprising the above application, the Architect/Engineer certifies to the Owner that to the best of the Architect/s/Engineer's knowledge, information and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the amount certified.

AMOUNT CERTIFIED \$ 44,409,46
(Attach explanation if amount certified differs from the amount applied for.)

ARCHITECT / ENGINEER: 

By: Dwayne Hendee Date: 10/2/2016

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the contractor named herein. Issuance, payment and acceptance of payment without prejudice to any rights of the Owner or Contractor under this Contract.

CLAIM OR INVOICE AFFIDAVIT

STATE OF OKLAHOMA)
)SS
COUNTY OF Tulsa)

The undersigned (Architect, Contractor, Supplier, Engineer or Supervisory Official), of lawful age, being first duly sworn, on oath says that this (Invoice, Claim or Contract) is true and correct. Affiant further states that the (work, services or materials) as shown by this Invoice or Claim have been (completed or supplied) in accordance with the Plans, Specifications, orders or requests furnished to the Affiant. Affiant further states that (s)he has made no payment, nor given, nor donated, or agreed to pay, give, or donate, either directly or indirectly, to any elected official, officer, or employee of the State, County, or City of money or any other thing of value to obtain payment or the award of this contract.

Hella Jay
Contractor or Supplier

Subscribed and sworn to before me this 03 day of October, 2016.

Amie Fuller
Notary Public
Commission # 10003318



My Commission Expires: 3/30/2020

Architect, Engineer or other Supervisory Official

Subscribed and sworn to before me this _____ day of _____, _____.

Notary Public
Commission # _____

My Commission Expires: _____

NOTE: Strike out words not appropriate and sign appropriate signature line. Architect, Engineer approval is not required for Contractor or Supplier Affidavit.



TO: The Honorable Mayor and City Council
City of Owasso

FROM: Julie Trout Lombardi
City Attorney and General Counsel

SUBJECT: Authorization to Initiate Condemnation Proceedings to Acquire Property for the North Garnett Road Widening Project from 96th Street North to 106th Street North

DATE: October 14, 2016

BACKGROUND:

The City of Owasso is currently in the process of acquiring private property along Garnett Road as public right-of-way (ROW) in accordance with the North Garnett Road Widening Project from 96th Street North to 106th Street North. Parcel No. 10 is located at 10010 North Garnett Road, is approximately 10,540 square feet in size and is owned by Mary Lynn Cook. An appraisal of this property was performed on or about December 18, 2015, at the City's request. As a result of that appraisal, an Offer Letter was submitted to the property owner offering to acquire the ROW and compensate the landowner for resultant damages in the amount of \$160,000. (See Exhibit "B") This amount includes payment for ROW at \$5.00 per square foot, curative damages in the amount of \$52,500 to relocate two billboards and replace asphalt, and a perpetual easement. The landowner has not accepted the offer and has retained an attorney. All attempts to negotiate this matter have received no response.

Based upon the foregoing, it has become apparent that condemnation is the sole mechanism available to the City to obtain the necessary ROW on the Cook parcel. The ROW in question will be utilized for a public purpose; therefore a condemnation action is both warranted and appropriate. The City obtained an appraisal of the property and offered the landowner a fair price equaling the property's Fair Market Value plus additional damages. Due to the landowner's refusal to accept this offer or negotiate, City staff believes that agreement upon a mutually acceptable purchase price cannot be reached through additional negotiation. Therefore, staff submits that a Resolution of Necessity authorizing the filing and prosecution of a condemnation action is appropriate and required to obtain needed ROW from the Mary Lynn Cook property.

RECOMMENDATION:

Staff recommends approval of Resolution 2016-18 authorizing the filing and prosecution of a condemnation action to obtain the necessary ROW on the Mary Lynn Cook property described therein.

ATTACHMENTS:

Offer Letter to Property Owner
Resolution 2016-18
Page 3 of Appraisal, Exhibit "B"

Project: STP-XXXX
City of Owasso
Parcel: 10
J/P: 30742 (04)

OFFER LETTER

Mary Lynn Cook
9999 N 112TH E AVE
OWASSO OK 74055-4339

A road widening improvement project has been planned for construction in your area. The project will require that the City of Owasso will acquire right-of-way across the property which you own or in which you have an interest. The agent presenting this letter has explained the project and its effects upon you and your property and is making an offer to acquire the right-of-way from you in the name of City of Owasso.

Our offer is as follows:

To acquire right-of-way \$107,500.00

Of the amount \$30,000.00 is compensation for the relocation of the billboards and \$22,500.00 for the Thompson Store parking area.

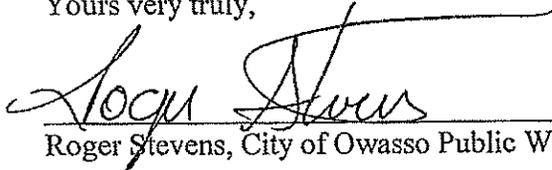
Total Offer is \$160,000.00

The agent making you the offer is not authorized to change the amount.

The above offer is the amount the City of Owasso has determined to be the Fair Market Value of the part of your property needed inclusive of damages (if any) to your remaining property. This is a firm offer made according to statutory requirements; however, there is no prohibition against you donating the land for the right-of-way, if you wish to do so.

If it is necessary for you to move any of your personal property, you will be given 90 days from the date shown below to clear the right-of-way. Your consideration of our purchase offer to buy your property will be appreciated.

Yours very truly,



Roger Stevens, City of Owasso Public Works Director

Property Rights Brochure delivered and written offer made by:

Mike Craddock, Terra Acquisition Services

Date: _____
(Date Written Offer and Property Rights Brochure delivered)

**CITY OF OWASSO, OKLAHOMA
RESOLUTION 2016-18**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OWASSO, OKLAHOMA, RESOLVING THE NECESSITY OF INSTITUTING AND PROSECUTING CONDEMNATION PROCEDURES TO OBTAIN RIGHT-OF-WAY AND A PERMANENT EASEMENT FOR THE NORTH GARNETT ROAD WIDENING PROJECT FROM 96TH STREET NORTH TO 106TH STREET NORTH.

WHEREAS: The City of Owasso, by and through officers and agents thereof, has endeavored to obtain permanent right-of-way for the legal description of property, attached hereto and marked Exhibit "A," deemed necessary for the Garnett Road Widening Project from 96th Street North to 106th Street from the landowner, Mary Lynn Cook;

WHEREAS: In connection with such efforts to obtain the needed permanent right-of-way consensually, the City of Owasso, by and through officers and agents thereof, has made a bona fide good faith offer to purchase same; and,

WHEREAS: The above-referred landowner has not accepted such offer and by reason thereof, condemnation proceedings, as provided for under the Constitution and Statutes of the State of Oklahoma, are necessary.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF OWASSO, OKLAHOMA, THAT: Officers and agents of the City of Owasso, Oklahoma, are hereby authorized to initiate, and prosecute to the conclusion thereof, condemnation proceedings against the above-named landowner to obtain the necessary permanent right-of-way and temporary easement as set forth in Exhibit "A" hereto, as well as any additional relief to which the City of Owasso, Oklahoma, may, by law, be entitled to.

APPROVED AND ADOPTED this 18th day of October, 2016, by the City Council of the City of Owasso, Oklahoma.

Lyndell Dunn, Mayor

Attest:

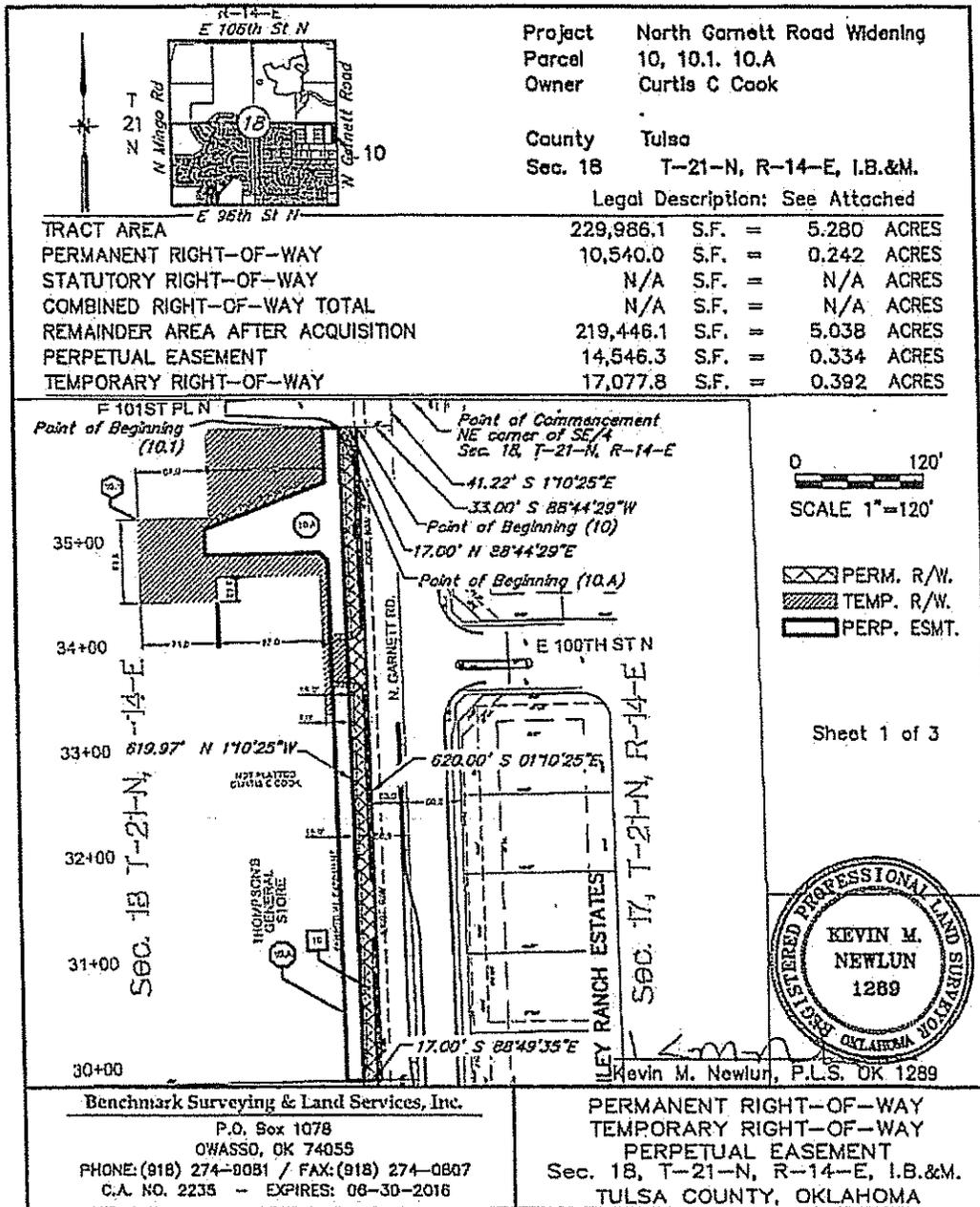
Juliann M. Stevens, Deputy City Clerk

Approved As To Form:

Julie Trout Lombardi, City Attorney

Project No. 30742(04) / Fed ID No. STPY--XXXX
 North Garnett Road E. 96th St to E 106th St.; Tulsa County, OK
 Parcel No. 10 / Mary Lynn Cook
 Addenda

OCT 07 2015



Project North Garnett Road Widening
Parcel 10, 10.A.
Owner Curtis C Cook

County Tulsa
Sec. 18 T-21-N, R-14-E, I.B.&M.

LEGAL DESCRIPTION

10. PERMANENT RIGHT-OF-WAY

A tract of land located in the Southeast Quarter (SE/4) of Section Eighteen (18) of Township Twenty-one (21) North and Range Fourteen (14) East of the Indian Base and Meridian (I.B.&M.), according to the U.S. Government Survey, thereof, Tulsa County, State of Oklahoma; being more particularly described as follows:

Commencing at the NE corner of the SE/4 of Sec. 18, T-21-N, R-14-E, I.B.&M.; Thence S 01°10'25" E along the east line of said SE/4 a distance of 41.22 feet; Thence S 88°44'29" W a distance of 33.00 feet to the Point of Beginning; Thence S 01°10'25" E a distance of 620.00 feet; Thence S 88°49'35" W a distance of 17.00 feet; Thence N 01°10'25" W a distance of 619.97 feet; Thence N 88°44'29" E a distance of 17.00 feet to the Point of Beginning.

Basis of bearing is the Oklahoma State Plane Coordinate System.

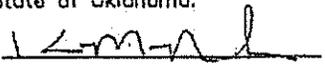
10.A PERPETUAL EASEMENT

A tract of land located in the Southeast Quarter (SE/4) of Section Eighteen (18) of Township Twenty-one (21) North and Range Fourteen (14) East of the Indian Base and Meridian (I.B.&M.), according to the U.S. Government Survey, thereof, Tulsa County, State of Oklahoma; being more particularly described as follows:

Commencing at the NE corner of the SE/4 of Sec. 18, T-21-N, R-14-E, I.B.&M.; Thence S 01°10'25" E along the east line of said SE/4 a distance of 41.22 feet; Thence S 88°44'29" W a distance of 50.00 feet to the Point of Beginning; Thence S 01°10'25" E a distance of 619.97 feet; Thence S 88°49'35" W a distance of 15.00 feet; Thence N 01°10'25" W a distance of 493.49 feet; Thence N 46°10'13" W a distance of 10.36 feet; Thence S 88°47'58" W a distance of 105.68 feet; Thence N 01°10'25" W a distance of 25.00 feet; Thence N 68°20'10" E a distance of 120.64 feet; Thence N 01°10'25" W a distance of 52.00 feet; thence N 88°44'29" E a distance of 15.00 feet to the Point of Beginning.

I, Kevin M Newlun, P.L.S., Benchmark Surveying and Land Services, Inc., certify that the attached legal description closes in accord with existing records, is a true representation of the real property as described, and meets the minimum technical standards for land surveying of the State of Oklahoma.

8-27-15
Signature Date


Kevin M Newlun, PLS OK 1289
C.A. No. 2235
Expires: 06-30-16
Sheet 2 of 3

Project	North Garnett Road Widening
Parcel	10.1
Owner	Curtis C Cook
County	Tulsa
Sec. 18	T-21-N, R-14-E, I.B.&M.

LEGAL DESCRIPTION

10.1 TEMPORARY RIGHT-OF-WAY

A tract of land located in the Southeast Quarter (SE/4) of Section Eighteen (18) of Township Twenty-one (21) North and Range Fourteen (14) East of the Indian Base and Meridian (I.B.&M.), according to the U.S. Government Survey, thereof, Tulsa County, State of Oklahoma; being more particularly described as follows:

Commencing at the NE corner of the SE/4 of Sec. 18, T-21-N, R-14-E, I.B.&M.; Thence S 01°10'25" E along the east line of said SE/4 a distance of 41.22 feet; Thence S 88°44'29" W a distance of 85.00 feet to the Point of Beginning; Thence S 01°10'25" E a distance of 52.00 feet; Thence S 68°20'10" W a distance of 120.64 feet; Thence S 01°10'25" E a distance of 25.00 feet; Thence N 88°47'58" E a distance of 105.68 feet; Thence S 46°10'13" E a distance of 10.36 feet; Thence S 01°10'25" E a distance of 70.91 feet; Thence N 88°49'35" E a distance of 15.00 feet; Thence S 01°10'25" E a distance of 50.00 feet; Thence S 88°49'35" W a distance of 15.00 feet; Thence S 01°10'25" E a distance of 26.27 feet; Thence S 88°49'35" W a distance of 7.00 feet; Thence N 01°10'25" W a distance of 133.00 feet; Thence S 88°50'10" W a distance of 97.00 feet; Thence S 01°10'25" E a distance of 23.00 feet; Thence S 88°49'35" W a distance of 71.00 feet; Thence N 01°10'25" W a distance of 80.00 feet; Thence N 88°47'01" E a distance of 67.00 feet; Thence N 01°10'25" W a distance of 83.45 feet; Thence N 88°44'29" E a distance of 108.00 feet to the Point of Beginning.

I, Kevin M Newlun, P.L.S., Benchmark Surveying and Land Services, Inc., certify that the attached legal description closes in accord with existing records, is a true representation of the real property as described, and meets the minimum technical standards for land surveying of the State of Oklahoma.

8-27-15
Signature Date

Kevin M Newlun
Kevin M Newlun, PLS OK 1289
C.A. No. 2235
Expires: 06-30-16

Sheet 3 of 3



Valuation of Partial Acquisitions					
Before Value (As Determined by Appraisal Report)					\$1,150,000
Value of Part Taken (As Part of the Whole)					\$52,700
Permanent Damages / Benefits to the Remainder					\$54,548
After Value (Prior to Temporary Damages & Curative Measures)					\$1,042,752
Plus Temporary Damages					\$0
Plus Curative Measures					\$52,500
Total Compensation Due Property Owner / Tenant					\$159,748
Value of Land Taken					
Parcel 10 (includes Uneconomic Remnant)	10,540	SF	X	\$5.00 /SF	= \$52,700
Improvements Taken					
Structures and all Site Improvements					= \$0
Cost to Cure Damages					
Relocate 2 Billboards	2		X	\$15,000	= \$30,000
Replace asphalt over perpetual easement	4500	SF	X	\$5.00 /sf	= \$22,500
Total Cost					= \$52,500
Proximity Damages					
Total Cost					= \$0
Severance Damages					
Total Cost					= \$0
Value of Perpetual & Temporary Easements					
Perpetual Easement (Water)	14,546	SF	X	\$5.00 /SF X 75%	= \$54,548
Temp R/W, 10.1	17,078	SF	X	\$0 /SF X 0%	= \$0
Total Estimated Value of Land and Improvements Taken					\$159,748
				Rounded To:	\$160,000

Extraordinary Assumptions and Hypothetical Conditions

The value conclusions are subject to the following extraordinary assumptions that may affect the assignment results. An extraordinary assumption is uncertain information accepted as fact. If the assumption is found to be false as of the effective date of the appraisal, we reserve the right to modify our value conclusions.

1. None

The value conclusions are based on the following hypothetical conditions that may affect the assignment results. A hypothetical condition is a condition contrary to known fact on the effective date of the appraisal but is supposed for the purpose of analysis.

1. None



CITY OF OWASSO
GENERAL FUND
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING 10/01/16

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
Municipal Court	5,791.97	8,327.09
Managerial	22,695.12	31,917.27
Finance	15,724.20	24,096.32
Human Resources	8,678.47	14,112.95
Community Development	15,709.59	25,000.88
Engineering	17,249.50	26,243.59
Information Systems	14,248.21	21,578.15
Support Services	8,540.15	12,769.25
Cemetery	1,158.40	1,769.28
Police Grant Overtime		-
Central Dispatch	20,026.11	34,142.90
Animal Control	3,620.72	5,404.25
Emergency Preparedness	1,684.60	2,417.14
Stormwater/ROW Maint.	9,412.91	14,531.54
Park Maintenance	9,767.40	14,655.23
Culture/Recreation	5,186.76	8,409.05
Community-Senior Center	3,949.11	5,603.72
Historical Museum	664.40	745.98
Economic Development	3,446.85	4,509.86
<u>General Fund Total</u>	<u>167,554.47</u>	<u>256,234.45</u>
<u>Garage Fund Total</u>	<u>4,799.61</u>	<u>7,814.98</u>
<u>Ambulance Fund Total</u>	<u>553.85</u>	<u>621.86</u>
<u>Fire Fund 37 Total</u>	<u>159,684.02</u>	<u>239,907.61</u>
<u>Police Fund 38 Total</u>	<u>149,129.07</u>	<u>224,199.16</u>
<u>Streets Fund 39 Total</u>	<u>11,944.15</u>	<u>19,046.00</u>
<u>Stormwater Fund 27 Total</u>		-
<u>Worker's Compensation Total</u>		-
<u>Strong Neighborhoods Total</u>	<u>3,886.06</u>	<u>5,648.53</u>

CITY OF OWASSO
 HEALTHCARE SELF INSURANCE FUND
 CLAIMS PAID PER AUTHORIZATION OF ORDINANCE #789 AS OF 10/13/16

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
AETNA	HEALTHCARE MEDICAL SERVICE	30,731.33
	HEALTHCARE MEDICAL SERVICE	28,277.05
	HEALTHCARE MEDICAL SERVICE	<u>45,507.66</u>
	HEALTHCARE DEPT TOTAL	104,516.04
DELTA DENTAL	DENTAL MEDICAL SERVICE	3,796.81
	DENTAL MEDICAL SERVICE	3,224.20
	DENTAL MEDICAL SERVICE	3,854.07
	ADMIN FEES	<u>2,574.51</u>
	DENTAL DEPT TOTAL	13,449.59
VSP	ADMIN FEES	<u>1,090.36</u>
	VISION DEPT TOTAL	1,090.36
	HEALTHCARE SELF INSURANCE FUND TOTAL	<u><u>119,055.99</u></u>

CITY OF OWASSO
GENERAL FUND & HALF-PENNY SALES TAX
FISCAL YEAR 2016-2017
Budgetary Basis
Statement of Revenues & Expenditures
As of September 30, 2016

	<u>MONTH TO-DATE</u>	<u>YEAR TO-DATE</u>	<u>BUDGET</u>	<u>PERCENT OF BUDGET</u>
REVENUES:				
Taxes	\$ 2,446,552	\$ 7,644,858	\$ 31,574,550	24.21%
Licenses & permits	11,837	44,044	255,700	17.22%
Intergovernmental	62,763	201,890	776,604	26.00%
Charges for services	86,990	182,601	691,165	26.42%
Fines & forfeits	51,944	192,832	695,750	27.72%
Other	48,072	100,516	104,322	96.35%
TOTAL REVENUES	<u>\$ 2,708,157</u>	<u>\$ 8,366,739</u>	<u>\$ 34,098,091</u>	24.54%
EXPENDITURES:				
Personal services	\$ (1,341,045)	\$ (3,877,795)	\$ (18,541,121)	20.91%
Materials & supplies	(109,435)	(208,704)	(1,035,500)	20.15%
Other services	(157,587)	(491,345)	(2,159,483)	22.75%
Capital outlay	(12,936)	(110,433)	(2,429,459)	4.55%
TOTAL EXPENDITURES	<u>\$ (1,621,003)</u>	<u>\$ (4,688,277)</u>	<u>\$ (24,165,563)</u>	19.40%
REVENUES OVER EXPENDITURES	<u>\$ 1,087,154</u>	<u>\$ 3,678,462</u>	<u>\$ 9,932,528</u>	
TRANSFERS IN (OUT):				
Transfers in - Sales Tax	\$ 1,243,456	\$ 3,846,491	\$ 15,725,000	24.46%
Transfers out - RAN Financing	-	-	(169,967)	0.00%
Transfers out	(1,963,590)	(6,086,898)	(25,824,649)	23.57%
TOTAL TRANSFERS	<u>\$ (720,134)</u>	<u>\$ (2,240,407)</u>	<u>\$ (10,269,616)</u>	21.82%
NET CHANGE IN FUND BALANCE	<u>\$ 367,020</u>	<u>\$ 1,438,055</u>	<u>\$ (337,088)</u>	
ENCUMBRANCES OUTSTANDING		\$ (1,400,877)		
FUND BALANCE (Budgetary Basis)				
Beginning Balance		3,544,741	3,544,741	
Ending Balance		<u>\$ 3,581,920</u>	<u>\$ 3,207,653</u>	