

PUBLIC NOTICE OF THE MEETING OF THE
OWASSO CITY COUNCIL

Council Chambers, Old Central Building
109 N Birch, Owasso, OK 74055
Regular Meeting
Tuesday, November 1, 2016 - 6:30 pm

RECEIVED
OCT 28 2016
City Clerk's Office
[Signature]

1. **Call to Order**
Mayor Lyndell Dunn
2. **Roll Call**
3. **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 18, 2016, Regular Meeting
 - B. Approve claims
 - C. Accept public infrastructure improvements including one approach and two fire hydrants: 12700 E 100 St N (NinetyEight Multi-family Apartment Complex Phase II)

4. **Consideration and appropriate action relating to items removed from the Consent Agenda**
5. **Consideration and appropriate action relating to the 2016 Safe Oklahoma Grant and budget amendment**
Jason Woodruff

Staff recommends acceptance of the 2016 Safe Oklahoma Grant, authorization for the City Manager to execute the contract with the Oklahoma Attorney General's Office, and approval of a budget amendment in the General Fund, increasing the estimated revenue and the appropriation for expenditures by \$56,770.

6. **Consideration and appropriate action relating to Resolution 2016-19, calling an election for the purpose of electing City Council representation for Ward 3 and Ward 4**
Juliann Stevens

Staff recommends approval of Resolution 2016-19.

7. **Consideration and appropriate action relating to Resolution 2016-20, approving the incurrence of indebtedness by the Owasso Public Works Authority (the "Authority") issuing its Sales Tax Revenue Note, series 2016 (the "Note"); providing that the organizational document creating the Authority is subject to the provisions of the Note Indenture, authorizing the issuance of said Note; waiving competitive bidding with respect to the sale of said Note and approving the proceedings of the Authority pertaining to the sale of said Note; ratifying and confirming a Sales Tax Agreement by and between the City of Owasso, Oklahoma (the "City") and the Authority pertaining to the year-to-year pledge of certain sales tax revenues; and containing other provisions relating thereto**
Linda Jones

Staff recommends approval of Resolution 2016-20.

8. Consideration and appropriate action relating to a budget amendment in the Capital Improvements Fund

Linda Jones

Staff recommends approval of a budget amendment in the Capital Improvements Fund, increasing the estimated revenue and the appropriation for expenditures by \$21,265,000.

9. Consideration and appropriate action relating to Resolution 2016-21, establishing user fees for the Owasso Community Center of the City of Owasso, and establishing an effective date

Larry Langford

Staff recommends approval of Resolution 2016-21.

10. 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 120 E 2nd St, Owasso, Oklahoma, as provided for in Title 25, O.S. Section § 307(B)(3)

Julie Lombardi

11. Report from City Manager

- Monthly Public Works Project Status Report

12. Report from City Attorney

13. Report from City Councilors

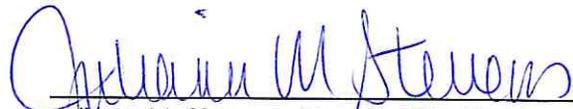
14. Official Notices to Council (documents for acknowledgment or information only, no discussion or action will be taken)

- Payroll Payment Report – Pay Period Ending Date 10/15/16
- Health Care Self-Insurance Claims – dated as of 10/27/16

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

16. Adjournment

Notice of Public Meeting filed in the office of the City Clerk and the Agenda posted at City Hall, 200 S Main St, at 6:00 pm on Friday, October 28, 2016.



Juliann M. Stevens, Deputy City Clerk

OWASSO CITY COUNCIL

MINUTES OF REGULAR MEETING Tuesday, October 18, 2016

The Owasso City Council met in regular session on Tuesday, October 18, 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 St, at 6:00 pm on Friday, October 14, 2016.

1. Call to Order

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

2. Invocation

The invitation was offered by Glenn Shafer of Destiny Life Church.

3. Flag Salute

Vice-Mayor Chris Kelley led the flag salute.

4. Roll Call

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

A quorum was declared present.

Staff:

City Manager - Warren Lehr
City Attorney - Julie Lombardi

5. Presentation of the Employee of the Quarter

Warren Lehr presented Employee of the Quarter, Chris Cook, Golf Department.

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

Mr. Bonebrake moved, seconded by Dr. Kelley to approve the Consent Agenda with claims totaling \$330,844.35 and addendum total of \$93.81.

YEA: Bonebrake, Bush, Kelley, Moberly, Dunn
NAY: None
Motion carried: 5-0

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

8. **Consideration and appropriate action relating to the renewal of the property-casualty insurance**

Jeff Atchison presented the item recommending 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.

There were no comments from the audience. After discussion, Mr. Bonebrake moved, seconded by Ms. Moberly to approve the contract, authorize the City Manager to execute the contract, and authorize payment, as recommended.

YEA: Bonebrake, Bush, Kelley, Moberly, Dunn
NAY: None
Motion carried: 5-0

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

Jeff Atchison presented the item recommending 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.

There were no comments from the audience. After discussion, Mr. Bush moved, seconded by Mr. Bonebrake to approve the contract, authorize the City Manager to execute the contract, and authorize payment, as recommended.

YEA: Bonebrake, Bush, Kelley, Moberly, Dunn
NAY: None
Motion carried: 5-0

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 presented the item recommending approval of the Final Plat for Carrington Pointe II.

There were no comments from the audience. Mr. Bush moved, seconded by Ms. Moberly to approve the Final Plat of Carrington Pointe II.

YEA: Bonebrake, Bush, Kelley, Moberly, Dunn
NAY: None
Motion carried: 5-0

- 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 presented the item recommending approval of the Final Plat for Oklahoma Central Credit Union.

There were no comments from the audience. After discussion, Mr. Bonebrake moved, seconded by Dr. Kelley to approve the Final Plat of Oklahoma Central Credit Union, as recommended.

YEA: Bonebrake, Bush, Kelley, Moberly, Dunn

NAY: None

Motion carried: 5-0

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

Linda Jones presented the item recommending 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.

There were no comments from the audience. After discussion, Dr. Kelley moved, seconded by Mr. Bonebrake to approve the FY 2017 budget amendments, as recommended.

YEA: Bonebrake, Bush, Kelley, Moberly, Dunn

NAY: None

Motion carried: 5-0

- 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 presented the item recommending 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.

There were no comments from the audience. After discussion, Mr. Bush moved, seconded by Ms. Moberly to accept the project and authorize final payment, as recommended.

YEA: Bonebrake, Bush, Kelley, Moberly, Dunn

NAY: None

Motion carried: 5-0

- 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 Garnett Rd Widening Project (96 St N to 106 St N)**

Julie Lombardi presented the item recommending approval of Resolution 2016-18.

There were no comments from the audience. After discussion, Ms. Moberly moved, seconded by Mr. Bonebrake to approve Resolution 2016-18, as recommended.

YEA: Bonebrake, Bush, Kelley, Moberly, Dunn

NAY: None

Motion carried: 5-0

15. Report from City Manager

Mr. Lehr recognized the Community Development Intern, Morgan Pemberton; acknowledged the traveling Vietnam Memorial, "The Wall that Heals" community event and announced upcoming events: The Willard Stone Family Art Exhibit - October 6-26, 2016 at the Historical Museum; Harvest Festival and BARKtoberfest - October 29, 2016 at Rayola Park; and the Character Council luncheon on November 10, 2016, at Tulsa Tech Center – Owasso, featuring keynote speaker Steve Largent, Pro Football Hall of Fame and former member of the U.S. House of Representatives.

16. Report from City Attorney

None

17. Report from City Councilors

Councilors commented on recent community events, recognizing the efforts of community volunteers and city staff; and appreciation for grant opportunities and community partners.

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)

None

20. Adjournment

Mr. Bush moved, seconded by Dr. Kelley to adjourn the meeting.

YEA: Bonebrake, Bush, Kelley, Moberly, Dunn

NAY: None

Motion carried 5-0 and the meeting adjourned at 7:20 pm.

Lyndell Dunn, Mayor

Lisa Wilson, Minute Clerk

Claims List

11/1/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
GENERAL	TREASURER PETTY CASH	CC REFUND/FINNEGAN	50.00
	TREASURER PETTY CASH	CC REFUND/HESS	50.00
	TREASURER PETTY CASH	CC REFUND/PATTERSON	50.00
	TREASURER PETTY CASH	CC REFUND/PAINTER	50.00
TOTAL GENERAL			200.00
MUNICIPAL COURT	JPMORGAN CHASE BANK	AMAZON-SUPPLIES	65.98
	YOUTH SERVICES OF TULSA	YOUTH SERVICES	3,125.00
	FELKINS ENTERPRISES, LLC	REMINDER SLIPS	86.00
TOTAL MUNICIPAL COURT			3,276.98
MANAGERIAL	FURNITURE MARKETING GROUP	FURNITURE MOVING	463.33
	TREASURER PETTY CASH	MILEAGE REIMB/STEVENS	97.20
	JPMORGAN CHASE BANK	CHAMBER-LUNCHEON	15.00
	JPMORGAN CHASE BANK	CHAMBER-LUNCHEON	15.00
	JPMORGAN CHASE BANK	INTERSTATE-BATTERIES	4.80
TOTAL MANAGERIAL			595.33
FINANCE	JPMORGAN CHASE BANK	SKILLPATH-SEMINAR	155.95
	TREASURER PETTY CASH	MILEAGE REIMB/JONES	47.90
	JPMORGAN CHASE BANK	AMAZON-BOOKS	24.98
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	4.36
	FURNITURE MARKETING GROUP	FURNITURE MOVING	300.00
	RSM US LLP	PROFESSIONAL FEES-AUDIT	18,000.00
	JPMORGAN CHASE BANK	NOWDOCS-W-2'S/1099'S	280.00
	JPMORGAN CHASE BANK	AMAZON-FLOOR MAT	39.99
TOTAL FINANCE			18,853.18
HUMAN RESOURCES	JPMORGAN CHASE BANK	HOBBY LOBBY-EMP RECOGNIT	8.70
	JPMORGAN CHASE BANK	AMAZON-EMPL DEVELOPMENT	30.32
	COMMUNITYCARE EAP	EMPLOYEE ASSISTANCE PROGR	248.00
	JPMORGAN CHASE BANK	EVENTBRITE-REFUND	-25.00
	TULSA EMERGENCY MEDICAL CENTER	PRE EMPLOY DRUG SCREENING	448.00
	TULSA EMERGENCY MEDICAL CENTER	RANDOM DRUG SCREENING	538.00
	RICH & CARTMILL, INC	TREASURER'S BOND	450.00
	JPMORGAN CHASE BANK	MEETING EXPENSE	51.00
	TREASURER PETTY CASH	NOTARY FILING FEE	10.00
	JPMORGAN CHASE BANK	CHAMBER-LUNCHEON	15.00
TOTAL HUMAN RESOURCES			1,774.02
GENERAL GOVERNMENT	JPMORGAN CHASE BANK	SCHOOLS IN-TABLES	2,501.20
	JPMORGAN CHASE BANK	ADMIRAL EXP-SUPPLIES	29.99

Claims List

11/1/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
GENERAL GOVERNMENT...	JPMORGAN CHASE BANK	ADMIRAL EXP-SUPPLIES	59.98
	MCAFFEE & TAFT	LEGAL-PERSONNEL	48.00
	MCAFFEE & TAFT	LEGAL-PERSONNEL	104.40
	BH MEDIA HOLDING GROUPS, INC	PUBLIC NOTICES	635.52
	MCAFFEE & TAFT	LEGAL PERSONNEL	5,317.00
	CINTAS CORPORATION	CARPET CLEANING	63.80
	INCOG	LEGISLATIVE CONSORTIUM	1,464.25
	DRAKE SYSTEMS INC	COPY SUPPLIES	519.61
	AEP/PSO	ELECTRIC USE	4,480.11
	CINTAS CORPORATION	CARPET CLEANING	63.80
	JPMORGAN CHASE BANK	AMERICAN WASTE-REFUSE	81.32
	JPMORGAN CHASE BANK	MAILFINANCE-LEASE	1,140.00
	TOTAL GENERAL GOVERNMENT		
COMMUNITY DEVELOPMENT	JPMORGAN CHASE BANK	INT'L CODE COUNCIL-TRAIN	43.50
	HAROLD RANDALL PINNEY	CODE ENFORCEMENT MOWING	150.00
	M. B. BICKERSTAFF	CODE ENFORCEMENT MOWING	150.00
	KENNETH LIVINGSTON	CODE ENFORCEMENT MOWING	150.00
	KENNETH LIVINGSTON	CODE ENFORCEMENT MOWING	200.00
	JPMORGAN CHASE BANK	ADMIRAL EXP-SUPPLIES	58.53
	TREASURER PETTY CASH	MILEAGE REIMB/FRITSCHEN	32.40
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	24.29
	JPMORGAN CHASE BANK	CHAMBER-LUNCHEON	30.00
	JPMORGAN CHASE BANK	AMER PLANNING-MEMBERSHIP	365.00
	JPMORGAN CHASE BANK	CHAMBER-REGISTRATION	40.00
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	16.32
TOTAL COMMUNITY DEVELOPMENT			1,260.04
ENGINEERING	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	15.01
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	17.71
	UNITED STATES CELLULAR CORPORATION	PW CELL PHONES	56.55
	OKLAHOMA FLOODPLAIN MANAGERS	CFM RENEWAL	75.00
TOTAL ENGINEERING			164.27
INFORMATION TECHNOLOGY	JPMORGAN CHASE BANK	HOME DEPOT-TOOLS	11.23
TOTAL INFORMATION TECHNOLOGY			11.23
SUPPORT SERVICES	JPMORGAN CHASE BANK	UNIQUE STITCH-REPAIR PART	64.00
	JPMORGAN CHASE BANK	AMAZON-SS DIRECTOR SURFAC	1,149.99
	SPRINT SOLUTIONS, INC.	SPRINT CARDS	79.98
	SHI INTERNATIONAL CORP	SOFTWARE	250.00
	UNIFIRST HOLDINGS LP	UNIFORM RENTAL FEES	13.27
	UNIFIRST HOLDINGS LP	UNIFORM RENTAL FEES	13.27

Claims List

11/1/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
SUPPORT SERVICES...	JPMORGAN CHASE BANK	LOWES-LIGHT BULBS	21.98
	JPMORGAN CHASE BANK	LODGING EXPENSE	310.17
	JPMORGAN CHASE BANK	DALE & LEES-SERVICE CH	260.00
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	5.46
	JPMORGAN CHASE BANK	SAMSClub-SHELVING	119.96
	JPMORGAN CHASE BANK	DISPLAY SALES-RODS/PINS	627.65
	TREASURER PETTY CASH	PARKING FEE	3.00
	TREASURER PETTY CASH	MICROPHONE WINDSCREEN	4.34
	JPMORGAN CHASE BANK	LOWES-HARDWARE	9.18
	JPMORGAN CHASE BANK	BEST BUY-LASER POINTER	61.99
	JPMORGAN CHASE BANK	LOWES-LAMP CORD	2.17
	JPMORGAN CHASE BANK	COX-OC INTERNET SERVICE	69.95
	JPMORGAN CHASE BANK	LOWES-PARTS	11.75
	JPMORGAN CHASE BANK	LOWES-LIQUID PLUMBER	12.46
	TOTAL SUPPORT SERVICES		
CEMETERY	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	7.41
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	7.41
	SPOK, INC.	PAGER USE	77.88
	AEP/PSO	ELECTRIC USE	27.93
TOTAL CEMETERY			120.63
POLICE COMMUNICATIONS	AEP/PSO	ELECTRIC USE	344.00
	TREASURER PETTY CASH	NOTARY RENEWAL FEE	20.00
	TREASURER PETTY CASH	TRAVEL EXPENSE	8.00
	TREASURER PETTY CASH	NOTARY FILING FEE	10.00
	TREASURER PETTY CASH	MILEAGE REIMB/ALLEN	138.78
	JPMORGAN CHASE BANK	WALMART-PRISONER BOARD	127.73
	JPMORGAN CHASE BANK	SAMSClub-PRISONER BOARD	59.38
	JPMORGAN CHASE BANK	CHAMBER-TRAINING/WATSON	495.00
	JPMORGAN CHASE BANK	LODGING EXPENSE	223.20
	JPMORGAN CHASE BANK	LODGING EXPENSE	223.20
	JPMORGAN CHASE BANK	WATERSTONE-DRY CLEANING	35.25
	JPMORGAN CHASE BANK	QUEENSBORO-UNIFORMS	100.80
TOTAL POLICE COMMUNICATIONS			1,785.34
ANIMAL CONTROL	JPMORGAN CHASE BANK	LOWES-SUPPLIES	169.30
	JPMORGAN CHASE BANK	CANADA DASHCAM-SUPPLIES	17.41
	JPMORGAN CHASE BANK	CANADA DASHCAM-INT'L FEE	0.17
	JPMORGAN CHASE BANK	PIERCE-SUPPLIES	249.00
	JPMORGAN CHASE BANK	WATERSTONE-DRY CLEANING	33.30
	JPMORGAN CHASE BANK	SEWELL DIRECT-SUPPLIES	106.63
	JPMORGAN CHASE BANK	AMAZON-SUPPLIES	20.51

Claims List

11/1/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
ANIMAL CONTROL...	JPMORGAN CHASE BANK	WALMART-SUPPLIES	146.46
	JPMORGAN CHASE BANK	SERENITY-CREMATION	255.00
	JPMORGAN CHASE BANK	WALKERK-SUPPLIES	300.00
	AEP/PSO	ELECTRIC USE	199.36
	JPMORGAN CHASE BANK	HOME DEPOT-SUPPLIES	49.65
TOTAL ANIMAL CONTROL			1,546.79
EMERGENCY PREPAREDNESS	AEP/PSO	ELECTRIC USE	126.45
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	21.89
TOTAL EMERGENCY PREPAREDNESS			148.34
STORMWATER	JPMORGAN CHASE BANK	NEW HOLLAND-PARTS	1,863.18
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	35.20
	JPMORGAN CHASE BANK	GRAINGER-PPE	6.66
	SPOK, INC.	PAGER USE	44.40
	JPMORGAN CHASE BANK	P&K EQUIP-TRIMMER LINE	62.95
	JPMORGAN CHASE BANK	LOWES-HARDWARE	9.04
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	35.20
	JPMORGAN CHASE BANK	QUALITY TIRE-TIRES	217.50
TOTAL STORMWATER			2,274.13
PARKS	ANCHOR STONE COMPANY	REPAIR SCREENING	8.31
	CITY OF OWASSO	OWASSO PARKS WATER SERVIC	31,729.13
	AEP/PSO	ELECTRIC USE	1,633.25
	OWASSO TOP SOIL	DIRT	135.00
	UNIFIRST HOLDINGS LP	PARKS UNIFORMS	23.96
	WASHINGTON CO RURAL WATER DISTRICT	WATER MCCARTY PARK	36.00
	VERDIGRIS VALLEY ELECTRIC COOP	PARKS OFFICE ELECTRICITY	96.08
	ANDREA SMITH	PARK RESTROOMS JANITORIAL	1,175.00
	CITY OF OWASSO	OWASSO PARKS WATER SERVIC	20.35
	CITY OF OWASSO	OWASSO PARKS WATER SERVIC	33.97
	CITY OF OWASSO	OWASSO PARKS WATER SERVIC	682.30
	CITY OF OWASSO	OWASSO PARKS WATER SERVIC	3,742.56
	CITY OF OWASSO	OWASSO PARKS WATER SERVIC	652.27
	CITY OF OWASSO	OWASSO PARKS WATER SERVIC	6.78
TOTAL PARKS			39,974.96
PUBLIC ART BENCHES	JPMORGAN CHASE BANK	LOWES-FORMING SUPPLIES	53.20
	JPMORGAN CHASE BANK	EQUIPMENT ONE-RENTAL	165.00
	JPMORGAN CHASE BANK	BROWN FARMS-SOD	95.00
	OKLAHOMA CORRECTIONAL INDUSTRIES	PARK BENCHES	1,360.00
	TWIN CITIES READY MIX, INC	CONCRETE	264.00

Claims List

11/1/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
TOTAL PUBLIC ART BENCHES			1,937.20
CULTURE AND RECREATION	FURNITURE MARKETING GROUP	FURNITURE MOVING	231.67
	FELKINS ENTERPRISES, LLC	SIGN	165.00
	FELKINS ENTERPRISES, LLC	FLYERS	200.00
TOTAL CULTURE AND RECREATION			596.67
COMMUNITY CENTER	JPMORGAN CHASE BANK	TUCKER-SUPPLIES	162.50
	DAVCO MECHANICAL CONTRACTORS, INC	AC REPAIR	454.06
	AEP/PSO	ELECTRIC USE	1,518.10
TOTAL COMMUNITY CENTER			2,134.66
HISTORICAL MUSEUM	AEP/PSO	ELECTRIC USE	158.13
TOTAL HISTORICAL MUSEUM			158.13
ECONOMIC DEV	TREASURER PETTY CASH	MILEAGE REIMB/LEVO	415.20
TOTAL ECONOMIC DEV			415.20
FUND GRAND TOTAL			96,826.65
AMBULANCE SERVICE	AMERICAN MUNICIPAL SERVICES CORP.	COLLECTION SERVICES	345.25
TOTAL AMBULANCE SERVICE			345.25
AMBULANCE	JPMORGAN CHASE BANK	LAERDAL-TRAINING EQUIP	5,785.30
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	17.49
	JPMORGAN CHASE BANK	SAS-SUPPLIES	608.17
	JPMORGAN CHASE BANK	HENRY SCHEIN-SUPPLIES	254.82
	JPMORGAN CHASE BANK	WS DARLEY-BOLT CUTTERS	110.90
	JPMORGAN CHASE BANK	ARROW INT'L-SUPPLIES	1,658.75
	JPMORGAN CHASE BANK	INTERSTATE-BATTERIES	60.20
	JPMORGAN CHASE BANK	BOUND TREE-SUPPLIES	61.96
	JPMORGAN CHASE BANK	BOUND TREE-SUPPLIES	556.20
	JPMORGAN CHASE BANK	FULLERTON-SUPPLIES	43.50
	JPMORGAN CHASE BANK	MCKESSON-FLU SHOTS	299.67
	JPMORGAN CHASE BANK	MCKESSON-TB SKIN TESTS	269.36
	JPMORGAN CHASE BANK	INTERSTATE-BATTERIES	13.60
	JPMORGAN CHASE BANK	ZOLL-RESCUENET MAINTNEANCE	8,500.00
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	12.99
	JPMORGAN CHASE BANK	FULLERTON-SUPPLIES	61.50
	JPMORGAN CHASE BANK	EXCELLANCE-HVAC REPAIRS	14.62

Claims List

11/1/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
TOTAL AMBULANCE			18,329.03
FUND GRAND TOTAL			18,674.28
E911 COMMUNICATIONS	COX COMMUNICATIONS	SVC FEES T1 CIRCUITS	233.95
	INCOG-E911	E911 ADMIN SVC FEES	8,178.98
	INCOG-E911	E911 ADMIN SVC FEES	8,155.34
	MOTOROLA SOLUTIONS, INC	IR SITE MAINT	2,082.91
	JPMORGAN CHASE BANK	TOTAL RADIO-MAINT CONTRCT	410.00
TOTAL E911 COMMUNICATIONS			19,061.18
FUND GRAND TOTAL			19,061.18
JUVENILE COURT - JV COUR	YOUTH SERVICES OF TULSA	YOUTH SERVICES	1,000.00
TOTAL JUVENILE COURT - JV COURT			1,000.00
FUND GRAND TOTAL			1,000.00
HOTEL TAX - ECON DEV	AEP/PSO	ELECTRIC USE	55.92
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	61.29
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	22.55
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	20.07
	JPMORGAN CHASE BANK	AMERICAN-BAGGAGE FEE	25.00
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	77.20
	JPMORGAN CHASE BANK	TULSA AIRPORT-PARKING	30.00
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	12.10
	JPMORGAN CHASE BANK	AMERICAN-BAGGAGE FEE	25.00
TOTAL HOTEL TAX - ECON DEV			329.13
FUND GRAND TOTAL			329.13
STORMWATER - STORMWATER	AEP/PSO	ELECTRIC USE	592.07
TOTAL STORMWATER - STORMWATER			592.07
SPORTS PRK DETENTION PONT	EAGLE ENVIRONMENTAL CONSULTING, INC	ENVIRONMENTAL SURVEY	3,500.00
	EAGLE ENVIRONMENTAL CONSULTING, INC	ENVIRONMENTAL SURVEY	5,000.00
TOTAL SPORTS PRK DETENTION PONT			8,500.00
FUND GRAND TOTAL			9,092.07
AMBULANCE CAPITAL FD	JPMORGAN CHASE BANK	STRYKER-COT MODIFICATIONS	12,294.19

Claims List

11/1/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
TOTAL AMBULANCE CAPITAL FD			12,294.19
FUND GRAND TOTAL			12,294.19
RAYOLA SPLASH PAD EXPAN	PDG, INC.	RAYOLA SPLASH PAD EXPANSI	550.00
TOTAL RAYOLA SPLASH PAD EXPANS			550.00
5K TRAIL	PDG, INC.	SPORTS PARK TRAIL	2,200.00
TOTAL 5K TRAIL			2,200.00
FUND GRAND TOTAL			2,750.00
SALES TAX FUND-FIRE	JPMORGAN CHASE BANK	ADVANCE AUTO-PARTS	41.80
	JPMORGAN CHASE BANK	SUMMIT TRUCK-SUPPLIES	305.50
	JPMORGAN CHASE BANK	LODGING EXPENSE	95.55
	JPMORGAN CHASE BANK	LODGING EXPENSE	95.55
	JPMORGAN CHASE BANK	LODGING EXPENSE	95.55
	JPMORGAN CHASE BANK	OREILLY-PARTS	15.40
	JPMORGAN CHASE BANK	OREILLY-SUPPLIES	37.46
	JPMORGAN CHASE BANK	SAMSClub-SUPPLIES	21.92
	JPMORGAN CHASE BANK	LODGING EXPENSE	103.31
	JPMORGAN CHASE BANK	GCR TIRE-VEHICLE PARTS	165.48
	JPMORGAN CHASE BANK	REASORS-SUPPLIES	14.60
	JPMORGAN CHASE BANK	HOBBY LOBBY-SUPPLIES	21.98
	JPMORGAN CHASE BANK	SAMSClub-SUPPLIES	38.32
	JPMORGAN CHASE BANK	AIR CLEANING-MAINT/SERVIC	1,828.47
	JPMORGAN CHASE BANK	MAIL THIS-SUPPLIES	14.12
	JPMORGAN CHASE BANK	PROMOZ-UNIFORM CLOTHING	55.05
	JPMORGAN CHASE BANK	RED BUD-A/C FILTERS	75.54
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	175.73
	TREASURER PETTY CASH	TRAVEL EXPENSE	214.28
	TREASURER PETTY CASH	TRAVEL EXPENSE	216.68
	TREASURER PETTY CASH	TRAVEL EXPENSE	215.61
	TREASURER PETTY CASH	TRAVEL EXPENSE	215.61
	JPMORGAN CHASE BANK	LENOX-TOW CHARGE	235.00
	AEP/PSO	ELECTRIC USE	4,078.30
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	2.65
	JPMORGAN CHASE BANK	DRY CLEANING-UNIFORMS	95.37
	JPMORGAN CHASE BANK	BSHIFTER-TRAINING	385.00
	JPMORGAN CHASE BANK	BSHIFTER-TRAINING	385.00
	JPMORGAN CHASE BANK	EMERG MEDICAL-UNIFORM	875.40
	JPMORGAN CHASE BANK	BSHIFTER-TRAINING	385.00
	JPMORGAN CHASE BANK	BSHIFTER-TRAINING	90.00

Claims List

11/1/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
SALES TAX FUND-FIRE...	JPMORGAN CHASE BANK	TCP GLOBAL-VEHICLE PARTS	63.11
	BIG POPPY'S UNIFORMS & APPAREL	UNIFORMS	11,004.00
	NORTH AMERICA FIRE EQUIPMENT CO.	UNIFORMS	17,074.00
	NORTH AMERICA FIRE EQUIPMENT CO.	UNIFORMS	293.00
	CASCO INDUSTRIES INC	UNIFORM/PPE	3,733.00
	BAILEY EVENT CENTER, INC.	TRAINING	300.00
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	45.39
	JPMORGAN CHASE BANK	IMAGENET-LEASE	440.17
	JPMORGAN CHASE BANK	BEST BUY-PC PARTS	169.96
	JPMORGAN CHASE BANK	ZOLL-RESCUENET-MAINTENANC	6,286.00
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	8.22
	JPMORGAN CHASE BANK	FIRE SERVICE-TRAINING	1,800.00
	TOTAL SALES TAX FUND-FIRE		
FUND GRAND TOTAL			51,812.08
SALES TAX FUND-POLICE	JPMORGAN CHASE BANK	TRAVEL EXPENSE	7.79
	JPMORGAN CHASE BANK	OPERATING SUPPLIES	60.25
	JPMORGAN CHASE BANK	AMAZON-SUPPLIES	17.31
	JPMORGAN CHASE BANK	LOWES-HOT WATER LINE	50.44
	JPMORGAN CHASE BANK	BOB MOORE-TORT CLAIM	768.45
	JPMORGAN CHASE BANK	SPECIAL OPS-UNIFORM ITEMS	59.99
	JPMORGAN CHASE BANK	WATERSTONE-DRY CLEANING	1,389.90
	JPMORGAN CHASE BANK	LODGING EXPENSE	552.35
	KATHY H THOMAS, PHD	TRAINING CONSULTATION	600.00
	JPMORGAN CHASE BANK	AMAZON-ITEM RETURN	-3.21
	JPMORGAN CHASE BANK	AMAZON-ITEM RETURN	-40.67
	JPMORGAN CHASE BANK	OFFICEREPLA-SUPPLIES	10.11
	JPMORGAN CHASE BANK	US CANINE-ANNUAL DUES	50.00
	JPMORGAN CHASE BANK	INTERSTATE-SUPPLIES	46.50
	JPMORGAN CHASE BANK	VISTAPRINT-SUPPLIES	4.99
	AEP/PSO	ELECTRIC USE	3,667.26
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	8.00
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	8.00
	SPOK, INC.	PAGER USE	35.52
	TREASURER PETTY CASH	NOTARY RENEWAL FEE	20.00
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	19.05
	JPMORGAN CHASE BANK	AT YOUR SERVICE-RENTAL	80.00
	JPMORGAN CHASE BANK	TRI TECH FORENSICS-SUPPLI	371.95
	JPMORGAN CHASE BANK	LOWES-VEHICLE PARTS	119.00
	JPMORGAN CHASE BANK	INTERSTATE BATTERIES	16.80
	JPMORGAN CHASE BANK	SAMS INTERNET-MEMBERSHIP	100.00
	JPMORGAN CHASE BANK	SAMS INTERNET-SUPPLIES	5.61
	JPMORGAN CHASE BANK	TROPHY & PLAQUE-AWARDS	46.50

Claims List

11/1/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
SALES TAX FUND-POLICE...	JPMORGAN CHASE BANK	SAMSCLUB-SUPPLIES	161.32
	JPMORGAN CHASE BANK	WALMART-LAB SUPPLIES	11.86
	JPMORGAN CHASE BANK	TRAVEL EXPENSE	8.56
	JPMORGAN CHASE BANK	WALMART-PARTS	21.65
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	28.14
	JPMORGAN CHASE BANK	OK POLICE SPLY-UNIF ITEMS	5.95
	JPMORGAN CHASE BANK	REASORS-SUPPLIES	30.86
	JPMORGAN CHASE BANK	REASORS-SUPPLIES	10.47
	JPMORGAN CHASE BANK	USPS-MAILING COST	3.02
	JPMORGAN CHASE BANK	SOUTHERN AG-K9 SUPPLIES	111.96
	JPMORGAN CHASE BANK	ACADEMY-FIREARM SUPPLIES	44.98
	JPMORGAN CHASE BANK	GLOCK-SUPPLIES	17.00
	JPMORGAN CHASE BANK	PETSMART-K9 SUPPLIES	25.57
	JPMORGAN CHASE BANK	BIG POPPYS-UNIFORM ITEM	35.00
	JPMORGAN CHASE BANK	SAMSCLUB-SUPPLIES	20.70
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	82.58
	JPMORGAN CHASE BANK	KUM & GO-WATER	6.54
	JPMORGAN CHASE BANK	KUM & GO-WATER	16.85
	JPMORGAN CHASE BANK	RAY ALLEN-K9 SUPPLIES	87.59
	TOTAL SALES TAX FUND-POLICE		
FUND GRAND TOTAL			8,802.49
SALES TAX FUND-STREETS	JPMORGAN CHASE BANK	OREILLY-CLEANING SUPPLIES	11.78
	JPMORGAN CHASE BANK	LOWES-TOOLS	191.33
	JPMORGAN CHASE BANK	VANCE BROTHERS-TACK OIL	56.70
	JPMORGAN CHASE BANK	LOWES-TOOLS	15.82
	JPMORGAN CHASE BANK	LOWES-BATTERIES	99.00
	JPMORGAN CHASE BANK	FLEET DISTRIB-SAFETY COAT	55.95
	JPMORGAN CHASE BANK	EQUIPMENT ONE-PROPANE	126.44
	SPOK, INC.	PAGER USE	112.54
	JPMORGAN CHASE BANK	CNG FUEL	6.71
	JPMORGAN CHASE BANK	CNG FUEL	7.94
	DIESEL POWER PLUS, LLC	TRUCK PLOW	6,455.81
	ROADSAFE TRAFFIC SYSTEMS, INC	FY 15-16 STRIPING PROJECT	30,620.96
	AEP/PSO	ELECTRIC USE	1,684.33
	JPMORGAN CHASE BANK	ATWOODS-SUPPLIES	33.06
	JPMORGAN CHASE BANK	ATWOOD-SHOP TOWELS	71.76
	JPMORGAN CHASE BANK	GRAINGER-PPE	6.66
	JPMORGAN CHASE BANK	ATWOOD-PAINT SUPPLIES	19.96
	JPMORGAN CHASE BANK	ATWOOD-RUBBER BOOTS	14.99
	JPMORGAN CHASE BANK	HOME DEPOT-RENTAL	75.00
	JPMORGAN CHASE BANK	GELCO-SAFETY BOOTS	152.99
JPMORGAN CHASE BANK	BUMP2BUMP-TOGGLE SWITCH	7.14	

Claims List

11/1/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
SALES TAX FUND-STREETS...	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	43.51
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	43.51
	TWIN CITIES READY MIX, INC	CONCRETE	2,050.00
	TWIN CITIES READY MIX, INC	CONCRETE	922.50
	TWIN CITIES READY MIX, INC	CONCRETE	717.50
	TWIN CITIES READY MIX, INC	CONCRETE	144.00
	ANCHOR STONE COMPANY	STONE	76.36
	APAC-OKLAHOMA, INC.	ASPHALT	82.80
	OWASSO TOP SOIL	DIRT	65.00
	SIGNALTEK INC	TRAFFIC SIGNAL REPAIRS	1,274.45
	SIGNALTEK INC	TRAFFIC SIGNAL REPAIR	901.25
	AMERICAN PUBLIC WORKS ASSOCIATION	TRAINING	595.00
	APAC-OKLAHOMA, INC.	ASPHALT	828.00
	TULSA ASPHALT, LLC	ASPHALT	152.53
	TWIN CITIES READY MIX, INC	CONCRETE	410.00
	TWIN CITIES READY MIX, INC	CONCRETE	192.00
	JPMORGAN CHASE BANK	LOWES-BROOM	34.98
	JPMORGAN CHASE BANK	NORTHERN TOOL-SUPPLIES	99.96
	JPMORGAN CHASE BANK	NORTHERN TOOL-SUPPLIES	14.99
	JPMORGAN CHASE BANK	NORTHERN TOOL-SUPPLIES	119.99
TOTAL SALES TAX FUND-STREETS			48,595.20
STREET REHAB FY16	LOWRY CONSTRUCTION SERVICES	FY 15-16 STREET REHAB PRO	70,514.61
TOTAL STREET REHAB FY16			70,514.61
FUND GRAND TOTAL			119,109.81
CI - FBO BUILDING	MEEK'S LITHOGRAPHING CO.	WINDOW WRAPS-CITY HALL	1,130.00
TOTAL CI - FBO BUILDING			1,130.00
TOWER EQUIPMENT UPGRAD	MOTOROLA SOLUTIONS, INC	800 MHZ P25 UPGRADE	236,817.51
TOTAL TOWER EQUIPMENT UPGRADE			236,817.51
CI - GARN WID 96TH-106TH	EAGLE ENVIRONMENTAL CONSULTING, INC	ENVIRONMENTAL SURVEY	3,500.00
TOTAL CI - GARN WID 96TH-106TH			3,500.00
STREET REHAB FY17	TERRACON CONSULTANTS INC	GEOTECHNICAL ENGINEERING	9,600.00
TOTAL STREET REHAB FY17			9,600.00
FUND GRAND TOTAL			251,047.51

Claims List

11/1/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
CITY GARAGE	AEP/PSO	ELECTRIC USE	393.31
	JPMORGAN CHASE BANK	FULLERTON-ACETYLENE GAS	73.65
	AT&T MOBILITY	WIRELESS SERVICE	57.63
	UNIFIRST HOLDINGS LP	UNIFORM RENTAL FEE	28.36
	UNIFIRST HOLDINGS LP	UNIFORM RENTAL FEE	28.36
	JPMORGAN CHASE BANK	BUMP2BUMP-PARTS RESALE	39.78
	JPMORGAN CHASE BANK	UNITED FORD-PART RESALE	71.72
	JPMORGAN CHASE BANK	UNITED FORD-PARTS RESALE	197.41
	JPMORGAN CHASE BANK	QUIK SERVICE-STOCK STEEL	36.30
	JPMORGAN CHASE BANK	HERITAGE CRYSTAL-OIL PKUP	155.80
	JPMORGAN CHASE BANK	GOODYEAR-TIRES	3,394.95
	JPMORGAN CHASE BANK	HESELBEIN-TIRES	424.44
	JPMORGAN CHASE BANK	HESELBEIN-TIRE FOR UTV	72.08
	JPMORGAN CHASE BANK	B&M WAREHOUSE-OIL	646.80
	JPMORGAN CHASE BANK	TATE BOYS-ALIGNMENT	79.95
	JPMORGAN CHASE BANK	SPEEDTECH-LT BAR BRACKETS	61.27
	JPMORGAN CHASE BANK	TULSA GAS TECH-PARTS	111.00
	JPMORGAN CHASE BANK	PAVEY'S-PAINT BUMPER	198.20
	JPMORGAN CHASE BANK	OREILLY-PARTS RESALE	2,020.00
	JPMORGAN CHASE BANK	OREILLY-SHOP SUPPLIES	197.22
	JPMORGAN CHASE BANK	SUMMIT-BRAKE PAD KITS	1,174.85
	JPMORGAN CHASE BANK	B & M CUSTOM-CONVERTER	1,010.00
	JPMORGAN CHASE BANK	GOODYEAR-PD TIRES	1,642.10
	JPMORGAN CHASE BANK	SPEEDOMETER-REPAIR	138.00
TOTAL CITY GARAGE			12,253.18
FUND GRAND TOTAL			12,253.18
WORKERS' COMP SELF-INS	CITY OF OWASSO IMPREST ACCOUNT	WORKERS COMP CLAIMS EXPEN	11.92
	CITY OF OWASSO IMPREST ACCOUNT	WORKERS COMP CLAIMS EXPEN	323.00
TOTAL WORKERS' COMP SELF-INS			334.92
WORKERS' COMP SELF-INS	CITY OF OWASSO IMPREST ACCOUNT	WORKERS COMP CLAIMS EXPEN	1,753.86
	CITY OF OWASSO IMPREST ACCOUNT	WORKERS COMP CLAIMS EXPEN	1,074.79
	CITY OF OWASSO IMPREST ACCOUNT	WORKERS COMP CLAIMS EXPEN	4,236.48
TOTAL WORKERS' COMP SELF-INS			7,065.13
FUND GRAND TOTAL			7,400.05
GEN LIAB-PROP SELF INS	JPMORGAN CHASE BANK	BOB MOORE-TORT CLAIM	1,916.08
TOTAL GEN LIAB-PROP SELF INS			1,916.08

Claims List

11/1/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
FUND GRAND TOTAL			1,916.08
CITY GRAND TOTAL			\$612,368.70



TO: The Honorable Mayor and City Council
City of Owasso

FROM: Earl Farris
Project Administrator

SUBJECT: Acceptance of Infrastructure including One Approach and Two Fire Hydrants at
NinetyEight Multi-family Apartment Complex Phase II

DATE: October 28, 2016

BACKGROUND:

The subject residential development is located at 12700 E 100 St North. Public infrastructure includes a concrete approach and two fire hydrants including all appurtenances.

FINAL INSPECTIONS:

Final inspections for all infrastructure components were completed in September 2016 by the Public Works Department. All standards for acceptance have been met. Additionally, the construction contractor and design engineer have supplied the necessary two-year maintenance bonds and required as-built drawings.

RECOMMENDATION:

Staff recommends acceptance of a concrete approach and water system improvements (two fire hydrants) at NinetyEight Multi-family Apartment Complex Phase II.

ATTACHMENTS:

Location Map
City Attorney bond approval letter & copy of bonds

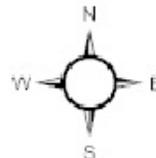
98 APARTMENTS PHASE II



1" = 376 ft

LOCATION MAP

10/03/2016



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.

Farris, Earl

From: Lombardi, Julie
Sent: Sunday, May 22, 2016 2:28 PM
To: Eaton, Steven
Subject: RE: 98 Apt. Phase 2 Bonds

Steven,

I have reviewed the waterline and concrete approach maintenance bond for NinetyEight Apartments, Phase II, at your request. The Attorney-in-Fact signature is authorized, the surety is licensed to do business in Oklahoma, and the amount of the bond is well within the surety's \$1,852,000 underwriting limitation. Therefore, the bond is approved.

Julie Lombardi

Julie Trout Lombardi
City Attorney
111 North Main
Owasso, Oklahoma 74055
918.376-1511(o) 918.376-1599 (f)

From: Eaton, Steven
Sent: Thursday, May 19, 2016 10:07 AM
To: Lombardi, Julie
Subject: 98 Apt. Phase 2 Bonds

Ms. Lombardi,

I am sending a maintenance bond for review. Would you please reply with your findings.

Thank you,

Steven Eaton
City of Owasso
Infrastructure Inspector
seaton@cityofowasso.com
Phone 918-272-4959
Cell 918-693-3979

Maintenance Bond
PRIVATELY FINANCED PUBLIC IMPROVEMENTS

Bond No: GR34939

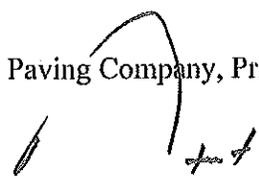
KNOW ALL MEN BY THESE PRESENTS, That we Developer's Paving Company as Principal (Developer and/or Contractor), and Granite Re, Inc. as Surety, are held and firmly bound unto the City of Owasso, Oklahoma, as Obligee, in the penal sum of Thirteen Thousand, Four Hundred Eighty-Nine Dollars and 70/100***** (\$13,489.70) to which payment will and truly to be made, we do bind ourselves, and each of our heirs, executors, administrators, successors, and assigns jointly and severally, firmly by these presents.

WHEREAS, the Principal will furnish a bond conditioned to guarantee, for the period of TWO YEARS after final approval of the Waterline and Concrete Approach to Serve NinetyEight Apartments, Phase II, a privately financed public improvement, and acceptance of such by the City Council of the City of Owasso, Oklahoma, against all defects in workmanship and materials which may become apparent in such privately financed public improvement during said period.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH that the Principal and/or Surety shall indemnify the Obligee for all loss that the Obligee may sustain by reason of any defective materials or workmanship in the privately financed public improvement which may become apparent during the said period.

SIGNED, SEALED, AND DATED: MAY 13, 2016

Developer's Paving Company, Principal

BY:  _____

Granite Re, Inc., Surety

BY:  _____, Attorney-in-Fact
Amy Lambert

NinetyEight Apartments - Phase II
Waterline and Concrete Approach

Description	Units	Unit Price	Extended Price
Concrete Approach	1 Ea	\$ 2,600.00	\$ 2,600.00
Fire Hydrant	2 Ea	\$ 3,616.85	\$ 7,233.70
10"x6" Tapping Sleeves	2 Ea	\$ 840.00	\$ 1,680.00
6" Valve	2 Ea	\$ 988.00	\$ 1,976.00
			<u>\$ 13,489.70</u>



TO: The Honorable Mayor and City Council
City of Owasso

FROM: Jason Woodruff
Deputy Chief of Police

SUBJECT: Supplemental Appropriation-Safe Oklahoma Grant

DATE: October 28, 2016

BACKGROUND:

In 2012, the Oklahoma legislature passed HB 3052, which created a grant program within the Attorney General's office, now known as the Safe Oklahoma Grant Program. The Attorney General was authorized to award competitive grant funds to local law enforcement agencies, specifically directed at reducing or preventing violent crime in Oklahoma communities.

In September 2016, the Owasso Police Department submitted an application packet for the 2016 Safe Oklahoma Grant. On October 6, 2016, the department received notification that the grant funds had been approved for the Owasso Police Department in the amount of \$56,770.

The grant funds are specified for the purchase of clandestine investigative equipment in the amount of \$6,770 and paid supplemental overtime in the amount of \$50,000. The equipment will greatly enhance Owasso detectives' ability to conduct clandestine investigations of street level crimes such as illegal narcotics sales, which are commonly connected to more violent offenses. The paid overtime allows sworn personnel to work overtime hours, in addition to their normal scheduled duties, focusing on high crime/high activity areas through the use of directed patrols, saturation patrols, street crime operations and clandestine narcotics operations. Similar to the Oklahoma Highway Safety Office Traffic Grant overtime program, officers working the Safe Oklahoma Grant hours will be working in addition to the regularly scheduled patrol shifts and will focus exclusively on the stated goal of the grant, which is the reduction of violent crime.

RECOMMENDATION:

Staff recommends acceptance of the 2016 Safe Oklahoma Grant, authorization for the City Manager to execute the contract with the Oklahoma Attorney General's Office, and approval of a budget amendment in the General Fund, increasing the estimated revenue and the appropriation for expenditures by \$56,770.

ATTACHMENT:

2016 Safe Oklahoma Grant Contract



THE OFFICE OF ATTORNEY GENERAL
2016.2 SAFE OKLAHOMA GRANT PROGRAM CONTRACT

This agreement is made between the Office of Attorney General (OAG) and the Owasso Police Department (Recipient). OAG agrees to provide funding to Recipient for the purposes provided in Appendix A of this contract and in accordance with the terms and conditions provided in this contract. Recipient agrees to carry out the purposes for funding provided in Appendix A timely and in good faith and to abide by all terms and conditions of this contract.

1. **AMOUNT AND PURPOSE OF FUNDS**

- a. OAG is providing \$56,770.00 to Recipient for the use of overtime patrol targeting violent crime areas and the purchase of technology to support intervention and the prevention of violent crime. The terms of use for the funds are more fully described in Appendix A.

2. **AVAILABILITY OF FUNDS**

- a. Payment pursuant to this contract are to be made only from monies appropriated to the Office of Attorney General (OAG) by the Oklahoma Legislature for the Safe Oklahoma Grant program established in Title 74, Section 20k of Oklahoma Statutes. Notwithstanding any other provisions, payments to the Recipient by OAG are subject to the availability of such funds. OAG may take any action necessary in accord with such determination.

3. **TERM OF CONTRACT**

- a. The term of this contract shall commence upon execution of all parties. The date of receipt of funds by Recipient shall be used as a time reference date for purposes of reporting and expiration of the contract. The term of this contract shall expire twelve (12) months from the date of a receipt of funds unless otherwise agreed in Appendix A or an extension is granted by OAG in writing.
- b. If the funds are not fully spent by the expiration of this contract, Recipient shall return all unencumbered funds to OAG, unless an extension is granted by OAG in writing.

4. MODIFICATION AMENDMENT

- a. This contract is subject to such modification as may be required by law or regulation. Any such modification may be done unilaterally by OAG.
- b. Revisions to the contract and any attachment in Appendix A, which is part of this contract, must be approved in writing in advance by OAG.
- c. A waiver by OAG to any provision in this contract must be signed and in writing by OAG.

5. OAG PERFORMANCE

- a. OAG will provide funding for the project up to the total amount detailed in Appendix A.

6. RECIPIENT PERFORMANCE

- a. Recipient agrees to perform those duties, obligations and representations contained in this contract and Appendix A, and to be bound by the provisions of this contract and Appendix A, and all amendments thereto, which were submitted to OAG.
- b. In no event shall any subcontract or subcontractor incur obligation on the part of OAG or beyond the terms of Appendix A of this contract.
- c. Recipient shall commence implementation of the project described in Appendix A within sixty (60) days from the date of receipt of funds unless otherwise agreed to in Appendix A or in writing by OAG.
- d. Recipient agrees to cooperate with, and provide information to, any third-party evaluator, provided at OAG's expense, for the purpose of tracking results of the Safe Oklahoma Grant Program.

7. FUNDING TO RECIPIENT

- a. Funds made available shall be used only for the purposes and expenses approved by OAG under this contract. These funds are distributed to Recipient who shall be responsible for the payment of all expenses under this contract. The funds provided to the Recipient shall be expended only for expenses incurred during the term of this contract as specified in Appendix A and shall not be expended for expenses incurred prior to, or after, the term of this contract.
- b. Funds made available under this grant shall be used to supplement, and not supplant, other funds expended to carry out activities of the Recipient.

8. EMPLOYEE BENEFITS

- a. Recipient has full responsibility for the payment of Workers' Compensation insurance, unemployment insurance, social security, State and federal income tax, salaries, benefits, and any other obligations required by law for its employees.
- b. The parties intend that each shall be responsible for its own intentional and negligent acts or omissions to act. OAG shall not be responsible for the acts and omissions to act of any subcontractor or vendor to Recipient.

9. CERTIFICATIONS BY RECIPIENT

- a. Recipient expressly agrees to be solely responsible to ensure that the use of monies received under this contract complies with all federal, State and local statutes, regulations and other legal authority, including any laws relating to nondiscrimination, equal opportunity, and labor standards.

10. NO-CONFLICT COVENANT

- a. Recipient covenants that no officers or employees of recipient have any interest, direct or indirect, and that none shall acquire any such interest during their tenure that would conflict with the full and complete execution of this contract. Recipient further covenants that no employee of OAG received anything of value in connection to this contract.

11. NON-COLLUSION

- a. OAG and Recipient certify that neither has been a party to any collusion among applicants to the Safe Oklahoma Grant Program, collusion with any state official or employee in the awarding of this grant, or in any discussions with any applicants or state officials concerning the exchange of anything of value for special consideration in awarding this grant.
- b. Recipient has not paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma any money or other thing of value, directly or indirectly, in the procuring of this contract.
- c. No person who has been involved in any manner in the development of this contract while employed by the State of Oklahoma will be employed to fulfill any of the services provided for under this contract.

12. PUBLICATIONS AND OTHER MATERIALS

- a. Any material produced in whole or in part as a result of this contract may be subject to the Open Records Act of Oklahoma. OAG shall have authority to

publish, disclose, distribute and otherwise use any reports, data or other materials prepared under this contract.

13. PROCUREMENT

- a. Recipient agrees and is responsible for ensuring that procurement, management, and disposition of property acquired with contract funds shall be governed by any applicable federal and State laws, including any competitive bidding requirements and requirements for the accounting of public funds.

14. RECORDS, REPORTS, DOCUMENTATION

- a. Recipient shall provide a report every three (3) months to OAG of funds dispersed during the term of this contract and a report detailing the progress of the project. The reporting period shall commence on the date of the receipt of funds. Reports shall be due within two (2) weeks of the end of the reporting period. The reports shall include, but not be limited to, the following information:
 - i. A detailed itemization of the funds spent during the three (3) month reporting period;
 - ii. An explanation of what was funded under item i. above;
 - iii. The remaining balance of the funds provided under this contract;
 - iv. An explanation of measurement and evaluation tools used to track progress and results;
 - v. An explanation of any observed change in violent crime rates or trends as a result of this project; and
 - vi. A brief narrative of the results, successes, and other observations from this reporting period.
- b. The Recipient shall maintain records and accounts, including property, personnel, and financial records that properly account for all project funds. Recipient shall make these records available to OAG upon request.
- c. Recipient shall keep and maintain appropriate books and records reflecting the services performed and costs and expenses incurred in connection with its performance of this contract for a period of five (5) years from the ending date of this contract. Upon reasonable notice, OAG, the State Auditor's Office, the State Purchasing Director, or their representatives, shall be entitled to access any books, records, and other documents and items directly pertaining to the project funds for purpose of audit and examination, at Recipient's premises during normal business hours. In the event any audit, litigation, or other action involving these pertinent records is started before the end of the five (5) year period, the Recipient agrees to retain these records until all issues arising out of the action are resolved or until the end of the five (5) year period, whichever is later.

- d. Recipient shall provide any status updates during the term of this contract to OAG upon request.

15. CLOSING OUT OF CONTRACT

- a. Recipient shall promptly return to OAG any funds received under this contract that are not expended for the agreed purposes under this contract in Appendix A.
- b. Recipient shall submit any closeout documents showing proof of completion of the terms of this contract to OAG.
- c. Recipient agrees to provide any additional information required by OAG after the expiration of this contract for the purpose of showing completion and results of the project.

16. INTERPRETATION, REMEDIES, VENUE, CHOICE OF LAW

- a. This contract shall be construed and interpreted pursuant to Oklahoma law.
- b. Venue for any disagreement or cause of action arising under this contract shall be Oklahoma County, Oklahoma.

17. TERMINATION OR SUSPENSION

- a. This contract may be terminated or suspended in whole or in part at any time by written agreement of the parties.
- b. This contract may be terminated or suspended by OAG in whole or in part, for cause, after notice and an opportunity for Recipient to present reasons why such action should not be taken. Grounds for cause include, but are not limited to:
 - i. Recipient fails to commence implementation of the terms of this contract within 60 days or as otherwise agreed in writing or in Appendix A.
 - ii. Recipient fails to comply with the terms of this contract or with any applicable laws or regulations or is unduly dilatory in executing its commitments under this contract.
 - iii. Purposes for the funds have not been or will not be fulfilled or would be illegal to carry out.
 - iv. The Recipient has submitted incorrect or incomplete documentation pertaining to this contract.

- c. In the event of termination or suspension, Recipient shall be entitled to payment for otherwise valid and allowable obligations incurred in good faith prior to notice of termination or suspension.

18. SEVERABILITY

- a. If any provision of this contract is held invalid by any court of competent jurisdiction, such invalidity does not affect any other provision of this contract that can be given effect.

19. POINT OF CONTACT

- a. Correspondence and contact to the OAG shall be made through the primary and secondary contact persons listed below:

Primary Contact Name: Lauren E. Hammonds
Title: Assistant Attorney General
Phone Number: 405-521-3921
Email: lauren.hammonds@oag.ok.gov

Secondary Contact Name: Lori Carter
Title: Director of Legislative Affairs
Phone Number: 405-521-3921
Email: lori.carter@oag.ok.gov

Agreed to the _____ day of _____, 2016.

X _____
Chief of Police, Owasso Police Department

X _____
Warren Lehr
City Manager, City of Owasso

X _____
Mike Hunter
First Assistant Attorney General, Oklahoma Office of Attorney General

APPENDIX A – Purposes of Funding

The Recipient is required to complete a budget outline for the funds awarded under the terms of this contract and attach as Appendix A.

Appendix A must include a copy of the Recipient's itemized budget for the project with of all items/labor/services to be purchased with funds, and provide descriptions and overviews of the activities planned. These documents are attached to this contract and incorporated into the terms and requirements of this contract.

Funding is provided solely for the purposes in Appendix A and shall be spent solely on items in Appendix A.



TO: The Honorable Mayor and City Council
City of Owasso

FROM: Juliann M. Stevens
Deputy City Clerk

SUBJECT: Resolution 2016-19 City Council Election

DATE: October 28, 2016

ACTION REQUESTED:

Pursuant to the provisions of the Owasso City Charter governing the election of City Council members, "the Council shall take action by Resolution to call any necessary Ward Elections." In 2017, such election is required for Wards 3 and 4, each for a three-year term.

Staff is requesting Council action to approve a resolution calling for an election to be conducted for City Council Wards 3 and 4. In addition, the proposed resolution identifies the process to be followed in order to meet all legal requirements and allows for proper notification to the Tulsa County and Rogers County Election Boards. The resolution calling the election is due to the Tulsa County Election Board by Friday, November 18, 2016.

ELECTION DETAILS:

The election date and filing periods are set in accordance with state laws governing elections conducted by the County Election Board.

All candidates must file a Declaration of Candidacy form with the Tulsa County Election Board between the hours of 8:00 AM and 5:00 PM during the filing period. The filing period for interested candidates is December 5, 6, and 7, 2016.

Only qualified electors who reside within the ward shall be qualified to hold the office of City Council Member for that ward. However, all registered voters residing within the Owasso city limits may vote in the election. Should one of the candidates not receive the majority of all votes cast for the particular ward, a general election will be held.

The primary election will be held on February 14, 2017. The general election, if necessary, will be held on April 4, 2017.

RECOMMENDATION:

Staff recommends adoption of Resolution 2016-19 calling an election for the purpose of electing City Council representation for Wards 3 and 4.

ATTACHMENTS:

Resolution No. 2016-19
Council Ward Map
Correspondence from Election Board dated October 24, 2016

**CITY OF OWASSO, OKLAHOMA
RESOLUTION 2016-19**

NOTICE OF ELECTION AND CERTIFICATION

WHEREAS, a Primary Election shall be held for the purpose of electing an Owasso City Council Member for the ward and term as follows:

<u>WARD NO.</u>	<u>TERM</u>
3	3 years
4	3 years

WHEREAS, a General Election, if necessary, shall thereafter be held to elect said Council Member.

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

1. That a non-partisan Primary Election for City Council Members, as set out, be held on February 14, 2017;
2. That the General Election thereafter, if necessary, be held on April 4, 2017;
3. Only qualified electors of the City of Owasso who reside in the respective ward shall be qualified to hold the office of Council Member for said ward;
4. The filing period will begin at 8:00am on Monday, December 5, 2016 and end at 5:00pm on Wednesday, December 7, 2016.

BE IT FURTHER RESOLVED that the City Council of the City of Owasso, Oklahoma hereby certifies to the Tulsa County Election Board that Tulsa County precincts #750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760 and Rogers County precincts #31 and 130 are to be opened; and Tulsa County precinct #21 and Rogers County precincts #6, 21, 29, and 30 are to remain closed as there are no residents within city limits of Owasso in those precincts.

PASSED AND APPROVED this 1st day of November, 2016 by the City Council of the City of Owasso, Oklahoma.

Lyndell Dunn, Mayor

ATTEST:

Sherry Bishop, City Clerk

APPROVED AS TO FORM:

Julie Trout Lombardi, City Attorney

CITY OF OWASSO CITY COUNCIL WARD BOUNDARIES

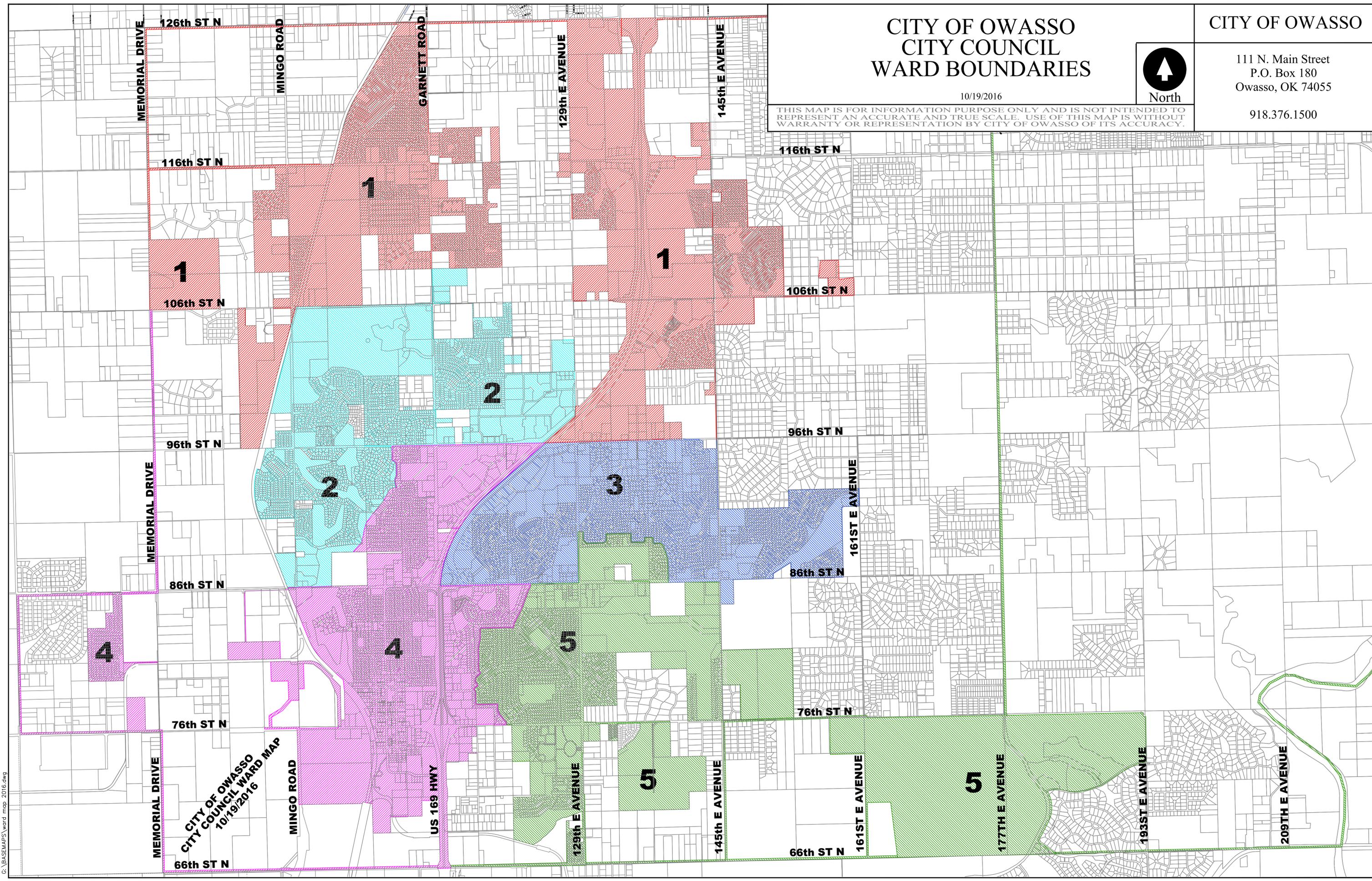
10/19/2016

THIS MAP IS FOR INFORMATION PURPOSE ONLY AND IS NOT INTENDED TO REPRESENT AN ACCURATE AND TRUE SCALE. USE OF THIS MAP IS WITHOUT WARRANTY OR REPRESENTATION BY CITY OF OWASSO OF ITS ACCURACY.

CITY OF OWASSO

111 N. Main Street
P.O. Box 180
Owasso, OK 74055

918.376.1500



CITY OF OWASSO
CITY COUNCIL WARD MAP
10/19/2016



Tulsa County Election Board

555 North Denver
Tulsa, Oklahoma 74103-1014
918.596.5780
Fax: 918.596.5775

ELAINE DODD
Chairman

GEORGE WILAND
Vice Chairman

PATTY BRYANT
Secretary

October 24, 2016

Dear Municipal Officials:

A resolution for the City of Owasso 2017 Regular Municipal Election must be filed with the Tulsa County Election Board no later than Friday, November 18, 2016, according to Section 13-102 of Title 26 of the Oklahoma Statutes.

Due to the recent passing of updated legislation, your new filing period will start at 8 a.m. on Monday, December 5, 2016 and end at 5 p.m. on Wednesday, December 7, 2016. Contests of candidacy may be filed until 5 p.m. on Friday, December 9, 2016. We have enclosed a copy of the letter sent to Tulsa County municipalities last year explaining the updated legislation, including what types of elections are allowed during the odd and even years in Oklahoma.

The nonpartisan municipal primary election will be held on February 14, 2017, followed by the general election April 4, 2017.

Charter cities may choose to follow provisions of state election law in any area in which the charter is silent. Please indicate in the resolution which provisions of state law, if any, the city chooses to follow in the upcoming election.

Please also provide the County Election Board with copies of any recent charter amendments or ordinances concerning elections and your most recent map and or legal description of your municipality, with your wards to be used at the precinct for voting purposes. Additionally, please provide a map and or legal description of your ward boundaries to be used for filing. The maps and or legal descriptions provided will be the basis for your election setup and establishes who is eligible to vote in your election. Any new annexations to your municipal limits should be postponed or not become effective from the time your resolution is filed until after your election. Annexations made after the election setup begins could result in your election being challenged because our setup will not include the newly annexed persons as eligible voters. In fact, the precinct registry will indicate they are not eligible for the municipal ballot.

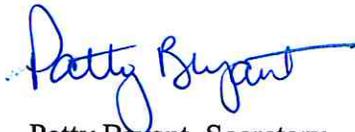
Enclosed is a Municipal Resolution Checklist we use to ensure your resolution contains all the necessary information. You may find this helpful as you prepare your resolution.

Also, regarding municipalities with fencelines or other areas but no registered voters, you are now required by law to list precincts with zero voters in your municipality in your resolution and state if they are to remain open or be closed. For instance, Tulsa County precinct 21 as well as Rogers County precincts 21 and 29. See HB2499 effective July 1, 2012.

State law also requires all voters to provide proof of identity. Voters who do not have proper identity under the law must vote a provisional ballot in all elections – including municipal elections. Provisional voting is a process which allows voters who believe themselves to be eligible to vote, but whose eligibility cannot be confirmed at the polling place on election day, to cast a ballot which is then sealed in a special affidavit envelope. A provisional ballot is counted after election day only when the information provided by the voter is verified by the County Election Board.

Please contact me at the Tulsa County Election Board office if you have questions concerning the upcoming regular municipal election. Thank you for your cooperation.

Sincerely,



Patty Bryant, Secretary
Tulsa County Election Board
918-596-5760
pbryant@tulsacounty.org

Enclosures

1. Checklist
2. Updated election year information



TO: Honorable Mayor and City Council
City of Owasso

TO: The Honorable Chair and Trustees
Owasso Public Works Authority

FROM: Linda Jones, Finance Director

SUBJECT: Authorization of Sales Tax Revenue Note, Series 2016

DATE: October 28, 2016

BACKGROUND:

In October of 2003, Owasso citizens voted to approve changes to the third-penny sales tax ordinance. According to Ordinance 763, the purpose of the third-penny sales tax is "to provide revenues to finance or fund capital projects and related costs, to include debt service on obligations issued to finance said capital projects." The ordinance includes the requirement that "said capital projects" are to be "review by the Capital Improvements Committee, approved by the City Council by resolution, with oversight given by the Citizens' Watchdog Committee established by the City Council."

The third-penny sales tax is projected to generate \$8 million in fiscal 2016-2017, \$2 million of which is currently used for debt service.

On July 5, 2016, the City Council approved Resolution 2016-10 amending the list of projects eligible for funding from the Capital Improvements Fund to include Brookfield Crossing Subdivision Stormwater improvements, Central Park/Lakeridge Subdivision Stormwater improvements, South Sports Park Regional Detention Pond Project, and Elm Creek Tributary 5A and Rayola Park Stormwater improvements, as recommended by the Capital Improvements Committee.

On September 20, 2016, the City Council approved Resolution 2016-16 amending the list of projects eligible for funding from the Capital Improvements Fund to include Fire Station No. 4 with Administration and Training Center, as recommended by the Capital Improvements Committee.

On Tuesday, October 4, the OPWA Trustees approved Resolution 2016-03 authorizing bond council and financial advisor professional service agreements and providing preliminary approval to seek bids for financing capital improvement projects. Objectives with this financing would be to take advantage of the current low interest rates; to provide funding for projects to be constructed within approximately three years; and also to leave sufficient cash flow in the capital improvements fund that other planned projects would not be delayed.

Ben Oglesby, Financial Advisor, and Allan Brooks, Bond Counsel, consulting with city staff over the past few months, have developed a debt structure and terms to meet our financing needs and provide the lowest possible costs and fees. Discussions with potential lending institutions to gauge the market and interest in OPWA debt led to the decision that a negotiated sale rather than a bid on this note should provide the best interest rate. Those negotiations will not be complete until November 1, 2016. Consequently, the attached resolutions contain blank spaces where the bank name and interest rate will be added. The final documents will be provided at the meeting on November 1, 2016.

As a public trust of the City, the OPWA cannot incur debt without the approval of the City Council. City Resolution 2016-20 authorizes the OPWA to issue its Sales Tax Revenue Note, Series 2016. The resolution approves waiver of competitive bidding for the sales of this Note. The resolution also ratifies and confirms existing agreements between the City and the OPWA and provides various other requirements of the financing.

OPWA Resolution 2016-04 authorizes the issuance of a \$21,265,000 Sales Tax Revenue Note, Series 2016. The resolution approves waiver of competitive bidding and authorizes the note to be sold on a negotiated basis. The resolution also ratifies and confirms existing agreements between the City and the OPWA, provides various other requirements of the financing and authorizes the execution of all documents related to the transaction.

SALES TAX REVENUE NOTE, SERIES 2016:

The proposed Sales Tax Revenue Note would include \$17.4 million for the fire/public safety project and \$3.5 million for stormwater projects. The Note would be repaid from the third-penny sales tax in approximately ten years. Any remaining funds would be used for street improvements.

CITY COUNCIL RECOMMENDATION:

Staff recommends Council approval of City Resolution 2016-20 approving the incurrence of debt by the Owasso Public Works Authority and containing other related provisions. Staff further recommends approval of a budget amendment in the Capital Improvements Fund to increase appropriations for both revenues and expenditures by \$21,265,000.

OPWA RECOMMENDATION:

Staff recommends OPWA Trustee approval of OPWA Resolution 2016-04 authorizing the issuance of a \$21,265,000 Sales Tax Revenue Note and containing other related provisions. Staff further recommends amendment of the Owasso Public Works Authority budget to increase appropriations for both revenues and expenditures by \$21,265,000.

ATTACHMENTS:

City Resolution 2016-20
OPWA Resolution 2016-04

CITY OF OWASSO
RESOLUTION 2016-20

A RESOLUTION APPROVING THE INCURRENCE OF INDEBTEDNESS BY THE OWASSO PUBLIC WORKS AUTHORITY (THE "AUTHORITY") ISSUING ITS SALES TAX REVENUE NOTE, SERIES 2016 (THE "NOTE"); PROVIDING THAT THE ORGANIZATIONAL DOCUMENT CREATING THE AUTHORITY IS SUBJECT TO THE PROVISIONS OF THE NOTE INDENTURE, AUTHORIZING THE ISSUANCE OF SAID NOTE; WAIVING COMPETITIVE BIDDING WITH RESPECT TO THE SALE OF SAID NOTE AND APPROVING THE PROCEEDINGS OF THE AUTHORITY PERTAINING TO THE SALE OF SAID NOTE; RATIFYING AND CONFIRMING A SALES TAX AGREEMENT BY AND BETWEEN THE CITY OF OWASSO, OKLAHOMA (THE "CITY") AND THE AUTHORITY PERTAINING TO THE YEAR-TO-YEAR PLEDGE OF CERTAIN SALES TAX REVENUES; AND CONTAINING OTHER PROVISIONS RELATING THERETO.

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

SECTION 1. INDEBTEDNESS AUTHORIZED. The Owasso Public Works Authority (the "Authority") is hereby authorized to incur an indebtedness by the issuance of its Sales Tax Revenue Note, Series 2016 in the amount of \$21,265,000, according to the terms and conditions of a Note Indenture dated as of December 1, 2004, as previously supplemented and amended, and as further supplemented and amended by a Series 2016 Supplemental Note Indenture, all by and between the Authority and BancFirst, as successor Trustee to RCB Bank (collectively, the "Note Indenture"), provided that said Note shall never constitute a debt of the City of Owasso, Oklahoma (the "City").

SECTION 2. ORGANIZATIONAL DOCUMENT SUBJECT TO NOTE INDENTURE. The organizational document creating the Authority, is hereby made subject to the terms of the Note Indenture authorizing the issuance and securing the payment of the Note as more fully described in Section 1 hereof.

SECTION 3. WAIVING COMPETITIVE BIDDING; APPROVAL OF SALE PROCEEDINGS. The waiving of competitive bidding for the sale of the Note and the sale of said Note by the Authority to _____, at a price of par, is hereby approved.

SECTION 4. SALES TAX AGREEMENT. The Sales Tax Agreement dated as of December 1, 2004, between the City and the Authority (the "Sales Tax Agreement"), which Sales Tax Agreement pertains to a year-to-year pledge of certain sales tax revenue as security for the Note, is hereby ratified and confirmed.

SECTION 5. AUTHORIZING EXECUTION. The Mayor or Vice Mayor and City Clerk or Deputy City Clerk of the City representing the City at the closing of the above-referenced note issue are hereby authorized to execute and deliver on behalf of the City any and all certifications and documentation necessary or attendant to the delivery of the Note, as directed by Bond Counsel.

PASSED AND APPROVED THIS 1ST DAY OF NOVEMBER, 2016.

CITY OF OWASSO, OKLAHOMA

(SEAL)

Lyndell Dunn, Mayor

ATTEST:

Sherry Bishop, City Clerk

**THE OWASSO PUBLIC WORKS AUTHORITY
RESOLUTION 2016-04**

A RESOLUTION AUTHORIZING THE OWASSO PUBLIC WORKS AUTHORITY (THE "AUTHORITY") TO ISSUE ITS SALES TAX REVENUE NOTE, SERIES 2016 (THE "NOTE") IN THE AGGREGATE PRINCIPAL AMOUNT OF \$21,265,000; WAIVING COMPETITIVE BIDDING AND AUTHORIZING THE NOTE TO BE SOLD ON A NEGOTIATED BASIS; RATIFYING AND CONFIRMING A SALES TAX AGREEMENT BY AND BETWEEN THE CITY AND THE AUTHORITY PERTAINING TO A YEAR-TO-YEAR PLEDGE OF CERTAIN SALES TAX REVENUE; APPROVING AND AUTHORIZING EXECUTION OF A SUPPLEMENTAL NOTE INDENTURE AUTHORIZING THE ISSUANCE AND SECURING THE PAYMENT OF THE NOTE; PROVIDING THAT THE ORGANIZATIONAL DOCUMENT CREATING THE AUTHORITY IS SUBJECT TO THE PROVISIONS OF THE NOTE INDENTURE; AUTHORIZING AND DIRECTING THE EXECUTION OF THE NOTE AND OTHER DOCUMENTS RELATING TO THE TRANSACTION; AND CONTAINING OTHER PROVISIONS RELATING THERETO.

NOW, THEREFORE, BE IT RESOLVED BY THE TRUSTEES OF THE OWASSO PUBLIC WORKS AUTHORITY:

SECTION 1. INDEBTEDNESS AUTHORIZED. The Owasso Public Works Authority (the "Authority") is authorized to incur an indebtedness by the issuance of its Sales Tax Revenue Note, Series 2016 for and on behalf of the City of Owasso, Oklahoma (the "City"), in the aggregate principal amount of \$21,265,000.00 (the "Note") for the purpose of (i) financing certain capital improvements benefiting the City, including construction of a new public safety operations and training center, stormwater detention and drainage improvements, and street improvements, along with related costs; and (ii) paying certain costs associated with the issuance of the Note. The Note shall bear interest at the rate of ____% per annum. The principal installments on the Note shall be paid as set forth on Exhibit "A" hereto.

SECTION 2. COMPETITIVE BIDDING WAIVED. Competitive bidding on the sale of said Note is waived and the Note is authorized to be sold to _____, at a price of par.

SECTION 3. SALES TAX AGREEMENT. The Sales Tax Agreement dated as of December 1, 2004, between the City and the Authority (the "Sales Tax Agreement"), which Sales Tax Agreement pertains to a year-to-year pledge of certain sales tax revenue as security for the Note, is hereby ratified and confirmed.

SECTION 4. SUPPLEMENTAL NOTE INDENTURE. The Series 2016 Supplemental Note Indenture by and between the Authority and BancFirst, as Trustee, as said Series 2016 Supplemental Note Indenture supplements and amends a Note Indenture dated as of December 1, 2004, as previously supplemented and amended, each by and between the Authority and the Trustee, as successor trustee bank to RCB Bank (collectively, the "Note Indenture"), authorizing the issuance of and securing the payment of the Note approved in Section 1 hereof, is hereby approved and the Chairman or Vice Chairman

and Secretary or Assistant Secretary of the Authority are authorized and directed to execute and deliver same for and on behalf of the Authority.

SECTION 5. ORGANIZATIONAL DOCUMENT SUBJECT TO THE NOTE INDENTURE. The organizational document creating the Authority is subject to the provisions of the Note Indenture referenced in Section 4 hereof.

SECTION 6. EXECUTION OF NECESSARY DOCUMENTS. The Chairman or Vice-Chairman and Secretary or Assistant Secretary of the Authority are hereby authorized and directed on behalf of the Authority to execute and deliver the Note to _____, upon receipt of the purchase price and are further authorized and directed to execute all necessary documentation and closing and delivery papers required by Bond Counsel; approve the disbursement of the proceeds of the Note, including any costs of issuance; to approve and make any changes to the documents approved by this Resolution, for and on behalf of the Authority, the execution and delivery of such documents being conclusive as to the approval of any changes contained therein by the Authority; and to execute, record and file any and all the necessary financing statements and security instruments, including but not limited to the documents approved hereby, and to consummate the transaction contemplated hereby.

PASSED AND APPROVED THIS 1ST DAY OF NOVEMBER, 2016.

THE OWASSO PUBLIC WORKS AUTHORITY

(SEAL)

Lyndell Dunn, Chairman

ATTEST:

Sherry Bishop, Secretary

EXHIBIT "A"

[Principal Payment Schedule]

Payment Date	Principal Amount
June 1, 2017	\$0
December 1, 2017	275,000
June 1, 2018	295,000
December 1, 2018	590,000
June 1, 2019	600,000
December 1, 2019	1,210,000
June 1, 2020	1,225,000
December 1, 2020	1,235,000
June 1, 2021	1,250,000
December 1, 2021	1,260,000
June 1, 2022	1,275,000
December 1, 2022	1,285,000
June 1, 2023	1,300,000
December 1, 2023	1,310,000
June 1, 2024	1,325,000
December 1, 2024	1,340,000
June 1, 2025	1,350,000
December 1, 2025	1,365,000
June 1, 2026	1,380,000
December 1, 2026	1,395,000



TO: The Honorable Mayor and City Council
City of Owasso

FROM: Larry Langford
Recreation and Culture Director

SUBJECT: Resolution No. 2016-21 - Community Center Rental Fee Increase

DATE: October 28, 2016

BACKGROUND:

Over the last year, staff has engaged in a full assessment of the Community Center policies and procedures which included usage, rentals and security. Upon review of the year-long evaluation, staff found various opportunities to improve operations and further develop the quality of the Center.

The Owasso Community Center was established in 1977 with a rental fee of \$12.50/hr for the Ram's Room only. No other room rentals were established. An increase adopting our current rental rate was instituted in 2007.

Demand for rental space has steadily increased over the years. In Fiscal Year 2006, the Community Center rental revenue was \$2,235 in comparison to FY 2016 rental revenue of \$22,340 (approximately 745 rental hours). Currently, the Community Center hosts a variety of renters: two different weekly church groups, monthly organizations, support groups, and one-time individual parties and reunions.

Current rental practice includes issuing a key to the facility for those renting outside established operating hours (Monday-Friday, 8AM – 5PM). The renter is responsible for opening and closing the facility, as well as set up and cleaning. After the event, renters are asked to return the key and staff inspects the facility for damage or uncleanliness before returning the deposit. All deposits are automatically refunded after non-usage.

Staff believes control and security of the building can and should be improved. An automated entry system should be installed and a staff member should be present anytime the building is occupied. The staff member would assist in set up and cleaning and would establish a more secure environment as well as protecting city assets.

Staff is recommending an adjustment to rentals fees to reflect the rising costs relating to room rentals (utilities, maintenance, supplies and capital replacement) and to improve security by providing a facility monitor. Size of rented space as well as frequency of rental and other equipment usage (tables, chairs, A/V, kitchen, etc.) were considered in the recommendation.

Room descriptions and amenities are as follows:

Rams Room

- 51' x 45'
- Capacity - 120 people set up in a dining format with tables and chairs
- Capacity - 225 people set up in a meeting-style format with chairs only
- Large screen television and DVD player
- Recessed electrically controlled projection screen for presentations
- Upright piano
- Carpeted floor

Rams Room Kitchen

- Two serving windows
- Ice machine, freezer, refrigerator, food warmer, stove and microwave available
- Garbage disposal
- Ceramic tiled floor

Timmy & Cindy Room

- 25' x 35'
- Room capacity 40-50
- Counter space at both ends of the room
- Two sinks
- Ceramic tiled floor

Eagles Room

- 16' x 25'
- Room capacity 20-30
- Counter space
- Two sinks
- Tiled floor

Community Center Proposed Fee Structure

Room	EXISTING RATE	RATE INCREASE TO	EXISTING DEPOSIT	DEPOSIT INCREASE TO
Eagles Room	\$ 15/hr	\$ 20/hr	\$ 50	\$ 50
Timmy and Cindy Room	\$ 15/hr	\$ 25/hr	\$ 50	\$ 50
Rams Room	\$ 30/hr	\$ 45/hr	\$ 50	\$ 100
Rams Room w/ Kitchen	\$ 60/hr	\$ 90/hr	\$ 100	\$ 200

RECOMMENDATION:

Staff recommends approval of Resolution 2016-21 to establish user fees for the Owasso Community Center and establish effective date of January 1, 2017.

ATTACHMENT:

Resolution 2016-21

**CITY OF OWASSO, OKLAHOMA
RESOLUTION 2016-21**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF OWASSO, OKLAHOMA,
ESTABLISHING USER FEES FOR THE OWASSO COMMUNITY CENTER OF THE CITY
OF OWASSO, AND ESTABLISHING AN EFFECTIVE DATE**

WHEREAS, the City Council of the City of Owasso, Oklahoma desires to establish the rates for customer rentals and deposits for use of facilities in the Owasso Community Center, effective January 1, 2017.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF OWASSO, OKLAHOMA, THAT:

Section One: The following rental rates and deposits are established for the use of the rooms in the City's Community Center.

ROOM	RENTAL RATE	DEPOSIT
Eagles Room	\$ 20 per hour	\$ 50
Timmy and Cindy Room	\$ 25 per hour	\$ 50
Rams Room	\$ 45 per hour	\$ 100
Rams Room with Kitchen	\$ 90 per hour	\$ 200

Section Two: The rates and fees established pursuant to this Resolution shall become effective January 1, 2017.

PASSED, ADOPTED AND APPROVED this 1st day of November 2016, by the City of Owasso, Oklahoma.

Lyndell Dunn, Mayor

ATTEST:

Sherry Bishop, City Clerk

APPROVED AS TO FORM:

Julie Lombardi, City Attorney

CITY OF OWASSO
GENERAL FUND
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING 10/15/16

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
Municipal Court	5,690.65	8,225.77
Managerial	22,810.12	32,041.05
Finance	15,834.49	24,219.00
Human Resources	8,694.98	14,131.48
Community Development	15,709.59	25,000.87
Engineering	17,534.04	26,585.09
Information Systems	14,184.15	21,490.43
Support Services	8,616.54	12,856.89
Cemetery	1,158.40	1,769.36
Police Grant Overtime		-
Central Dispatch	22,872.71	37,423.67
Animal Control	3,660.72	5,447.31
Emergency Preparedness	1,783.98	2,527.00
Stormwater/ROW Maint.	8,941.36	13,992.11
Park Maintenance	9,568.96	14,418.63
Culture/Recreation	5,226.77	8,452.12
Community-Senior Center	4,324.11	6,024.06
Historical Museum	664.40	745.98
Economic Development	3,496.85	4,563.69
<u>General Fund Total</u>	<u>170,772.82</u>	<u>259,914.51</u>
<u>Garage Fund Total</u>	<u>4,799.60</u>	<u>7,814.96</u>
<u>Ambulance Fund Total</u>	<u>553.85</u>	<u>621.86</u>
<u>Fire Fund 37 Total</u>	<u>160,847.40</u>	<u>241,285.98</u>
<u>Police Fund 38 Total</u>	<u>144,381.71</u>	<u>218,540.63</u>
<u>Streets Fund 39 Total</u>	<u>13,100.22</u>	<u>20,396.71</u>
<u>Stormwater Fund 27 Total</u>		-
<u>Worker's Compensation Total</u>	<u>364.96</u>	<u>514.32</u>
<u>Strong Neighborhoods Total</u>	<u>3,888.77</u>	<u>5,650.42</u>

CITY OF OWASSO
 HEALTHCARE SELF INSURANCE FUND
 CLAIMS PAID PER AUTHORIZATION OF ORDINANCE #789 AS OF 10/27/16

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
AETNA	HEALTHCARE MEDICAL SERVICE	49,448.15
	HEALTHCARE MEDICAL SERVICE	35,982.02
	HEALTHCARE MEDICAL SERVICE	71,974.29
	ADMIN FEES	13,245.38
	STOP LOSS FEES	45,840.20
	HEALTHCARE DEPT TOTAL	<u>216,490.04</u>
DELTA DENTAL	DENTAL MEDICAL SERVICE	<u>3,734.30</u>
	DENTAL DEPT TOTAL	3,734.30
HEALTHCARE SELF INSURANCE FUND TOTAL		<u><u>220,224.34</u></u>