



MIDWEST CITY
MEETING AGENDAS FOR
January 22, 2019



6:00 PM meetings will be shown live on Channel 20.



The recorded video will be available on Youtube and the City's website within 48 hours at www.youtube@midwestcityok.org.



The meeting minutes and video can be found on the City's website in the Agenda Center: <https://midwestcityok.org/AgendaCenter>.



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MIDWEST CITY

CITY COUNCIL AGENDA

City Hall - Midwest City Council Chambers, 100 N. Midwest Boulevard

January 22, 2019 – 6:00 PM

- A. CALL TO ORDER.
- B. OPENING BUSINESS.
- Invocation by Public Works Director Vaughn Sullivan
 - Pledge of Allegiance by Midwest City High School Jr. Cadets
 - Community-related announcements and comments
- C. CONSENT AGENDA. These items are placed on the Consent Agenda so the Council, by unanimous consent, can approve routine agenda items by one motion. If any item proposed does not meet with the approval of all Council, or members of the audience wish to discuss an item, it will be removed and heard in a regular order.
1. Discussion and consideration of approving the minutes of the regular meeting of January 8, 2019, as submitted. (City Clerk - S. Hancock)
 2. Discussion and consideration of supplemental budget adjustments to the following funds for FY 2018-2019, increase: 2018 Election G.O. Bonds Fund, expenses/ Animal Welfare (10) \$305,000. Grants Fund, revenue/Intergovernmental (21) \$20,000; expenses/Transfers Out (21) \$20,000. Emergency Operations Fund, revenue/Transfers In (00) \$20,000. (Finance - C. Barron)
 3. Discussion and consideration of accepting the City Manager's Report for the month of December, 2018. (Finance - C. Barron)
 4. Discussion and consideration of accepting the monthly report on the City of Midwest City Employees' Health Benefits Plan by the City Manager and action as deemed necessary by the Council to maintain the plan. (Human Resources - C. Wilson)
 5. Discussion and consideration of approving the Mayor's appointments of Gary Bachman, David Howell, Joel Porter and Adam Bush as Municipal Judges and Alternate Judges.(City Manager - G. Henson)
 6. Discussion and consideration of a quarterly update on the progress of the execution of the Bond projects. (City Manager - T. Lyon)
 7. Discussion and consideration of granting award to Safety Com, Inc. In the amount of \$330,250.00 for (10), outdoor warning Sirens, including poles and related hardware. (Emergency Management - M. Bower)

8. Discussion and consideration of the Monthly Neighborhood Services report for December 2018. (Neighborhood Services - M. Stroh)
 9. Discussion and consideration of the acceptance of and making a matter of record Permit No. WL000055180976 from the State Department of Environmental Quality for the N.E. 23rd Street Water Line Improvement Project, Midwest City, Oklahoma. (Community Development - P. Menefee)
 10. Discussion and consideration of accepting a Waterline Easement for the construction of a public water main extension located at and across 9601 S.E. 29th Street. The easement is located within the corporate limits of the City of Midwest City, located in the Southeast Quarter of Section Twelve (12), Township Eleven (11) North, Range Two (2) West of the Indian Meridian, Oklahoma County, Oklahoma. (Community Development – P. Menefee)
 11. Discussion and consideration of approving a resolution relating to the reimbursement to the City of Midwest City Police Department 020 Fund of approximately \$305,000.00 of the total animal welfare center bond project for payment of professional architectural services to create a scope design and construction documents associated with the new animal welfare center. (Police - B. Clabes)
 12. Discussion and consideration of withdrawing Councilmember Allen's citizen nominee to the Animal Ordinance Review Committee Ronald Still and nominating Ronald Demas as Ward 5 nominee. (City Attorney - H. Poole)
 13. Discussion and consideration of withdrawing Councilmember Bowen's nominee, Mr. Thomas Galbraith, from the Parks and Recreation Board. (City Attorney - H. Poole)
 14. Discussion and consideration of declaring as surplus property One (1) Exterior Lights, Cooper Lighting MFG. model #HPNK-Y76-100-MT part #7360168001 volts 120/208/240/277, One (1) Stihl chain saw MS260 serial #7360168001 equipment # 09-09-46, One (1) Stihl chain saw 036 PRO serial #241094654, equipment # 09-09-06, One (1) Stihl chain saw MS261C serial #501717016 equipment # 09-07-130 and Two (2) Life Guard chairs. (Public Works - V. K. Sullivan)
 15. Discussion and consideration of 1) declaring the various obsolete items of city property on the attached list surplus; and 2) authorizing their disposal by public auction or sealed bid. (City Manager - T. Lyon)
- D. DISCUSSION ITEMS.
1. (PC – 1976) Discussion and consideration of approval of the Preliminary Plat of Florence Estates for the property described as a part of the NE/4 of Section 1, T-11-N, R-1-W, located in the 400 block of S. Post Road. This item was continued from the October 2, 2018 and November 6, 2018 Planning Commission meetings and the October 23, 2018 and November 27, 2018 Council meetings. (Community Development - B. Harless)

2. Discussion and consideration of the final report concerning the implementation of the ESCI study. (Fire - B. Norton)
 3. Discussion and consideration regarding the final Matrix implementation progress report based on the Midwest City Police Department study conducted from July 2016 through January 2017 by Matrix Consulting Group. (Police - B. Clabes)
 4. A resolution for the city council of the City of Midwest City relating to supporting the “Smart on Crime Approach”, developed by the Oklahoma Department of Mental Health and Substance Abuse Services (ODMHSAS), which could create an opportunity for the state and Midwest City to avoid millions of dollars in future law enforcement and criminal justice expenses, along with other expenses that result from untreated brain disease, in addition to improving the lives of thousands upon thousands of Oklahoma families. (Police - B. Clabes)
- E. NEW BUSINESS/PUBLIC DISCUSSION. The purpose of the "Public Discussion Section" of the Agenda is for members of the public to speak to the City Council on any Subject not scheduled on the Regular Agenda. The Council shall make no decision or take any action, except to direct the City Manager to take action, or to schedule the matter for discussion at a later date. Pursuant to the Oklahoma Open Meeting Act, the Council will not engage in any discussion on the matter until that matter has been placed on an agenda for discussion. **THOSE ADDRESSING THE COUNCIL ARE REQUESTED TO STATE THEIR NAME AND ADDRESS PRIOR TO SPEAKING TO THE COUNCIL.**
- F. EXECUTIVE SESSION.
1. Discussion and consideration of entering into executive session as allowed under 25 O.S., § 307(B)(7) to be briefed on information where public disclosure will violate confidentiality requirements. (City Attorney - H. Poole)
- G. ADJOURNMENT.



CONSENT AGENDA



A notice for staff briefings for the Midwest City Council was filed for the calendar year with the City Clerk of Midwest City. Public notice of this agenda was accessible at least 24 hours before this meeting at City Hall and on the Midwest City website (www.midwestcityok.org).

Midwest City Council Minutes

January 8, 2019 – 6:00 PM

This meeting was held in the Midwest City Council Chambers at City Hall, 100 N. Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma.

Mayor Matt Dukes called the meeting to order at 6:02 PM with the following members present: Councilmembers *Susan Eads, Pat Byrne, Española Bowen, **Sean Reed, ***Christine Allen, and Jeff Moore; and City Clerk Sara Hancock. Absent: none.

Opening Business. Public Works Director Vaughn Sullivan opened with the invocation, followed by the Pledge of Allegiance led by Mayor Dukes. Council and Staff made community-related announcements.

Consent Agenda. Allen made a motion to approve the consent agenda, as submitted, seconded by Byrne. The following roll call was taken. Voting aye: Eads, Byrne, Bowen, Reed, Allen, Moore, and Mayor Dukes. Nay: none. Absent: none. Motion carried.

1. Discussion and consideration of approving the minutes of the staff briefing and regular meeting of December 11, 2018, as submitted.
2. Discussion and consideration of accepting the City Manager's Report for the month of November, 2018.
3. Discussion and consideration of supplemental budget adjustments to the following fund for FY 2018-2019, increase: Reimbursed Projects Fund, revenue/ Miscellaneous (37) \$470; expenses/ Housing (37) \$470; revenue/Charges for Services (87) \$9,600; expenses/Economic (87) \$9,600. Capital Improvements Fund, expenses/Capital Improvements (57) \$115,527. Employee Activity Fund, expenses/ MWC Activities (38) \$150. Animals Best Friend Fund, revenue/Miscellaneous (00) \$838; expenses/Animal Welfare (10) \$838. Grants/Housing Activities Fund, revenue/ Inter-governmental (37) \$194,995; expenses/Housing (37) \$194,995. Capital Improvements Fund, revenue/Transfers In (00) \$75,000; expenses/Capital Improvements (57) \$75,000.
4. Discussion and consideration of accepting the financial audit of the City of Midwest City as of and for the year ended June 30, 2018.
5. Discussion and consideration of accepting the monthly report on the City of Midwest City Employees' Health Benefits Plan by the City Manager and action as deemed necessary by the Council to maintain the plan.
6. Consider and adopt Resolution 2019-01 fixing the amount of bonds to mature each year, fixing the time and place the bonds are to be sold, authorizing the Clerk to give notice of said sale as required by law, and declaring an emergency.
7. Discussion and consideration of appointing the Mayor's nominee of Aaron Budd as the Midwest City representative to the newly formed Regional Transportation Authority of Central Oklahoma.

8. Discussion and consideration of accepting a State and Local Assistance Performance Grant from and entering into an Agreement for the Sub-Grant of Emergency Management Performance Grant Program Funds with The State of Oklahoma Department of Emergency Management (OEM) in the amount of \$20,000 effective October 1, 2018 to encourage the development of comprehensive disaster preparedness and assistance plans, programs, capabilities, and organizations by Tribal, State and Political Subdivisions.
9. Discussion and consideration of approving and entering into an agreement for professional services with Freese and Nichols, Inc. in the lump sum amount of \$36,000 and an additional not to exceed fee of \$5,000 (special services, if needed) for the engineering and design of the concrete trail along N.E. 23rd St. and improvements under the Crutcho Creek Bridge being part of Phase II of the SCIP Recreational Trail Project.
10. Discussion and consideration of approving and entering into an IBM Maintenance Services Agreement from February 1, 2019 to April 30, 2019 with SPS VAR, LLC in the amount of \$1,895.00 for hardware and software maintenance.
11. Monthly Neighborhood Services report for November 2018.
12. Discussion and consideration of appointing Mr. Thomas Galbraith to fill the remaining term of Mr. Jeremy Griffin, ending March 26, 2019, on the Midwest City Park and Recreation Board, as Mr. Griffin has resigned, and to fill a full three-year term ending March 22, 2022.
13. Discussion and consideration of accepting a proposal from Managing Results, LLC in the amount of \$28,934 to prepare a City Strategic Plan.
14. Discussion and consideration of approving a list of candidates for Municipal Judges consisting of Adam Bush, Gary Bachman, David Howell, and Joel Porter.

Discussion Items.

1. **(MP-13) Discussion and consideration of approval of the Nash's Addition Minor Plat located in the SE/4 of Section 12, T-11-N, R-2-W of the Indian Meridian, Oklahoma County, Oklahoma.** Byrne made a motion to approve the plat, as submitted, seconded by Eads. Voting aye: Eads, Byrne, Bowen, Reed, Allen, Moore, and Mayor Dukes. Nay: none. Absent: none. Motion carried.
2. **(PC – 1983) Public hearing with discussion and consideration of approval of an ordinance redistricting from R-6, Single Family Detached Residential to a Planned Unit Development (PUD) governed by the R-6, Single Family Detached Residential District, for the property described as a part of the NE/4 of Section 1, T-11-N, R-2-W, located in the 500 block of St. Paul Avenue.** David Melton, 520 St. Paul; Sylvia Wallace Grayer, 701 Saint Paul; Frank McClendon, 1723 Britton Rd.; David Ballew, 700 Timber Ridge Rd; and staff addressed Council. Byrne made a motion to deny the PUD, as submitted, seconded by Moore. Voting aye: Eads, Byrne, Bowen, Reed, Moore, and Mayor Dukes. Nay: none. Absent: none. Abstain: Allen. Motion carried.

3. **Discussion and consideration of appointing a Ward 5 and Ward 6 citizen to the Animal Ordinance Review Committee established at the December 11, 2018 City Council meeting to review and make recommendations regarding Midwest City animal ordinances relating to Chapter 8 – Animals and Fowl including Articles I through IX.** Byrne made a motion to appoint Midwest City citizens Ronald Still of Ward 5 and Bo Peeler of Ward 6, seconded by Eads. Voting aye: Eads, Byrne, Bowen, Reed, Allen, Moore, and Mayor Dukes. Nay: none. Absent: none. Motion carried.
4. **Discussion and consideration of 1) establishing an Ad-Hoc Ordinance Oversight Council Committee to oversee ordinance updates; and 2) appoint three members of the City Council.** Reed made a motion to appoint Councilmembers Eads and Byrne, and Mayor Dukes, seconded by Bowen. Voting aye: Eads, Byrne, Bowen, Reed, Allen, Moore, and Mayor Dukes. Nay: none. Absent: none. Motion carried.
5. **Discussion and Consideration of an Ordinance Amending the Midwest City Municipal Code 3121, Chapter 1, General Provisions, Section 1-15 and Municipal Code 3005, Chapter 28, Offenses - Miscellaneous, Article VIII, Dangerous Drugs, Section 28-133, and Providing For Repealer and Severability.** After Staff and Council discussion, Reed made a motion to approve Ordinance 3358, seconded by Eads. Voting aye: Eads, Byrne, Bowen, Reed, Allen, Moore, and Mayor Dukes. Nay: none. Absent: none. Motion carried.

New Business/Public Discussion.

Glenda Bradley, 1812 Ina Mae Ave., Del City, addressed the Council about 901 Christine Dr.

*7:26 PM, Councilmembers Reed, Allen and Eads left the horseshoe.

Shane Willard, 7121 E. Reno, addressed the Council.

Adjournment.

There being no further business, Mayor Dukes adjourned the meeting at 7:30 PM.

ATTEST:

MATTHEW D. DUKES II, Mayor

SARA HANCOCK, City Clerk



The City of MIDWEST CITY

100 N. MIDWEST BLVD * MIDWEST CITY, OKLAHOMA 73110
(405) 739-1245 * FAX (405) 739-1247 * TDD (405) 739-1359

Memorandum

TO: Honorable Mayor and Council

FROM: Christy Barron, Finance Director

DATE: January 22, 2019

Subject: Discussion and consideration of supplemental budget adjustments to the following funds for FY 2018-2019, increase: 2018 Election G.O. Bonds Fund, expenses/Animal Welfare (10) \$305,000. Grants Fund, revenue/Intergovernmental (21) \$20,000; expenses/Transfers Out (21) \$20,000. Emergency Operations Fund, revenue/Transfers In (00) \$20,000.

The first supplement is needed to budget architectural services related to new animal shelter. Funding to come from Police Fund (020) to be repaid when bond proceeds are received in April 2019. The second and third supplements are needed to budget receipt of EMPG Grant from Oklahoma Emergency Management Office and transfer of grant proceeds from Grants Fund to Emergency Operations Fund.

Christy Barron
Finance Director

SUPPLEMENTS

January 22, 2019

Fund 2018 ELECTION G.O. BONDS (270)		BUDGET AMENDMENT FORM Fiscal Year 2018-2019			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
10	Animal Welfare			305,000	
		<u>0</u>	<u>0</u>	<u>305,000</u>	<u>0</u>

Explanation:
To budget architectural services related to new Animal Shelter. Funding to come from Police Fund (020) to be repaid when bond proceeds are received in April 2019.

Fund GRANTS (143)		BUDGET AMENDMENT FORM Fiscal Year 2018-2019			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
21	Intergovernmental	20,000			
21	Transfers Out			20,000	
		<u>20,000</u>	<u>0</u>	<u>20,000</u>	<u>0</u>

Explanation:
To budget 2019 EMPG Grant from Oklahoma Emergency Management Office and transfer out of proceeds to Emergency Operations Fund.

Fund EMERGENCY OPERATIONS (070)		BUDGET AMENDMENT FORM Fiscal Year 2018-2019			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
00	Transfers In	20,000			
		<u>20,000</u>	<u>0</u>	<u>0</u>	<u>0</u>

Explanation:
To budget transfer in of 2019 EMPG Grant proceeds from Grants Fund.



The City of MIDWEST CITY

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(405) 739-1245 * FAX (405) 739-1247 * TDD (405) 739-1359

Memorandum

TO: Honorable Mayor and Council

FROM: Christy Barron, Finance Director

DATE: January 22, 2019

Subject: Discussion and consideration of accepting the City Manager's Report for the month of December, 2018.

The funds in December that experienced a significant change in fund balance from the November report are as follows:

Hotel/Conference Center (195) had an operational loss of \$31,181 in December.

Golf (197) had an operational loss of \$64,639 in December.

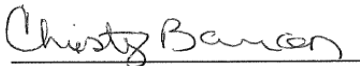
Sooner Rose TIF (352) decreased due to the payment for:

Debt service <\$493,379>

MWC Hospital Authority (425) activities for December:

Compounded Principal (9010) – unrealized loss on investment	< \$7,213,387>
– realized gain on investment	\$1,823,964
Discretionary (9050) – unrealized loss on investment	<\$1,485,102>
– realized gain on investment	\$375,520

This item is at Council's discretion.



Christy Barron
Finance Director

City of Midwest City
Financial Summary by Fund
for Period Ending December, 2018
(Unaudited)

Fund Number	Fund Description	Assets	Liabilities	6-30-18 Fund Balance	Revenues	Expenditures	Gain or (Loss)	Fund Balance
9	GENERAL GOVERNMENT SALES TAX	2,710,288	-	2,364,357	1,226,393	(880,462)	345,932	2,710,288
10	GENERAL	5,450,614	(140,094)	4,924,165	18,849,447	(18,463,092)	386,356	5,310,520
11	CAPITAL OUTLAY RESERVE	935,654	-	924,939	10,714	-	10,714	935,654
13	STREET AND ALLEY FUND	1,503,362	-	1,237,093	285,245	(18,976)	266,269	1,503,362
14	TECHNOLOGY FUND	179,835	-	263,115	186,639	(269,919)	(83,280)	179,835
15	STREET LIGHT FEE	1,372,886	-	1,103,255	300,258	(30,628)	269,631	1,372,886
16	REIMBURSED PROJECTS	635,766	(184,121)	580,104	66,720	(195,181)	(128,460)	451,644
17	29TH & DOUGLAS PROPERTY	5,500,249	-	5,500,144	105	-	105	5,500,249
20	MWC POLICE DEPARTMENT	2,955,650	-	2,477,841	7,792,364	(7,314,554)	477,810	2,955,650
21	POLICE CAPITALIZATION	914,249	-	411,574	729,778	(227,104)	502,675	914,249
25	JUVENILE FUND	41,231	-	55,803	27,832	(42,404)	(14,572)	41,231
30	POLICE STATE SEIZURES	73,541	-	65,811	8,481	(750)	7,731	73,541
31	SPECIAL POLICE PROJECTS	78,252	-	78,654	6,566	(6,968)	(402)	78,252
33	POLICE FEDERAL PROJECTS	64,405	-	66,543	444	(2,582)	(2,138)	64,405
34	POLICE LAB FEE FUND	18,489	-	16,064	7,338	(4,913)	2,425	18,489
35	EMPLOYEE ACTIVITY FUND	19,998	-	20,717	8,806	(9,525)	(719)	19,998
36	JAIL	140,400	-	120,161	53,179	(32,940)	20,239	140,400
37	POLICE IMPOUND FEE	191,543	-	208,443	32,905	(49,804)	(16,899)	191,543
40	MWC FIRE DEPARTMENT	2,334,537	(4)	1,530,845	6,069,514	(5,265,826)	803,688	2,334,533
41	FIRE CAPITALIZATION	772,201	-	615,372	299,060	(142,231)	156,829	772,201
45	MWC WELCOME CENTER	360,569	(357)	345,044	111,404	(96,236)	15,168	360,213
46	CONV / VISITORS BUREAU	191,848	-	170,847	178,469	(157,468)	21,001	191,848
50	DRAINAGE TAX FUND	8,856	-	14,670	493	(6,307)	(5,814)	8,856
60	CAPITAL DRAINAGE IMP	523,315	-	484,549	232,862	(194,096)	38,766	523,315
61	STORM WATER QUALITY	1,086,820	-	1,022,326	388,021	(323,526)	64,495	1,086,820
65	STREET TAX FUND	1,478,083	-	1,294,577	237,457	(53,951)	183,506	1,478,083
70	EMERGENCY OPER FUND	671,437	-	666,108	276,338	(271,010)	5,328	671,437
75	PUBLIC WORKS ADMIN	358,924	-	323,195	503,328	(467,599)	35,729	358,924
80	INTERSERVICE FUND	357,750	-	324,335	1,231,490	(1,198,075)	33,415	357,750
81	SURPLUS PROPERTY	372,992	(291,721)	75,599	26,520	(20,849)	5,671	81,271
115	ACTIVITY FUND	352,517	(60)	361,252	95,026	(103,820)	(8,794)	352,458
123	PARK & RECREATION	640,039	(200)	560,631	290,500	(211,292)	79,208	639,839
141	COMM. DEV. BLOCK GRANT	6,039	(10)	6,029	288,436	(288,436)	-	6,029
142	GRANTS/HOUSING ACTIVITIES	164,590	(4,667)	154,840	109,099	(104,016)	5,083	159,923
143	GRANT FUNDS	108,079	(48,079)	60,000	72,045	(72,045)	-	60,000

City of Midwest City
Financial Summary by Fund
for Period Ending December, 2018
(Unaudited)

Fund Number	Fund Description	Assets	Liabilities	6-30-18 Fund Balance	Revenues	Expenditures	Gain or (Loss)	Fund Balance
157	CAPITAL IMPROVEMENTS	2,786,506	-	2,533,542	286,990	(34,027)	252,964	2,786,506
172	CAP. WATER IMP-WALKER	955,907	(3,578)	775,403	249,802	(72,875)	176,927	952,330
178	CONST LOAN PAYMENT REV	2,979,687	-	2,640,106	398,047	(58,466)	339,581	2,979,687
184	SEWER BACKUP FUND	81,510	-	80,576	934	-	934	81,510
186	SEWER CONSTRUCTION	3,773,027	(175,000)	3,396,171	761,804	(559,949)	201,856	3,598,027
187	UTILITY SERVICES	511,200	(924)	430,911	588,306	(508,940)	79,366	510,276
188	CAP. SEWER IMP.-STROTH	498,271	(1,945)	387,633	212,788	(104,095)	108,693	496,326
189	UTILITIES CAPITAL OUTLAY	2,705,144	(65,655)	2,212,408	511,061	(83,979)	427,081	2,639,489
190	MWC SANITATION DEPARTMENT	2,406,015	-	2,532,079	3,104,073	(3,230,137)	(126,064)	2,406,015
191	MWC WATER DEPARTMENT	2,414,121	-	1,964,796	3,338,593	(2,889,268)	449,325	2,414,121
192	MWC SEWER DEPARTMENT	1,106,723	(8)	1,059,189	2,760,156	(2,712,629)	47,527	1,106,716
193	MWC UTILITIES AUTHORITY	927,033	-	916,418	10,616	-	10,616	927,033
194	DOWNTOWN REDEVELOPMENT	2,701,491	(2,075)	2,937,767	55,415	(293,766)	(238,350)	2,699,416
195	HOTEL/CONFERENCE CENTER	609,332	(461,132)	130,617	2,503,714	(2,486,132)	17,582	148,200
196	HOTEL 4% FF&E	804,761	-	820,955	100,149	(116,343)	(16,194)	804,761
197	JOHN CONRAD REGIONAL GOLF	68,695	(947)	121,184	461,372	(514,807)	(53,435)	67,748
201	URBAN RENEWAL AUTHORITY	52,536	-	57,066	623	(5,153)	(4,530)	52,536
202	RISK MANAGEMENT	1,327,075	(37)	1,718,668	454,717	(846,348)	(391,630)	1,327,038
204	WORKERS COMP	2,712,292	-	2,563,722	544,599	(396,029)	148,570	2,712,292
220	ANIMALS BEST FRIEND	71,083	-	73,944	14,493	(17,355)	(2,861)	71,083
225	HOTEL MOTEL FUND	-	-	-	314,815	(314,815)	-	-
230	CUSTOMER DEPOSITS	1,448,553	(1,448,553)	-	16,890	(16,890)	-	-
235	MUNICIPAL COURT	46,836	(46,836)	-	548	(548)	-	-
240	L & H BENEFITS	2,018,610	(19,575)	2,215,453	4,107,505	(4,323,923)	(216,418)	1,999,036
250	CAPITAL IMP REV BOND	5,173,681	(51,938,123)	(49,026,543)	7,504,267	(5,242,166)	2,262,100	(46,764,442)
269	2002 G.O. STREET BOND	463,330	-	458,027	5,302	-	5,302	463,330
310	DISASTER RELIEF	1,238,699	(165,130)	1,157,477	145,423	(229,330)	(83,907)	1,073,570
340	REVENUE BOND SINKING FUND	-	-	-	2,850,766	(2,850,766)	-	-
350	G. O. DEBT SERVICES	206,404	-	124,438	103,010	(21,044)	81,966	206,404
352	SOONER ROSE TIF	7,378,289	-	8,318,025	105,850	(1,045,586)	(939,736)	7,378,289
353	ECONOMIC DEV AUTHORITY	51,708,396	(50,806,696)	349,514	686,306	(134,120)	552,185	901,700
425-9010	MWC HOSP AUTH-COMP PRINCIPAL	84,784,938	(8,018,376)	82,962,227	(4,359,712)	(1,835,953)	(6,195,665)	76,766,562
425-9020	MWC HOSP AUTH-LOAN RESERVE	3,006,538	(506,538)	2,500,000	30,057	(30,057)	-	2,500,000
425-9050	MWC HOSP AUTH-DISCRETIONARY	11,583,009	(13,460)	10,958,390	953,519	(342,361)	611,158	11,569,548
425-9060	MWC HOSP IN LIEU OF/ROR/MISC	6,963,924	(154,711)	5,783,307	2,148,807	(1,122,899)	1,025,908	6,809,215
	TOTAL	238,088,625	(114,498,611)	121,582,471	70,974,885	(68,967,339)	2,007,545	123,590,016



Human Resources
100 N. Midwest Boulevard
Midwest City, OK 73110
office 405.739.1235

Memorandum

TO: Honorable Mayor and Council

FROM: Catherine Wilson, Human Resources Director

DATE: January 22, 2019

RE: Discussion and consideration of accepting the monthly report on the City of Midwest City Employees' Health Benefits Plan by the City Manager and action as deemed necessary by the Council to maintain the plan.

This item is placed on the agenda at the request of the Council. Attached to this memo is information regarding the current financial condition of the City Employees' Health Benefits Plan for the month of December 2018 which is the sixth (6) period of the FY 2018/2019.

This is a staff update

Catherine Wilson, Human Resources Director

FISCAL YEAR 2018-2019	Jul -18	Aug -18	Sep -18	Oct -18	Nov -18	Dec -18	Jan -19	Feb -19	Mar -19	Apr -19	May -19	Jun -19
PLAN INCOME												
Budgeted (MTD)	590,806	886,209	590,806	590,806	590,806	590,806	590,806	590,806	886,209	590,806	590,806	590,806
Actual (MTD)	580,003	778,717	869,305	675,077	605,701	604,448						
Budgeted (YTD)	590,806	1,477,015	2,067,821	2,658,627	3,249,433	3,840,239						
Actual (YTD)	580,003	1,358,720	2,228,025	2,903,102	3,508,803	4,113,251						
PLAN CLAIMS/ADMIN COSTS	Jul -18	Aug -18	Sep -18	Oct -18	Nov -18	Dec -18	Jan -19	Feb -19	Mar -19	Apr -19	May -19	Jun -19
Budgeted (MTD)	569,824	854,736	569,824	569,824	569,824	569,824	569,824	569,824	854,736	569,824	569,824	569,824
Actual (MTD)	697,154	533,729	955,290	867,993	682,361	587,394						
Budgeted (YTD)	569,824	1,424,560	1,994,384	2,564,208	3,134,032	3,703,856						
Actual (YTD)	697,154	1,230,883	2,186,173	3,054,166	3,736,527	4,323,921						
EXCESS INCOME vs. EXPENDITURES	Jul -18	Aug -18	Sep -18	Oct -18	Nov -18	Dec -18	Jan -19	Feb -19	Mar -19	Apr -19	May -19	Jun -19
Budgeted (MTD)	20,982	31,473	20,982	20,982	20,982	20,982	20,982	20,982	31,473	20,982	20,982	20,982
Actual (MTD)	-117,151	244,988	-85,985	-192,916	-76,660	17,054						
Budgeted (YTD)	20,982	52,455	73,437	94,419	115,401	136,383						
Actual (YTD)	-117,151	127,837	41,852	-151,064	-227,724	-210,670						
FISCAL YEAR 2017-2018	**Jul -17**	Aug -17	Sep -17**	**Oct -17**	Nov -17	Dec -17	**Jan -18**	Feb -18	Mar -18**	Apr -18	**May -18**	Jun -18
PLAN INCOME												
Budgeted (MTD)	583,812	583,812	875,718	583,812	583,812	583,812	583,812	583,812	875,718	583,812	583,812	583,812
Actual (MTD)	549,884	581,809	762,314	573,509	575,591	584,948	639,389	575,734	780,330	582,690	593,056	585,557
Budgeted (YTD)	583,812	1,167,624	2,043,342	2,627,154	3,210,966	3,794,778	4,378,590	4,962,402	5,838,120	6,421,932	7,005,744	7,589,556
Actual (YTD)	549,884	1,131,693	1,894,007	2,467,516	3,043,107	3,628,055	4,267,444	4,843,178	5,623,508	6,206,198	6,799,254	7,384,811
PLAN CLAIMS/ADMIN COSTS	**Jul -17**	Aug -17	Sep -17	**Oct -17**	Nov -17	Dec -17	**Jan -18**	Feb -18	Mar -18	Apr -18	**May -18**	Jun -18
Budgeted (MTD)	583,489	583,489	875,235	583,489	583,489	583,489	583,489	583,489	875,235	583,489	583,489	583,489
Actual (MTD)	570,148	531,432	564,791	564,182	535,313	709,157	594,992	427,810	594,358	566,711	655,998	551,006
Budgeted (YTD)	583,489	1,166,978	1,731,769	2,295,951	2,831,264	3,540,421	4,135,413	4,563,223	5,157,581	5,724,292	6,380,290	6,931,296
Actual (YTD)	570,148	1,101,580	1,666,371	2,230,553	2,765,866	3,475,023	4,070,015	4,497,825	5,092,183	5,658,894	6,314,892	6,865,898
EXCESS INCOME vs. EXPENDITURES	**Jul -17**	Aug -17	Sep -17	**Oct -17**	Nov -17	Dec -17	**Jan -18**	Feb -18	Mar -18	Apr -18	**May -18**	Jun -18
Budgeted (MTD)	323	323	483	323	323	323	323	323	483	323	323	323
Actual (MTD)	-20,264	50,377	197,523	9,327	40,278	-124,209	44,397	147,924	185,972	15,979	-62,942	34,551
Budgeted (YTD)	323	646	311,573	331,203	379,702	254,357	243,177	399,179	680,539	697,640	625,454	658,260
Actual (YTD)	-20,264	30,113	227,636	236,963	277,241	153,032	197,429	345,353	531,325	547,304	484,362	518,913

Dec. 6/FY 2019: \$1,995,105
 Dec. 6/FY 2018: \$1,937,893
 Dec. 6/FY 2017: \$1,546,285
 Dec. 6/FY 2016: \$1,545,493

AUGUST AND MARCH HAVE 3 PAYROLLS

**** HAD FIVE MONDAYS WITH REPORTED MEDICAL CLAIMS PAID****



Acting City Manager
100 N. Midwest Boulevard
Midwest City, OK 73110
tlyon@midwestcityok.org
Office: 405.739.1201
Fax: 405.739.1208
www.midwestcityok.org

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Tim Lyon, Acting City Manager

DATE: January 22, 2019

SUBJECT: Discussion and consideration of approving the Mayor's appointments of Gary Bachman, David Howell, Joel Porter and Adam Bush as Municipal Judges and Alternate Judges.

The Mayor has appointed Gary Bachman, David Howell, Joel Porter and Adam Bush as Municipal Judges and Alternate Judges.

Approval of these appointments by the Council is required. Action is at the Council's discretion.

Tim Lyon, Acting City Manager



Assistant City Manager
100 N. Midwest Boulevard
Midwest City, OK 73110
tlyon@midwestcityok.org
Office: 405.739.1201/Fax: 405.739.1208
www.midwestcityok.org

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Tim Lyon, Assistant City Manager
DATE: January 22, 2019
SUBJECT: Discussion and consideration of a quarterly update on the progress of the execution of the Bond projects.

Per Mayor Dukes' request, we are providing a quarterly update on the progress of the execution of the Bond projects as approved at the April 5, 2018 Capital Projects Council Committee meeting. Please see the attached update sheet from the Departments.

Tim Lyon, Acting City Manager

Community Development Department

Bond Projects Update from Community Development Director Billy Harless

Animal Shelter –Working with Police Chief Brandon Clabes and Public Works Director Vaughn Sullivan, to draft a Scope of Services and Contract with Selser Schaefer Architects. We are also working through floodplain issues and utility options for the site. The designers and city staff are evaluating the benefits of acquiring additional property, once it has been decided whether to acquire the additional property, Community Development will move forward with rezoning the property from R-6 to C-3.

Original Mile Park – Working from the Original Mile Park Master Plan, staff met with designers Ochsner Hare & Hare to set out parameters of the design and scope of the project. Staff plans to do a site visit with the designers in order to draft a contract and prepare it for an April agenda item.

Mid-America Park – Working with designers RL Shears Company’s conceptual design, staff talked through different design concepts and construction sequences to maximize construction efforts. Discussions also include subcontracting the Disk Golf design and All Inclusive Playground design due to their unique design requirements. We also visited with the County to see whether or not they may be able to clear and grade some of the site. Due to financing requirements, a draft contract won’t be prepared until an April city council meeting.

Booster Station Renovation – Plans are complete and once the okay is given to move forward, the plans will be submitted to DEQ and the bidding process will begin.

Police Department

Bond Projects Update from Chief Brandon Clabes

On January 3rd, 2019, the police department and other city staff members met with a professional services group out of Tulsa to discuss "scope of work" based on architectural needs for the new animal welfare center. The meeting lasted almost four hours and we project a possible contract review with this company in six weeks. The bond money will not be issued until April of this year; therefore, the police department has identified money within its 020 operating account to be earmarked for professional services. During this time, Chief Clabes has drafted a Resolution for Mayor/Council to review during the January 22 council meeting which will allow monies from the bond issue to be used to reimburse expenditures for professional services back to the police department's 020 account.

As stated earlier, since the bond money will not be issued until April and the priority schedule is set for Proposition 4, no work has been done on the Police/Fire Training Facility, Radio System Replacement or the Public Safety Technology Improvements.

Fire Department

Bond Projects Update from Chief Bert Norton

Fire Department is working on projects including specifications for the new engine. Once legal has reviewed the new engine specifications and given their approval that project will begin the bid process.

Public Works Department

Bond Projects Update from Public Works Director Vaughn Sullivan

I have been performing research and meeting with a variety of consultants associated with the following:

Multi Purpose Sports Complex,
Reed Baseball Complex renovations, and
John Conrad Renovations.

Street Rehabilitation phase I specifications are almost complete and staff will be prepared to award the phase I contract for concrete and asphalt paving the second City Council meeting in March.

Ultimately, there will be no money available for appropriation until April; consequently, Council will not see contracts for consulting design associated with Public Works projects until at least the second City Council meeting in April.

Emergency Management Department

Bond Projects Update from Emergency Management Director Mike Bower

The warning sirens have been bid on and a contract for the equipment was on the January 22, 2019 City Council agenda for approval. The bid for construction will be issued shortly.



Emergency Management

100 N. Midwest Boulevard

Midwest City, OK 73110

office 405.739.1386

To: Honorable Mayor and City Council

From: Mike Bower, Midwest City Emergency Manager

Date: January 22, 2019

Subject: Discussion and consideration of granting award to Safety Com, Inc. In the amount of \$330,250.00 for (10), outdoor warning Sirens, including poles and related hardware.

Staff recommends approval and award going to Safety Com, Inc. For the bid amount of \$330,250.00 for (10) storm sirens, (10) 60' concrete utility poles and related hardware. The funding for this project is from the 2018 Midwest City bond issue as well as a grant from Oklahoma Emergency Management.

Two bid packets were received after advertising in the Midwest City Beacon. Safety Com, Inc. was the lowest and best bid.

The installation of outdoor warning sirens and related equipment will be bid separately, batteries will also be purchased separately.

A handwritten signature in black ink that reads "Mike Bower". The signature is written in a cursive style and is positioned above a horizontal line.

Mike Bower
Emergency Manager

Invitation for Sealed Bids

*****AMENDMENT #1***
CITY OF MIDWEST CITY**

100 N. MIDWEST BLVD., MIDWEST CITY, OKLAHOMA 73110

Write legibly in ink or use typewriter. Please see agreement on next page.

Published in:
Midwest City Beacon

Date Advertised:
December 28, 2018-DECEMBER 21, 2018

Bids must be in the Office of the City Clerk by: **Tuesday, January 8th, 2019, no later than 2:00p.m.**

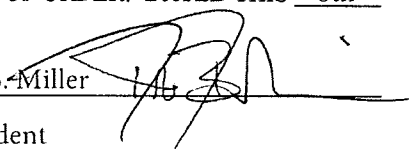
IMPORTANT: Bid envelope must indicate bid item enclosed and date of bid opening.

Description	Quantity	Unit Price	Volume Pricing
Purchase of Ten (10) Whelen Outdoor Warning Siren Hardware:			
Whelen 2910: 10-bay siren	Ten (10)	\$24,800	\$248,000
Whelen C2030NV: Two-way VHF radio controlled	Ten (10)	\$1,445	\$14,450
Whelen INTRUWPS: Intrusion Detection	Ten (10)	\$170	\$1,700
Whelen SBC280: Solar Power Option	Ten (10)	\$2,100	\$21,00
60' spun concrete pole: Mounting points and covered cable chase for installation of above Whelen 2910 hardware	Ten (10)	\$4,510	\$45,100

THE CITY OF MIDWEST CITY IS EXEMPT FROM PAYMENT OF OKLAHOMA SALES TAX AND FEDERAL EXCISE TAX.

I have examined the specifications and agree, provided I am awarded a contract within thirty (30) days from the date fixed for opening bids, to provide the above described items for the sum shown, in accordance with the terms set out in the attached "Agreement by Bidder."

DELIVERY WILL BE MADE IN 60 DAYS OR LESS FROM DATE OF ORDER. DATED THIS 8th DAY OF January, 2019

FIRM SafetyCom, Inc. BY David B. Miller 

ADDRESS 112 Smarthouse Way TITLE President

Accepted by the City Council this _____ day of _____, 2019.

Mayor

City Clerk

Approved as to form this _____ day of _____, 2019.

City Attorney

BID TAB

01-08-19 Ten (10) Whelen Outdoor Warning Siren Hardware

Vendor:		Unit Price:	Volume Price for Qty of 10:
SafetyCom, Inc.	Whelen 2910: 10-bay siren	\$24,800.00	\$248,000.00
	Whelen C2030NV	\$1,445.00	\$14,450.00
	Whelen INTRUWPS	\$170.00	\$1,700.00
	Whelen SBC280	\$2,100.00	\$21,000.00
	60' spun concrete pole	\$4,510.00	\$45,100.00

Vendor:		Unit Price:	Volume Price for Qty of 10:
StolzTelecom, LLC	Whelen 2910: 10-bay siren	\$25,800.00	\$258,000.00
	Whelen C2030NV	\$1,557.00	\$15,570.00
	Whelen INTRUWPS	\$180.00	\$1,800.00
	Whelen SBC280	\$2,700.00	\$27,000.00
	60' spun concrete pole	\$5,195.00	\$51,950.00

WPS2910 Ten Cell

WHELEN[®]
TRUSTED TO PERFORM™

Mass Notification Warning Product

Whelen's Mass Notification WPS2900 Series omni-directional voice product delivers clear, powerful voice communication.

SYSTEM FEATURES

- WPS2910 – Ten omni-directional speaker cells assembled in a vertical column
- Three compartment (Type III) natural finish aluminum or stainless steel cabinet
- Speaker cell includes ten high efficiency 400 watt EZ-PULL™ speaker drivers
- 50' (15.24m) cable included
- Pole top mounting bracket included
- Public address and pre-recorded voice message capability
- AC temperature compensated "tri-mode" 10 amp battery charger
- Local or remote controls available
- Battery powered
- Ten power amplifiers
- Electronic controller
- Tone Generator Timer
- Local control push-buttons
- Battery switch
- RDVM1G – digital voice 1-28 message capable
- SI TEST®
- SLIDEOUT™ battery tray
- Lightning arrestor
- Six standard warning tones – Wail, Whoop, Alert, Attack, Hi-Lo, Airhorn

SYSTEM OPTIONS

- Solar option – Two each 80 watt panels, with brackets and solar regulator
- Batteries – Four each Delco S2000 or Interstate Workaholic 31-MHD Batteries. Check Whelen's web site, www.whelen.com, for other recommended batteries
- Microphone – for use at the cabinet (locally) or at the control point (remotely)
- VisuAlert™ – Omni-Directional visual warning Model VALERT* for 2900 Series
- L31H*F4 – Top mount high dome beacon for 2900 Series, 24 VDC

ACTIVATION CONTROLS

Our VHF and UHF radio narrow-band control packages feature Whelen protocol COMM/STAT™ and include the following:

- Radio
- Radio interface
- Tone or digital squelch
- 3-5 dB gain omni-directional antenna with bracket
- 35' (10.67m) of RG58 antenna cable
- Polyphaser
- SI TEST
- Low battery alarm (two-way only)

Other features are dependent upon one or two-way controls. Whelen equipment can be interfaced with many different types of two-way radio communications products and systems, from ACE, MOSCAD and FSK.

The following is available as standard options. BOLD BLUE indicates the Whelen Model:

ONE-WAY CONTROLS

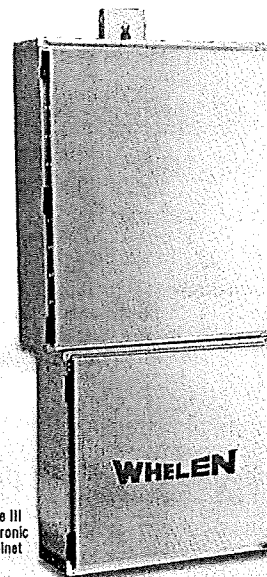
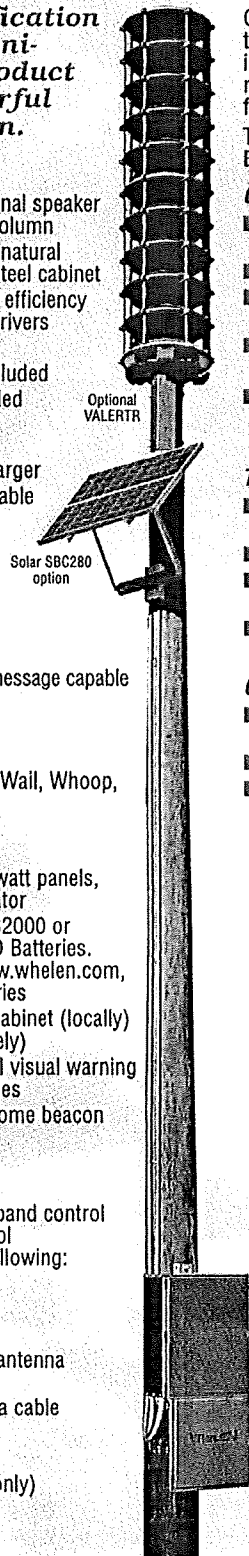
- AUXIN – Auxilliary board for contact closure activation
- D2030LL – 10 digit DTMF Landline
- D2030NV – 10 digit DTMF VHF High-Band Narrow-Band/138-174MHz
- D2030NU – 10 digit DTMF UHF Narrow-Band /450-470MHz
- WPS1T – Two-tone sequential option (one-way radio package must be ordered from above options)

TWO-WAY CONTROLS

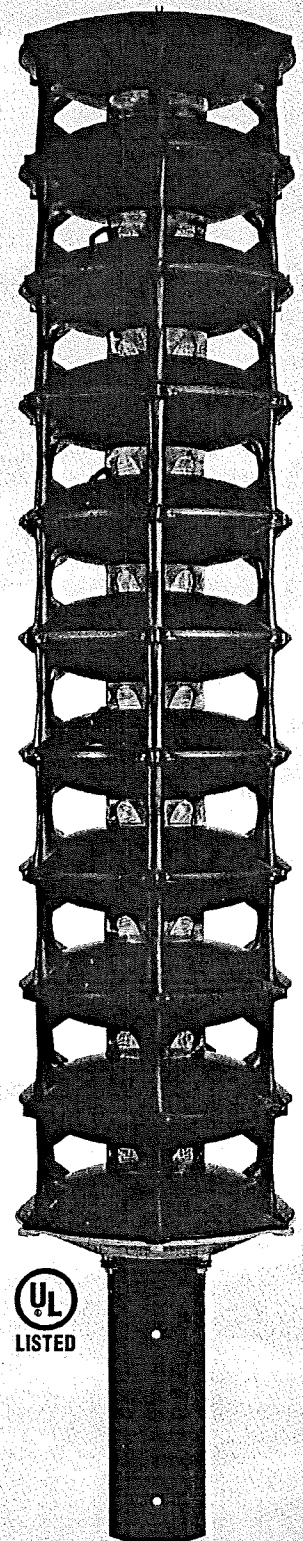
- AUXCS – Two-way contact closure activation and status board
- C2030LL – Two-way landline activation
- C2030NV – 10 digit DTMF VHF High-Band Narrow-Band/138-174MHz
- C2030NU – 10 digit DTMF UHF Narrow-Band /450-470MHz

OPTIONS

- STATUS – Cabinet window LED status indicator
- PGINT – Paging Interface
- INTRUWPS – Intrusion alarm



Type III
Electronic
Cabinet



UL
LISTED

WPS2910 Ten Cell



Specifications

Component	Height Inches (CM)	Width Inches (CM)	Depth Inches (CM)	Weight Lbs. (kg)
WPS2910 Speaker	130.4 (331.21)	33.4 (84.84)	-	584 (264.89)
Electronics Cabinet Type III (Aluminum)*	74.5 (189.23)	33.2 (84.33)	12 (30.5)	240 (108.9)
Pole Top Bracket	30.5 (77.47) (with top plate)	12.0 (30.5) x 13.5 (34.3)	See Drawing	71 (32.20)

Batteries add 230 lbs. (104.32 kg) *Stainless cabinet option adds 80 lbs. (36.29 kg)
Pallets, boxes and skids add weight. Check with Whelen if a freight quote is needed.

Electrical

- Battery Charger Input: 120VAC, 60Hz, 7A fuse (240VAC 50/60 Hz available)
- Battery Charger Output: 28VDC, 10A (nominal)
- Batteries: (4) 12V, 115AH lead calcium
- Standby Current: 70mA, 24VDC
- Operating Current: 221A, 24VDC
- Power Amplifier Output Power: Tone: 4000 watts, Voice: 5000 watts

Environmental

- Operating Temperature: -35°C to +60°C
- Storage Temperature: -65°C to +125°C
- Humidity, Non Condensing: 0 to 95%

Ordering Information

BASIC SYSTEM INCLUDES THE FOLLOWING

- WPS2910 – Speaker assembly with 50' (15.24m) cable and electronics cabinet with all the standard components including voice board for 1-28 pre-recorded messages and Pole Top Bracket

OPTIONS

- AUXIN (one-way) / AUXCS (two-way) – Auxiliary boards for contact closure activation
- D2030LL / D2030NV / D2030NU – One-way controls
- C2030LL / C2030NV / C2030NU – Two-way controls
- WPS TT – Two-tone sequential
- STATUS – Cabinet window LED status indicator
- PGINT – Paging interface
- INTRUWPS – Intrusion alarm (two-way only)
- MSGPROG – Custom pre-recorded messages
- MSGPROGL – Whelen library messages
- WPSNCMIC – Microphone for public address use at the cabinet
- WPSBATT – One pair of Whelen approved batteries
- RTM – Roof top mount
- SBC280 – Solar option

OPTIONAL LIGHTING ACCESSORIES

- VALERT* - VisuAlert™ lighting accessory
- L31H*F4 – L31 LED, 24VDC
- LCWPS – LED controller with mounting plate, hardware and harnessing for L31
- LEDCTRL – LED controller only

* Specify color A=Amber, B=Blue, R=Red, C=White/Clear

Acoustic Performance

Wattage: 4000 watts
Estimated 70dB Range: 6,100 ft / 1859 m

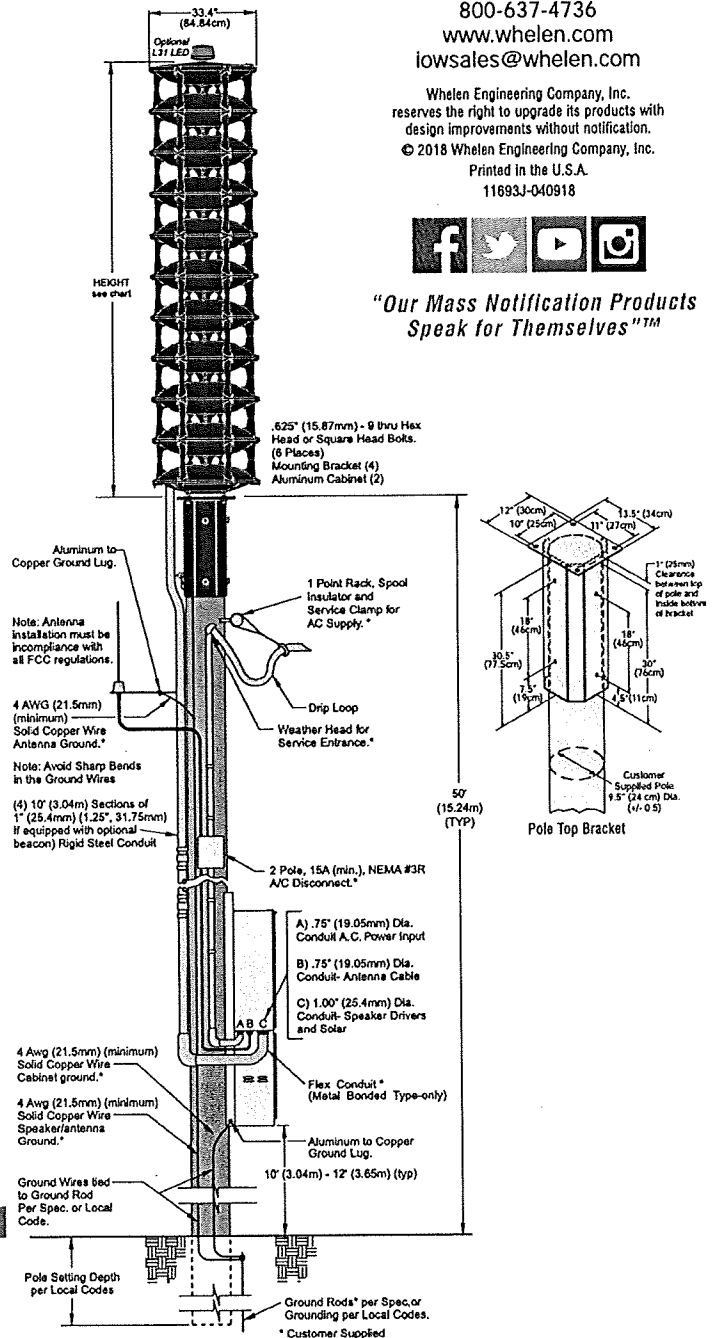
Weather, terrain and other structures may impact the range. Each siren within the system may have a decreased or increased range depending on conditions beyond our control.

MASS NOTIFICATION PRODUCTS
Whelen Engineering Company, Inc.
51 Winthrop Road
Chester, Connecticut 06412-0684
860-526-9504
800-637-4736
www.whelen.com
iowsales@whelen.com

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"Our Mass Notification Products
Speak for Themselves"™





The City Of Midwest City
Neighborhood Services Department
Neighborhoods In Action • Code Enforcement • Neighborhood Initiative

MEMO

To: Tim Lyon, Assistant City Manager

From: Mike S. Stroh, Neighborhood Services Director

Date: January 22, 2019

Subject: Discussion and consideration of the Monthly Neighborhood Services report for December 2018.

In December 2018, the Code Enforcement Division had 6 officers for the month. City Clerk's, Code Officer was also included in these numbers. Together they opened 282 new cases, cleared 315 cases, contracted 7 properties, and wrote 25 new citations. This makes 8,187 cases for the year and we currently have 336 open cases.

Here is a breakdown of all the violations worked for the month.

	December 2017	Total 2017	December 2018	Total 2018
Tall Grass & Weeds	1	1,409	4	2,530
Rubbish	11	618	40	753
Trash & Debris	48	1,331	89	1,711
Other Nuisance	32	1,561	100	1,509
Structures	17	692	26	867
Vehicles	13	388	21	547

This shows a comparison between 2017 and 2018 of the total cases worked by each ward.

	December 2017	Total 2017	December 2018	Total 2018
Ward 1	62	1,737	48	2,546
Ward 2	5	1,126	38	843
Ward 3	23	1,001	78	1,511
Ward 4	10	651	29	726
Ward 5	17	1,130	64	1,580
Ward 6	6	417	25	989

For the total in the Tall Grass & Weeds we only count the one notice type.

For the total in the Rubbish we only count the one notice type.

For the total in the Trash & Debris we only count the one notice type.

For the total in the Other Nuisance we count thirty-three notice types; Alcoholic Beverages, Assistance to Another Officer, Beer License, Coin Amusement Devices, Collection/Donation Boxes-Debris, Collection/Donation Boxes-Maintenance, Collection/Donation Boxes-Registered, Computer Work, Courtesy Notice, Family Amusement License, Garage Sale-Permit Required, Graffiti, Health License, Litter, Misc. Violation, Nuisance Yard, Personal Storage Units (Commercial), Personal Storage Units (Residential), PM-Sewer, PM-Utilities Required-Water, Polycarts, Pool and Billiard Halls, Sight Triangle, Solicitor-Permit Required, Sports Equipment, Temporary Signs, Thank You Cards, Trim Trees, Utilities Required-Sanitation, Zoning-Group Residential, Zoning-Merchandise For Sale, and Zoning-C-3.

For the total in the Structures we count thirteen notice types; Address Numbers, PM-Accessory Structure, PM-Blighting Influence, PM-Boarded Dwellings, PM-Condemned Structure, PM-Exterior Paint, PM-Garage Doors, PM-General Exterior, PM-Open and Unsecure, PM-Roofs & Drainage, PM-Stairways and Porches, PM-Swimming Pools, Spas & Hot Tubs, PM-Vacant (Dilapidated) Structures, and PM-Windows and Glazing.

For the total in the Vehicle we count six notice types; Commercial Soft Surface, Handicap Parking Violation, Inoperative Vehicle, Parking in Fire Lane, Parking or Storing Commercial Vehicles, and Soft Surface Parking.

Mike S. Stroh

Mike S. Stroh, Neighborhood Services Director



The City of
MIDWEST CITY
COMMUNITY DEVELOPMENT DEPARTMENT -
ENGINEERING DIVISION

Billy Harless, Community Development Director
Patrick Menefee, P.E., City Engineer

ENGINEERING DIVISION
Patrick Menefee, City Engineer
CURRENT PLANNING DIVISION
Kellie Gilles, Manager
COMPREHENSIVE PLANNING
, Comprehensive Planner
BUILDING INSPECTION DIVISION
Christine Brakefield, Building Official
GIS DIVISION
Greg Hakman, GIS Coordinator

To: Honorable Mayor and Council

From: Patrick Menefee, P.E., City Engineer

Date: January 22nd, 2019

Subject: Discussion and consideration of the acceptance of and making a matter of record Permit No. WL000055180976 from the State Department of Environmental Quality for the N.E. 23rd Street Water Line Improvement Project, Midwest City, Oklahoma.

Permit No. WL000055180610976 is for the construction of 3950 L.F. of twelve inch (12"), 22 L.F. of eight inch (8"), and 40 L.F. of six inch (6") water line serve the N.E. 23rd Street Water Line Improvement Project, Midwest City, Oklahoma.

Staff recommends acceptance as this is consistent with past policy.

Patrick Menefee, P.E.
City Engineer



SCOTT A. THOMPSON
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

MARY FALLIN
Governor

December 12, 2018

J. Guy Henson, City Manager
City of Midwest City
100 N. Midwest Blvd.
Midwest City, Oklahoma 73110

Re: Permit No. WL000055180976
NE 23rd Street
Water Line Improvement Project
PWSID No.: 1020806

Dear Mr. Henson:

Enclosed is Permit No.: WL000055180976 for the construction of approximately 40 L. F. of six (6) inch, 22 L. F. of eight (8) inch, and 3,950 L. F. of twelve (12) inch water lines and appurtenances to serve the City of Midwest City 23rd Street Water Line Improvement Project, Oklahoma County, Oklahoma.

The project authorized by this permit should be constructed in accordance with the plans approved by this Department on December 11, 2018. Any deviations from the approved plans and specifications affecting capacity, flow, or operation of units must be approved, in writing, by the Department before changes are made.

Receipt of this permit should be noted in the minutes of the next regular meeting of the City of Midwest City, after which it should be made a matter of permanent record.

We are returning one (1) set of the approved plans to you, one (1) set to your engineer and retaining one (1) set for our files.

Respectfully,

Robert B. Walker
Construction Permit Section
Water Quality Division

RBW/RC/ag

Enclosure

c: Travis Mensik, Regional Manager, DEQ
Jeffrey Chavez, P.E., Garver, LLC
Oklahoma City DEQ Office





SCOTT A. THOMPSON
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

MARY FALLIN
Governor

PERMIT NO.: WL000055180976

WATER LINES

PWSID NO.: 1020806

PERMIT TO CONSTRUCT

December 12, 2018

Pursuant to O.S. 27A 2-6-304, the City of Midwest City is hereby granted this Tier I Permit to construct approximately 40 L. F. of six (6) inch, 22 L. F. of eight (8) inch, and 3,950 L. F. of twelve (12) inch water lines and appurtenances to serve the City of Midwest City 23rd Street Water Line Improvement Project, located in part of NE-1/4 of Section 27 & NW-1/4 of Section 26, T-12-N, R-2-W, I. M., Oklahoma County, Oklahoma, in accordance with the plans approved on December 11, 2018.

By acceptance of this permit, the permittee agrees to operate and maintain the facility in accordance with the Public Water Supply Operation rules (OAC 252:631) and to comply with the State Certification laws, Title 59, Section 1101-1116 O.S. and the rules and regulations adopted thereunder regarding the requirements for certified operators.

This permit is issued subject to the following provisions and conditions.

- 1) Based on review of the submitted limited hydraulic analysis information, this water line design is deemed adequate to provide the 2015 International Fire Code, Appendix B, Table B105.1(2) minimum fire hydrant fire flow of 1,500-gpm for a commercial building with International Building Code (IBC) classification of IIB, and maximum fire surface area of 3,500-sf.
- 2) That the recipient of the permit is responsible that the project receives supervision and inspection by competent and qualified personnel.
- 3) That construction of all phases of the project will be started within one year of the date of approval or the phases not under construction will be resubmitted for approval as a new project.
- 4) That no significant information necessary for a proper evaluation of the project has been omitted, or invalid information has been presented in applying for the permit.
- 5) That the Oklahoma Department of Environmental Quality shall be kept informed on occurrences which may affect the eventual performance of the works or that will unduly delay the progress of the project.
- 6) That before placing this facility into service, at least two samples of the water, taken on different days, shall be tested for bacteria to show that it is safe for drinking purposes.
- 7) That any deviations from approved plans or specifications affecting capacity, flow or operation of units must be approved by the Department before any such deviations are made in the construction of this project.

Page 1 of 2





SCOTT A. THOMPSON
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

MARY FALLIN
Governor

PERMIT NO.: WL000055180976

WATER LINES

PWSID NO.: 1020806

PERMIT TO CONSTRUCT

- 8) That the recipient of the permit is responsible for the continued operation and maintenance of these facilities in accordance with rules and regulations adopted by the Environmental Quality Board, and that this Department will be notified in writing of any sale or transfer of ownership of these facilities.
- 9) The issuance of this permit does not relieve the responsible parties of any obligations or liabilities which the permittee may be under pursuant to prior enforcement action taken by the Department.
- 10) That the permittee is required to inform the developer/builder that a DEQ Storm Water Construction Permit is required for a construction site that will disturb one (1) acre or more in accordance with OPDES, 27A O.S. Section 2-6-201 *et seq.* For information or a copy of the GENERAL PERMIT (OKR10) FOR STORM WATER DISCHARGES FROM CONSTRUCTION ACTIVITIES, Notice of Intent (NOI) form, Notice of Termination (NOT) form, or guidance on preparation of a Pollution Prevention Plan, contact the Storm Water Unit of the Water Quality Division at P.O. Box 1677, Oklahoma City, OK 73101-1677 or by phone at (405) 702-8100.
- 11) That any notations or changes recorded on the official set of plans and specifications in the Oklahoma Department of Environmental Quality files shall be part of the plans as approved.
- 12) That whenever plastic pipe is approved and used for potable water, it shall bear the seal of the National Sanitation Foundation and meet the appropriate commercial standards.
- 13) That when it is impossible to obtain proper horizontal and vertical separation as stipulated in Public Water Supply Construction Standards OAC 252:626-19-2(h)(1) and OAC 252:626-19-2(h)(2), respectively, the sewer shall be designed and constructed equal to water pipe, and shall be pressure tested to the highest pressure obtainable under the most severe head conditions of the collection system prior to backfilling.

Failure to appeal the conditions of this permit in writing within 30 days from the date of issue will constitute acceptance of the permit and all conditions and provisions.

Rocky Chen, P.E., Engineering Manager, Construction Permit Section
Water Quality Division





The City of
MIDWEST CITY
COMMUNITY DEVELOPMENT DEPARTMENT -
ENGINEERING DIVISION

Billy Harless, Community Development Director
Patrick Menefee, P.E., City Engineer

ENGINEERING DIVISION
Patrick Menefee, City Engineer
CURRENT PLANNING DIVISION
Kellie Gilles, Manager
COMPREHENSIVE PLANNING
Comprehensive Planner
BUILDING INSPECTION DIVISION
Christine Allison, Building Official
GIS DIVISION
Greg Hakman, GIS Coordinator

To: Honorable Mayor and Council

From: Patrick Menefee, P.E., City Engineer

Date: January 22, 2019

Subject: Discussion and consideration of accepting a Waterline Easement for the construction of a public water main extension located at and across 9601 S.E. 29th Street. The easement is located within the corporate limits of the City of Midwest City, located in the Southeast Quarter of Section Twelve (12), Township Eleven (11) North, Range Two (2) West of the Indian Meridian, Oklahoma County, Oklahoma. (Community Development – P. Menefee)

This easement, dedicated by Fred E. Brawdy and Sandra J. Brawdy, is for the construction of a proposed water main extension to service S.E. 29th Street from Douglas Boulevard to Post Road.

Staff recommends approval.

Patrick Menefee, P.E.
City Engineer

Attachments

GRANT OF WATERLINE EASEMENT

KNOW ALL BY THESE PRESENTS:

That Fred E. Brawdy, and Sandra J. Brawdy, husband and wife, grantor(s) of Oklahoma County, Oklahoma, for good and valuable consideration, the receipt of which is hereby acknowledged, does hereby grant, bargain, sell and convey unto the City of Midwest City, a municipal corporation, (grantee) a permanent waterline easement across, over and under the following described lots, tracts or parcels of land situated in Oklahoma County, State of Oklahoma, to-wit:

SEE EXHIBIT A

This easement is granted for the purpose of enabling the City of Midwest City, its officers, agents, contractors and employees to go upon, layout, construct, change, and/or build a waterline, upon the above-described lots, parcels or tracts of land and includes the permanent right of ingress and egress for employees, tools and equipment of the City of Midwest City, its officers, agents, contractors and employees.

The consideration herein covers any and all kinds and character of damages or injury that may be sustained directly or indirectly to any lands owned by the Grantor by reason of the construction and maintenance of such improvements.

The City of Midwest City agrees to provide, at the time of construction, a residential waterline tap for water service at 9601 SE 29 Street.

Grantor hereby covenants and warrants that at the time of the delivery of this easement that the above-described real estate and premises are free of all liens and claims whatsoever, except –none- and that they will, so long as this easement is in full force and effect, defend the same unto the City of Midwest City against all claiming to the contrary.

WITNESS the hands of the parties this 2nd day of January, 2019

Sandra Brawdy

Fred Brawdy

STATE OF Oklahoma)
)ss.
COUNTY OF Oklahoma)

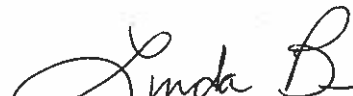
Before me, the undersigned Notary Public in and for the state and county aforesaid, on this 2nd day of January, 2019, personally appeared

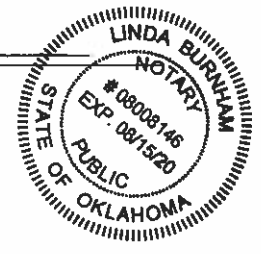
Fred E. Brawdy, and Sandra J. Brawdy, husband and wife, grantor(s), to me known to be the

the identical person(s) who executed the within and foregoing instrument and acknowledged to me that they executed the same as a free and voluntary act and deed for the uses and purposes herein set forth.

WITNESS, my hand and seal this 2nd day of January, 2019

My Commission expires: 8-15-20


NOTARY PUBLIC



Approved by City Attorney _____ Date: _____

Approved by City Council _____ Date: _____

RETURN TO: City Clerk 100 N Midwest Boulevard Midwest City OK 73110

county id # 152327210 - Permanent Easement - physical location 9601 SE 29th Midwest City OK 73130

EXHIBIT A

A parcel of land located in in the South half of the Southeast Quarter of Section Twelve (12) Township Eleven (11) North Range Two (2) West of the Indian Meridian in Oklahoma County Oklahoma being a part of Block Two (2) Southside Addition to Marion Oklahoma, Oklahoma County, Oklahoma being more fully described as:

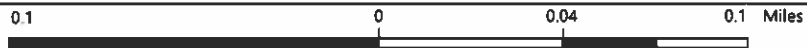
All that part of the East 175 feet of the West 650 feet of Block Two (2), in South Side Addition to Marion Oklahoma, Oklahoma County, Oklahoma lying south of a line that is 60 feet North and parallel to the South line of Section Twelve (12) Township Eleven (11) North Range Two (2) West of the Indian Meridian in Oklahoma County Oklahoma.



Legend



1: 2,257



Notes

Enter Map Description



City of Midwest City Police Department

100 N. Midwest Boulevard

Midwest City, OK 73110

Office 405.739.1320

Fax 405.739.1398

MEMORANDUM

TO: Honorable Mayor and Council

FROM: Brandon Clabes, Chief of Police

DATE: January 22, 2019

SUBJECT: Discussion and consideration of approving a resolution relating to the reimbursement to the City of Midwest City Police Department 020 Fund of approximately \$305,000.00 of the total animal welfare center bond project for payment of professional architectural services to create a scope design and construction documents associated with the new animal welfare center.

On August 28, 2018, an election was held which authorized the issuance of tax exempt general obligation bonds for the City of Midwest City. One of the propositions approved included a new animal welfare center. In order to negotiate and enter into a contractual agreement for professional architectural services, monies must be encumbered in the police department budget since the tax exempt general obligations bonds will not be released until April of 2019.

This resolution allows the City Council of Midwest City to reimburse this expenditure by the issuance of the tax exempt general obligation bonds of the City, previously authorized at an election held for that purpose on August 28, 2018, in the amount of \$305,000.00 to the Midwest City Police Department's 020 fund balance.

Staff recommends approval and action is at the discretion of the Council.

Brandon Clabes, Chief of Police

RESOLUTION NO. 2019-_____

A RESOLUTION FOR THE CITY COUNCIL OF THE CITY OF MIDWEST CITY RELATING TO THE EXPENDITURE OF APPROXIMATELY \$305,000.00 OF THE TOTAL ANIMAL WELFARE CENTER BOND PROJECT FOR THE PAYMENT OF PROFESSIONAL ARCHITECTURAL SERVICES TO CREATE A SCOPE DESIGN AND CONSTRUCTION DOCUMENTS ASSOCIATED WITH THE NEW ANIMAL WELFARE CENTER ; INDICATING THE OFFICIAL ACTION OF THE CITY COUNCIL FOR THE REIMBURSEMENT TO MIDWEST CITY POLICE DEPARTMENT'S 020 FUND BALANCE OF SUCH EXPENDITURE BY THE ISSUANCE OF TAX EXEMPT GENERAL OBLIGATION BONDS OF THE CITY OF MIDWEST CITY, PREVIOUSLY AUTHORIZED AT AN ELECTION HELD FOR THAT PURPOSE ON AUGUST 28, 2018 AUTHORIZING THE PAYMENT OF PROFESSIONAL SERVICES.

WHEREAS, it is necessary that the City of Midwest City enter into a professional services contract; and

WHEREAS, the City of Midwest City conducted extensive research into architectural companies who are qualified in the area of scope design and construction documents associated with animal welfare centers; and

WHEREAS, Selser Schaefer Architects is a reputable and stable company that can provide reliable professional services needed by the City of Midwest City; and

WHEREAS, Selser Schaefer Architects has indicated a willingness to charge the City of Midwest City a competitive professional services price of approximately \$305,000.00 for said project;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Midwest City:

1. That it accepts and adopts a professional services agreement from an architectural company who is qualified in the area of scope design and construction documents associated with animal welfare centers; and

2. That the City of Midwest City enter into a professional services contract with Selser Schaefer Architects in the amount of approximately \$305,000.00; and

3. The City Council of the City of Midwest City hereby declares its official intent to reimburse this expenditure by the issuance of tax exempt general obligation bonds of the City, previously authorized at an election held for that purpose on August 28, 2018 in an amount of \$305,000.00 to the Midwest City Police Department's 020 fund balance, and

4. That this resolution shall take effect and be in full force from and after its passage as provided by law.

PASSED and APPROVED by the City of Midwest City this 22rd day of January, 2019.

CITY OF MIDWEST CITY, OKLAHOMA

MATTHEW D. DUKES II, Mayor

ATTEST:

SARA HANCOCK, City Clerk

APPROVED as to form and legality this _____ day of _____, 2019.

HEATHER POOLE, City Attorney



City Attorney
100 N. Midwest Boulevard
Midwest City, OK 73110
Office 405.739.1203
hpoole@midwestcityok.org

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Heather Poole, City Attorney

DATE: January 22, 2019

SUBJECT: Discussion and consideration of withdrawing Councilmember Allen's citizen nominee to the Animal Ordinance Review Committee Ronald Still and nominating Ronald Demas as Ward 5 nominee.

The Animal Ordinance Review Committee was established at the December 11, 2018 City Council meeting with Councilmembers Christine Allen, Jeff Moore and Española Bowen; and citizens from each ward.

The Committee would review Chapter 8 portion of the Midwest City ordinances (The list is attached.) and present their suggestions to the full Council at the March 12, 2019 Council meeting for consideration.

Action is at the discretion of the council.

Respectfully,

City Attorney
Heather Poole



City Attorney
100 N. Midwest Boulevard
Midwest City, OK 73110
Office 405.739.1302
hpoole@midwestcityok.org

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Heather Poole, City Attorney

DATE: January 22, 2019

SUBJECT: Discussion and consideration of withdrawing Councilmember Bowen's nominee, Mr. Thomas Galbraith, from the Parks and Recreation Board.

Mr. Galbraith is unable to fulfil this position and asked to be withdrawn. Councilmember Bowen will bring another nominee before the Council as soon as possible.

Respectfully,

City Attorney
Heather Poole



Public Works Administration
Vaughn Sullivan, Director
vsullivan@midwestcityok.org
R. Paul Streets, Assistant Director
rstreets@midwestcityok.org
8730 S.E. 15th Street,
Midwest City, Oklahoma 73110
O: 405-739-1060 /Fax: 405-739-1090

Memorandum

To: Honorable Mayor and Council

From: Vaughn K. Sullivan, Public Works Director

Date: January 22, 2019

Subject: Discussion and consideration of declaring as surplus property One (1) Exterior Lights, Cooper Lighting MFG. model #HPNK-Y76-100-MT part #7360168001 volts 120/208/240/277, One (1) Stihl chain saw MS260 serial #7360168001 equipment # 09-09-46, One (1) Stihl chain saw 036 PRO serial #241094654, equipment # 09-09-06, One (1) Stihl chain saw MS261C serial #501717016 equipment # 09-07-130 and Two (2) Life Guard chairs.

This equipment listed has been removed from service. There are no other operational applications available within the City.

Staff recommends approval.

Vaughn K. Sullivan
Public Works Director



Assistant City Manager

100 N. Midwest Boulevard

Midwest City, OK 73110

office 405.739.1201

TO: Honorable Mayor and Council

FROM: Tim Lyon, Assistant City Manager

DATE: January 22, 2019

SUBJECT: Discussion and consideration of declaring various items of City property as surplus property and authorizing their disposal through sealed bid or public auction.

The Midwest City Fleet Services Department requests that you declare the listed items of City property surplus and authorize their disposal by sealed bid or auction.

- Ice-O-Matic Ice Maker
- Approximately 320 lbs. of lead tire weights
- Bolt/Screw storage cabinet
- Bin of miscellaneous bolts, washers, etc.

The items are obsolete and are no longer serviceable.

Staff recommends approval.

Tim L. Lyon

Assistant City Manager



DISCUSSION ITEMS





The City of
MIDWEST CITY
COMMUNITY DEVELOPMENT DEPARTMENT

Billy Harless, Community Development Director

ENGINEERING DIVISION
Patrick Menefee, City Engineer
CURRENT PLANNING DIVISION
Kellie Gilles, Manager
COMPREHENSIVE PLANNING
Julie Shannon, Comprehensive Planner
BUILDING INSPECTION DIVISION
Christine Allison, Building Official
GIS DIVISION
Kathy Spivey, GIS Coordinator

To: Honorable Mayor and City Council
From: Billy Harless, Community Development Director
Date: January 14, 2019

Staff received an email from the applicant's engineer on January 11, 2019 requesting that the Florence Estates preliminary plat application be withdrawn. The applicant was copied on the email as well. The email is attached.

Staff recommends that this application be withdrawn.

Billy Harless, AICP
Community Development Director

KG

From: John Jackson <jj_engineering@att.net>
To: Kellie Gilles <kgilles@midwestcityok.org>
CC: "dlloyd@hglconstruction.com" <dlloyd@hglconstruction.com>
Date: 1/11/2019 3:46 PM
Subject: Florence Estates

In light of the planning commission's unanimous denial, and staff's recommendation to deny the of the preliminary plat for Florence Estates, on behalf of David Lloyd, we would like to withdraw the council agenda item pertaining to the plat.

Derek Jackson, P.E. Jackson & Jackson Engineering, Inc. 5350 S. Western Ave., Suite 222 OKC, OK 73109 Phone: (405)225-1978



The City of
MIDWEST CITY
 COMMUNITY DEVELOPMENT DEPARTMENT
 ENGINEERING DIVISION

Applicant: FLORENCE ESTATES
 Phone Number: _____
 Address: _____

Preliminary Plat Requirements/Checklist - Engineering

The preliminary plat shall be accompanied by a statement signed by the registered engineer preparing the plat that he has, to the best of his ability, designed the subdivision in accordance with the latest subdivision regulations and in accordance with the ordinances and regulations governing the subdivision of land.

38-18	Preliminary Plat:	
Administrative	North arrow, scale, date, and site location map	✓
Administrative	The total number of lots	✓
Administrative	The total area of development	✓
Administrative	The location of proposed lots, areas in Acres and Square Feet, and dimensions.	✓
Administrative 38-42.3(b)(3)	The location of property lines, existing easements, buildings, fences, cemeteries or burial grounds, and other existing features within the area to be subdivided and similar facts regarding existing conditions on immediately adjacent property.	✓
Administrative 38-42.3(b)(3)	The location of any natural features such as water courses, water bodies, flood hazard areas, tree masses, steep slopes, or rock outcroppings within the area to be subdivided and similar facts regarding existing conditions on immediately adjacent property.	✓
Administrative 38-42.3(b)(3)	The location, width, and name of all existing or platted streets or other public ways (i.e. railroad and state-owned) within or immediately adjacent to the tract.	✓
Administrative	The location of all existing or abandoned oil or gas wells, oil or gas pipelines and other appurtenances associated with the extraction, production and distribution of petroleum products and all related easements on the site or on immediately adjacent property.	✓
13-18.2(c)	The applicant shall furnish with the application to the city a current title commitment issued by a title insurance company authorized to do business in Oklahoma, a title opinion letter from an attorney licensed to practice in Oklahoma, or some other acceptable proof of ownership, identifying all persons having an ownership interest in the property subject to the preliminary plat.	✓
Administrative	The legal metes and bounds of the property being developed.	✓
13-69.7(1)	The area of the preliminary drainage plan in acres shown at points where storm water enters and leaves the proposed subdivision, and where drainage channels intersect roadways and at junction points.	✓
13-69.7(3)	The location, size, and type of existing and proposed storm water control facilities including storm sewers, inlets, culverts, swales, channels and retention or detention ponds and areas. The approximate area in acres served by said facilities shall be shown.	✓



The City of
MIDWEST CITY
 COMMUNITY DEVELOPMENT DEPARTMENT
 ENGINEERING DIVISION

13-69.7(4)	Special structures such as dams, spillways, dikes or levees.	✓
Administrative	Location of Floodplain if adjacent or within development	✓
Administrative	Location of Wetlands if adjacent or within development. If so, the developer is required to notify the Army Corp of Engineers.	✓
Administrative 38-43.3(a)(1)	Show the location and size of water mains.	✓
Administrative 38-43.3(a)(1)	Show the location and size of wastewater mains.	✓
Administrative 38-43.3(a)(2)	Show the location and specifications for fire hydrant systems.	✓
Administrative	Finish floor elevations for all pad sites	✓
Administrative 13-69.7(2)	Drainage arrows on all lots showing the final grading and where the water will drain	✓
Administrative 38-54.3(c)(1) 38-54.3(d)(1) 38-54.4	Required retaining walls and retaining wall easements	✓
Administrative	Existing contours with intervals not to exceed two (2) feet referenced to a United State Geological Survey or Geodetic Survey bench mark or monument.	✓
Administrative	Show the proposed street layout and right of ways.	✓
38-45.4(c)	All existing arterial streets and such collector and local streets as may be necessary for convenience of traffic circulation and emergency ingress and egress.	✓
38-45.4(d)	All access points to existing roadways and be of the required number.	✓
38-45.4(e)	The development shall have two (2) connections to adjacent properties.	✓
38-45.4(n)	The names of all new proposed streets.	✓
38-45.4(o)	The development shall not have any proposed cul-de-sacs longer than five hundred (500) feet in length	✓
38-47	The location and size of all proposed pedestrian crosswalks, bike trails, horse trails, or other supplementary movement systems.	✓
38-18.2(a)(1) 38-44.3(a)(2)	Preliminary stormwater management plan (SWMP)	✓
38-44.3(e)(1)	A digital copy of the preliminary SWMP shall be submitted along with the preliminary plat.	
38-44.3(e)(2)	The preliminary SWMP shall be labeled as "Preliminary"	
38-44.3(e)(3)	The preliminary SWMP shall be signed, sealed, and dated by the professional engineer (P.E.) or shall contain a statement showing the professional engineer's name and license number and affirming the preliminary SWMP was prepared under the direction of the engineer and that the plan is preliminary	



The City of
MIDWEST CITY
 COMMUNITY DEVELOPMENT DEPARTMENT
 ENGINEERING DIVISION

38-44.3(b)(3)	If no preliminary drainage plan is required [only upon city engineer's approval, see 38-44.44 (b)(3)]: show existing drainage patterns, runoff coefficients, and the proposed changes to these items (before and after development)	
38-44.3(c)	The preliminary SWMP must comply with the Engineering Standards Manual and construction details and the Midwest City Code of Ordinances (e.g. chapters 13 and 43), including control/sediment plans	
38-18.2(a)(2) 38-44.4(a)(2)	Preliminary drainage plan	✓
13-69.7(1)	The area of the preliminary drainage plan in acres shown at points where storm water enters and leaves the proposed subdivision, and where drainage channels intersect roadways and at junction points.	
13-69.7(3)	The location, size, and type of existing and proposed storm water control facilities including storm sewers, inlets, culverts, swales, channels and retention or detention ponds and areas. The approximate area in acres served by said facilities shall be shown.	
13-69.7(4)	Special structures such as dams, spillways, dikes or levees.	
38-44.4(c)(1)	The preliminary drainage plan shall show the watershed affecting the development and how the runoff from the fully-developed watershed will be conveyed to, through, and from the development.	
38-44.4(c)(2)	The preliminary drainage plan must comply with the Engineering Standards Manual and construction details and the Midwest City Code of Ordinances (e.g. chapters 13 and 43)	
38-44.4(d)(1)	Three (3) paper copies of the preliminary drainage plan	
38-44.4(d)(2)	The preliminary drainage plan shall be labeled as "Preliminary"	
38-44.4(d)(3)	The preliminary drainage plan shall be stamped by and dated by the engineer, professional	
38-44.5	If the development proposed is adjacent to or within the 100-year floodplain the following are required:	N/A
38-44.5(a)	No Development within a floodway.	
38-44.5(b)	All 100-year floodplains shall be maintained in an open natural condition	
38-44.5(b)(3)(a)	The 100-year floodplain shall be dedicated on the final plat to the city as a single lot or may be owned and maintained by an HOA	
38-44.5(b)(3)(b)	No portion of a single-family or two-family residential lot shall exist within the 100-year floodplain	
38-44.5(b)(3)(c)	A fifteen-foot wide maintenance easement adjacent to the floodway	
38-44.5(b)(3)(e)	All streets adjacent to a 100-year floodplain shall have a minimum ROW width of fifty (50) feet.	
38-44.5(b)(3)(f)(2)	All streets adjacent to a 100-year floodplain shall have a minimum sixty (60) percent of the linear frontage	
38-44.5(b)(3)(f)(3)(a)	Not more than one (1) cul-de-sac in a row adjacent to 100-year floodplain	



The City of
MIDWEST CITY
 COMMUNITY DEVELOPMENT DEPARTMENT
 ENGINEERING DIVISION

38-44.5(b)(3)(f)(2)(b)(1)	A minimum fifty (50) percent of an adjacent cul-de-sac bulb shall be open to the 100-year floodplain and no residential lot shall encroach within the area between this line and the major creek.	
38-44.5(b)(3)(f)(2)(b)(2)	An entry monument(s) or feature(s) as well as landscaping shall be provided at the end of the cul-de-sac and a pathway of a minimum twelve (12) feet in width shall be provided to the major creek	
38-18.2(a)(3) 38-43.3	Preliminary utility plan	✓
Administrative	The preliminary utility plan shall show the location and width of all adjacent utility easements	
38-38.43.2(2)	Width of all proposed utility easements	
38-43.3(a)(1)	The preliminary utility plan shall show the location and size of water mains.	
38-43.3(a)(1)	The preliminary utility plan shall show the location and size of wastewater mains.	
38-43.3(a)(2)	The preliminary utility plan shall include plans and specifications for fire hydrant systems.	
38-43.4(b)	All water and wastewater utilities including connections within the ROW or easements shall be vested to the city.	
38-43.4(d)	No utility or service lines shall cross another lot.	
38-43.4(e)	Any utility adjacent to non-city government roads shall be constructed outside that ROW and in a separate easement unless agreed upon by non-city owner and Midwest City	
38-18.2(a)(5)	Preliminary site development plan	✓
Administrative	Finish floor elevations for all pad sites	
Administrative 13-69.7(2)	Drainage arrows on all lots showing the final grading and where the water will drain (not to drain over more than adjacent lot)	
Administrative 38-54.3(c)(1) 38-54.3(d)(1) 38-54.4	Required retaining walls and retaining wall easements	
Administrative	Existing contours with intervals not to exceed two (2) feet referenced to a United State Geological Survey or Geodetic Survey bench mark or monument.	
38-18.2(a)(6)	Street layout plan	✓
Administrative	The classification of every street within or adjacent to the development.	
38-45.4(b)	The streets within the development shall conform to the city's comprehensive plan.	
38-45.4(c)	The proposed street system shall extend all existing arterial streets and such collector and local streets as may be necessary for convenience of traffic circulation and emergency ingress and egress.	
38-45.4(d)	The street layout plan shall show all access points to existing roadways and be of the required number.	



The City of
MIDWEST CITY
 COMMUNITY DEVELOPMENT DEPARTMENT
 ENGINEERING DIVISION

38-45.4(e)	The street layout plan shall have two (2) connections to adjacent properties.	
38-45.4(n)	The street layout plan will have the names of all new proposed streets.	
38-45.4(o)	The street layout plan shall not have any proposed cul-de-sacs longer than five hundred (500) feet in length	
38-47	The location, size, and easements of all proposed pedestrian crosswalks, bike trails, horse trails, or other supplementary movement systems.	
38-18.2 (a) (7)	Street signage and striping plan	✓
Administrative	Proposed signage of development	
Administrative	Proposed striping if required	
38-18.2 (a) (9)	Other plans	
Engineering Comments and Recommendations:		
Associated Departments (Fire, Stormwater, and Utilities) Comments and Recommendations:		



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Applicant: Florence Estates
 Phone Number: _____
 Address: _____

Preliminary Plat Requirements/Checklist – Planning

- Lot to be subdivided is less than 5 acres
- Lot to be subdivided has an area of more than 10,000 square feet ~~1000~~ 100,73

38-48.2	Zoning Compliance	
38-48.2	All lots shall conform to zoning district compliance.	X - PUP
38-48.4	Lot Shape	
38-48.4 (A) (B)	Lots shall generally be rectangular in shape. Flag lots are prohibited. Irregular lots shall meet all width, frontage and setback requirements as required by the zoning ordinance.	X
38-48.5	Lot Lines	
38-48.5 (A) (1)	Side lot lines shall be at ninety degree angles or radial to street Right-of-Way lines to the greatest extent possible.	X
38-48.5 (B) (1)	All lot lines shall align along County, school district and other jurisdictional boundary lines.	X
38-48.6	Lot Orientation Restrictions	
38-48.6 (A)	No single-family, two-family or townhome lot shall front onto or have a driveway onto any Arterial Street.	X
38-48.6 (B)	Lots are prohibited from backing to local streets.	X
38-48.7	Limits-of-No-Access – shown on preliminary plat	
38-48.7 (A)(1)	Low Density lots shall not derive access from an Arterial Street.	X
38-48.7 (A)(2)	Lots facing Collector Streets should be minimized to the fullest extent.	NA
38-48.8	Lot Frontages	
38-48.8 (A)(1)	Each lot shall have adequate access to a street by having frontage on a street that is not less than 35' at the street Right-of-Way line. This also applies to lots fronting onto an eyebrow or bulb portion of a cul-de-sac.	X
38-48.8(B)(1)(a)	For single-family, two-family and townhomes, double frontage lots are prohibited from backing or having the side facing onto an Arterial Street without appropriate screening.	X
38-48.8(B)(1)(b)	Where lots back or side onto an Arterial Street, no driveway access is allowed onto the Arterial Street.	NA
38-48.8(B)(2)	For multifamily and nonresidential lots, if lots have frontage on more than one street, a front building line must be established for each street.	NA
38-48.8(B)(3)	Residential lots should face the front of a similar lot, park or open space.	X
38-48.10	Lot and Block Numbering	
38-48.10(A)	All lots within each phase of a development are to be numbered consecutively	X



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	within each block. Each block shall have alpha or numeric designations.	X
38-48.11	Building Lines	
	Building lines along all streets shall be shown on the Preliminary Plats and shall conform with the minimum setbacks for front, side and rear yards as required by the zoning district.	X
38-48.12	Block Requirements	
38-48.12(B)(1)	Blocks for residential uses shall not be longer than 1,800 feet measured along the center line of the block.	X
38-48.12(B)(2)	When a block exceeds 600 feet in length, the Planning Commission may require a dedicated easement not less than 15 feet wide and a paved crosswalk not less than 4 feet wide to provide pedestrian access across the block.	Note in Report
38-48.12(C)(1)	Blocks used for residential purposes should be of sufficient width to allow for two tiers of lots of appropriate depth.	X
38-48.12(C)(2)	Exceptions to the prescribed block width shall be permitted for blocks adjacent to major streets, railroads or waterways.	NA
38-48.12(C)(3)	Blocks intended for business and industrial use should be of a width suitable for the intended use, with due allowance for off-street parking and loading facilities.	NA
38-48.14	Subdivision Name Requirement	
38-48.14(A)(1)	New subdivisions shall be named so as to prevent conflict or "sound-alike" confusion with names of other subdivisions.	X
38-48.14(A)(2)	Subdivisions with similar names shall be located in proximity to each other.	X
38-49.3	Subdivision Amenities – Where amenities are proposed in conjunction with a development, such amenities shall be reviewed and approved in accordance with the following:	
38-49.3(A)	Preliminary plans and illustrations, along with a written statement of such concepts, shall be submitted for review and approval with the Preliminary Plat.	X Screening benches, sign
38-49.3(B)	Plans for amenities shall then be incorporated into the screening plan and/or landscape plan for submittal as part of the construction plans.	- will be due w/const. plans
38-49.3(C)	Lighting plans for all outdoor amenities	none req.
38-49.3(D)	Plans for structural elements shall be sealed by a licensed Professional Engineer and shall be considered for approval by the City.	na
38-49.4	Design of Amenities	
38-49.4(A)(1)(a)	Entry features shall be constructed entirely on privately owned property and shall not suspend over a public Right-of-Way.	design proposed
38-49.4(A)(1)(b)	Minor elements of an entry feature may be placed within an entry street median upon Plat approval, provided that such street median is platted as a non-buildable lot and dedicated to a HOA for private ownership and maintenance.	NA
38-49.4(A)(1)(c)	An entry feature having a water pond, fountain or other water feature shall only be allowed if approved by the Planning Commission and City Council during the plat review process.	None proposed
38-	No entry feature, other than screening walls or extensions of screening walls,	



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49.4(A)(1)(d)	may be constructed on any portion of a single-family, two-family or townhome			
38-49.4(A)(1)(e)	All such features shall be constructed on lots that are platted as "non-buildable" lots and dedicated to a HOA for private ownership and maintenance.		X	
38-49.4(A)(2)	Entry features shall not encroach into the visibility triangle or otherwise impair pedestrian or vehicular visibility.		X	
38-49.4(A)(3)	The maximum height for entry features and structures shall be the maximum height of the governing zoning district as measured from the nearest street or sidewalk grade.		X	
38-49.4(B)	If private recreation facilities are provided, they shall be centrally located within the overall development to the greatest extent possible.		NA	
38-49.4(C)	All outdoor amenities shall provide appropriate lighting.		two light poles proposed one on either end of	
38-49.4(D)	A detention or retention pond shall be considered an amenity if it meets the following design considerations:		X	
38-49.4(D)(1)	Located between the building and street or completely bounded by streets		X	
38-49.4(D)(2)	Viewable from public space		X	
38-49.4(D)(4)	Accessible by patrons		X	
38-49.4(D)(5)	Seating area, public art or fountain		X - benches proposed	
38-49.4(D)(6)	One tree or planter at least 16 square feet for every 200 square feet of open space, and be located within or adjacent to the open space.		X - existing trees that are not removed will count	
38-50.2	Homeowners' Association (HOA) Applicability			
38-50.2(A)	Any one or more of the following elements created as part of a development shall require formation of a HOA prior to recordation of a final plat in order to maintain the amenity or facility:		will be required	
38-50.2(A)(1)	Amenity		X	
38-50.2(A)(2)	100-year Floodplain		NA	
38-50.2(A)(3)	Private streets		NA	
38-50.2(A)(4)	Thoroughfare screening		X	
38-50.2(A)(5)	Detention or retention ponds		X	
38-50.2(A)(6)	Private park		X	
38-51.2	Applicability of Parks and Open Space Dedication			
	This shall apply to all residential subdivision plats having a dwelling unit density of greater than one unit per net acre		X	
38-51.5(A)	The acreage to be contributed concurrent with the final approval by the City Council of any residential subdivision plat shall be determined by the following formula:		→ next page	
	Two acres	X (multiplied by)		Each 1,000 persons projected to occupy the fully developed subdivision
	=			Amount of land to be contributed
	Which is			



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.002 X 238 X 7 = .03 acre

	.002 acres	X (multiplied by)	Number of person per dwelling unit	X (multiplied by)	# of dwelling units projected for subdivision	=	Amount of land to be contributed	
38-51.6	Suitability of land							<i>.03 acre</i>
38-51.6(A)(1)	The dedicated land should form a single parcel or tract of land at least 3 acres in size unless the Parkland Review Committee determines that a smaller tract would be in the public interest.							<i>entire subdivision is < 3 acres</i>
38-52.3	Design requirements for parks and open space							
38-52.3(A)	Parks and open spaces shall be bounded by a street or by other public uses.							<i>X</i>
38-52.3(B)(1)	Single-family and two-family residential lots shall be oriented such that they front or side onto parks and open spaces but do not back to them.							<i>X</i>
38-52.3(B)(2)	Residential lots shall only be allowed to back onto a park or open space when:							<i>NA</i>
38-52.3(B)(2)(a)	A trail is provided within the related park or open space.							<i>NA</i>
38-52.3(B)(2)(b)	The sites physical character does not reasonably accommodate an alternative design or the layout of the subdivision complements the use of the use of park or open space (e.g., lots backing to a golf course.)							<i>NA</i>
38-52.3(C)(1)	A proposed development adjacent to a park of open space shall not be designed to restrict public visibility or reasonable access from other area developments.							<i>X</i>
38-52.3(C)(2)	Street connections to existing or future adjoining subdivisions shall be required to provide reasonable access to parks and open space areas.							<i>NA</i>
38-52.3(D)(1)	Where a non-residential use must directly abut a park or open space area, the use shall be oriented such that it sides, and does not back onto the park or open space area if at all possible							<i>NA</i>
38-52.3(D)(2)	Nonresidential uses shall be separated from the park or open space by a minimum 6 foot tall decorative metal fence with an irrigated living screen.							<i>NA</i>
38-52.3(E)	Alleys should not be designed to encourage their use as a means of vehicular, bike or pedestrian travel to the park.							<i>NA</i>
38-52.3(F)(1)	Public access into parks and open spaces shall not be less than 50' in width at the public Right-of-Way line, at the street curb, and at any other public access point.							<i>X</i>
38-52.3(F)(2)	Such access shall not be part of a residential lot or other private property.							<i>X</i>
38-52.8	Hike-and-Bike Trail Requirements							<i>NA - NO trails designated in the area</i>
38-52.8(B)	Hike-and-Bike trails, especially those providing access too and along 100-year Floodplains and other open spaces, shall be in accordance with the following design criteria:							<i> </i>
38-52.8(B)(1)	A minimum 30' wide level ground surface shall be provided for a 10' wide public hike-and-bike trail. The 30' wide level ground surface (compliant with ADA) may be provided within and/or outside of the 100-year floodplain.							<i> </i>
38-52.8(B)(2)	The Right-of-Way of a public street may count towards the 30' wide, ADA compliant level ground surface upon approval from the Director of Community Services.							<i> </i>



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38-52.8(B)(4)	The hike-and-bike trail shall be designed to minimize visibility blind spots from public streets for public safety purposes.	
38-52.8(C)(1)	The Director of Community Services shall have the authority to determine the placement of a public hike-and-bike trail at the time of the preliminary plat review and approval.	
38-52.8(C)(2)	The location of such trails shall be safe and economical.	
38-52.8(C)(3)	No development shall interrupt future trail routes or otherwise hinder efficient public access to or from an existing or future planned trail.	
38-52.8(D)(1)	The location of trails within developments adjacent to or within a 100-year Floodplain recognized on the Trails Master Plan shall be coordinated with the Director of Community Services and shall be staked in the field by the developer and approved by the Director of Community Services prior to the submittal of a preliminary plat.	
38-52.8(D)(2)	The location of the trail shall be specified on the preliminary plat as the approved location for the hike-and-bike trail, and an easement for such shall be shown on the preliminary plat and final plat for any portions of the trail that traverse private property.	
38-52.8(E)	When development is adjacent to an undeveloped property, a pedestrian access stub-out in conjunction with a street connection to the edge of the development shall be required to allow for future access between developments as indicated on the Trails Master Plan.	
38-53.4	Tree Canopy Management Plan	
38-53.4	A Tree Canopy Management Plan shall be required as part of the preliminary plat. This only applies to sites five acres or larger.	
38-53.5(B)(1)	The applicant shall prepare a Tree Canopy Management Plan and shall submit the plan as part of the preliminary plat application.	
38-53.5(B)(2)	Within the Tree Canopy Management Plan, the applicant shall provide the following information:	
38-53.5(B)(2)(a)	Pre-development tree canopy coverage (as determined by the City)	
38-53.5(B)(2)(b)	Post-development tree canopy coverage (as determined by the applicant)	
38-53.5(B)(2)(c)	Visual identification of tree canopy to be removed.	
38-53.5(C)(1)	Tree Canopy Management Plan shall be reviewed by the Director of Community Development for compliance with all standards.	
38-53.5(C)(2)	After reviewing the Tree Canopy Management Plan, the Director of Community Development shall make a recommendation to the Planning Commission and City Council. The Director must act within 30 days of the official filing date of the preliminary plat application.	
38-53.6	Tree Preservation Requirements	
38-53.6(A)	Option A (Standard Option) – Only trees in the following areas may be removed:	



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38-53.6(A)(1)	The Tree Canopy or any tree located within any street Right-of-Way may be removed.	NA
38-53.6(A)(2)	The Tree Canopy or any tree located within any area dedicated for water, wastewater, drainage and other similar infrastructure needs may be removed.	
38-53.6(A)(3)	The Tree Canopy or any tree located within any area required by the subdivision ordinance for a site feature, such as a screening wall, may be removed.	
38-53.6(B)	Option B (Alternative Compliance)	
38-53.6(B)(1)	The applicant may elect to develop a site using the Residential Cluster Development option.	
38-53.6(B)(2)	In the design of the Tree Canopy Management Plan, if a Residential Cluster Development Option is used, only the Tree Canopy or trees within the designated open space areas shall be preserved.	
38-53.7	Tree Mitigation Plan – Required if trees are removed prior to approval of a Tree Canopy Management Plan	
38-53.7(B)(2)	Tree Mitigation Requirements:	
38-53.7(B)(2)(a)	The applicant shall calculate the area of Tree Canopy that should have been preserved under Option A or Option B.	
38-53.7(B)(2)(b)	The resulting calculation shall be the amount of Tree Canopy that shall be restored.	
38-53.7(B)(2)(c)	Replacement trees shall be required to cover an area equal to the calculated restoration area.	
38-53.7(B)(2)(d)	The applicant shall calculate the number of replacement trees needed to cover the calculated restoration area.	
38-53.7(B)(2)(e)	In calculating the area for replacement trees, the mature size of replacement trees shall be used.	
38-53.7(B)(2)(f)	In calculating the area for replacement trees, only large trees shall be used.	
38-53.7(B)(2)(g)	Tree Canopy coverage at maturity is to be obtained through the planting of 2.5 inch caliper trees at spacing that will meet the calculated restoration area.	
38-53.7(B)(2)(h)	Replacement trees shall be a minimum 2.5 inch caliper trees.	
38-53.7(B)(2)(i)	Replacement trees shall be planted at spacing that will meet the calculated restoration area.	
38-53.7(B)(2)(j)	The Tree Canopy Management Plan shall show graphically the location of each replacement tree.	
38-53.7(B)(2)(k)	The number of replacement trees shall be shown in a tabular format and indicated the tree species and area of coverage assumptions for each tree species at maturity.	
38-53.7(B)(2)(l)	Replacement trees shall be planted prior to the approval of a final plat.	
38-53.7(B)(3)	Alternative Tree Mitigation Requirements	



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	Administrative	
	One digital copy of the preliminary plat	X
	Three 24x36 copies of the preliminary plat to scale	X
	Name of subdivision centered at the top of the preliminary plat.	X
	Name of city, county, state, section, township and range centered and printed at the top of the preliminary plat.	X
	Name and address of the owner of record, the subdivider, the owners engineer and the registered surveyor preparing the plat.	X
	Legal description of the property to be subdivided, including the acreage and number of proposed lots in the subdivision.	X
	Key map showing the location of the property to be subdivided referenced to existing or proposed arterial streets or highways.	X

Preliminary Plat Requirements/Checklist - Zoning

5.14.1	Lot Variety Required (required for areas 5 acres or larger)	NA < 5 acres
5.14.1(A)	Applicability – This section only applies to single-family residential developments of 5 acres or larger.	
5.14.1(B)(1)	15% of lots within a development shall be larger than the minimum lot size. Lots shall be increased at least 20% of the minimum lot size.	
5.14.1(B)(2)	15% of lots within a development may be smaller than the minimum lot size. Lot sizes shall not be reduced greater than 20% of the minimum lot size.	
5.14.1(C)	Single-family lots shall not be smaller than 6,000 square feet.	
5.14.1(D)	Lots of various sizes shall be evenly distributed throughout a development.	

Additional Notes:



The City of
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Billy Harless, Community Development Director

ENGINEERING DIVISION
Patrick Menefee, City Engineer
CURRENT PLANNING DIVISION
Kellie Gilles, Manager
COMPREHENSIVE PLANNING
Comprehensive Planner
BUILDING INSPECTION DIVISION
Christine Brakefield, Building Official
GIS DIVISION
Greg Hakman, GIS Coordinator

To: Chairman and Planning Commission

From: Billy Harless, Community Development Director

Date: January 22, 2019

Subject: (PC – 1976) Discussion and consideration of approval of the Preliminary Plat of Florence Estates for the property described as a part of the NE/4 of Section 1, T-11-N, R-1-W, located in the 400 block of S. Post Road. This item was continued from the October 2, 2018 and November 6, 2018 Planning Commission meetings and the October 23, 2018 and November 27, 2018 Council meetings.

Executive Summary: A PUD and Preliminary Plat for the area of request were denied in November and December of 2017 due to concerns about drainage. Since that time, the applicant and his engineer have provided additional information to staff to review and brought forth a new PUD application to the Planning Commission and City Council in July of 2018. The new application reduces the density by one (1) lot – going from eight (8) proposed lots to seven (7) with an additional area designated for detention. The PUD was approved in 2018, allowing the applicant to move forward and submit a preliminary plat application and a preliminary drainage report. As detailed further in the engineering notes of this report, the proposed drainage and detention plan still does not meet current code requirements. The City Engineer states that this Preliminary Plat application does not meet the requirements of the Subdivision Regulations. Staff recommends denial.



Council Ward: Ward 2 – Pat Byrne

Dates of Hearing: Planning Commission – October 2, 2018, November 6, 2018, January 2, 2019
City Council – October 23, 2018, November 27, 2018, January 22, 2019

Owner/Applicant: David Lloyd

Engineer: Derek Jackson

Proposed Use: 7 single family residential lots

Size:

The area of request has a frontage along S. Post Rd. of approximately 165 ft and a depth of approximately 609 ft, containing an area of approximately 100,456.07 square feet, more or less.

Land Use:

Area of Request –vacant
North, South, East and West – single family residences

Municipal Code Citation:

38-3. Purpose

38-3.1 Protection of Public and Private Interest

The development and subdivision of land, as they affect a City's quality of life, are activities for which regulation is a valid function of City government. The regulations contained within this Subdivision Ordinance are intended to protect the interest of the public and of private parties by granting certain rights and privileges.

38-18.1. Purpose

The purpose of a Preliminary Plat shall be to determine the general layout of the subdivision, the adequacy of public facilities needed to serve the intended development, and the overall compliance of the land division with applicable requirements of the Subdivision Ordinance.

History:

1. PC-1920 - An application for a PUD was denied by the Council in November 2017.
2. PC-1924 – An application for a preliminary plat of this area was denied by the Council in December 2017.
3. PC-1959 – The area of request was rezoned to a PUD in July 2018.
4. The area has never been platted.
5. This item was tabled by the Planning Commission and City Council in October and November 2018 to allow the applicant to address drainage concerns.
6. The Planning Commission recommended denial of this item at the January 2, 2019 meeting.

Staff Comments:

Engineering Comments:

Water Supply and Distribution

Section 38-18 in the Subdivision Regulations requires all existing and proposed utility lines be reflected on the preliminary plat and submitted on a preliminary utility site plan.

A thirty six (36) inch public water main is located on the east side of Post Road in the street right-of-way extending along the east side of the area of request.

The applicant proposes to construct a public water line extension along the south side of the proposed cul-de-sac right of way.

Improvement plans for the water line extension must be prepared by a registered professional engineer and be submitted to staff for plan review and approval.

Extension of the water supply to serve this property is required as outlined in Municipal Code 43-32.

Connection to the public water supply system for domestic service is a building permit requirement per Municipal Code 43-32 for all new buildings.

Sanitary Sewer Collection and Disposal

An eight (8) inch public sewer main is located on the east side of Post Road in the street right-of-way extending along the east side of the area of request.

An eight (8) inch public sewer main is located in a dedicated utility easement approximately fifty (50) feet south from the southwest corner of the area of request.

The applicant proposes to construct a public sewer line extension along the south side of the area of request in a proposed dedicated utility easement.

Improvement plans for the sewer line extension must be prepared by a registered professional engineer and be submitted to staff for plan review and approval.

Connection to the public sanitary sewer system for domestic service is a building permit requirement per Municipal Code Chapter 43-109 for all lots.

Streets and Sidewalks

Access to the area of request is available from Post Road. Post Road is a five (5) lane, 65-foot wide, curbed, asphalt concrete roadway. Current code requires a total street right-of-way width of one hundred (100) feet for secondary arterials and presently, Post Road has one hundred (100) feet of right-of-way adjacent to and parallel to the east side of the area of request.

The applicant proposes to construct a public local street with sidewalks to service the area of request.

Improvement plans for the street and sidewalks must be prepared by a registered professional engineer and be submitted to staff for plan review and approval.

Drainage and Flood Control, Wetlands, and Sediment Control

Drainage across the area of request is mainly from the east to the west via overland flow. Currently, the area of request is undeveloped. The area of request is not affected by flood zone AE (the 100-year floodplain) as shown on the effective Flood Insurance Rate Map (FIRM) number 40109C0330H, dated December 12, 2009.

The applicant proposes to construct underground drainage improvements and detention facilities to service the area of request.

The history, in emails, concerning the drainage for this property is attached to the packet. The summary email chain shows this development was first proposed in January 2016. During the zoning proposals presented over the following 18 months, drainage was noted as a critical component that would have to be addressed after the zoning was approved. After the zoning case was processed, a drainage plan was created to go with the preliminary plat application. At that time, Johnson and Associates was retained to do an

evaluation of the drainage proposal. A second email summary list and the copied text of these evaluation emails are attached, beginning in June 2018. Over the past six months, the proposed design was discussed and altered by the design engineer and the reviewing engineer. The consultant engineer's latest conclusions are attached.

The city engineer has been encouraging and facilitating communication between the applicant's design engineer and staff's consultant engineer for the past several months. Throughout all this time, an acceptable design has never been agreed upon between all of the parties. The two engineering firms couldn't present a suitable plan to the city engineer for his review. As explained below, with the current limited information presented to my office, the City Engineer recommends denial of this application.

This particular preliminary plat application was continued from the September and October meetings because of specific questions about the drainage design. The focus was on the backwater issues on the adjacent north property, and increased runoff onto the adjacent southern property. The applicant is proposing several drainage pipes to cross under the cul de sac and the construction of detention ponds north and south of this structure. There is a unique design feature with this proposed layout that does not meet current code requirements. Water, in big storm events, will collect on the road at a depth of less than a foot. This will eliminate the backwater issues upstream from the development and will eliminate the increase to the downstream release of water. The applicant is keeping this water onsite in the roadway, in lieu of impacting adjacent properties. **Keeping back water and detention in the public roadway does not meet code and the city engineer recommends denial of the variance to the detention and denial of this preliminary plat application.**

No identified wetlands are located on or abutting the area of request as shown on the Choctaw quadrangle of the 1989 National Wetlands Inventory map as prepared by the United States Department of the Interior Fish and Wildlife Service.

All future development on the proposed tracts must conform to the applicable requirements of Municipal Code Chapter 13, "Drainage and Flood Control."

Resolution 84-20 requires that developers install and maintain sediment and/or erosion controls in conjunction with their construction activities. Any proposed development must conform to the applicable requirements of Municipal Code Chapter 43, "Erosion Control." Sediment control plans must be submitted to and approved by the city before any land disturbance is done on-site. The developer is responsible for the cleanup of sediment and other debris from drainage pipes, ditches, streets and abutting properties as a result of his activities.

Easements and Right-of-Way

The required easements and existing and proposed right of way for the area of request are illustrated on the preliminary plat and will be dedicated to the city when the final plat is filed.

All easements and right of way dedications are to comply with Code Sections 38-41 and 38-44.

Fire Marshal's Comments:

The Fire Marshal has reviewed this request for the preliminary plat of Florence Estates. The property is required to meet and maintain the requirements of Midwest City Ordinances Section 15. Fire hydrant spacing shall be in accordance with the Midwest City Ordinance Section 15-22. The dead end turn around shall be approved by the Fire Department prior to installation.

Planning Comments:

The purpose of this preliminary plat is to create seven (7) single family residential lots. This plat is associated with the PUD that was approved in July 2018.

One new curb-cut along S. Post Road will provide access to the area of request.

The Park Land Review Committee met on September 20, 2018 to review the proposed park land/open space. According to the calculations provided in the 2012 Subdivision Regulations, the applicant is required to provide .03 acres of parks and open space. The applicant is proposing an area of park and open space containing a total of .45 acres of

private park and open space to be maintained by the Homeowners Association. The HOA covenants must be provided to staff with the Final Plat application and provisions for care and maintenance of the park land/open space must be included.

A portion of the proposed park land will also serve as detention for the development and must therefore meet the requirements of Section 38-49.4(D) of the Subdivision Regulations.

This section requires that the park land must adhere to the following considerations:

- Be located between a building and street or completely bound by streets
- Be viewable from public space
- Any slope of the pond area may not exceed 33%
- Accessible by patrons
- Contain a seating area, public area or fountain
- One tree or planter at least 16 square feet for every 200 square feet of open space and be located within or adjacent to the open space.

Regarding lighting, plans show light poles on the east and west sides of the subdivision. A light pole will also be required for the park land/detention area.

Thoroughfare screening is required as the subdivision is located off of S. Post Road. The applicant proposes an 8' cedar capped fence. The screening fence must observe the right-of-way and the building line along S. Post. A subdivision identification sign is also proposed. A sight triangle is shown on the plat. The sign must observe the right-of-way and the sight triangle.

Section 38-48-12(B)(1) states that "when a block exceeds six hundred (600) feet in length, the Planning Commission may require a dedicated easement not less than fifteen (15) feet in width and a paved crosswalk not less than four (4) feet in width to provide pedestrian access across the block." The street is 609.50 feet in length so the Planning

Commission must include whether or not a crosswalk is required in their recommendation.

A Tree Preservation/Mitigation Plan is not required as this subdivision is less than five (5) acres in area.

As this preliminary plat does not conform to the Subdivision Regulations, staff recommends denial.

In the recommendation, the Planning Commission must note if they will require a crosswalk as the block exceeds 600' in length. The proposed block is 609.50'

Action Required: Approve or reject the Preliminary Plat of Florence Estates for the property located as noted herein, subject to the staff comments and recommendations as found in the January 22, 2019, agenda packet, and as noted in PC-1976 file.

A handwritten signature in black ink, appearing to read "Billy Harless". The signature is fluid and cursive, with a long horizontal stroke at the end.

Billy Harless, AICP
Community Development Director

KG

LEGAL DESCRIPTION:

Part of the Northeast Quarter of Section 1, Township 11 North, Range 2 West of the 1st Meridian, Oklahoma County, Oklahoma, being more particularly described as follows:

Commencing at the Northwest Corner of the Northeast Quarter of Section 1, Township 11 North, Range 2 West of the 1st Meridian, thence S89°45'08" W along the East line of said Northeast Quarter a distance of 1,316.43 feet; thence S89°43'30" W a distance of 30 feet to the Point of Beginning; thence S89°43'30" W a distance of 1,316.43 feet; thence S89°38'23" W a distance of 145.08 feet; thence S89°47'24" E a distance of 609.50 feet; thence S89°47'24" E a distance of 184.54 feet to the Point of Beginning, containing 2.31 acres more or less.

**PRELIMINARY PLAT
OF
FLORENCE ESTATES
A PART OF THE NE/4 OF SECTION 1, T11N, R2W, I.M.
MIDWEST CITY, OKLAHOMA COUNTY, OKLAHOMA**

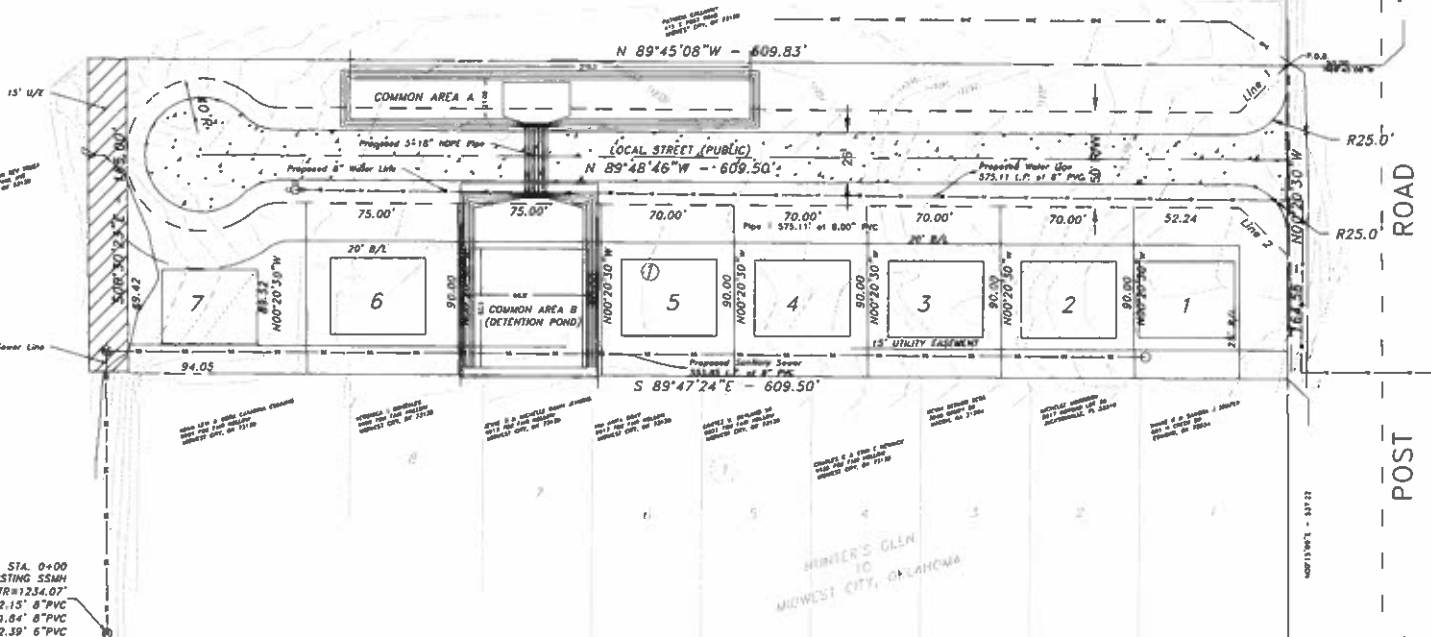
LEGEND:

- B/L - BUILDING UNIT LINE
- U/L - UTILITY EASEMENT
- D/E - DRAINAGE EASEMENT
- DAU/E - DRAINAGE AND UTILITY EASEMENT
- R/W OR B.O.W. - RIGHT OF WAY
- LONG WATER SERVICE CONNECTION
- SHORT WATER SERVICE CONNECTION
- PROPOSED FIRE HYDRANT
- PROPOSED 8" SEWER LINE
- PROPOSED 8" WATER LINE

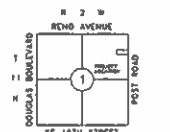
LINE DATA

Line No.	Station	Station
1	35.381	844.3017
2	35.39	545080.07
3	30.75	53921.307
4	30.75	48722.51

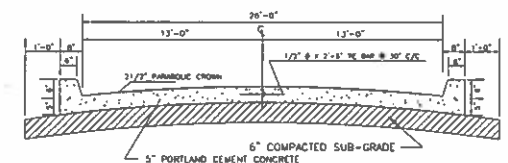
SSMH
TR=1248.36'
H FL=1237.33' 8" PVC
E FL=1237.59' 8" PVC
S FL=1237.29' 8" PVC



36" WATERLINE ALONG POST ROAD
R25.0'
R25.0'
POST ROAD
36" WATERLINE ALONG POST ROAD



LOCATION MAP
NOT TO SCALE



TYPICAL SECTION 5" P.C. CONC. PAVING

STATIONING
STA. 0+00
EXISTING SSMH
TR=1234.07'
E FL=1222.15' 8" PVC
S FL=1221.84' 8" PVC
NW FL=1222.39' 6" PVC

CERTIFICATE OF SURVEYOR
I, TRACY J. WHEELER, do hereby certify that I, a Registered Land Surveyor in and for the State of Oklahoma, and that the Final Plat of Florence Estates, an addition to the Midwest City, Oklahoma County, Oklahoma, containing one (1) acre, more or less, as shown by the attached plat, was prepared by me or under my direct supervision and that I am a duly Licensed Surveyor in the State of Oklahoma and that the plat complies with the requirements of Title 10, Section 11-109 of the Oklahoma Statutes.

OWNERSHIP
MCA CONSTRUCTION
3000 E. DONALDSON BLVD
MIDWEST CITY, OK 73130
PHONE (405) 737-7588 FAX 860-4995

SURVEYOR
JAMES W. WHEELER AND COMPANY
13501 EASTERN AVENUE
OKLAHOMA CITY, OK 73131
CA #4151 - EXPIRES JUNE 30, 2019

DENSITY:
7 SINGLE FAMILY RESIDENCES ON 2.31 ACRES = 2.021 RES PER ACRE

PAVING:
APPROX. 610 SF OF 5" PORTLAND CEMENT CONCRETE PAVING

RECREATIONAL AREAS:
COMMON AREA A (1) FOR STORM WATER DETENTION AS WELL AS A POSSIBLE RECREATIONAL AREA (APPROXIMATELY 1/4 ACRES)

SCHOOL DISTRICT:
CHOCTAW-MEDINA PARK

NOTES:
ALL CONSTRUCTION TO BE IN ACCORDANCE WITH MIDWEST CITY STANDARDS
ALL LOTS TO BE SERVED WITH CITY WATER AND SEWER
ALL RESIDENCES TO BE CONSTRUCTED ON SITE (NO MANUFACTURED HOUSING)
HOMES TO HAVE A MINIMUM OF 1700 SQUARE FEET PLUS 2 CAR (MIN) GARAGES
WATER AND SANITARY SEWER MAINS WITHIN THE SUBDIVISION TO BE 8 INCH

STATE OF OKLAHOMA, S.S.
COUNTY OF OKLAHOMA, S.S.
BEFORE ME, the undersigned, a Notary Public in and for said County and State, personally appeared TRACY J. WHEELER, known to me to be the person whose name is subscribed to the foregoing plat and acknowledged to me that he executed the same as his free and voluntary act and deed on this _____ day of _____, 2019.

BY COMMISSION EXPIRES: _____

TRACY J. WHEELER, REGISTERED LAND SURVEYOR

PRELIMINARY PLAT FLORENCE ESTATES
Jackson & Jackson Engineering, Inc
5350 S. Western Ave, Suite 222
Oklahoma City, OK 73109
Certificate of Authorization # 3770
Expires June 30, 2019
Phone: (405) 225-1978
Fax: (405) 274-2997

LEGAL DESCRIPTION:

Part of the Northeast Quarter of Section 1, Township 11 North, Range 2 West of the 11th Meridian, Oklahoma County, Oklahoma, being more particularly described as follows:
 Commencing at the Northeast Corner of the Northeast Quarter of Section 1, Township 11 North Range 2 West of the 11th Meridian, thence S89°24'30"W along the east line of said Northeast Quarter to a distance of 1,218.42 feet; thence S89°43'00"W to a distance of 36 feet to the Point of Beginning; thence N89°45'00"W to a distance of 609.83 feet; thence S89°48'45"W to a distance of 162.80 feet; thence S89°47'24"E to a distance of 609.50 feet to the Point of Beginning, containing 2.31 acres more or less.

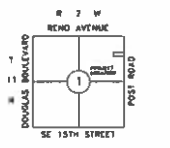
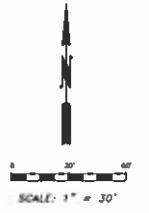
**PRELIMINARY DRAINAGE MAP
 OF
 FLORENCE ESTATES
 A PART OF THE NE/4 OF SECTION 1, T1N, R2W, I.M.
 MIDWEST CITY, OKLAHOMA COUNTY, OKLAHOMA**

LEGEND:
 B/L - BUILDING LIMIT LINE
 U/E - UTILITY EASEMENT
 D/E - DRAINAGE EASEMENT
 DW/E - DRAINAGE AND UTILITY EASEMENT
 R/W OR R.O.W. - RIGHT OF WAY
 LONG WATER SERVICE CONNECTION
 SHORT WATER SERVICE CONNECTION
 PROPOSED FIRE HYDRANT
 PROPOSED 8" SEWER LINE
 PROPOSED 8" WATER LINE
 PROPOSED DRAINAGE FLOW

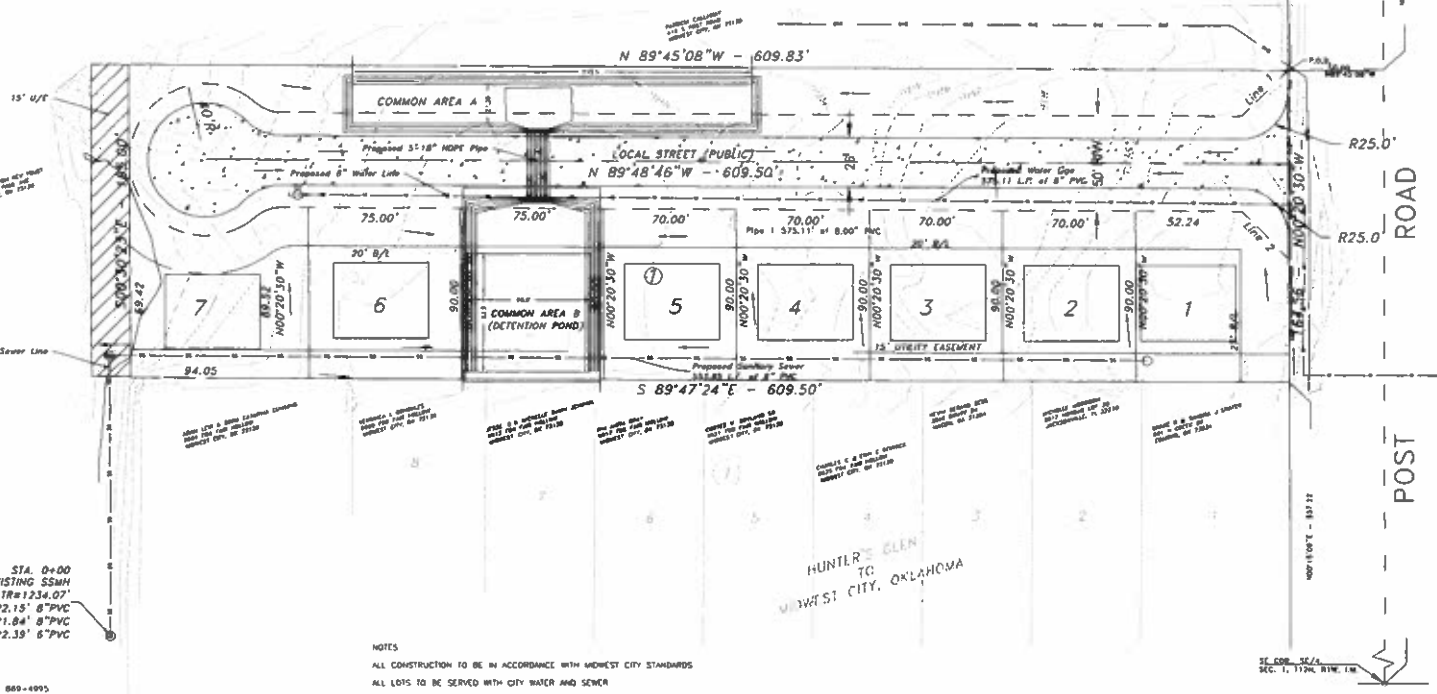
LINE DATA

LINE NO.	LENGTH	BEARING
1	20.20	S84°50'33"E
2	20.20	S89°00'00"E
3	20.20	S89°00'00"E
4	20.20	S84°50'33"E

SSMH
 TR=1246.36'
 N FL=1237.33' 8" PVC
 E FL=1237.59' 8" PVC
 S FL=1237.29' 8" PVC



LOCATION MAP
 NOT TO SCALE



STA. 0+00
 EXISTING SSMH
 TR=1234.07'
 E FL=1222.15' 8" PVC
 S FL=1221.84' 8" PVC
 NW FL=1222.39' 6" PVC

OWNERSHIP:
 HCL CONSTRUCTION
 2080 S. DOUGLAS BLVD.
 MIDWEST CITY, OK 73150
 PHONE: (405) 731-7500 FAX: 800-6995

SURVEYOR:
 JAMES W. AND COMPANY
 13201 EASTERN AVENUE
 OKLAHOMA CITY, OK 73151
 CA #4151 - EXPIRES JUNE 30, 2018

DESIGN:
 8 SINGLE FAMILY RESIDENCES ON 2.31 ACRES = 3.463 RES PER ACRE

PAVING:
 APPROX. 610 LF OF P.C. CONCRETE PAVING

RECREATIONAL AREAS:
 COMMON AREA # 2 IS FOR SIDEWATER DETENTION AS WELL AS A POSSIBLE RECREATIONAL AREA (APPROXIMATELY 0.52 ACRES)

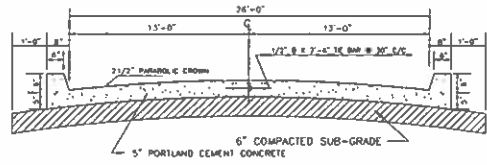
SCHOOL DISTRICT:
 CHOCTAW-MICOMA PARK.

CERTIFICATE OF SURVEYOR
 I, TRACY JUDKA, DO HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR IN AND FOR THE STATE OF OKLAHOMA, AND THAT THE FINAL PLAT OF FLORENCE ESTATES, IN ADDITION TO MIDWEST CITY, OKLAHOMA COUNTY, OKLAHOMA, CONTAINING OF THE SHEET, REPRESENTS A SURVEY MADE UNDER MY SUPERVISION ON THE 28th DAY OF APRIL, 2018, AND THAT ALL REQUIREMENTS BEFORE THEORETICALLY FULFILLED BY THIS PROFESSIONAL ENGINEER AND SURVEYOR, AND THAT THIS SURVEY MEETS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND SURVEYORS, AND THAT THIS FINAL PLAT COMPLETES WITH THE REQUIREMENTS OF TITLE 2 SECTION 41-110 OF THE OKLAHOMA STATE STATUTES.

TRACY JUDKA, REGISTERED LAND SURVEYOR #.....

NOTES
 ALL CONSTRUCTION TO BE IN ACCORDANCE WITH MIDWEST CITY STANDARDS
 ALL LOTS TO BE SERVED WITH CITY WATER AND SEWER
 ALL RESIDENCES TO BE CONSTRUCTED ON SITE (NO MANUFACTURED HOUSING)
 HOMES TO HAVE A MINIMUM OF 1700 SQUARE FEET PLUS 2 CAR (MIN) GARAGES.
 WATER AND SANITARY SEWER MAINS WITHIN THE SUBDIVISION TO BE 8 INCH

DRAINAGE NOTES:
 1. ALL LOTS WILL DRAIN TO THE STREET EXCEPT LOTS 3 AND 6. LOTS 3 AND 6 WILL DRAIN DIRECTLY INTO THE DETENTION AREA.
 2. THE REQUIREMENT WILL BE CHANGED IN SUCH A MANNER AS TO NOT TO IMPROVE THE SURVEY FROM THE ABOVE STATE PROVISIONS.
 3. THE DEVELOPMENT WILL NOT INCREASE THE EXISTING RUNOFF FROM THE SITE OR OTHER NEAR BY INCREASE THE RISK OF FLOODING THE FLOODING ADJACENT SUBDIVISION SOUTH OF THIS DEVELOPMENT.
 4. A DRAINAGE REPORT BY DR. ELLIOTT STEVENS, P.E. WAS SUBMITTED WITH THE PRELIMINARY PLAT.



TYPICAL SECTION 5" P.C. CONC. PAVING

PRELIMINARY PLAN, FLORENCE ESTATES
 Jackson & Jackson Engineering, Inc.
 5350 S. Western Ave., Suite 222
 Oklahoma City, Ok 73109
 Certificate of Authorization # 3770
 Expires June 30, 2019
 Phone: (405) 225-1978
 Fax: (844) 274-2997

LEGAL DESCRIPTION:

Part of the northeast Quarter of Section 1, Township 11 North, Range 3 West of the 6th East Oklahoma County, Oklahoma, being more particularly described as follows:
 Commencing at the northeast corner of the northeast Quarter of Section 1, Township 11 North Range 3 West of the 6th East Oklahoma County, Oklahoma, bearing S89°50'30"W along the east line of said northeast Quarter a distance of 1,154.00 feet thence N89°45'00"W a distance of 58 feet to the Point of Beginning thence S89°45'00"W a distance of 609.83 feet thence S89°48'46"W a distance of 609.50 feet thence S89°47'24"E a distance of 609.50 feet to the Point of Beginning, containing 7.21 acres more or less.

**PRELIMINARY SEWER LINE PLANS
 TO SERVE
 FLORENCE ESTATES
 A PART OF THE NE/4 OF SECTION 1, T11N, R2W, I.M.
 MIDWEST CITY, OKLAHOMA COUNTY, OKLAHOMA**

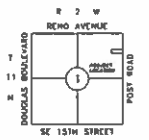
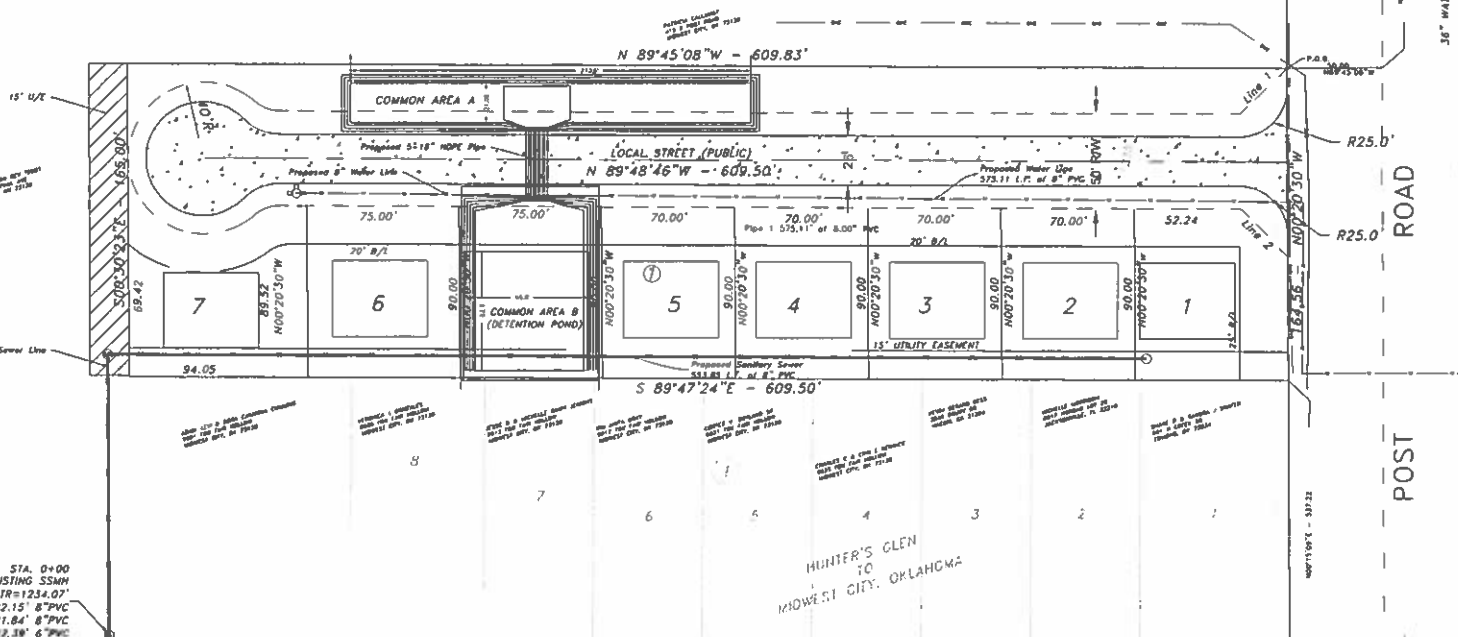
LEGEND:

- B/L - BUILDING LIMIT LINE
- U/E - UTILITY EASEMENT
- D/E - DRAINAGE EASEMENT
- DAU/C - DRAINAGE AND UTILITY CASEMENT
- R/W OR R.L.W. - RIGHT OF WAY
- LONG WATER SERVICE CONNECTION
- SHORT WATER SERVICE CONNECTION
- PROPOSED FIRE HYDRANT
- PROPOSED 8" SEWER LINE
- PROPOSED 6" WATER LINE

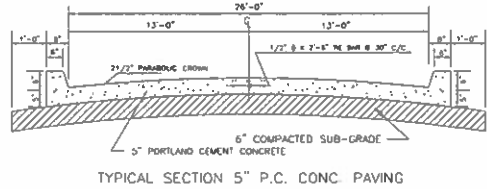
LINE DATA

LINE NO.	LENGTH	DEPTH
1	75.00'	8" PVC
2	70.00'	8" PVC
3	70.00'	8" PVC
4	70.00'	8" PVC
5	70.00'	8" PVC

SSMH
 TR=1246.36'
 N FL=1237.33' 8" PVC
 E FL=1237.59' 8" PVC
 S FL=1237.29' 8" PVC



**LOCATION MAP
 NOT TO SCALE**



TYPICAL SECTION 5" P.C. CONC. PAVING

OWNER:
 HOLO CONSTRUCTION
 7000 S. DOUGLAS BLVD
 MIDWEST CITY, OK 73130
 PHONE: (405) 737-7588 FAX 866-4995

SURVEYOR:
 JAMES AND COMPANY
 13501 EASTERN AVENUE
 OKLAHOMA CITY, OK 73121
 CA #4151 - EXPIRES JUNE 30, 2018

DENSITY:
 8 SINGLE FAMILY RESIDENCES ON 2.31 ACRES = 3.463 RES PER ACRE

PAVING:
 APPROX \$10 LF OF PC CONCRETE PAVING

RECREATIONAL AREAS:
 COMMON AREA A IS FOR STORM WATER DETENTION AS WELL AS A POSSIBLE RECREATIONAL AREA (APPROXIMATELY 0.52 ACRES)

SCHOOL DISTRICT:
 ENOCTAIR - INOCMA PARK

NOTES:
 ALL CONSTRUCTION TO BE IN ACCORDANCE WITH MIDWEST CITY STANDARDS
 ALL LOTS TO BE SERVED WITH CITY WATER AND SEWER.
 ALL RESIDENCES TO BE CONSTRUCTED ON SITE. (NO MANUFACTURED HOUSING)
 HOMES TO HAVE A MINIMUM OF 1700 SQUARE FEET PLUS 2 CAR (MHP) GARAGES
 WATER AND SANITARY SEWER MAINS WITHIN THE SUBDIVISION TO BE 6 INCH

CERTIFICATE OF SURVEYOR
 I, TRACY JORDAN, DO HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR IN AND FOR THE STATE OF OKLAHOMA, AND THAT THE FORE PLAT OF FLORENCE ESTATES, AN ADDITION TO MIDWEST CITY, OKLAHOMA COUNTY, OKLAHOMA, CONTAINING ONE (ONE) SHEET, REPRESENTS A SURVEY MADE UNDER MY SUPERVISION ON THE DAY OF _____, 2018, AND THAT ALL NECESSARY STORM WATER DETENTION ACTUALLY EXIST AND THEIR POSITIONS ARE CORRECTLY SHOWN, THAT THIS SURVEY MEETS THE OKLAHOMA UNIFORM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF REGULATION FOR PROFESSIONAL ENGINEERS AND SURVEYORS, AND THAT SAID FORE PLAT COMPLES WITH THE REQUIREMENTS OF TITLE 18 SECTION 1-1-1 OF THE OKLAHOMA STATE STATUTES.

STATE OF OKLAHOMA, S.S.
 COUNTY OF OKLAHOMA, S.S.
 BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED TRACY JORDAN TO ME, WHOSE TO BE THE GENERAL PERSON WHO CREATED THE ABOVE INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME AS HIS FREE AND VOLUNTARY ACT AND DEED ON THE _____ DAY OF _____, 2018.
 BY COMMISSION EXPIRES: _____
 NOTARY PUBLIC

PRELIMINARY PLAT, FLORENCE ESTATES
Jackson & Jackson Engineering, Inc.
 5350 S. Western Ave., Suite 222
 Oklahoma City, OK 73109
 Certificate of Authorization # 3770
 Expires June 30, 2019
 Phone: (405) 225-1979
 Fax: (405) 274-2997

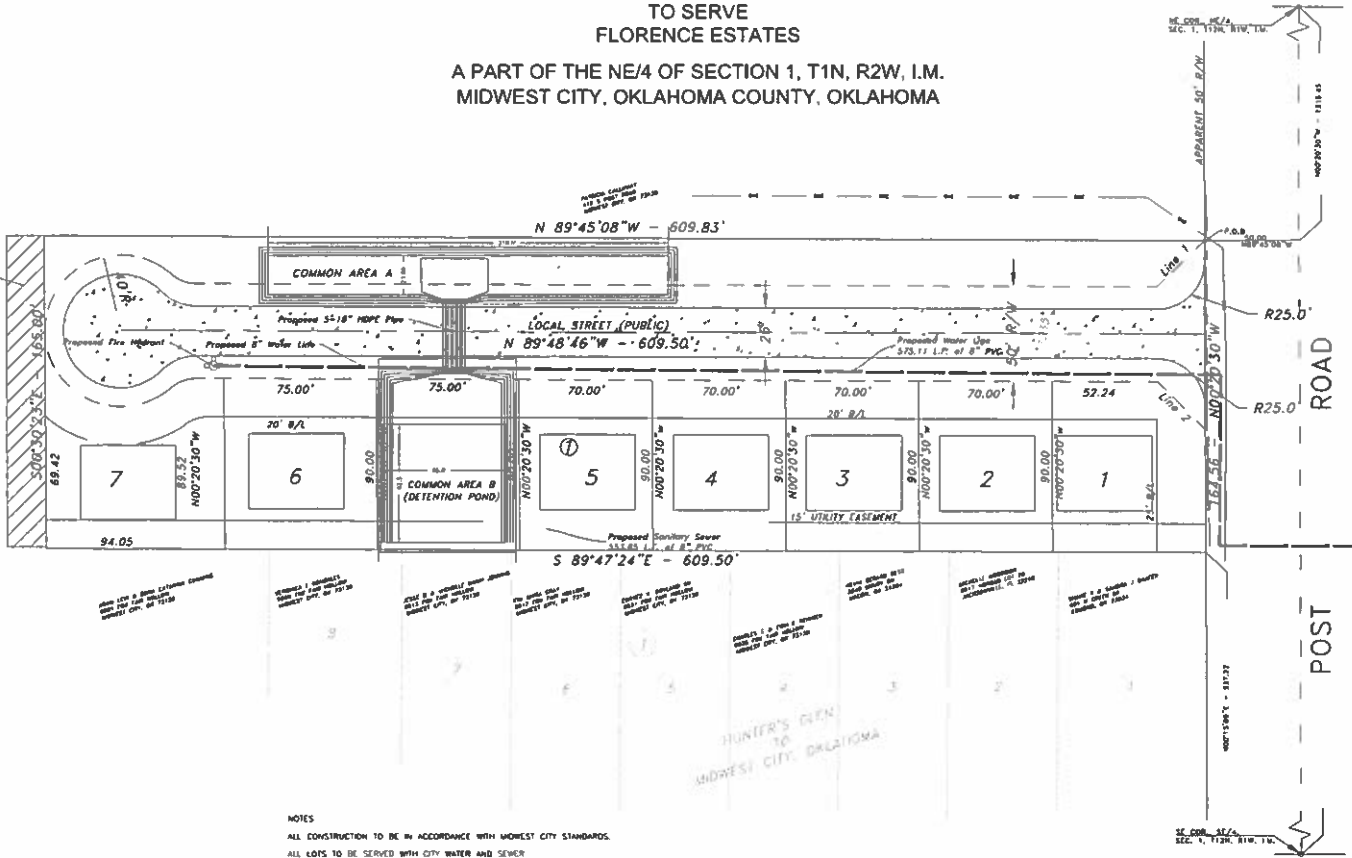
**PRELIMINARY WATER LINE PLANS
TO SERVE
FLORENCE ESTATES**

**A PART OF THE NE/4 OF SECTION 1, T1N, R2W, I.M.
MIDWEST CITY, OKLAHOMA COUNTY, OKLAHOMA**

LEGAL DESCRIPTION:

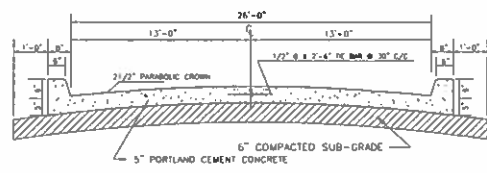
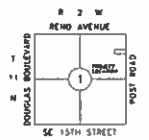
Part of the Northeast Quarter of Section 1, Township 11 North, Range 2 West of the 1st Meridian, Oklahoma County, Oklahoma, being more particularly described as follows:
Commencing at the Northeast Corner of the Northeast Quarter of Section 1, Township 11 North Range 2 West of the 1st Meridian, bearing S89°45'08"W along the outer line of said Northeast Quarter a distance of 1,218.45 feet thence S89°45'08"W a distance of 50 feet to the Point of Beginning, thence N89°45'08"W a distance of 609.83 feet thence S89°45'08"W a distance of 183.00 feet thence S89°47'24"E a distance of 609.50 feet thence N89°47'24"E a distance of 143.50 feet to the Point of Beginning, containing 2.31 acres more or less.

- LEGEND:**
- B/L - BUILDING LIMIT LINE
 - U/E - UTILITY EASEMENT
 - D/E - DRAINAGE EASEMENT
 - DAU/E - DRAINAGE AND UTILITY EASEMENT
 - R/W OR B.O.B. - RIGHT OF WAY
 - LONG WATER SERVICE CONNECTION
 - SHORT WATER SERVICE CONNECTION
 - PROPOSED FIRE HYDRANT
 - PROPOSED 8" SEWER LINE
 - PROPOSED 8" WATER LINE



LINE DATA

LINE NO.	LENGTH	BEARING
1	26.79	N89°45'08"W
2	26.79	S89°45'08"W
3	30.75	S89°47'24"E
4	20.75	N89°47'24"E



TYPICAL SECTION 5" P.C. CONC. PAVING

OWNER:
MCI CONSTRUCTION
2020 S. DOUGLAS BLVD
MIDWEST CITY, OK 73130
PHONE: (405) 737-7588 FAX: 866-4995

SURVEYOR:
JIMMIE AND COMPANY
13021 EASTERN AVENUE
OKLAHOMA CITY, OK 73131
CR 84153 - EXPIRE JUNE 30, 2018

PROPERTY:
8 SINGLE FAMILY RESIDENCES ON 2.31 ACRES = 3.463 RES PER ACRE

PAVING:
APPROX. 610 LF OF PC CONCRETE PAVING

RECREATIONAL AREAS:
COMMON AREA A IS FOR STORM WATER DETENTION AS WELL AS A POSSIBLE RECREATIONAL AREA (APPROXIMATELY 0.32 ACRES)

SCHOOL DISTRICT:
CHOCTAW - MOONAN PARK

CERTIFICATE OF SURVEYOR
I, TRACY JIMMIE, DO HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR IN AND FOR THE STATE OF OKLAHOMA, AND THAT THE FINAL PLAN OF FLORENCE ESTATES, OR ADDITION TO WHEELER CITY, OKLAHOMA COUNTY, OKLAHOMA, CONTAINING ONE SHEET, REPRESENTS A SURVEY MADE UNDER MY SUPERVISION ON THE _____ DAY OF _____, 2018, AND THAT ALL MEASUREMENTS SHOWN THEREON ACTUALLY EXIST AND THAT I HAVE REVIEWED THE COMPLETE SETS OF THIS SURVEY AND THAT I AM A REGISTERED LAND SURVEYOR IN AND FOR THE STATE OF OKLAHOMA, AND THAT I AM A MEMBER OF THE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND SURVEYORS, AND THAT SAID FINAL PLAN COMPLIES WITH THE REQUIREMENTS OF TITLE 10 SECTION 411-106 OF THE OKLAHOMA STATE STATUTES.

NOTES

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH MIDWEST CITY STANDARDS.

ALL LOTS TO BE SERVED BY CITY WATER AND SEWER.

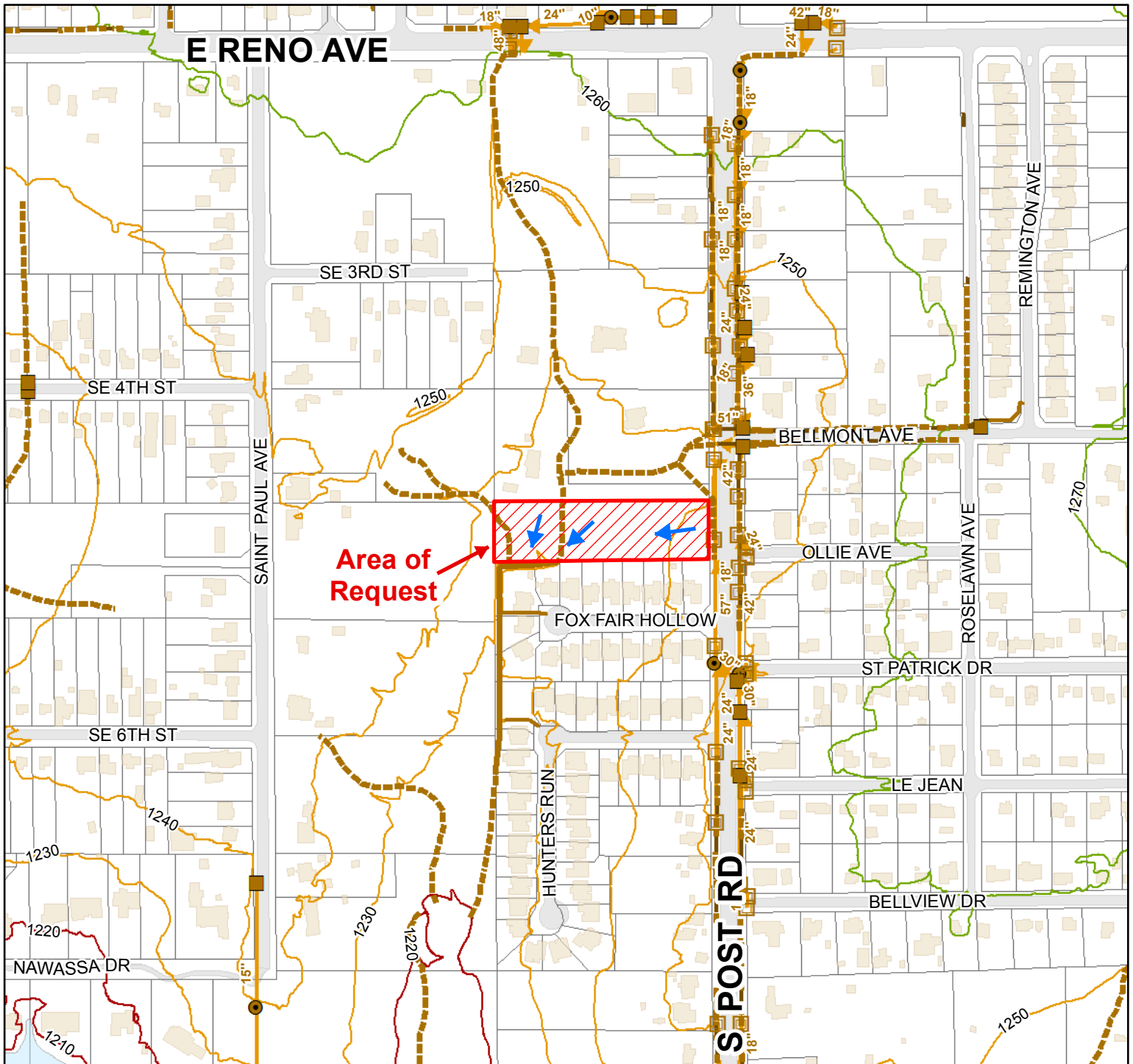
ALL RESIDENCES TO BE CONSTRUCTED ON SITE. (NO MANUFACTURED HOUSING)

HOUSES TO HAVE A MINIMUM OF 1700 SQUARE FEET PLUS 2 CAR (OR) GARAGES.

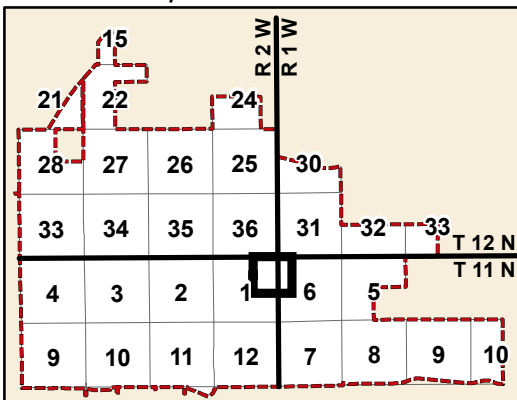
WATER AND SANITARY SEWER MAINS WITHIN THE SUBDIVISION TO BE 6 INCH.

STATE OF OKLAHOMA, S.S.
BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED TRACY JIMMIE to me known to be the identical person who executes the above instrument and acknowledged to me that he executed the same as his free and voluntary act and deed on the _____ day of _____, 2018.
BY COMMISSION EXPIRES: _____
NOTARY PUBLIC

PRELIMINARY PLAN, FLORENCE ESTATES
Jackson & Jackson Engineering, Inc.
3350 S. Western Ave., Suite 222
Oklahoma City, OK 73109
Certificate of Authorization # 3770
Expires June 30, 2019
Phone (405) 225-1978
Fax: (844) 274-2397
7-31-2018



Locator Map



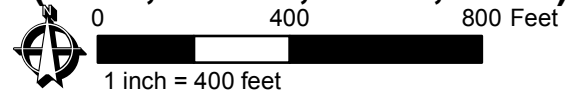
- Drainage Legend**
- Curb Inlets
 - Inlets
 - Junction Box
 - Culverts
 - Flumes
 - Developed Channels
 - Trickle Channels
 - Undeveloped Channels
 - Storm Lines
 - Creeks
- ELEVATION**
- 1166-1204 ft
 - 1204-1228 ft
 - 1228-1250 ft
 - 1250-1278 ft
 - 1278-1324 ft

2009 FEMA Floodplains

- 500-yr floodplain
- 100-yr floodplain
- 2009 FEMA Floodway
- FLOODWAY

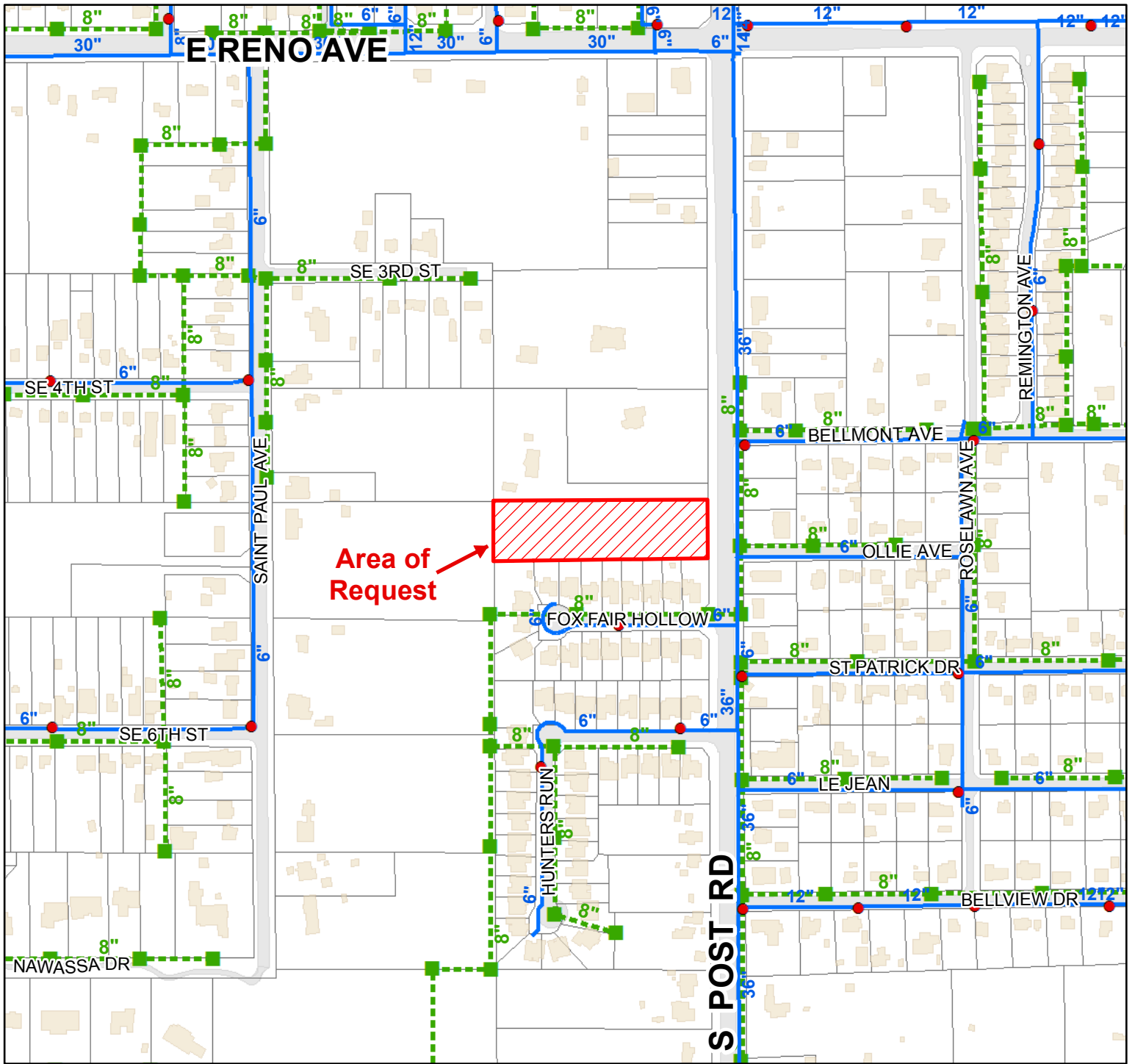
DRAINAGE LOCATION MAP FOR PC-1976

(NE/4, Sec. 1, T11N, R2W)

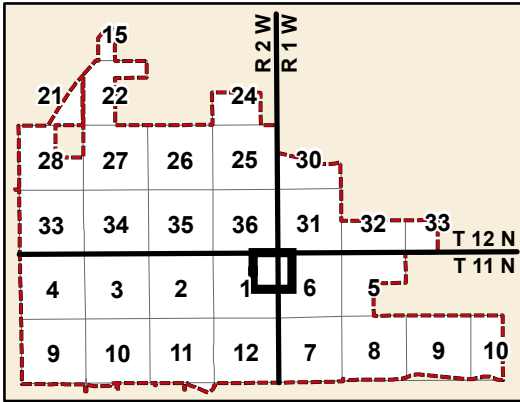


1 inch = 400 feet

THIS MAP IS A GENERAL INFORMATION PUBLIC RESOURCE. THE CITY OF MIDWEST CITY MAKES NO WARRANTY, REPRESENTATION OR GUARANTEE AS TO THE CONTENT, ACCURACY, TIMELINESS OR COMPLETENESS OF ANY OF THE INFORMATION PROVIDED ON THIS MAP. ANY PARTY'S USE OR RELIANCE ON THIS MAP OR ANY INFORMATION ON IT IS AT THAT PARTY'S OWN RISK AND WITHOUT LIABILITY TO THE CITY OF MIDWEST CITY, ITS OFFICIALS OR ITS EMPLOYEES FOR ANY DISCREPANCIES, ERRORS OR VARIANCES THAT MAY EXIST.



Locator Map

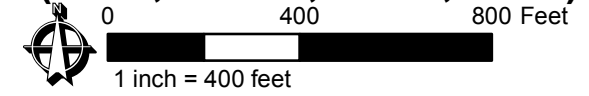


Water/Sewer Legend

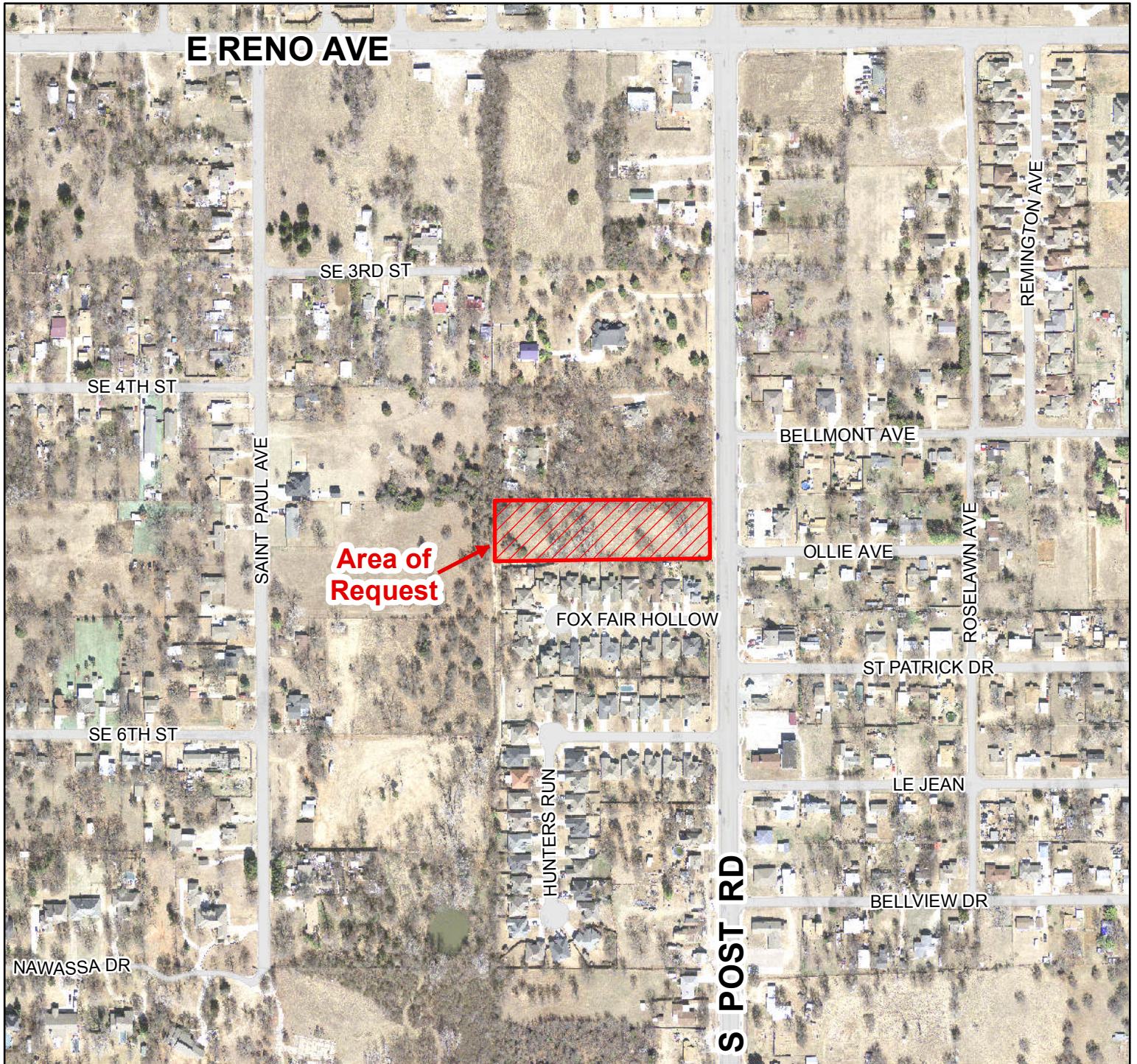
- Fire Hydrants
- Water Lines
 - Distribution
 - Well
 - OKC Cross Country
 - Sooner Utilities
 - Thunderbird
 - Unknown
- Sewer Manholes
- Sewer Lines

WATER/SEWER LINE LOCATION MAP FOR PC-1976

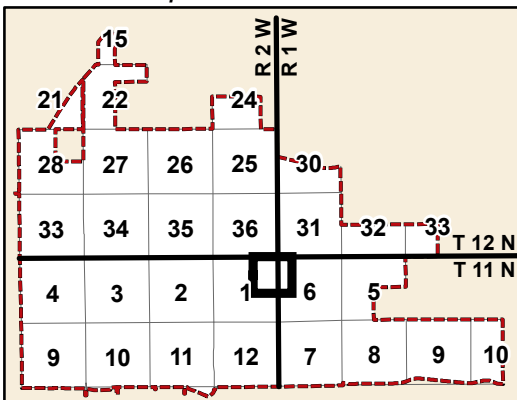
(NE/4, Sec. 1, T11N, R2W)



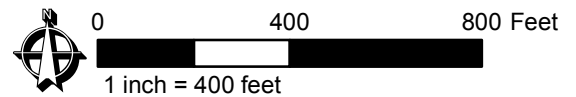
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Locator Map



**2017 DOP (AERIAL) VIEW FOR
PC-1976
(NE/4, Sec. 1, T11N, R2W)**



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**Drainage Report
Florence Estates
Midwest City, Oklahoma**

Prepared For

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Ellen W. Stevens

Ellen W. Stevens, Ph.D., P.E.

August 26, 2018

**Drainage Report
Florence Estates
Midwest City, Oklahoma**

Introduction

It is proposed to construct a residential subdivision on a 2.3-acre lot located on the west side of Post Road, approximately ¼ mile south of Reno Avenue. The subdivision will have a single street, extending west from Post Road, with seven homes on the south side of the street. The site is located in Section 1, T11N, R2W.

The site is not located in or near a FEMA floodplain, as shown on the firmette in Appendix A. The site drains to an unnamed tributary of Soldier Creek, shown on the USGS Choctaw quadrangle map. A portion of the map showing the site is in Appendix A. The tributary is shown as a blue line creek through the site. It will be necessary to place fill for the roadway in the blue line creek. However, the extent of fill will be less than 0.1 acres, so a preconstruction notification to the Corps of Engineers should not be needed.

The purpose of the study is to determine if development of the site will increase the peak discharge in the tributary and to verify that the roadway crossing will provide adequate drainage.

Existing Conditions Discharge

The watershed draining to the site has 127 acres and was divided into five subwatersheds. A 10-meter DEM obtained from the NRCS Data Gateway and a storm sewer map obtained from the city were used to delineate the drainage area boundaries and a map is included in Appendix A. Land uses present including commercial and residential, with average ¼-acre lots. An aerial photo of the watershed is included with the drainage area map. There is some open land in the watershed, however, the open land was calculated as 1/4-acre residential to account for future development. For existing conditions, the site is considered open land.

Given the size of the watershed, the varied land uses, and the fact that the timing of runoff from the watershed as a whole and from the site may be an issue, NRCS methods were chosen to calculate the discharge.

Curve numbers were obtained from NRCS references and the curve number for open space in fair condition was used pre-development site. A weighted curve number was obtained based on the land use and hydrologic soil group (HSG). Soil information was obtained from the Web Soil Survey and the output is included in Appendix B. The NRCS TR-55 program was used to calculate the weighted curve numbers and a tabulation of the output is in Appendix B.

The TR-55 method was also used to find the time of concentration through the watershed. The first 100 feet was modeled as overland sheet flow over grass and the remainder was shallow concentrated flow over unpaved surfaces. The watershed to the east of Post Road has some gutter flow, which was included in the calculation. For the NRCS method, the lag time was computed as 0.6 times the time of concentration. A tabulation of the times of concentration is in Appendix B. The lag times for the routing reaches were calculated as shallow concentrated flow over unpaved surfaces

The HEC-HMS model was used to make the calculations. Rainfall depths for were obtained from the Oklahoma City drainage manual and were input into the HEC-HMS model as frequency storms. The HEC-HMS input and output for existing conditions are in Appendix B.

Proposed Conditions Discharge

For proposed conditions, the portion of the site to be developed was changed to ¼-acre homes and the areas and weighted curve numbers were re-computed. The travel path for time of concentration is mostly outside of the site and the portion in the side is mostly unpaved, so time of concentration is unchanged. The revised curve number tabulation is in Appendix B.

HEC-HMS input and output for proposed conditions are in Appendix B. The only watershed properties that changed were the curve numbers, so the revised curve number table is the only input provided.

Roadway Crossing Analysis

The roadway crossing is sized to minimize the backwater upstream (north) of the property and pass as much water under the roadway as possible. The need to maintain the backwater limits the amount that the road may be raised above natural ground. To reduce the water elevation upstream, it is proposed to excavate a detention facility in the open space north of the road. The lot south of the roadway crossing will be kept open to provide a drainage easement. Between having the detention and using the lot to allow the discharge to spread out and slow down, the discharge to the properties to the south should be unchanged.

The EPA SWMM model was used to calculate the roadway crossing hydraulics. The upstream detention is modeled as a storage junction with elevation – area properties determined from the grading plan. Pipe data consist of the diameter, length, and flowline elevations, obtained from the roadway plan. Flow over the road was modeled as an open channel, using the roadway profile as the channel section.

The model was run in dynamic wave mode to compute the flow split between through the pipes and over the road. Inflow hydrographs were obtained from the HEC-HMS model output. Since the flow from the watershed W of Site flows over the road, the Total Site outflow hydrograph was used.

The EPA SWMM input and output data are in Appendix C. Note that the schematics are all identical, so the 2-year schematic was the only one printed.

Conclusions

The following table compares the peak discharges for existing and proposed conditions. The S of Reno subwatershed was the only subwatershed wherein the development parameters change over existing conditions. Therefore, the table shows the comparison for that subwatershed and for the site as a whole.

Existing and Proposed Peak Discharge Results (cfs)

Event, years	S of Reno		Total Site	
	Existing	Proposed	Existing	Proposed
2	31.1	32.8	144.6	146.2
10	71.8	73.9	325.9	327.8
25	91.9	94.0	414.9	416.8
50	106.4	108.6	479.4	481.4
100	121.8	124.0	547.2	549.2

The model results indicate the development of the site does not significantly increase the peak discharge in the tributary. Therefore, no adverse impacts to the downstream properties are anticipated.

The following table shows the water surface in the detention and the depth over the road.

Water Elevations at Roadway Structure

Event	Water Elevation in Detention, ft	Depth Over Road, ft	Water Elevation at Road, ft
2	1233.79	0.28	1233.78
10	1234.08	0.58	1234.08
25	1234.18	0.67	1234.17
50	1234.24	0.73	1234.23
100	1234.29	0.78	1234.28

The 100-year peak water elevation in the detention extends about 40 feet into the site to the north, not close to the home. Under existing conditions, there is a wide swale at the property line that carries the discharge and the estimated depth in the swale is about 0.87 feet (see Appendix B for swale depth), for a water elevation of about 1233.87 feet at the property line. Therefore, the increase in water elevation to the north is only 0.41 feet and no adverse impacts are expected.

Most vehicles should be able to safely pass through the water depth over the road. Raising the road to reduce the depth is not feasible, as there is not enough depth or cover to install larger pipes and pass more discharge under the road.

Appendix A – Maps

National Flood Hazard Layer FIRMette

FEMA

35°27'47.30"N

97°21'31.36"W



0 250 500 1,000 1,500 2,000 Feet 1:6,000

35°27'17.99"N

Legend

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SPECIAL FLOOD HAZARD AREAS

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- Coa\$tal l m - 1 Baseline
- Pnifle Buetlne
- Hydrocapt\lc FNlu19

MAP PANELS

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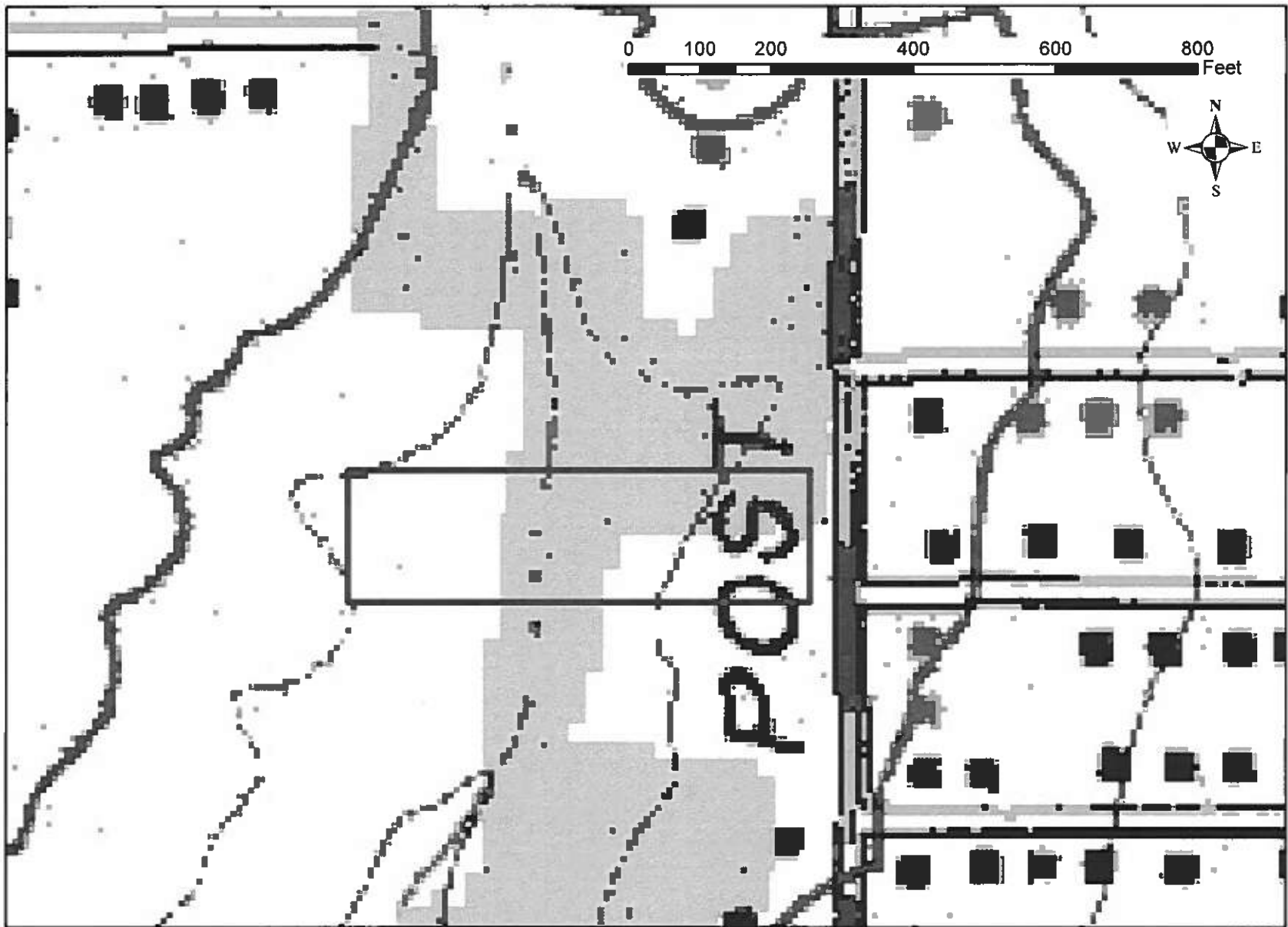
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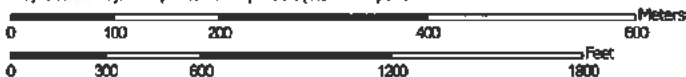
Site on USGS Quadrangle Map

Appendix B – Hydrology Data

Hydrologic Soil Group—Oklahoma County, Oklahoma
(Watershed Outline)



































Map Scale: 1:6,970 if printed on A portrait (8.5" x 11") sheet.



Map projection: Web Mercator Corner coordinates: WGS84 Edge tics: UTM Zone 14N WGS84



MAP LEGEND

- Area of Interest (AOI)**
 Area of Interest (AOI)
- Soils**
- Soil Rating Polygons**
-  A
 -  A/D
 -  B
 -  B/D
 -  C
 -  C/D
 -  D
 -  Not rated or not available
- Soil Rating Lines**
-  A
 -  A/D
 -  B
 -  B/D
 -  C
 -  C/D
 -  D
 -  Not rated or not available
- Soil Rating Points**
-  A
 -  A/D
 -  B
 -  B/D
-  C
 -  C/D
 -  D
 -  Not rated or not available
- Water Features**
-  Streams and Canals
- Transportation**
-  Rails
 -  Interstate Highways
 -  US Routes
 -  Major Roads
 -  Local Roads
- Background**
-  Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:12,000.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
 Web Soil Survey URL:

Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Oklahoma County, Oklahoma
 Survey Area Data: Version 18, Sep 25, 2017

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Apr 18, 2014—May 15, 2014

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Hydrologic Soil Group

Map unit symbol	Map unit name	Rating	Acres in AOI	Percent of AOI
HarC	Harrah fine sandy loam, 3 to 5 percent slopes	B	16.6	12.5%
HaUC	Harrah-Urban land complex, 3 to 5 percent slopes	B	2.3	1.8%
LIIB	Littleaxe fine sandy loam, 1 to 3 percent slopes	B	46.2	35.0%
LIUC	Littleaxe-Urban land complex, 1 to 5 percent slopes	B	27.9	21.1%
NewB	Newalla fine sandy loam, 1 to 5 percent slopes	D	8.5	6.4%
NewC2	Newalla fine sandy loam, 3 to 5 percent slopes, eroded	D	1.0	0.7%
SDND	Stephenville-Darsil-Newalla complex, 3 to 8 percent slopes	D	13.1	9.9%
SIDC	Stephenville-Darsil complex, 1 to 5 percent slopes	C	10.8	8.1%
SUND	Stephenville-Urban land-Newalla complex, 1 to 8 percent slopes	D	5.9	4.4%
Totals for Area of Interest			132.2	100.0%

Description

Hydrologic soil groups are based on estimates of runoff potential. Soils are assigned to one of four groups according to the rate of water infiltration when the soils are not protected by vegetation, are thoroughly wet, and receive precipitation from long-duration storms.

The soils in the United States are assigned to four groups (A, B, C, and D) and three dual classes (A/D, B/D, and C/D). The groups are defined as follows:

Group A. Soils having a high infiltration rate (low runoff potential) when thoroughly wet. These consist mainly of deep, well drained to excessively drained sands or gravelly sands. These soils have a high rate of water transmission.

Group B. Soils having a moderate infiltration rate when thoroughly wet. These consist chiefly of moderately deep or deep, moderately well drained or well drained soils that have moderately fine texture to moderately coarse texture. These soils have a moderate rate of water transmission.

Group C. Soils having a slow infiltration rate when thoroughly wet. These consist chiefly of soils having a layer that impedes the downward movement of water or soils of moderately fine texture or fine texture. These soils have a slow rate of water transmission.

Group D. Soils having a very slow infiltration rate (high runoff potential) when thoroughly wet. These consist chiefly of clays that have a high shrink-swell potential, soils that have a high water table, soils that have a claypan or clay layer at or near the surface, and soils that are shallow over nearly impervious material. These soils have a very slow rate of water transmission.

If a soil is assigned to a dual hydrologic group (A/D, B/D, or C/D), the first letter is for drained areas and the second is for undrained areas. Only the soils that in their natural condition are in group D are assigned to dual classes.

Rating Options

Aggregation Method: Dominant Condition

Component Percent Cutoff: None Specified

Tie-break Rule: Higher

Existing Curve Numbers

Oklahoma County, Oklahoma

Sub-Area Land Use and Curve Number Details

Sub-Area Identifier	Land Use	Hydrologic Soil Group	Sub-Area Area (ac)	Curve Number
<hr/>				
N of Reno	Commercial & business	B	2.64	92
	Commercial & business	D	.91	95
	Residential districts (1/4 acre)	B	14.24	75
	Residential districts (1/4 acre)	C	3.73	83
	Residential districts (1/4 acre)	D	9.51	87
Total Area / Weighted Curve Number			31.03	82
			=====	==
Northeast	Residential districts (1/4 acre)	B	22.08	75
	Residential districts (1/4 acre)	C	6.06	83
	Residential districts (1/4 acre)	D	2.09	87
Total Area / Weighted Curve Number			30.23	77
			=====	==
Southeast	Residential districts (1/4 acre)	B	22.77	75
	Residential districts (1/4 acre)	D	5.5	87
Total Area / Weighted Curve Number			28.27	77
			=====	==
S of Reno	Open space; grass cover 50% to 75% (fair)	B	1.81	69
	Residential districts (1/4 acre)	B	18.29	75
	Residential districts (1/4 acre)	D	8.31	87
Total Area / Weighted Curve Number			28.41	78
			=====	==
W of Site	Open space; grass cover 50% to 75% (fair)	B	.53	69
	Residential districts (1/4 acre)	B	5.15	75
	Residential districts (1/4 acre)	D	3.07	87
Total Area / Weighted Curve Number			8.75	79
			=====	==

0
0
0

Oklahoma County, Oklahoma

Sub-Area Time of Concentration Details

Sub-Area Identifier/	Flow Length (ft)	Slope (ft/ft)	Mannings's n	End Area (sq ft)	Wetted Perimeter (ft)	Velocity (ft/sec)	Travel Time (hr)

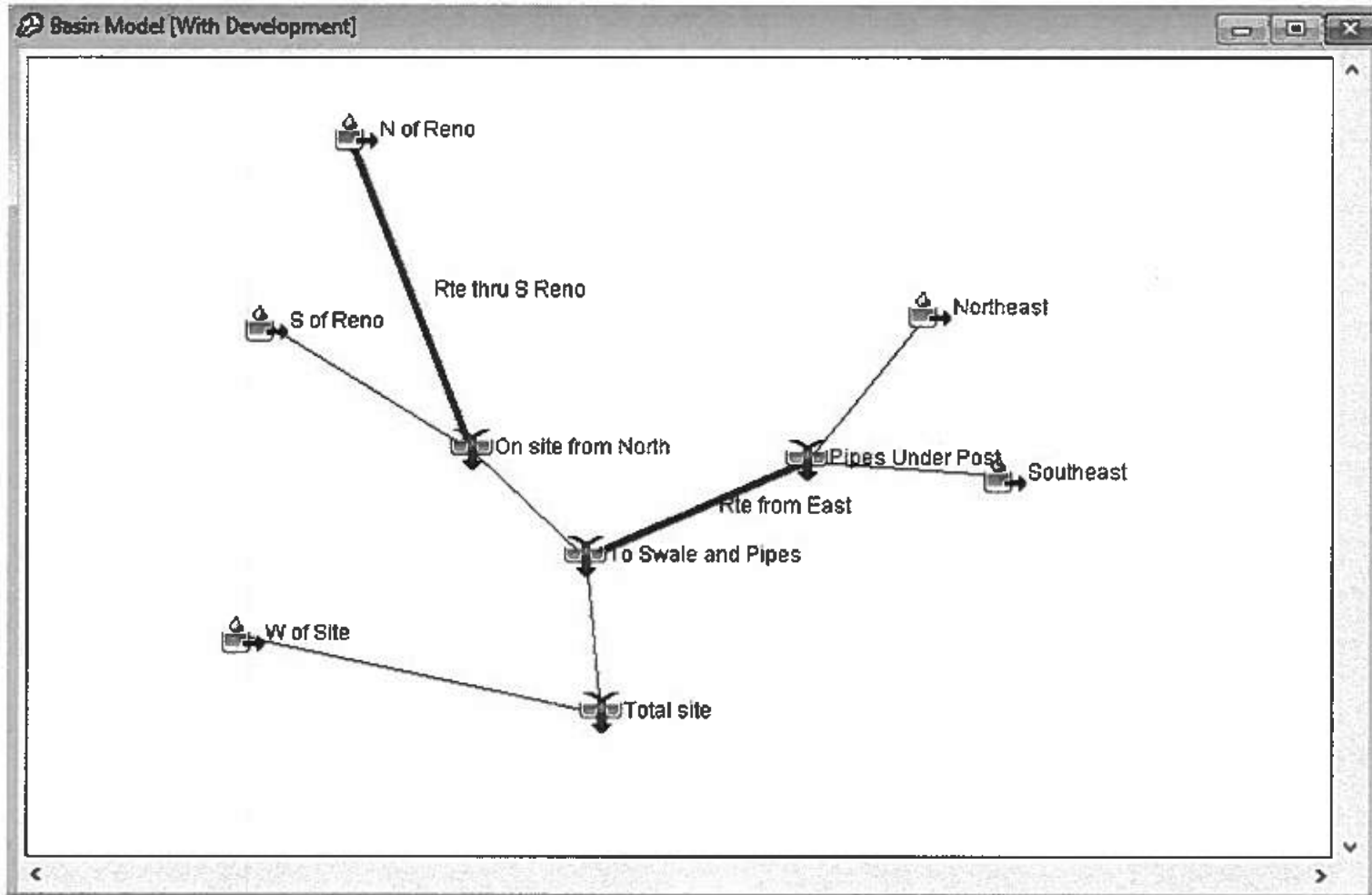
N of Reno							
SHEET	100	0.0250	0.410				0.310
SHALLOW	1162	0.0250	0.050				0.127
							Time of Concentration .437
							=====
Northeast							
SHEET	100	0.0180	0.410				0.354
SHALLOW	1205	0.0180	0.050				0.155
							Time of Concentration .509
							=====
Southeast							
SHEET	100	0.0120	0.410				0.416
SHALLOW	872	0.0120	0.050				0.137
SHALLOW	1243	0.0120	0.025				0.155
							Time of Concentration .708
							=====
S of Reno							
SHEET	100	0.0170	0.410				0.362
SHALLOW	1588	0.0170	0.050				0.210
							Time of Concentration .572
							=====
W of Site							
SHEET	100	0.0130	0.410				0.403
SHALLOW	952	0.0130	0.050				0.144
							Time of Concentration .547
							=====

Developed Curve Numbers

Oklahoma County, Oklahoma

Sub-Area Land Use and Curve Number Details

Sub-Area Identifier	Land Use	Hydrologic Soil Group	Sub-Area Area (ac)	Curve Number
<hr/>				
N of Reno	Commercial & business	B	2.64	92
	Commercial & business	D	.91	95
	Residential districts (1/4 acre)	B	14.24	75
	Residential districts (1/4 acre)	C	3.73	83
	Residential districts (1/4 acre)	D	9.51	87
	Total Area / Weighted Curve Number		31.03	82
			=====	==
Northeast	Residential districts (1/4 acre)	B	22.08	75
	Residential districts (1/4 acre)	C	6.06	83
	Residential districts (1/4 acre)	D	2.09	87
	Total Area / Weighted Curve Number		30.23	77
			=====	==
Southeast	Residential districts (1/4 acre)	B	22.77	75
	Residential districts (1/4 acre)	D	5.5	87
	Total Area / Weighted Curve Number		28.27	77
			=====	==
S of Reno	Residential districts (1/4 acre)	B	20.09	75
	Residential districts (1/4 acre)	D	8.31	87
	Total Area / Weighted Curve Number		28.4	79
			=====	==
W of Site	Residential districts (1/4 acre)	B	5.68	75
	Residential districts (1/4 acre)	D	3.07	87
	Total Area / Weighted Curve Number		8.75	79
			=====	==



HEC-HMS Basin Schematic

Subbasin Area [With Development]

Show Elements: All Elements Sorting: Hydrologic

Subbasin	Area (MI ²)
N of Reno	0.0485
S of Reno	0.0444
Northeast	0.0472
Southeast	0.0442
W of Site	0.0137

Apply Close

Curve Number Loss [With Development]

Show Elements: All Elements Sorting: Hydrologic

Subbasin	Initial Abstraction (IN)	Curve Number	Impervious (%)
N of Reno		82	
S of Reno		79	
Northeast		77	
Southeast		77	
W of Site		79	

Apply Close

Developed Conditions HEC-HMS Watershed Input Parameters

SCS Transform [With Development]

Show Elements: All Elements Sorting: Hydrologic

Subbasin	Graph Type	Lag Time (MIN)
N of Reno	Standard	15.7
S of Reno	Standard	20.6
Northeast	Standard	18.3
Southeast	Standard	25.5
W of Site	Standard	19.7

Apply Close

Lag Routing [With Development]

Show Elements: All Elements Sorting: Hydrologic

Reach	Lag Time (MIN)
Rte thru S Reno	12.34
Rte from East	2.84

Apply Close

Developed Conditions HEC-HMS Watershed Input Parameters

Curve Number Loss [Pre Development]

Show Elements: All Elements Sorting: Hydrologic

Subbasin	Initial Abstraction (IN)	Curve Number	Impervious (%)
N of Reno		82	
S of Reno		78	
Northeast		77	
Southeast		77	
W of Site		79	

< >

Apply Close

Pre-developed Conditions HEC-HMS Watershed Curve Numbers

Project: Derek_MWC Simulation Run: 2-year Developed

Start of Run: 11Nov2017, 00:00

Basin Model: With Development

End of Run: 12Nov2017, 00:01

Meteorologic Model: 2-year Event

Compute Time: 26Aug2018, 13:37:32

Control Specifications: 24-hour Event

Hydrologic Element	Drainage Area (MI ²)	Peak Discharge (CFS)	Time of Peak	Volume (IN)
N of Reno	0.0485	48.2350	11Nov2017, 12:18	1.611
Rte thru S Reno	0.0485	48.2350	11Nov2017, 12:30	1.606
S of Reno	0.0444	32.8305	11Nov2017, 12:24	1.402
On site from North	0.0929	79.2308	11Nov2017, 12:29	1.509
Northeast	0.0472	33.5006	11Nov2017, 12:22	1.275
Southeast	0.0442	25.8915	11Nov2017, 12:30	1.272
Pipes Under Post	0.0914	57.3877	11Nov2017, 12:25	1.274
Rte from East	0.0914	57.3877	11Nov2017, 12:27	1.273
To Swale and Pipes	0.1843	136.3019	11Nov2017, 12:28	1.392
W of Site	0.0137	10.3923	11Nov2017, 12:23	1.403
Total site	0.1980	146.1775	11Nov2017, 12:28	1.392

Project: Derek_MWC Simulation Run: 2-year Existing

Start of Run: 11Nov2017, 00:00

Basin Model: Pre Development

End of Run: 12Nov2017, 00:01

Meteorologic Model: 2-year Event

Compute Time: 26Aug2018, 14:52:25

Control Specifications: 24-hour Event

Hydrologic Element	Drainage Area (MI ²)	Peak Discharge (CFS)	Time of Peak	Volume (IN)
N of Reno	0.0485	48.2350	11Nov2017, 12:18	1.611
Rte thru S Reno	0.0485	48.2350	11Nov2017, 12:30	1.606
S of Reno	0.0444	31.1313	11Nov2017, 12:24	1.337
On site from North	0.0929	77.7102	11Nov2017, 12:29	1.478
Northeast	0.0472	33.5006	11Nov2017, 12:22	1.275
Southeast	0.0442	25.8915	11Nov2017, 12:30	1.272
Pipes Under Post	0.0914	57.3877	11Nov2017, 12:25	1.274
Rte from East	0.0914	57.3877	11Nov2017, 12:27	1.273
To Swale and Pipes	0.1843	134.7357	11Nov2017, 12:28	1.376
W of Site	0.0137	10.3923	11Nov2017, 12:23	1.403
Total site	0.1980	144.6113	11Nov2017, 12:28	1.378

Project: Derek_MWC Simulation Run: 10-year Developed

Start of Run: 11Nov2017, 00:00 Basin Model: With Development
End of Run: 12Nov2017, 00:01 Meteorologic Model: 10-year Event
Compute Time: 26Aug2018, 13:37:26 Control Specifications: 24-hour Event

Hydrologic Element	Drainage Area (MI2)	Peak Discharge (CFS)	Time of Peak	Volume (IN)
N of Reno	0.0485	99.7256	11Nov2017, 12:18	3.808
Rte thru S Reno	0.0485	99.7256	11Nov2017, 12:30	3.798
S of Reno	0.0444	73.9046	11Nov2017, 12:23	3.501
On site from North	0.0929	169.5076	11Nov2017, 12:28	3.656
Northeast	0.0472	78.7654	11Nov2017, 12:21	3.306
Southeast	0.0442	62.0584	11Nov2017, 12:29	3.299
Pipes Under Post	0.0914	136.8232	11Nov2017, 12:24	3.303
Rte from East	0.0914	136.8232	11Nov2017, 12:26	3.302
To Swale and Pipes	0.1843	305.4794	11Nov2017, 12:27	3.480
W of Site	0.0137	23.3311	11Nov2017, 12:22	3.502
Total site	0.1980	327.8005	11Nov2017, 12:27	3.482

Project: Derek_MWC Simulation Run: 10-year Existing

Start of Run: 11Nov2017, 00:00 Basin Model: Pre Development
End of Run: 12Nov2017, 00:01 Meteorologic Model: 10-year Event
Compute Time: 26Aug2018, 14:52:18 Control Specifications: 24-hour Event

Hydrologic Element	Drainage Area (MI2)	Peak Discharge (CFS)	Time of Peak	Volume (IN)
N of Reno	0.0485	99.7256	11Nov2017, 12:18	3.808
Rte thru S Reno	0.0485	99.7256	11Nov2017, 12:30	3.798
S of Reno	0.0444	71.8412	11Nov2017, 12:23	3.402
On site from North	0.0929	167.6502	11Nov2017, 12:28	3.609
Northeast	0.0472	78.7654	11Nov2017, 12:21	3.306
Southeast	0.0442	62.0584	11Nov2017, 12:29	3.299
Pipes Under Post	0.0914	136.8232	11Nov2017, 12:24	3.303
Rte from East	0.0914	136.8232	11Nov2017, 12:26	3.302
To Swale and Pipes	0.1843	303.5694	11Nov2017, 12:27	3.456
W of Site	0.0137	23.3311	11Nov2017, 12:22	3.502
Total site	0.1980	325.8905	11Nov2017, 12:27	3.460

Project: Derek_MWC Simulation Run: 25-year Developed

Start of Run: 11Nov2017, 00:00 Basin Model: With Development
End of Run: 12Nov2017, 00:01 Meteorologic Model: 25-year Event
Compute Time: 26Aug2018, 13:37:37 Control Specifications: 24-hour Event

Hydrologic Element	Drainage Area (MI ²)	Peak Discharge (CFS)	Time of Peak	Volume (IN)
N of Reno	0.0485	124.3524	11Nov2017, 12:18	4.896
Rte thru S Reno	0.0485	124.3524	11Nov2017, 12:30	4.883
S of Reno	0.0444	94.0127	11Nov2017, 12:23	4.558
On site from North	0.0929	213.2555	11Nov2017, 12:28	4.728
Northeast	0.0472	101.0843	11Nov2017, 12:21	4.343
Southeast	0.0442	80.0434	11Nov2017, 12:29	4.334
Pipes Under Post	0.0914	176.1778	11Nov2017, 12:24	4.338
Rte from East	0.0914	176.1778	11Nov2017, 12:26	4.336
To Swale and Pipes	0.1843	388.4866	11Nov2017, 12:27	4.534
W of Site	0.0137	29.6593	11Nov2017, 12:22	4.560
Total site	0.1980	416.8159	11Nov2017, 12:27	4.535

Project: Derek_MWC Simulation Run: 25-year Existing

Start of Run: 11Nov2017, 00:00

Basin Model: Pre Development

End of Run: 12Nov2017, 00:01

Meteorologic Model: 25-year Event

Compute Time: 26Aug2018, 14:52:29

Control Specifications: 24-hour Event

Hydrologic Element	Drainage Area (MI ²)	Peak Discharge (CFS)	Time of Peak	Volume (IN)
N of Reno	0.0485	124.3524	11Nov2017, 12:18	4.896
Rte thru S Reno	0.0485	124.3524	11Nov2017, 12:30	4.883
S of Reno	0.0444	91.8899	11Nov2017, 12:23	4.449
On site from North	0.0929	211.3525	11Nov2017, 12:28	4.676
Northeast	0.0472	101.0843	11Nov2017, 12:21	4.343
Southeast	0.0442	80.0434	11Nov2017, 12:29	4.334
Pipes Under Post	0.0914	176.1778	11Nov2017, 12:24	4.338
Rte from East	0.0914	176.1778	11Nov2017, 12:26	4.336
To Swale and Pipes	0.1843	386.5287	11Nov2017, 12:27	4.507
W of Site	0.0137	29.6593	11Nov2017, 12:22	4.560
Total site	0.1980	414.8580	11Nov2017, 12:27	4.511

Project: Derek_MWC Simulation Run: 50-year Developed

Start of Run: 11Nov2017, 00:00 Basin Model: With Development
End of Run: 12Nov2017, 00:01 Meteorologic Model: 50-year Event
Compute Time: 26Aug2018, 13:37:42 Control Specifications: 24-hour Event

Hydrologic Element	Drainage Area (MI ²)	Peak Discharge (CFS)	Time of Peak	Volume (IN)
N of Reno	0.0485	142.1250	11Nov2017, 12:18	5.629
Rte thru S Reno	0.0485	142.1250	11Nov2017, 12:30	5.616
S of Reno	0.0444	108.6136	11Nov2017, 12:23	5.275
On site from North	0.0929	244.9077	11Nov2017, 12:28	5.453
Northeast	0.0472	117.2399	11Nov2017, 12:21	5.048
Southeast	0.0442	93.1743	11Nov2017, 12:29	5.038
Pipes Under Post	0.0914	204.8286	11Nov2017, 12:24	5.043
Rte from East	0.0914	204.8286	11Nov2017, 12:26	5.041
To Swale and Pipes	0.1843	448.7140	11Nov2017, 12:27	5.249
W of Site	0.0137	34.2485	11Nov2017, 12:22	5.277
Total site	0.1980	481.4106	11Nov2017, 12:27	5.251

Project: Derek_MWC Simulation Run: 50-year Existing

Start of Run: 11Nov2017, 00:00

Basin Model: Pre Development

End of Run: 12Nov2017, 00:01

Meteorologic Model: 50-year Event

Compute Time: 26Aug2018, 14:52:33

Control Specifications: 24-hour Event

Hydrologic Element	Drainage Area (MI ²)	Peak Discharge (CFS)	Time of Peak	Volume (IN)
N of Reno	0.0485	142.1250	11Nov2017, 12:18	5.629
Rte thru S Reno	0.0485	142.1250	11Nov2017, 12:30	5.616
S of Reno	0.0444	106.4451	11Nov2017, 12:23	5.160
On site from North	0.0929	242.9703	11Nov2017, 12:28	5.398
Northeast	0.0472	117.2399	11Nov2017, 12:21	5.048
Southeast	0.0442	93.1743	11Nov2017, 12:29	5.038
Pipes Under Post	0.0914	204.8286	11Nov2017, 12:24	5.043
Rte from East	0.0914	204.8286	11Nov2017, 12:26	5.041
To Swale and Pipes	0.1843	446.7197	11Nov2017, 12:27	5.221
W of Site	0.0137	34.2485	11Nov2017, 12:22	5.277
Total site	0.1980	479.4163	11Nov2017, 12:27	5.225

Project: Derek_MWC Simulation Run: 100-year Developed

Start of Run: 11Nov2017, 00:00

Basin Model: With Development

End of Run: 12Nov2017, 00:01

Meteorologic Model: 100-year Event

Compute Time: 26Aug2018, 13:35:41

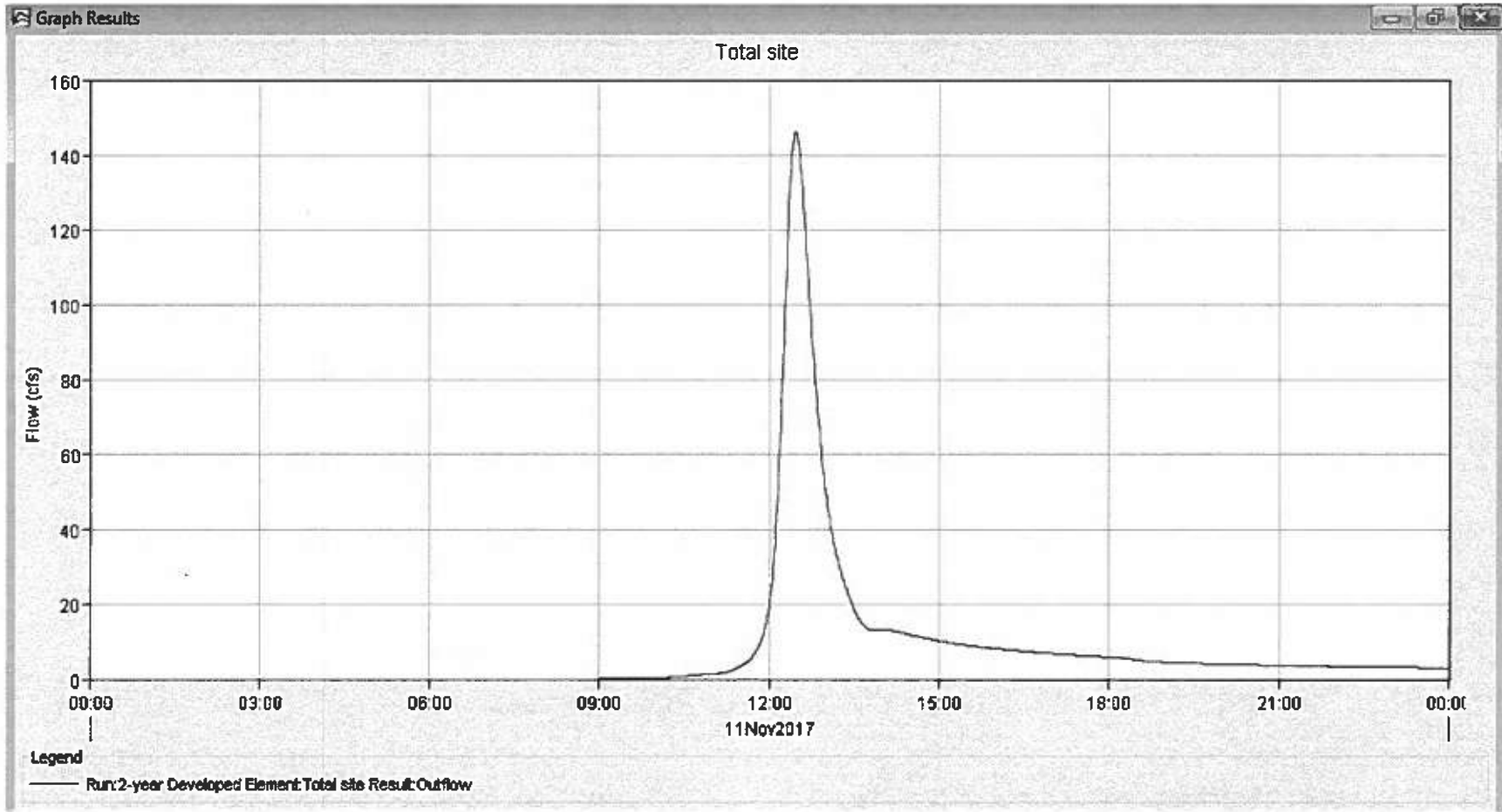
Control Specifications: 24-hour Event

Hydrologic Element	Drainage Area (MI ²)	Peak Discharge (CFS)	Time of Peak	Volume (IN)
N of Reno	0.0485	160.5624	11Nov2017, 12:18	6.550
Rte thru S Reno	0.0485	160.5624	11Nov2017, 12:30	6.534
S of Reno	0.0444	123.9582	11Nov2017, 12:23	6.177
On site from North	0.0929	277.8537	11Nov2017, 12:28	6.364
Northeast	0.0472	134.3628	11Nov2017, 12:21	5.938
Southeast	0.0442	107.1269	11Nov2017, 12:28	5.927
Pipes Under Post	0.0914	235.2565	11Nov2017, 12:23	5.933
Rte from East	0.0914	235.2565	11Nov2017, 12:25	5.930
To Swale and Pipes	0.1843	511.9530	11Nov2017, 12:27	6.149
W of Site	0.0137	39.0723	11Nov2017, 12:22	6.179
Total site	0.1980	549.1918	11Nov2017, 12:27	6.151

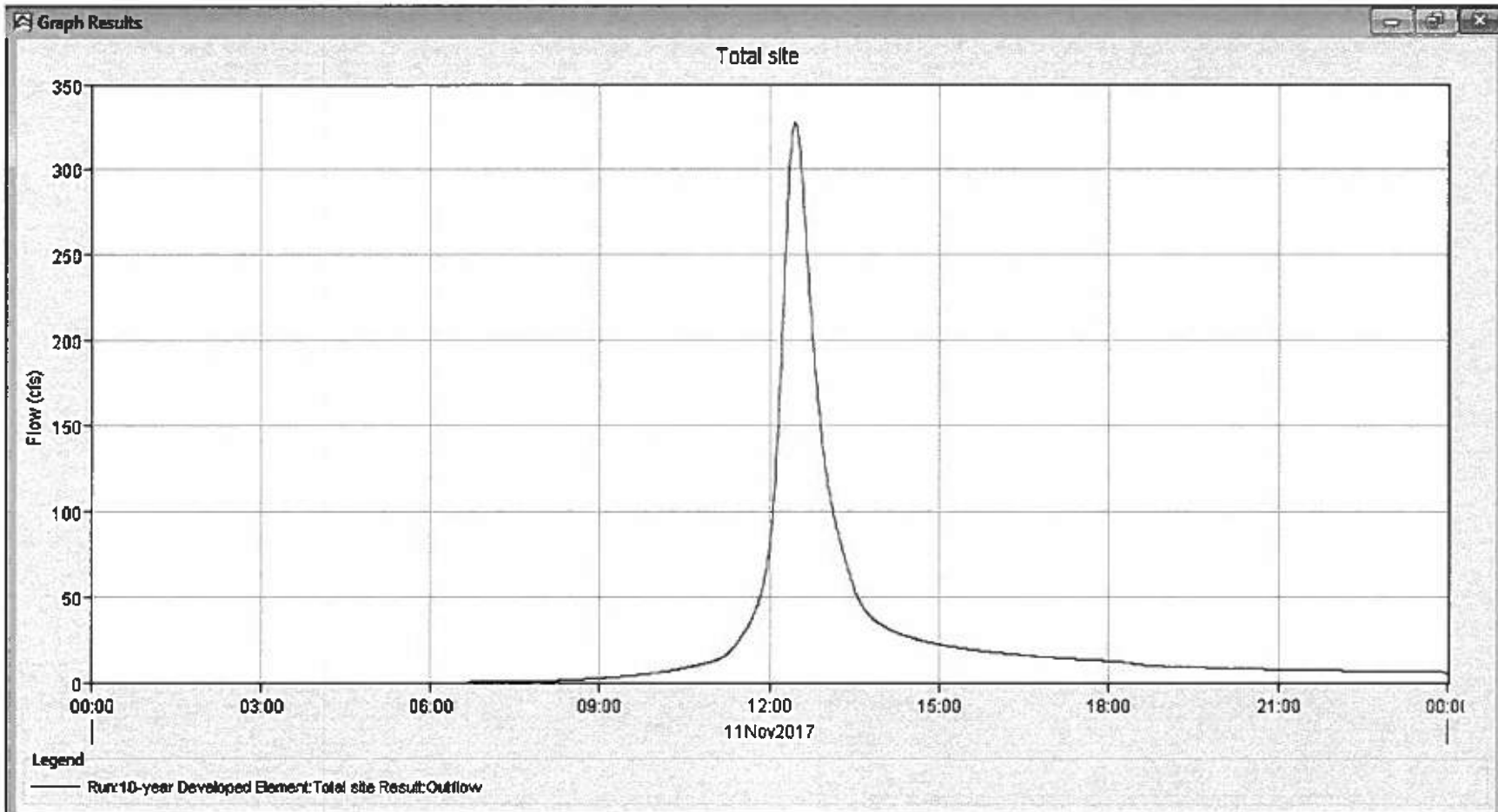
Project: Derek_MWC Simulation Run: 100-year Existing

Start of Run: 11Nov2017, 00:00 Basin Model: Pre Development
End of Run: 12Nov2017, 00:01 Meteorologic Model: 100-year Event
Compute Time: 26Aug2018, 14:52:22 Control Specifications: 24-hour Event

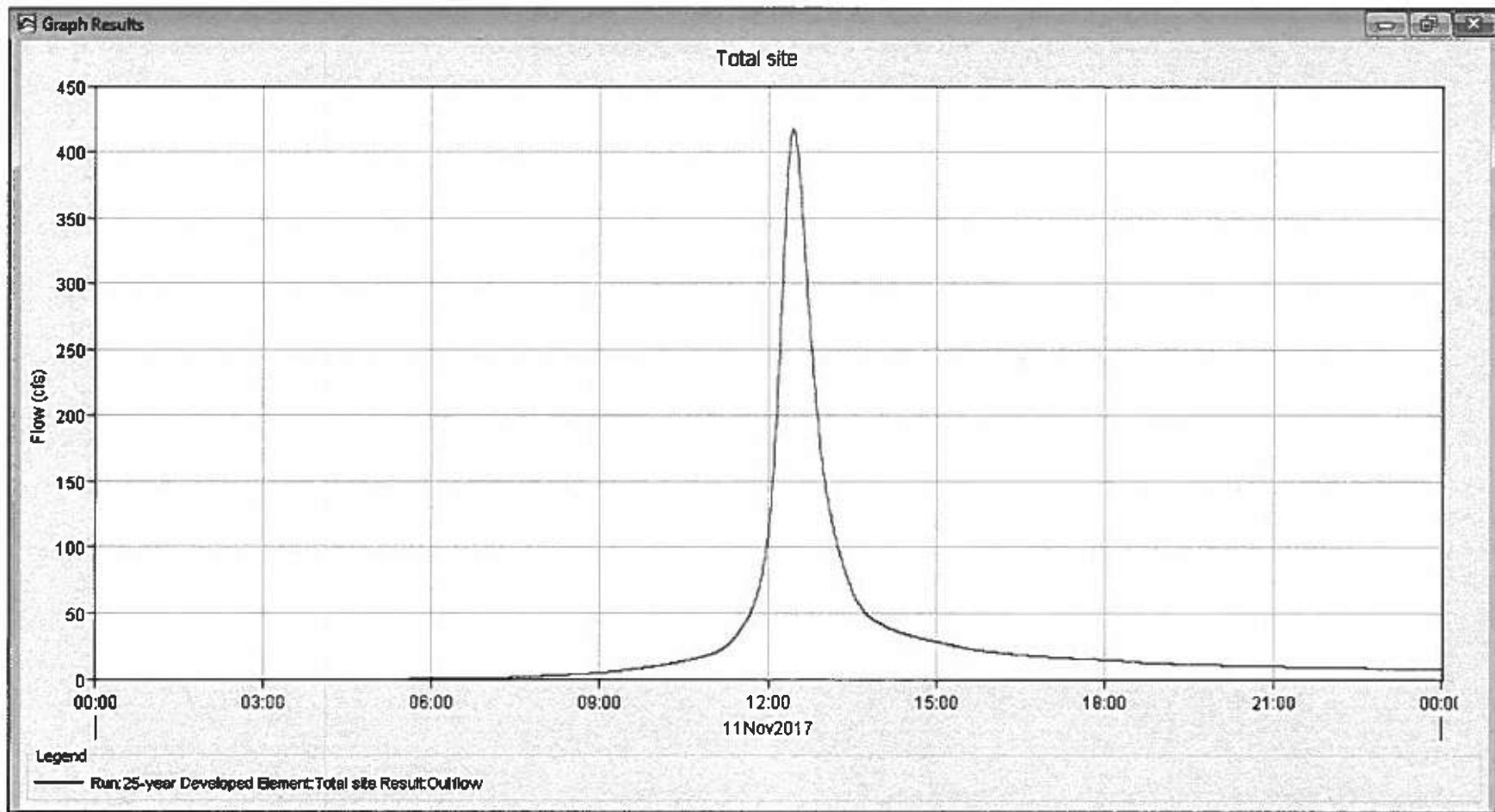
Hydrologic Element	Drainage Area (MI ²)	Peak Discharge (CFS)	Time of Peak	Volume (IN)
N of Reno	0.0485	160.5624	11Nov2017, 12:18	6.550
Rte thru S Reno	0.0485	160.5624	11Nov2017, 12:30	6.534
S of Reno	0.0444	121.8131	11Nov2017, 12:23	6.056
On site from North	0.0929	275.9427	11Nov2017, 12:28	6.306
Northeast	0.0472	134.3628	11Nov2017, 12:21	5.938
Southeast	0.0442	107.1269	11Nov2017, 12:28	5.927
Pipes Under Post	0.0914	235.2565	11Nov2017, 12:23	5.933
Rte from East	0.0914	235.2565	11Nov2017, 12:25	5.930
To Swale and Pipes	0.1843	509.9850	11Nov2017, 12:27	6.119
W of Site	0.0137	39.0723	11Nov2017, 12:22	6.179
Total site	0.1980	547.2238	11Nov2017, 12:27	6.124



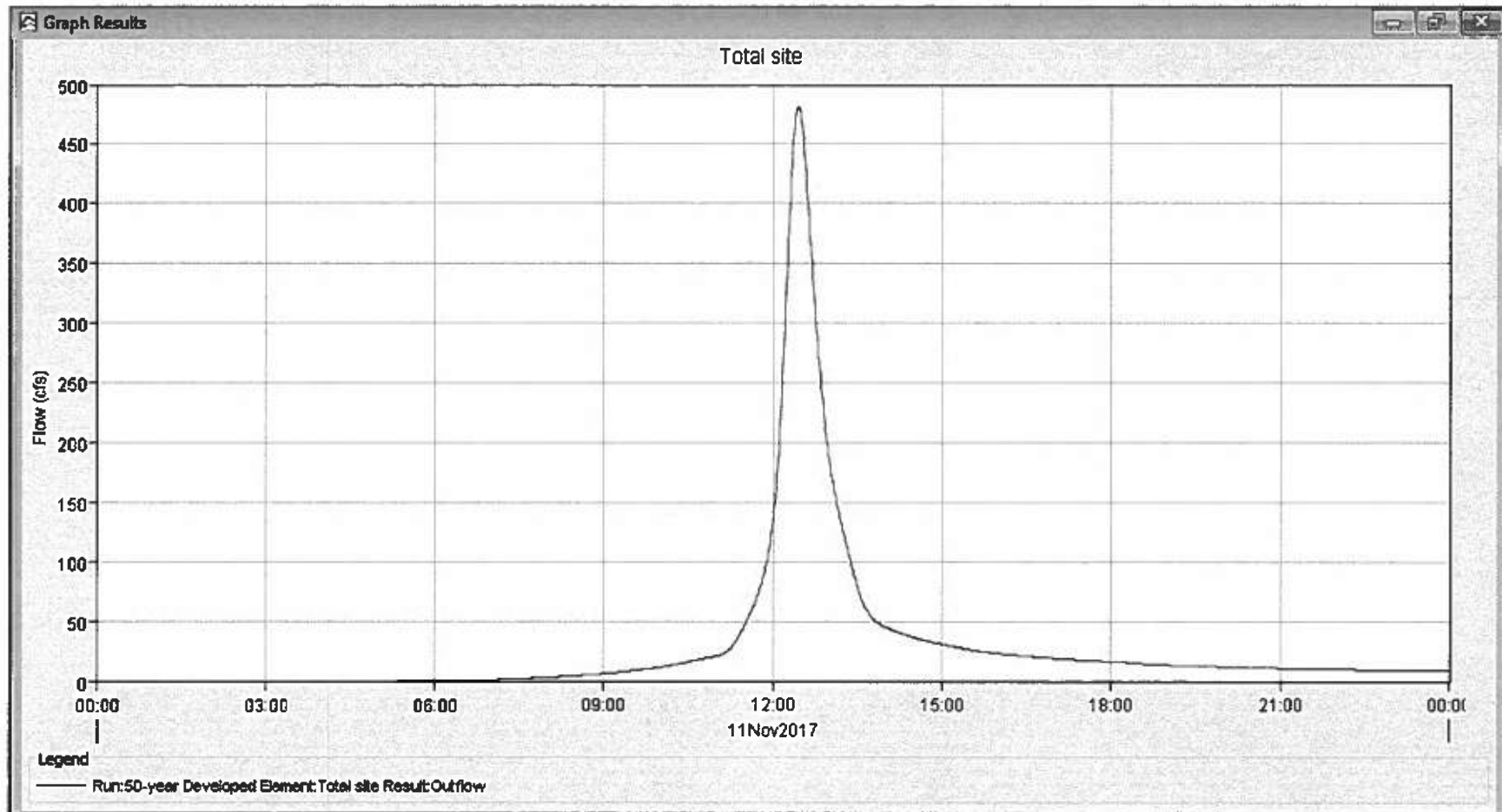
2-year Outflow Hydrograph



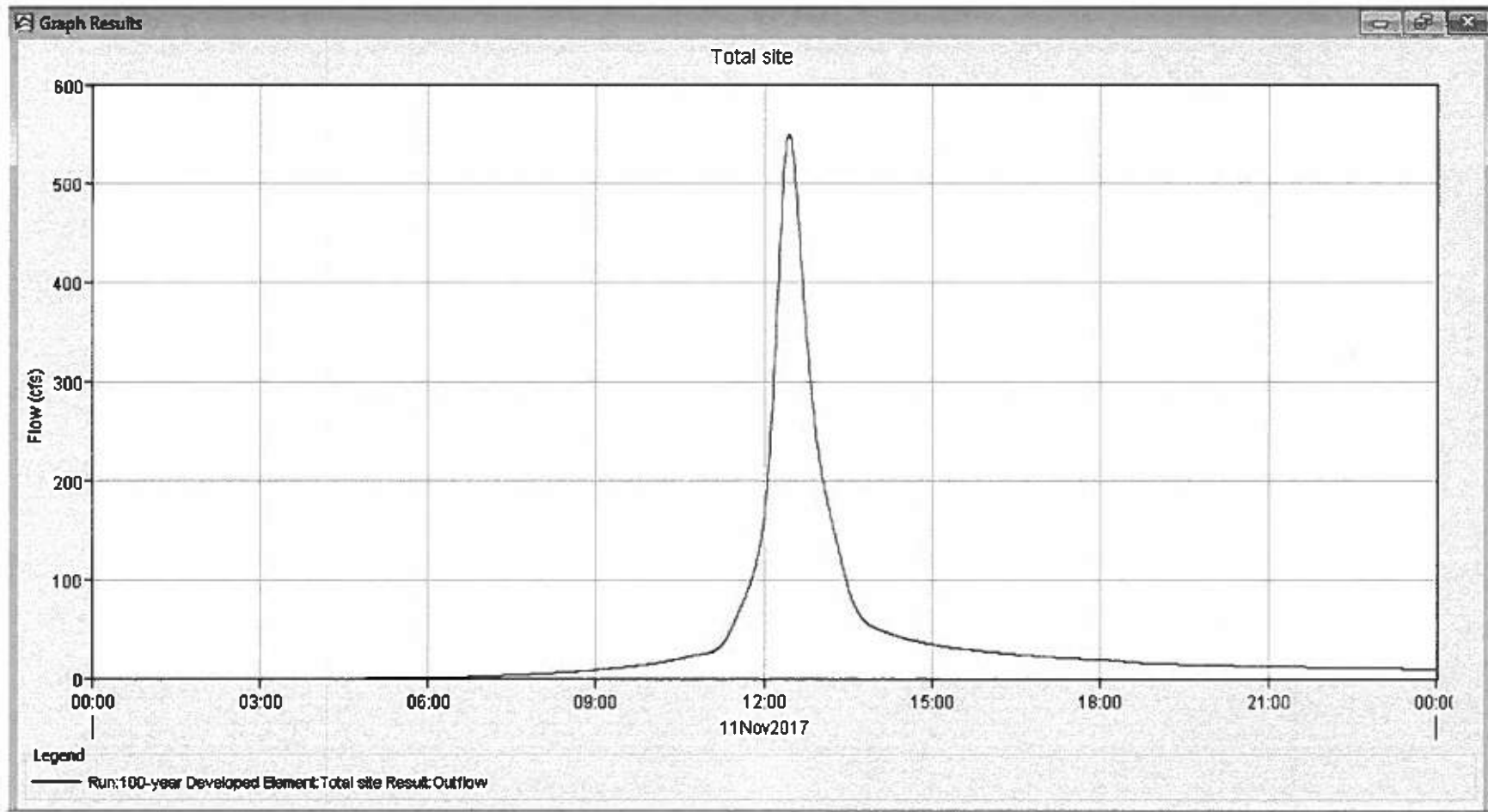
10-year Outflow Hydrograph



25-year Outflow Hydrograph



50-year Outflow Hydrograph



100-year Outflow Hydrograph

Swale Depth Calculation

Depth, ft	0.87
Width, ft	85
Side slope	74
Area, sft	129.01
Wetted perimeter, ft	213.11
Hydraulic Radius, ft	0.61
n	0.045
S	0.032
Q, cfs	549
Velocity, fps	4.26

Appendix C – EPA-SWMM Data

2-year Event

11/18/2017 00:15:00



```

[TITLE]
;;Project Title/Notes
2-year Event

[OPTIONS]
;;Option          Value
FLOW_UNITS        CFS
INFILTRATION      CURVE_NUMBER
FLOW_ROUTING      DYNWAVE
LINK_OFFSETS      DEPTH
MIN_SLOPE         0
ALLOW_PONDING     NO
SKIP_STEADY_STATE NO

START_DATE        11/18/2017
START_TIME        00:00:00
REPORT_START_DATE 11/18/2017
REPORT_START_TIME 00:00:00
END_DATE          11/19/2017
END_TIME          00:00:00
SWEEP_START       01/01
SWEEP_END         12/31
DRY_DAYS          0
REPORT_STEP       00:15:00
WET_STEP          00:05:00
DRY_STEP          01:00:00
ROUTING_STEP      0:00:30

INERTIAL DAMPING  PARTIAL
NORMAL_FLOW_LIMITED BOTH
FORCE_MAIN_EQUATION H-W
VARIABLE_STEP     0.75
LENGTHENING_STEP 0
MIN_SURFAREA      12.557
MAX_TRIALS        8
HEAD_TOLERANCE    0.005
SYS_FLOW_TOL      5
LAT_FLOW_TOL      5
MINIMUM_STEP      0.5
THREADS           1

```

Note: The input files for the other storm events are identical to this one, with the exception of the name of the hydrograph file.

[EVAPORATION]

```
;;Data Source Parameters
-----
CONSTANT 0.0
DRY_ONLY NO
```

[JUNCTIONS]

```
;;Name Elevation MaxDepth InitDepth SurDepth Aponded
-----
2 1231.35 4.65 0 0 0
3 1231.25 4.75 0 0 0
```

[OUTFALLS]

```
;;Name Elevation Type Stage Data Gated Route To
-----
4 1231 FREE NO
```

[STORAGE]

```
;;Name Elev. MaxDepth InitDepth Shape Curve Name/Params N/A Fevap Psi Ksat
-----
IMD
-----
1 1231.5 4.5 0 TABULAR Swale 0 0
```

[CONDUITS]

```
;;Name From Node To Node Length Roughness InOffset OutOffset InitFlow MaxFlow
-----
1 1 2 19 0.013 0 0 0 0
2 2 3 19.7 0.013 0 0 0 0
3 3 4 85 0.035 0 0 0 0
4 1 3 39 0.013 2 2 0 0
```

[XSECTIONS]

```
;;Link Shape Geom1 Geom2 Geom3 Geom4 Barrels Culvert
-----
1 CIRCULAR 1.5 0 0 0 5
2 CIRCULAR 1.5 0 0 0 5
3 TRAPEZOIDAL 2 58 3 3 1
4 IRREGULAR RoadCrossing 0 0 0 1
```

[TRANSECTS]

;;Transect Data in HEC-2 format

```
;  
NC 0.013 0.013 1.013  
X1 RoadCrossing 10 0.0 600 0.0 0.0 0.0 0.0 0.0  
GR 1235.00 0 1233.60 164.23 1233.50 189.23 1233.60 214.23 1233.90 239.23  
GR 1234.40 264.23 1241.37 525 1241.87 550 1242.17 575 1242.27 600
```

[INFLOWS]

```
;;Name Constituent Time Series Type Mfactor Sfactor Baseline Pattern  
;;-----  
1 FLOW 2-yearEvent FLOW 1.0 1.0
```

[CURVES]

```
;;Name Type X-Value Y-Value  
;;-----  
Swale Storage 1231.5 717  
Swale 1232 4463  
Swale 1232.5 5148  
Swale 1233 5846  
Swale 1233.5 6561  
Swale 1236 6561
```

[TIMESERIES]

```
;;Name Date Time Value  
;;-----  
2-yearEvent FILE "2-yearEvent.dat"
```

[REPORT]

```
;;Reporting Options  
INPUT NO  
CONTROLS NO  
SUBCATCHMENTS ALL  
NODES ALL  
LINKS ALL
```

[TAGS]

[MAP]

```
DIMENSIONS 0.000 0.000 10000.000 10000.000  
Units None
```

```

[COORDINATES]
;;Node      X-Coord      Y-Coord
;;-----
2           3468.468      7207.207
3           2891.892      6468.468
4           2801.802      4810.811
1           2855.856      8126.126

```

```

[VERTICES]
;;Link      X-Coord      Y-Coord
;;-----

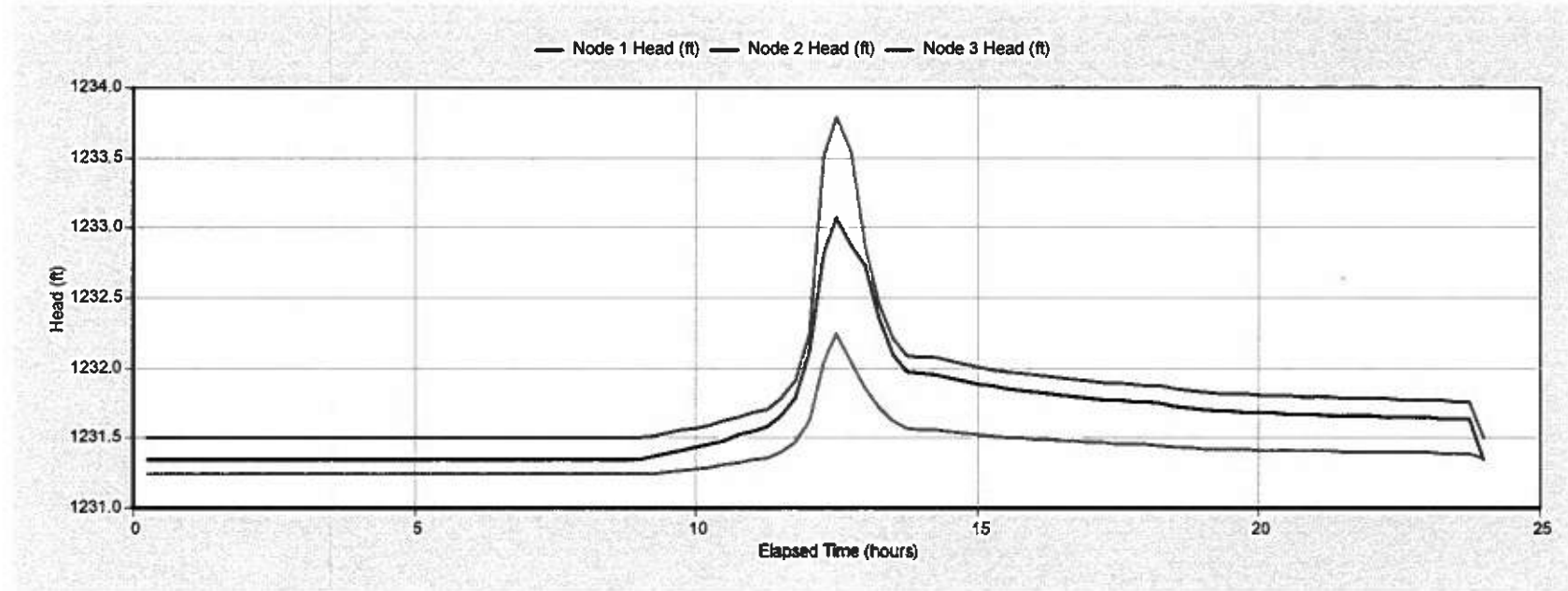
```

```

[PROFILES]
;;Name      Links
;;-----
"Pipes Profile"  " 1 2 3

```

2-year Event



2-year Event

Node Depth Summary

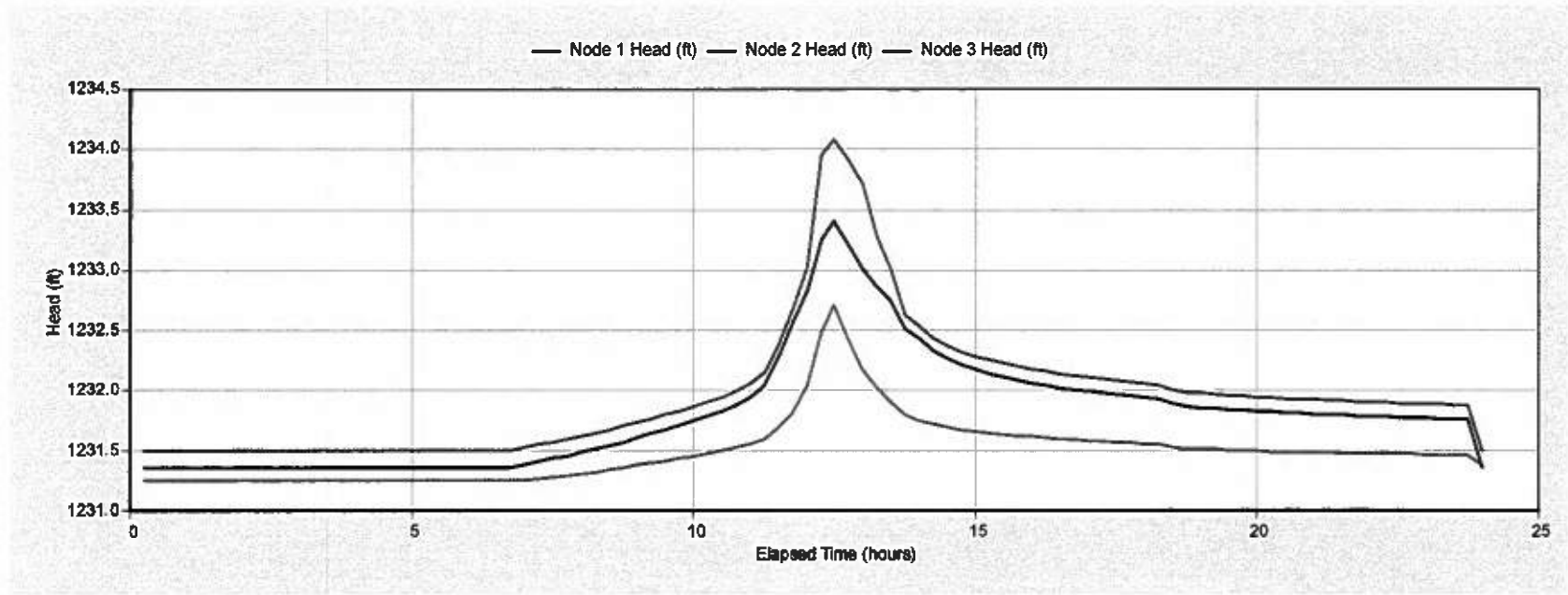
Node	Type	Average Depth Feet	Maximum Depth Feet	Maximum HGL Feet	Day of Maximum Depth	Hour of Maximum Depth	Maximum Reported Depth Feet
2	JUNCTION	0.63	2.72	1234.07	0	12:48	1.72
3	JUNCTION	0.32	1.00	1232.25	0	12:28	1.00
4	OUTFALL	0.14	0.58	1231.58	0	12:28	0.57
1	STORAGE	0.67	2.29	1233.79	0	12:28	2.28

2-year Event

Link Flow Summary

Link	Type	Maximum Flow CFS	Day of Maximum Flow	Hour of Maximum Flow	Maximum Velocity ft/sec	Max / Full Flow	Max / Full Depth
1	CONDUIT	101.60	0	12:27	11.50	2.18	1.00
2	CONDUIT	101.59	0	12:27	13.50	2.71	0.83
3	CONDUIT	146.15	0	12:28	3.07	0.33	0.39
4	CHANNEL	44.56	0	12:28	2.91	0.00	0.03

10-year Event



10-year Event

Node Depth Summary

Node	Type	Average Depth Feet	Maximum Depth Feet	Maximum HGL Feet	Day of Maximum Depth
2	JUNCTION	0.87	2.74	1234.09	0
3	JUNCTION	0.47	1.47	1232.72	0
4	OUTFALL	0.23	0.98	1231.98	0
1	STORAGE	0.94	2.58	1234.08	0

10-year Event

Node Depth Summary

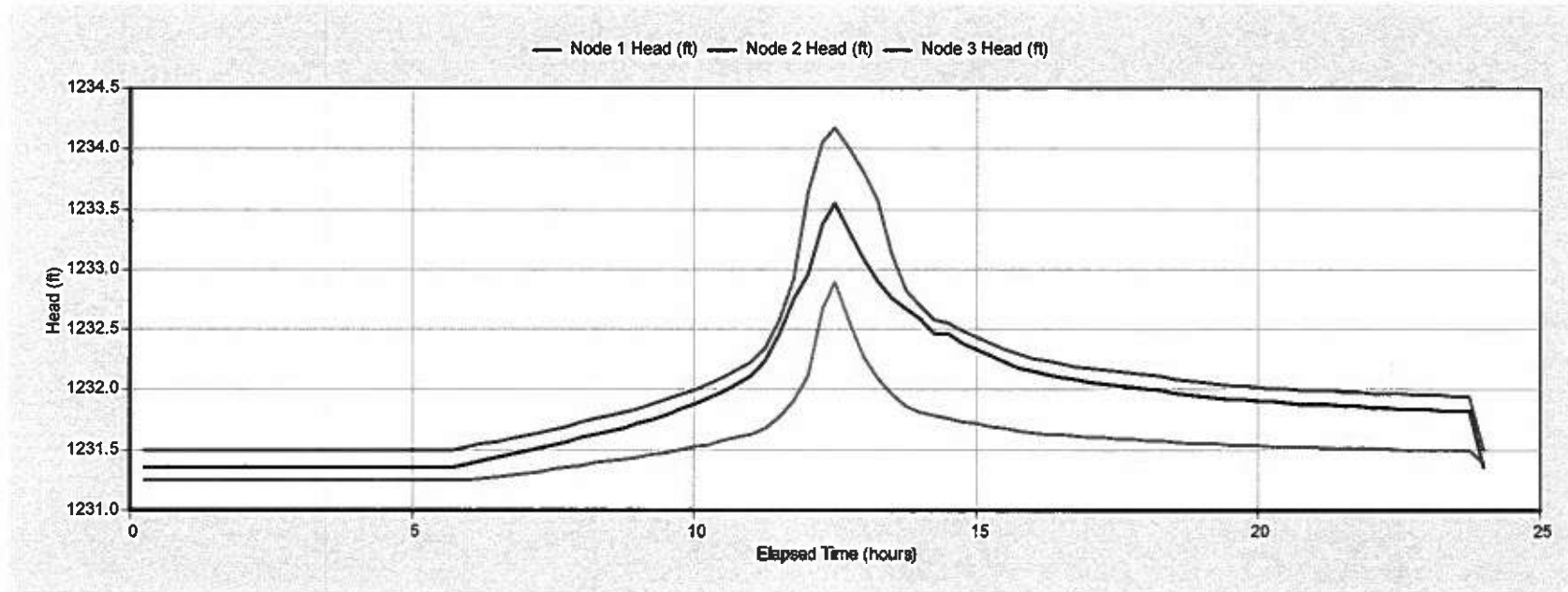
Node	Hour of Maximum Depth	Maximum Reported Depth Feet
2	13:15	2.05
3	12:27	1.46
4	12:26	0.97
1	12:27	2.58

10-year Event

Link Flow Summary

Link	Type	Maximum Flow CFS	Day of Maximum Flow	Hour of Maximum Flow	Maximum Velocity ft/sec	Max / Full Flow	Max / Full Depth
1	CONDUIT	101.94	0	12:10	11.54	2.18	1.00
2	CONDUIT	101.93	0	12:10	13.54	2.72	0.99
3	CONDUIT	327.79	0	12:27	4.33	0.75	0.61
4	CHANNEL	228.79	0	12:27	4.55	0.00	0.07

25-year Event



25-year Event

Node Depth Summary

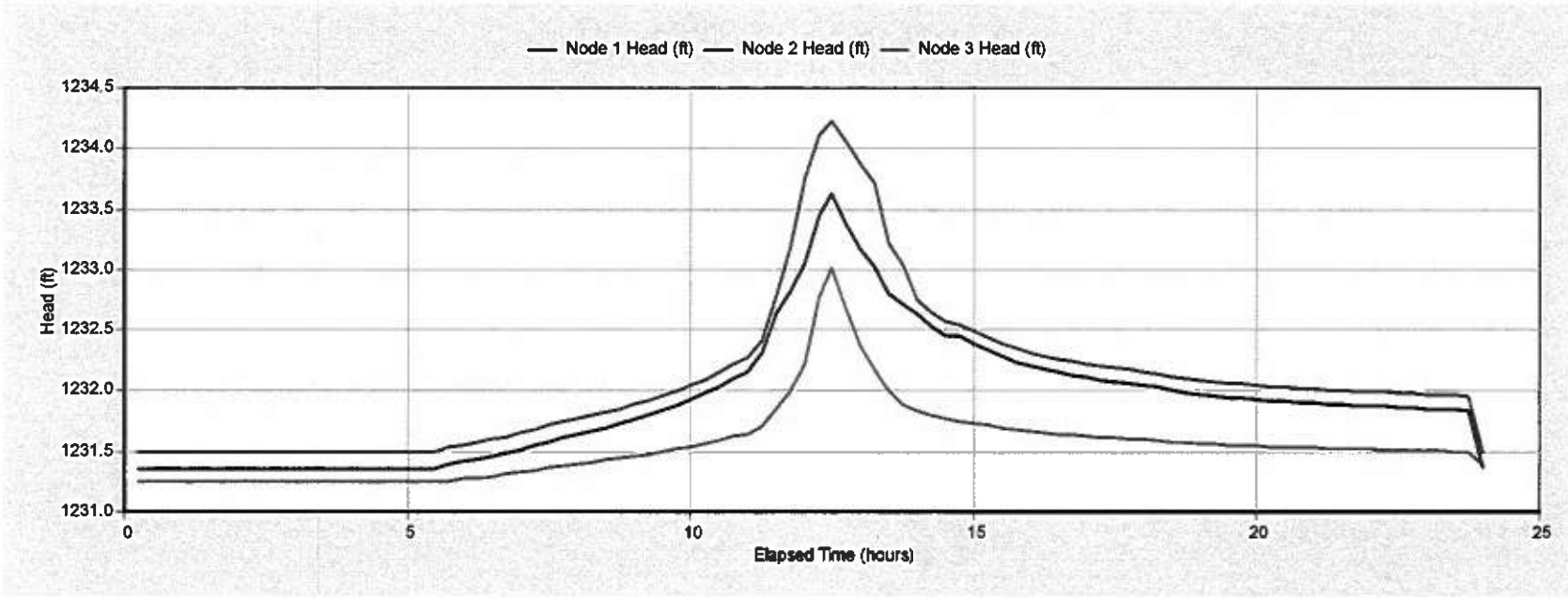
Node	Type	Average Depth Feet	Maximum Depth Feet	Maximum HGL Feet	Day of Maximum Depth	Hour of Maximum Depth	Maximum Reported Depth Feet
2	JUNCTION	0.89	2.58	1233.93	0	11:54	2.19
3	JUNCTION	0.47	1.66	1232.91	0	12:27	1.64
4	OUTFALL	0.22	1.15	1232.15	0	12:27	1.13
1	STORAGE	0.95	2.68	1234.18	0	12:27	2.67

25-year Event

Link Flow Summary

Link	Type	Maximum Flow CFS	Day of Maximum Flow	Hour of Maximum Flow	Maximum Velocity ft/sec	Max / Full Flow	Max / Full Depth
1	CONDUIT	101.93	0	12:06	11.54	2.18	1.00
2	CONDUIT	101.93	0	12:06	13.55	2.72	1.00
3	CONDUIT	416.79	0	12:27	4.78	0.95	0.70
4	CHANNEL	321.50	0	12:27	5.01	0.00	0.08

50-year Event



50-year Event

Node Depth Summary

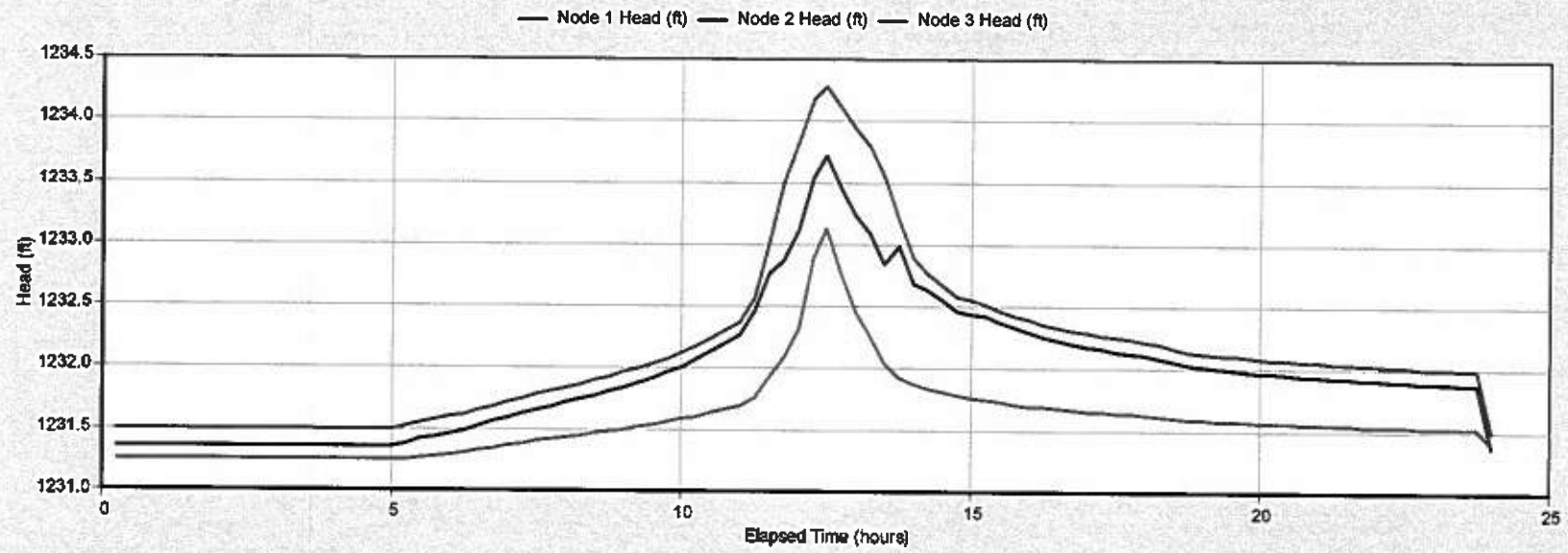
Node	Type	Average Depth Feet	Maximum Depth Feet	Maximum HGL Feet	Day of Maximum Depth	Hour of Maximum Depth	Maximum Reported Depth Feet
2	JUNCTION	0.91	2.64	1233.99	0	11:46	2.28
3	JUNCTION	0.48	1.78	1233.03	0	12:27	1.76
4	OUTFALL	0.23	1.26	1232.26	0	12:27	1.24
1	STORAGE	0.98	2.74	1234.24	0	12:27	2.73

50-year Event

Link Flow Summary

Link	Type	Maximum Flow CFS	Day of Maximum Flow	Hour of Maximum Flow	Maximum Velocity ft/sec	Max / Full Flow	Max / Full Depth
1	CONDUIT	101.92	0	12:04	11.53	2.18	1.00
2	CONDUIT	101.91	0	12:04	13.51	2.72	1.00
3	CONDUIT	481.39	0	12:27	5.06	1.10	0.76
4	CHANNEL	388.56	0	12:27	5.27	0.00	0.08

100-year Event



100-year Event

Node Depth Summary

Node	Type	Average Depth Feet	Maximum Depth Feet	Maximum HGL Feet	Day of Maximum Depth	Hour of Maximum Depth	Maximum Reported Depth Feet
2	JUNCTION	0.95	2.68	1234.03	0	13:31	2.37
3	JUNCTION	0.50	1.90	1233.15	0	12:26	1.88
4	OUTFALL	0.24	1.37	1232.37	0	12:26	1.35
1	STORAGE	1.02	2.79	1234.29	0	12:26	2.78

100-year Event

Link Flow Summary

Link	Type	Maximum Flow CFS	Day of Maximum Flow	Hour of Maximum Flow	Maximum Velocity ft/sec	Max / Full Flow	Max / Full Depth
1	CONDUIT	101.89	0	12:01	11.53	2.18	1.00
2	CONDUIT	101.89	0	12:01	13.51	2.72	1.00
3	CONDUIT	549.26	0	12:26	5.34	1.25	0.82
4	CHANNEL	458.95	0	12:26	5.51	0.00	0.09

December 27, 2018

City of Midwest City
100 N. Midwest Blvd.
Midwest City, OK 73110

Attention: Mr. Patrick Menefee

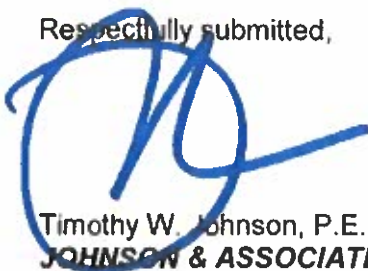
RE: Florence Estates

On November 19, 2018, Johnson & Associates staff met with Ellen Stevens and Derek Jackson to discuss the items in their proposal that did not meet the drainage ordinance requirements. They understood that they would have to request a variance. Following our meeting, they were going to redesign the project, and then send us the revised report and an actual set of paving plans, as we never saw any complete set of plans. However, we have never seen any revised plans or report to review. Ms. Stevens and Mr. Jackson were still going to discuss some "waivers" or "variances" with the City, but my understanding is that would require Council Approval.

Since our meeting, I have talked to Ms. Stevens on another project but have not heard from Mr. Jackson. All is still in limbo from our viewpoint. We do not see how the City can advance any planning decisions recommendations without our review and comments of pending revisions. Also, our opinion is that additional easements are required and will need to be on the plat.

If you have any questions or wish to discuss this further, please contact our office.

Respectfully submitted,



Timothy W. Johnson, P.E.
JOHNSON & ASSOCIATES, INC.

TWJ/rw
CC: [Project #4001-000/C]



Bert Norton, Fire Chief
8201 E. Reno Avenue
Midwest City, OK 73130
(405)739-1340
bnorton@midwestcityok.org

To: Honorable Mayor and Council
From: Bert Norton, Fire Chief
Date: January 22, 2019
Subject: Discussion and consideration of the final report concerning the implementation of the ESCI study.

Mayor and Council,

Since the last update to the Mayor and Council in May of 2018, the strategic planning committee has met 4 times. We continued to work on the recommendations that were laid out in the packet previously handed out to the Mayor and Council in May of 2018. The committee has a set time to meet once a month to allow for work to be completed on the different recommendations that were identified. The following are a list of items from the most recent meeting in October of 2018:

1. 2nd and 3rd alarm policy discussion – a policy was written and adopted on the protocols by which Midwest City will respond to calls and actions taken, by utilizing additional mutual aid resources when a call or additional calls exceed our own internal resources. **Completed**
2. Job descriptions have been updated and revised. These have been sent to human resources for review and approval. **Completed**
3. Chiefs were asked to complete the NFIRS self-study course. David Richardson went to the National Fire Academy for advanced training on reporting incident data and created a presentation to educate the entire department on the importance of proper and complete incident reports. This data is invaluable for budget, staffing, grants and other facets of managing the fire department.
4. Everbridge notification system has been tested. It worked great, as expected. The test was for a department group photo, notifications via text and automated voice mail were sent to all employees of the fire department, and the personnel were requested to respond. This test proved that in a critical emergency we can contact all employees on duty or off duty. **Completed**
5. Discussion with staff was conducted on future ipad applications to assist with operations and safety of arriving on scene, notification of alarms, and pre-planning of businesses. Some good ideas were presented and will be explored.


Midwest City Fire Department

We exist to reduce risk, provide emergency assistance, and add value to our community.

6. Discussion of a City Ordinance on response times was conducted. The question was whether to have established goals in accordance with NFPA 1710 on response times included in Department Policy or to have those goals as a City Ordinance. The drafts have been presented to upper City Management for review and consideration.
7. Notification to personnel of policy changes and the options of such notifications was discussed. Email and physical delivery of printed policies seem to be the best current method of notification of any changes to policies within the organization. **Completed**

As was mentioned several times before, the study will be the road map for the Fire Department for the next 10 years. Some of the recommendations will take time and some will actually be completed before the estimated day of completion. I will be available at the council meeting to answer any questions you may have about this item.

Thank You,



Bert Norton, Fire Chief



City of Midwest City Police Department

100 N. Midwest Boulevard

Midwest City, OK 73110

Office 405.739.1320

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MEMORANDUM

TO: Honorable Mayor and Council

FROM: Brandon Clabes, Chief of Police

DATE: January 22, 2019

SUBJECT: Discussion and consideration regarding the final Matrix implementation progress report based on the Midwest City Police Department study conducted from July 2016 through January 2017 by Matrix Consulting Group.

In July 2016, the Matrix Consulting Group began the project to conduct a police department study. The final report was presented to the Mayor and Council for adoption in January of 2017. As a result, there were several recommendations proposed, based on a variety of methodologies, in which the police department has begun the implementation process. The process had many internal and external factors which influenced the direction of the agency and how the city manager, the mayor and council determined to accomplish the primary objectives of the study. The below attachment provides more detail as to what has been accomplished and stands as the final report.

I and Major Bob Cornelison are available for any additional questions or insight.

Action is at the discretion of the Mayor and Council.

Brandon Clabes
Chief of Police

Attachments

To: Chief Brandon Clabes
From: Major Robert Cornelison
Subj: Matrix Committee Implementation
Date: April 16, 2018

The Matrix Committee originally met June 22, 2107. The committee has continued to review and discuss different ways to implement these recommendations.

This report outlines the police department's progress since the original report dated Sept. 25' 2017.

Field Operations:

- A. Add three additional officer positions to provide consistency in the proactive capabilities of patrol, which also has the effect of increasing overall patrol proactivity to a level of 45% (hours between 1400/2200 hours).** Five new police officers have been hired with a June 7, 2018 start date. Two of those officers are certified and will start Field Training by the end of June. Three of these officers will be starting CLEET June 24th. CLEET runs for approx. 16.5 weeks. The FTO program is 54 working days.

We have hired four Reserve Police Officers. The Midwest City Police Dept. will be sponsoring our own Reserve Police Academy planned for September of this year.

- B. Matrix recommended a dedicated lieutenant to supervisor the jail.** Taking the average yearly pay of a Sergeant, Step 6 - \$63,644.47 and subtract from the first step of Lieutenant - \$76,588.00 is a difference of \$12,914.52. This will be the cost of creating a new administrative position.

Lieutenant testing is scheduled for May 17, 2018 with a June assessment date. The new Administrative Lieutenant position will be in place July 1, 2018 and will be directly supervising the jail and animal welfare.

- C. By 2021, add one new officer to the Community Action Unit to maintain current service levels as the population of the community continues to expand.** An additional CAO has been added and is currently in place.

Investigations:

There have been no changes since the last Matrix progress report

Jail:

- A. Matrix study recommends due to jails population being largely in lieu of payment of fines and binds for relatively minor offense, the city and the municipal court should evaluate the expansion of community service options.** Meetings have been held and the Court and Judge

have agreed to a progressive approach to using community service in lieu of fines and or jail time.

Records:

- A. *Train additional records personnel on UCR report to free up the crime analyst.*** Since the last Matrix update, two additional records clerks have been trained in UCR and have freed up more time for our Crime Analyst

Animal Welfare:

- A. *Revise animal control contracts to an actual cost basis to ensure full cost recovery for sheltered animals.*** This has been done since the last update. The fee's have been calculated and will change to \$268.00 per animal based on cost analysis.
- B. *Develop a capital improvement program to extensively remodel or relocate shelter to a larger more adequately designed space.*** The City Council has put together an Animal Welfare shelter board and is in the process of designing and attempting to fund a larger center through a G.O. bond.

Committee Members:

Major Robert Cornelison – Field Operations Commander

Major David Huff – Support Services Commander

Capt. Mark Teply – Field Operations

Lt. Josh Herren – Field Operations - Assignment changes to Administration Lieutenant July 1, 2018 Sgt.

Tommy Lantz – Field Operations

Det. Sgt. Archie Huston – FOP

Jailer Denitsa Parvanova – Jail – Hired as Police Officer starting June 7, 2018

Respectfully,

Major Robert Cornelison
Field Operations Commander

Major David Huff
Support Services Commander

To: Chief Brandon Clabes

From: Major Robert Cornelison

Subj: **Matrix Report Final Review**

Date: January 22, 2019

Sir,

In July 2016, the Matrix Consulting Group began the project to conduct a Police Department Study for the Midwest City Police Department. This included an analysis of the department staffing, operations, management and organizational structure.

The Matrix Team utilized several methods throughout the study to include, but not limited to, the following:

- Internal Interview – management, supervisory and line staff interviews
- External Stakeholder Interview – Members of Council, City Manager and a “Town Hall” outreach designed to solicit input from members of the community (August 2016).
- Anonymous Employee Survey – All PD employees.
- Comparative Survey – A comparative survey with other police agencies was performed to potentially identify issues in MWCPD.
- Data Collection – Collected a wide variety of external and internal data documenting the structure, operations and organization including: Police and Procedures, Management planning and goal setting, Department staffing and scheduling, Documentation reflecting operational protocols, and various performance information.

Overall, MCPD patrol proactivity level of 41.3% meets the proactive time threshold identified by Matrix. The results demonstrate that at the current number of filled positions in patrol, there are sufficient resources available to both handle community-generated workloads and have an adequate well within the target range of 35% to 45% amount of time left over to be proactive in addressing issues.

The Matrix report was reviewed by the Police Department Matrix Committee which first met on June 22, 2017. The following recommendations have been address and implemented or will be in the near future.

Field Operations:

- A. ***Add three additional officer positions to provide consistency in the proactive capabilities of patrol, which also has the effect of increasing overall patrol proactivity to a level of 45% (hours between 1400/2200 hours). Followed by two more in 2019 and then one more 2021.*** Four officers are currently in Field Officer Training and will be functioning solo within the next month. The department has one police officer opening and is projected to hire two new officers in July of 2019. These three officers will actually start CLEET at the end of May this year.
- B. ***Matrix recommended taking two officers off of night shift patrol and moves them to swings.*** Command Staff considered this and determined it would not be conducive based on the calls for service during those hours and limited resources (no other personnel are on duty during those hours like investigators, special investigations, or community action officers). Command Staff is implementing a “flex” shift of the four new police officers who will work the hours of 10 a.m. to 8 p.m., thus maximizing patrol coverage during peak hours of calls for service based on the Matrix study. Minimum staffing standards will increase by one on both Shift I and Shift II with the new “flex” shift.
- C. ***By 2021, add one new officer to the Community Action Unit to maintain current service levels as the population of the community continues to expand. One officer was added to the unit for 2018*** bringing their total to three officers, one supervisor and one school resource officer. Command staff is not going to fill the investigations division position or the special investigations division position but will be adding a community action officer position earlier than the 2021 timeline based on needs of the agency as it relates to our mission statement.

Support Services:

- A. ***Matrix recommended having a civilian jail manager or lieutenant over the jail to closely monitor jail personnel and jail issues.*** For 2018, an Administration Lieutenant position was developed to oversee the jail and animal welfare unit. Additional duties include any and all other projects as required.

- B. Matrix recommended reducing detective staffing from 8 to 6.5.** Investigations staffing has been reduced to seven (7) detectives. There are currently no plans to expand or decrease staffing.
- C. Recommendation for the officer assigned to D.B. who is performing training coordinator duties from half-time to full-time.** Staff took this into consideration. The detective in this assignment is currently spending 2/3 of his time on training with the balance of his time spent on case assignments.
- D. Matrix recommended converting detective who is performing polygraph duties to half time background investigator to complete all backgrounds.** Staff decided not to implement this as the polygraph operator should not test individuals he or she has completed a background on.
- E. Matrix made recommendations reference monitoring Special Investigations assignments and making the appropriate adjustments.** Command staff already monitors S.I.U. and makes adjustments to crime trends throughout the year.
- F. Matrix recommended developing a lead jailer position, at a 10% increase in salary, and designates four (4) positions as lead jailer. These positions would help facilitate jail management and supervision.** Staff took this into consideration. No changes have been made other than adding the Administration Lieutenant who oversees the jail and animal welfare. It will be a subject discussed during the budget process.

Matrix recommended other policy and procedure changes or adjustments. These are outlined in detail in the completed Matrix report. Police department staff has considered or addressed these recommendations as outlined in the April 2018 implementation update report provided to council.

Respectfully,

Major Bob Cornelison

Patrol Division Commander



Summary of the Police Department Study

Midwest City, Oklahoma

matrix 
consulting group

Study Goals and Scope of Work

- ◆ The City and the Department wanted a roadmap for police services in both the short and long-term ranges.
- ◆ A ‘fact based’ approach was needed to analyze workloads and service levels, as well as to determine the resources needed to handle these workloads in every Police Department function.
- ◆ An assessment of how the Department compares to ‘best practices’ in law enforcement and to comparable communities.
- ◆ Assess the Department’s organization and management systems.

Methodological Overview

- ◆ Extensive input from law enforcement personnel through face-to-face interviews and a staff survey.
- ◆ Input from policy makers and external ‘stakeholders’.
- ◆ Input from the community in a “Town Hall” meeting.
- ◆ In-depth data collection and analysis of workloads, service levels, resource needs and the costs of service delivery alternatives.
- ◆ Identify current staffing needs for the Department, as well as projected needs over the next five years.
- ◆ Collaboration with the City and Police Department staff to review findings, assumptions and alternatives.

Community Views

- ◆ A Community Input Meeting was held on August 16, 2016
- ◆ Positive Points Raised
 - Overall participants were very positive about the MCPD
 - Many praised fast response times and handling of incidents
 - Continue strong working relationships with HOA's
 - Continue strong participation in Neighborhood Watch Programs
- ◆ Improvement Opportunities
 - Better training for dispatchers to handle calls from deaf community
 - Better training for officers to interact with deaf community
 - Improved sensitivity training for officers relating to working with minority community

Employee Views

- ◆ While the project team conducted many interviews in the Department, we also developed an employee survey to maximize that input.
- ◆ Almost 80% of employees responded.
- ◆ The vast majority of respondents believe that they provide high levels of service to the community. Youth services was less positive.
- ◆ Most staff, however, stated that the Department has insufficient staff to effectively provide expected levels of service.
- ◆ In spite of this, most employees thought that workloads were generally manageable.
- ◆ Employees generally believe that the Department is well-managed in terms of its approaches to staff involvement, planning, performance management and information sharing.
- ◆ The vast majority of employees want to make a career in the Midwest City Police Department.

Principal Conclusions – Patrol (1)

- ◆ The management of field resources is effective – call handling and other service indicators result in a high level of service.
- ◆ The time available for ‘proactive activities’ is high, at about 41%. However, broken down by time of day proactive abilities vary widely:

Time	# Units	% Proac.	
0200 - 0600	5.3	69.4%	
0600 - 1000	6.6	56.1%	
1000 - 1400	5.3	-4.9%	
1400 - 1800	10.0	37.4%	
1800 - 2200	6.0	21.0%	
2200 - 0200	8.3	61.1%	
Overall	6.9	41.3%	

At critical times of the day the MWPD is operating with inadequate staffing to respond to calls *and* be proactive.

- ◆ The Department cannot redeploy to achieve the consistent proactivity needed – three (3) additional staff are required.
- ◆ Changes in shift times could increase the deployment efficiencies but not significantly.

Calls for Service by Time and Day

Hour	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total
12am	129	64	74	84	81	108	141	681
1am	129	57	59	59	82	90	96	572
2am	94	44	50	37	75	64	125	489
3am	94	49	39	45	56	42	73	398
4am	60	49	32	37	45	44	64	331
5am	53	31	31	38	41	44	50	288
6am	44	56	55	54	59	61	47	376
7am	76	119	114	122	139	115	95	780
8am	98	154	157	143	145	156	139	992
9am	111	160	161	142	142	174	146	1,036
10am	147	188	205	174	172	151	182	1,219
11am	166	201	217	189	199	210	193	1,375
12pm	202	226	200	207	179	203	196	1,413
1pm	201	233	208	203	191	232	200	1,468
2pm	202	235	216	224	210	230	208	1,525
3pm	198	239	227	238	212	264	225	1,603
4pm	193	275	255	247	244	235	181	1,630
5pm	197	260	262	225	241	236	195	1,616
6pm	188	239	244	220	205	217	222	1,535
7pm	134	175	189	219	216	227	157	1,317
8pm	145	164	159	182	148	161	165	1,124
9pm	119	149	121	161	181	200	169	1,100
10pm	131	113	124	161	152	185	205	1,071
11pm	95	99	96	109	106	135	177	817
Total	3,206	3,579	3,495	3,520	3,521	3,784	3,651	24,756

Proactivity by Time Block and Day

Time	# Units	S	M	T	W	Th	F	Sa	Overall
2am-6am	5.3	49%	74%	81%	79%	72%	72%	60%	69%
6am-10am	6.6	61%	53%	51%	53%	43%	41%	59%	56%
10am-2pm	5.3	15%	-22%	-22%	2%	0%	0%	-8%	-5%
2pm-6pm	10.0	47%	25%	29%	30%	30%	32%	42%	37%
6pm-10pm	6.0	39%	20%	24%	9%	20%	12%	22%	21%
10pm-2am	8.3	54%	66%	71%	59%	61%	49%	50%	61%
Overall	6.9	49%	39%	42%	41%	40%	37%	40%	41%

Principal Conclusions – Patrol (2)

- ◆ Adding these officers will take overall proactivity to 45%, a level that will result in high levels of community support, interaction and problem solving.
- ◆ Through the five (5) year planning period five (5) patrol officers above these levels will be required plus an additional Community Action Officer.
- ◆ Monitor and increase emphasis in traffic enforcement.
- ◆ Lieutenants need to improve direction of staff to problem-solving.

Principal Conclusions – Investigations

- ◆ Detectives in the Department function as generalists with ‘informal specialties’.
- ◆ Detective case handling abilities are impacted by many ancillary duties that detract from their core responsibilities – some are critical to the Department (e.g., training, backgrounds), others are not.
- ◆ Case management practices should be strengthened, especially for property crimes – use solvability and priority factors.
- ◆ Improve on the allocation of which kinds of cases are handled by patrol as well as the coordination of cases with patrol.
- ◆ Caseloads are low and achieving these results free up 1.5 detectives to be assigned elsewhere – one to act as a full time training officer.
- ◆ Use formal problem identification and solving techniques for proactive / special investigations (e.g., the SARA method).

Principal Conclusions – Jail

- ◆ The jail has major deficiencies that cannot be completely remedied through staffing and operational changes – new facilities will be needed.
- ◆ Current staffing levels lead to greater risk in the facility – minimums need to be set at 3 per shift – this requires 4 additional staff.
- ◆ One person each shift needs to be designated as a ‘lead’ jailer.
- ◆ Management needs to be a dedicated Lieutenant to jail operations, not a shared responsibility.
- ◆ The City should also pursue alternatives to incarceration in conjunction with the municipal court.

Principal Conclusions – Support

- ◆ Records has cross trained its staff in many functions, this should be continued to include UCR and bond paperwork.
- ◆ Make the part time animal rescue specialist position full time to work with rescue groups and the community on adoptions.
- ◆ Revise the animal service contracts with other cities to capture the full cost of these services.
- ◆ The animal services facility needs to be planned for replacement.
- ◆ Get control over training records and make the part time training officer full time.
- ◆ Work with the City's IT to reduce the number of duplicative databases principally for personnel tracking.

Principal Conclusions – Management

- ◆ Continually revisit the defining documents of the organization – vision, mission and goals.
- ◆ Develop a performance management system which supports the goals setting process as well as the budget.
- ◆ Develop a performance reporting system to the City Council and the public that reflect the attainment of goals.



City of Midwest City Police Department

100 N. Midwest Boulevard

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MEMORANDUM

TO: Honorable Mayor and Council

FROM: Brandon Clabes, Chief of Police

DATE: January 22, 2019

SUBJECT: A resolution for the city council of the City of Midwest City relating to supporting the “Smart on Crime Approach”, developed by the Oklahoma Department of Mental Health and Substance Abuse Services (ODMHSAS), which could create an opportunity for the state and Midwest City to avoid millions of dollars in future law enforcement and criminal justice expenses, along with other expenses that result from untreated brain disease, in addition to improving the lives of thousands upon thousands of Oklahoma families.

In December of 2018, Commissioner Terri White of the Oklahoma Department of Mental Health and Substance Abuse Services (ODMHSAS) did a power point presentation on their “Smart on Crime Approach” to staff, the Mayor and Councilman Pat Byrne. The information outlined how financial investments from the state to the Oklahoma Department of Mental Health and Substance Abuse Services to address mental health issues and addiction at different diversion points in the criminal justice system would lower the financial burden for the state and communities.

The City of Oklahoma City is embracing this concept. Commissioner White is requesting the City of Midwest City, who is a member of the Criminal Justice Advisory Committee, show support through a resolution.

Staff recommends approval and action is at the discretion of the Council.

Brandon Clabes, Chief of Police



Mental Health and Substance Abuse Services

The impact of untreated and under-addressed behavioral health services in Oklahoma and opportunities to reduce negative consequences throughout the state.



- Mental illness and addiction are priority public health concerns for Oklahoma.
- They are priority public safety issues.
- These diseases have a direct impact on state's economic outlook (particularly in regard to costs associated with the criminal justice system).
- And, there has been heightened attention and calls for action in the press and from advocate organizations.

Oklahoma consistently has some of the highest rates nationally for both mental illness and addiction

Oklahoma Consistently Has Among The Highest Rates Nationally for Mental Illness and Substance Abuse

Any Mental Illness	Any Substance Use Disorder
21%	10-12%
(Up to 610,000 Oklahoma adults based on SAMHSA estimates)	(Up to 300,000 Oklahomans 12+ needing treatment intervention)
Estimates consistently range between 20-22% with increasing rates of MDE in children (SAMSHA NSDUH and Region VI Barometer Reports)	Oklahoma experiences very high rates for 18-26 populations regarding multiple substances/risk factors (SAMSHA NSDUH and Region VI Barometer Reports .

- Between 700,000 – 900,000 Oklahomans are in need of services for these diseases of the brain (approximately 600,000 reporting mental illness and 300,000 reporting alcohol or illicit drug dependence/abuse).
- Only 1 in 3 of these Oklahomans are accessing the medical services they need to treat these diseases.

Many Oklahomans are in need of treatment services that simply are not available

- There has been targeted investment in services and programs to address the needs of specific at-risk populations.
- The Governor and a few legislators have championed behavioral health issues and provided an elevated platform.
- There is heightened legislative attention and discussion.
- The potential to develop a model behavioral health system in Oklahoma has been recognized nationally and hinges solely on the availability of resources that will save lives and benefit the future of our state in multiple ways.

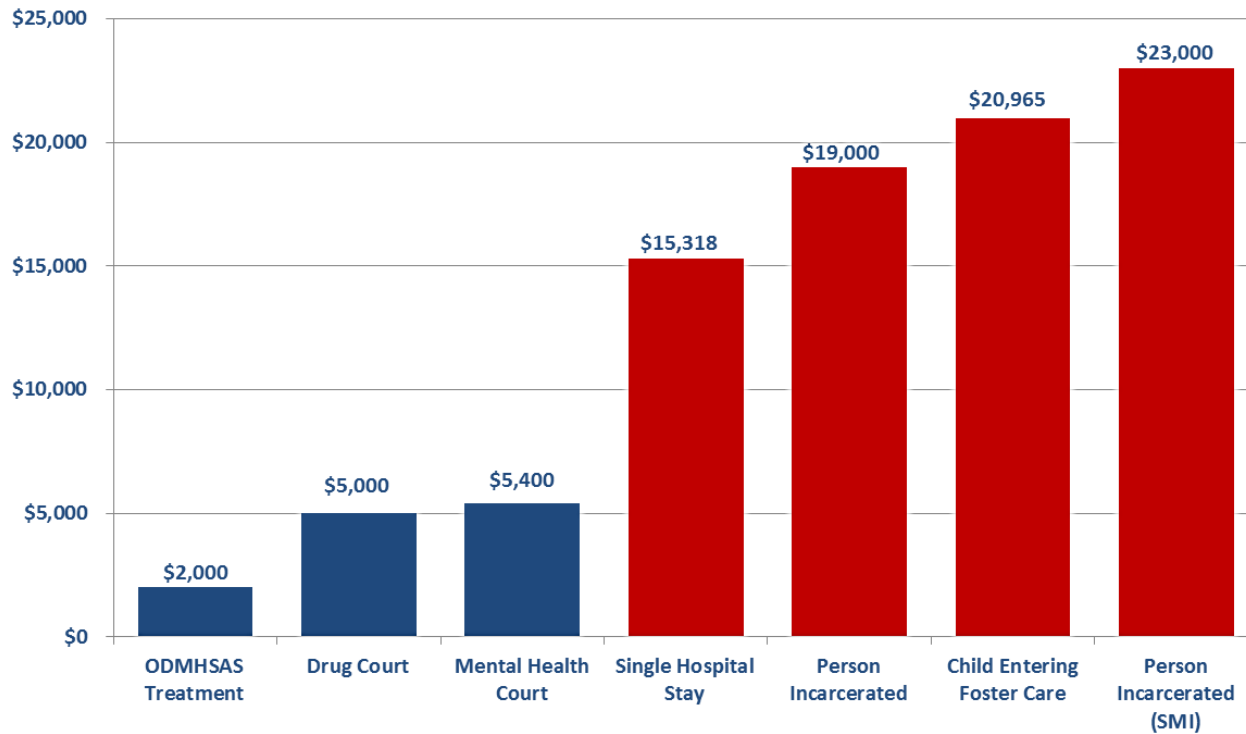
**There has been targeted investment and support
from the Governor and legislative leaders**

- Still, we as a state have struggled to invest in treatment services at a level sufficient to meet public need. This has resulted in increased negative consequences, and cost, for Oklahoma.
- The greatest cost is in the criminal justice system. These costs can be avoided with better access to treatment delivered before Oklahomans become engaged with the criminal justice system, and through services designed to reduce repeat incidents and future problems for those who have already entered the criminal justice system.
- Primary Impact is the Cost to Incarcerate
- In FY17, there were 9,627 DOC receptions of which approximately 7,000 were for non-violent offenses (almost 75% of prison receptions that year).
- DOC data estimates that 82% (or over 5,700) of all non-violent DOC receptions are individuals with a mental health or substance abuse treatment need.
- The projected growth of our prison population over the next 10 years (growth of 25%) will cost the state nearly \$2 billion. . . **UNLESS**

Negative consequences of untreated mental illness and addiction



Annual Cost Comparison



The cost to treat is significantly less than the cost to incarcerate



Smart on Crime

- To address such issues, ODMHSAS introduced a “Smart on Crime” proposal with interventions across the spectrum of criminal justice engagement.
- Independent studies confirmed the proposal’s merits and ability for the state to avoid millions in future costs if funded in full.
- The proposal was endorsed by numerous law enforcement and community organizations (including the 2008 Oklahoma Academy Town Hall).

ODMHSAS has proposed a “Smart on Crime” proposal to reduce the fiscal impact of untreated mental illness and addiction on the state’s criminal justice system and overall budget



Smart on Crime

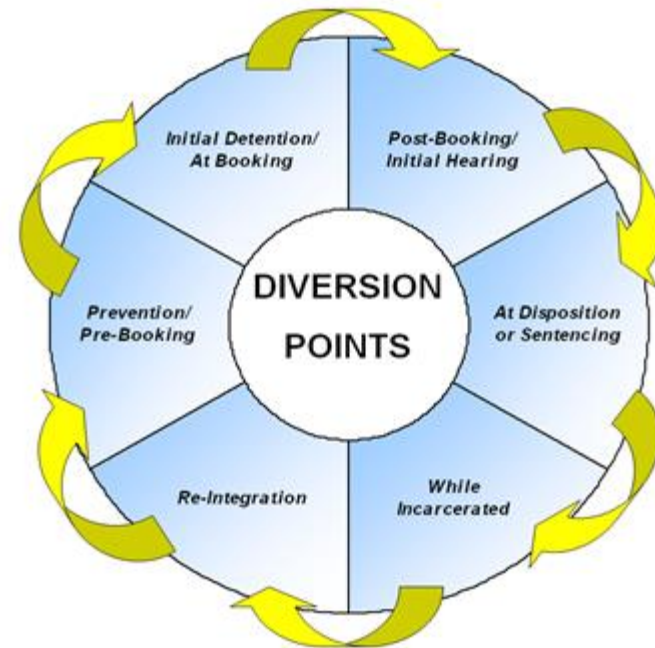
- **The Oklahoma District Attorney's Council**
- **The Oklahoma Sheriff's Association**
- **The Oklahoma Association of Chief's of Police**
- **The Academy for State Goals**
- **The Oklahoma Turning Point Council**

Supporters of "Smart on Crime"

The logo features a black and white photograph of two hands gripping vertical metal bars, symbolizing incarceration. The text "Smart on Crime" is overlaid in white, bold, sans-serif font.

Smart on Crime

- The concept of Smart on Crime is to address mental illness and addiction at any number of diversion points:
 - Prevention/Pre-Booking
 - Initial Detention/At Booking
 - Post-Booking/Initial Hearing
 - At Disposition/Sentencing
 - While Incarcerated
 - Reintegration



The “Smart on Crime” Concept



Smart on Crime

- Over the past four years, ODMHSAS has received over ~~\$10 million~~ **\$15 million** in funding towards an initial \$108,110,000 proposal.
- Funding is intended to create model programs for the diversion of non-violent persons experiencing mental health/substance abuse challenges into structured treatment programs as opposed to engagement in the criminal justice system.
- Intervention is targeted along various points of the criminal justice process, from pre-booking to re-entry, with an objective to intervene and divert at the earliest possible opportunity.

ODMHSAS has proposed a “Smart on Crime” proposal to reduce the fiscal impact of untreated mental illness and addiction on the state’s criminal justice system and overall budget



- Funded to date:
 - **Drug Court Slots** – \$645K to maintain 174 drug court slots that were funded by a BJA competitive grant.
 - **24/7 Emergency Response to Support Law Enforcement and Urgent Care** – \$1Million (\$5M Request) to provide behavioral health support to assist officers with assessing treatment needs and diversion.
 - **Crisis Centers** – \$7.5Million (\$12.5M Request) for three of five needed crisis centers.
 - **SA Residential Treatment** – \$2Million (\$14M Request) for residential services.
 - **Jail Screening** – \$5Million to fully fund screening services to support courts.
 - **Mental Health Court Slots** – Funding for an additional 185 mental health court slots.

The “Smart on Crime” proposal reduces the fiscal impact of untreated mental illness and addiction on the state’s criminal justice system and overall budget



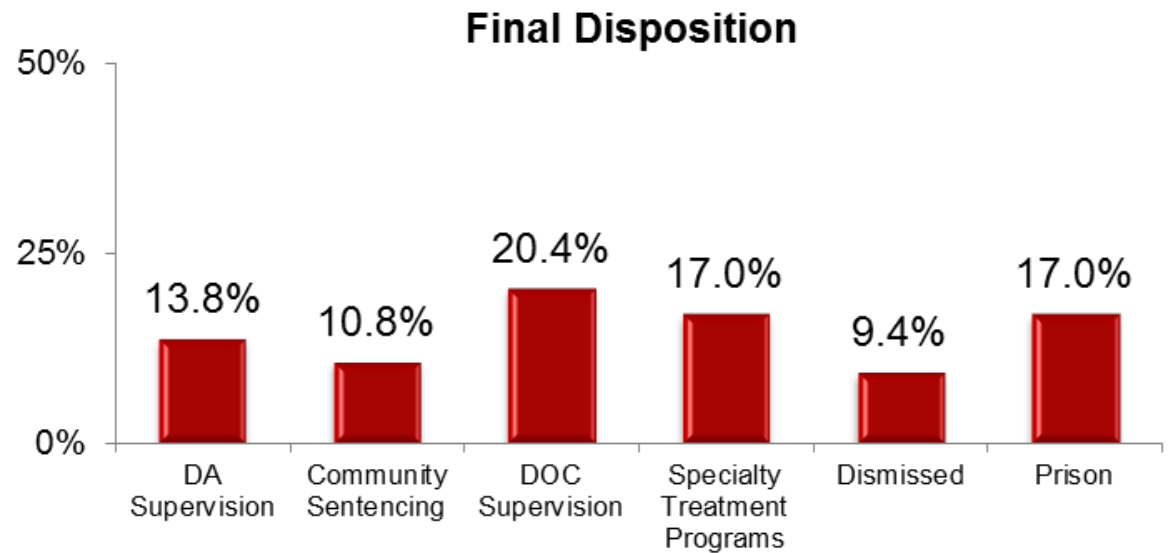
Smart on Crime

- It will take continued and full-investment in the proposal to reap all benefits.
- The services and initiatives outlined in the proposal work.
- In fact, ODMHSAS has proven an ability to implement programs within the criminal justice system that have demonstrated cost-effectiveness and results.

ODMHSAS has proposed a “Smart on Crime” proposal to reduce the fiscal impact of untreated mental illness and addiction on the state’s criminal justice system and overall budget



- By serving as central screening hubs, county jail-based screenings save diversion program resources and avoid duplicative assessment processes!
- 22,838 felony defendants screened in 37 counties!
- 18,884 final dispositions have been recorded.



Offender Screening



Smart on Crime

- Outcomes from some of the participating counties:
 - Offender Screening has reduced the average time an offender spends awaiting sentencing by 57 days. Resulting in \$15.5 million in jail day savings.
 - Counties without offender screening experienced an increase in non-violent prison receptions that was approximately 8.5 times higher than counties with screening. If the counties without screening had prison receptions that were similar to those found in counties with screening, this would have resulted in 683 fewer inmates at a cost savings of \$13 Million.
 - Counties without offender screening experienced an increase in the percentage of non-violent prison receptions that was approximately twice that of counties with offender screening.
 - (Tulsa County) An 87% decrease in the length of time offenders spent in jail (from 31 days pre-implementation to 4 post-implementation).
 - (Tulsa County) A \$2.2 Million reduction in the cost to incarcerate offenders (\$2,532,717 pre-implementation to \$326,802 post-implementation).
 - (Pontotoc County) A 72% decrease in length of time from arrest to Drug Court Admission (from 221.5 days pre-implementation to 61.7 days post-implementation).

Offender Screening



- The NorthCare Day Reporting Center is a pre-trial program designed to serve seriously mentally ill persons and individuals with co-occurring mental health and addiction disorders in the custody of the Oklahoma County Sheriff and are awaiting sentencing for appropriate criminal offenses.
- The savings from Day Reporting participants not awaiting sentencing in jail (\$7,056,377) equates to adding an additional 9 peace officers to the local law enforcement agencies for each year that this program has operated (began in 2005).

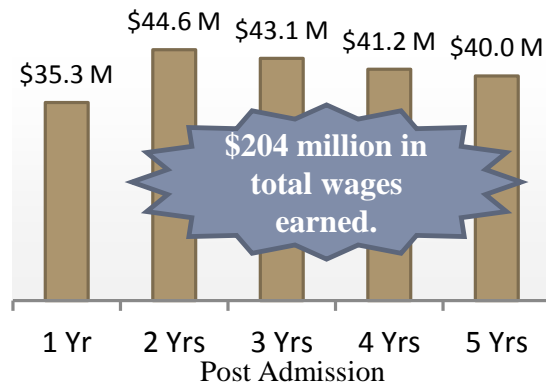


Day Reporting

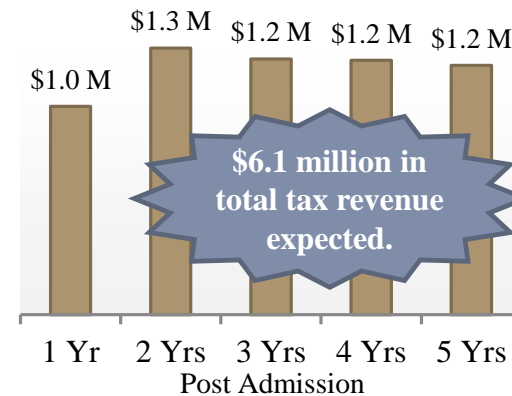


- The annual cost of drug court is \$5,000 compared to \$19,000 for incarceration. That alone is a significant benefit. But, what really tells the story are the improved outcomes.

**Annual Wages Earned
by 4,076 Graduates from FY'10 – FY'12**



**Annual Taxes Expected to be Paid
by 4,076 Graduates from FY'10 – FY'12**



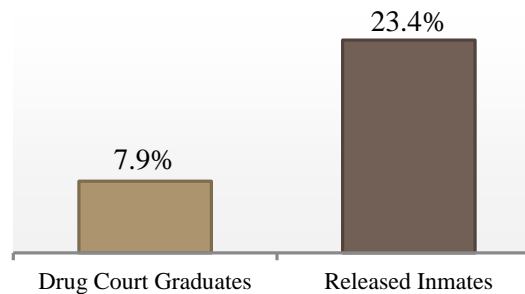
- Had these graduates been incarcerated, instead of in drug court, it would have cost the state \$774.4 million (average sentence of three years each).

Drug Courts



- There are much lower rates of incarceration for drug court graduates compared to released inmates.

Low Incarceration Rate
Among 8,545 Graduates 3 Years Out Since 2001



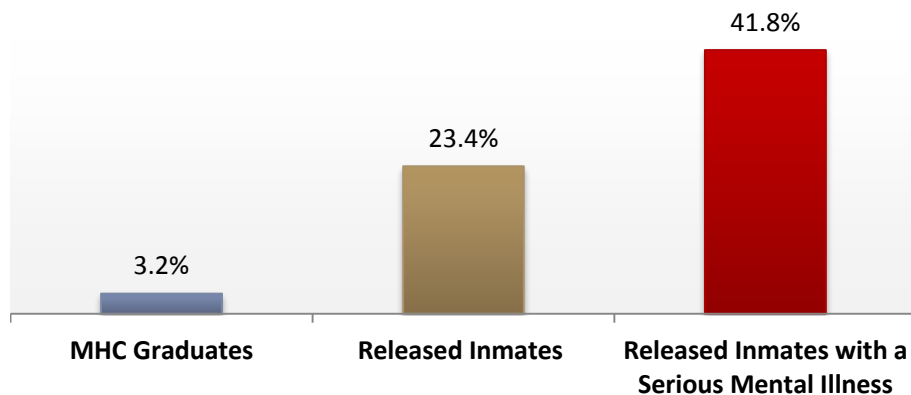
- In addition to a 95.4% drop in unemployment and a 119.3% jump in monthly income; a 81.1% increase in participants who are able to again live with their children; and, a 116.7% in participants with private health insurance.

Drug Courts



- There are much lower rates of incarceration for mental health court graduates compared to released inmates and released inmates with a Serious Mental Illness.

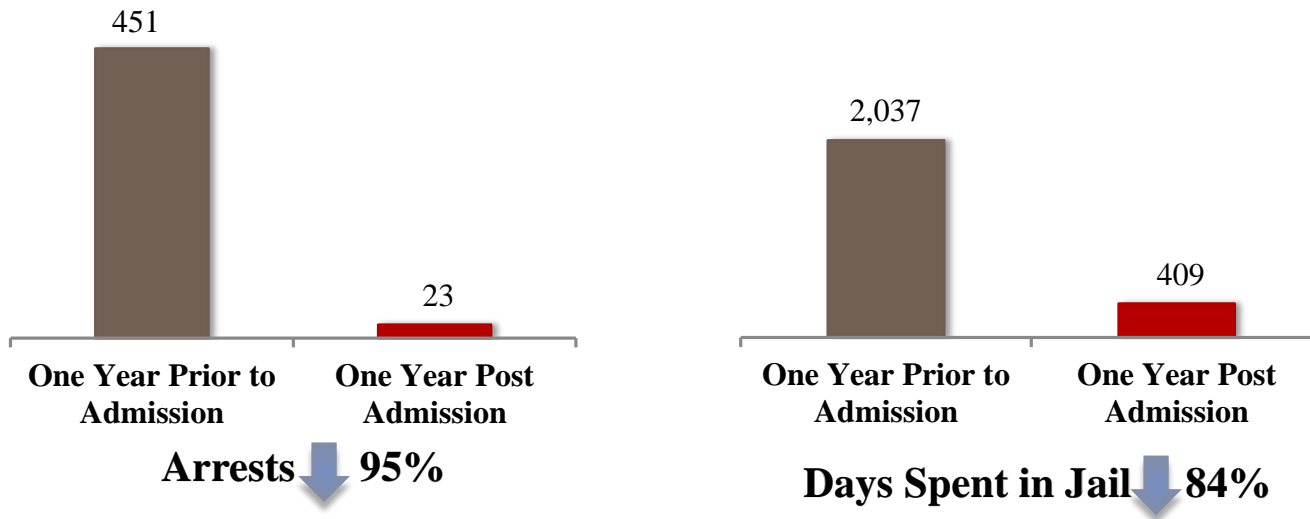
**Low Incarceration Rate
Among 434 Graduates Out an Average of 3 Years**



Mental Health Courts



- While there are not as many Mental Health Courts as there are Drug Courts, these programs are no less impressive when it comes to delivering results.

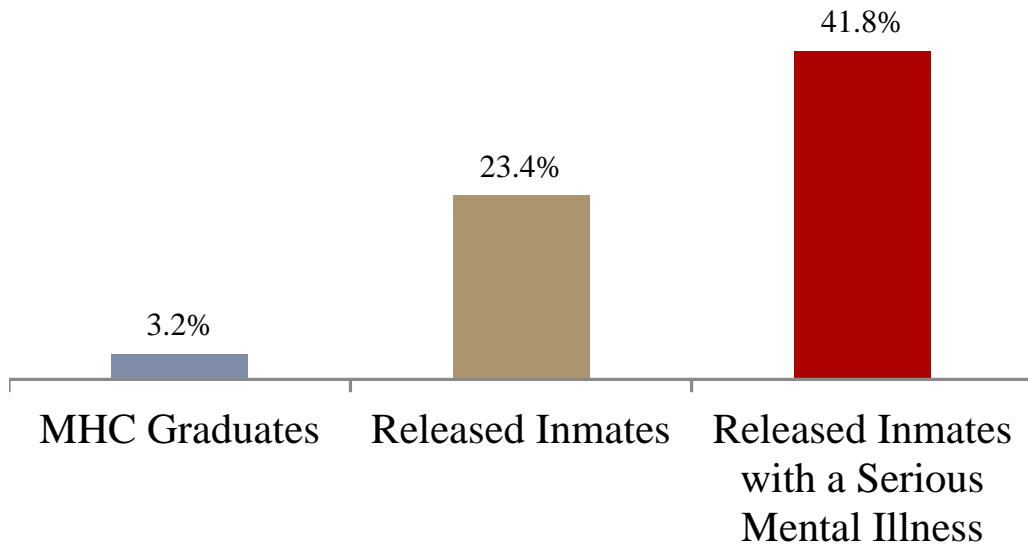


Based on outcome comparisons for FY 16-17 Mental Health Court graduates.

Mental Health Courts



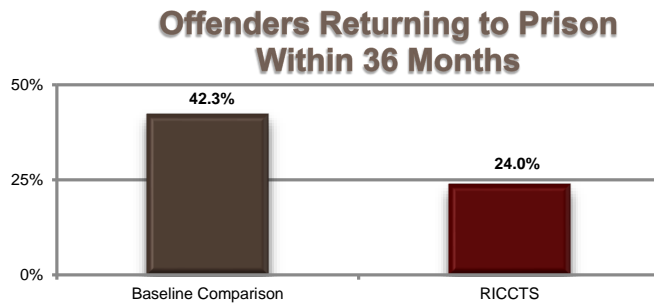
Low Incarceration Rate Among 434 Graduates Out an Average of 3 Years



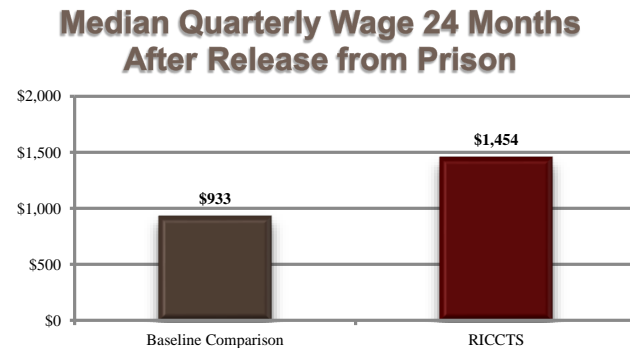
Mental Health Courts



- Re-Entry Intensive Care Coordination Teams (RICCTS) provide treatment services in the community to persons discharged from prison. The ultimate goal of the MHRP is recovery.



Return to prison for RICCTS participants was approximately 40% than baseline comparison.



RICCTS offenders had a higher reported income 24 months after release, averaging over \$500 (or 56%) more than the baseline comparison group.

Re-Entry Programs

- Continued investment in mental health and substance abuse services will benefit Oklahoma families and the state as a whole.
- A “Smart on Crime” approach in particular will create an opportunity for the state to avoid millions of dollars in future expenses related to the criminal justice system...eventually paying for itself and even providing a hefty positive return on the overall investment.
- Continued inability to address the treatment needs of all Oklahomans will result in continued (and expanded) negative outcomes impacting the states overall health, economic development and public safety.

Conclusion

- According to a report prepared by the Oklahoma Senate staff (Author: Timothy Quinton Dilbeck), implementation of the Smart on Crime proposal over a five-year period will result in:
 - An **11,200 person reduction** to the DOC inmate population.
 - A **\$233 Million** net gain cost savings/avoidance to the state.
 - And, a **\$123 Million** annual cost savings/avoidance for every year beyond the initial five years.
- The current proposal for full implementation of the “Smart on Crime” package estimates an additional investment of \$96,610,000 annually.
- By the third-year of full implementation it is expected that the cost of the program will be offset by cost savings.

Conclusion

A RESOLUTION FOR THE CITY COUNCIL OF THE CITY OF MIDWEST CITY RELATING TO SUPPORTING THE “SMART ON CRIME APPROACH”. DEVELOPED BY THE OKLAHOMA DEPARTMENT OF MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES (ODMHSAS), WHICH COULD CREATE AN OPPORTUNITY FOR THE STATE AND MIDWEST CITY TO AVOID MILLIONS OF DOLLARS IN FUTURE LAW ENFORCEMENT AND CRIMINAL JUSTICE EXPENSES, ALONG WITH OTHER EXPENSES THAT RESULT FROM UNTREATED BRAIN DISEASE, IN ADDITION TO IMPROVING THE LIVES OF THOUSANDS UPON THOUSANDS OF OKLAHOMA FAMILIES.

- WHEREAS, mental illness and addiction are experienced by one in four Oklahomans; and
- Because a far too great and unacceptable number of these Oklahomans, due to their inability to access needed services, end up in crisis situations and/or involved in the criminal justice system; and
- WHEREAS, Oklahoma now has the highest incarceration rate in the country for both men and women, with up to 75% of the approximately 10,000 annual Oklahoma Department of Corrections receptions being non-violent offenses, the majority of which are individuals with untreated mental illness or addiction; and
- Knowing that the growing cost to incarcerate is unsustainable if left unchecked and unaddressed, and that these costs significantly hamper and detract from other needed public services... and cost significantly more than what it would cost to provide the needed treatment services that would have kept these individuals out of prison in the first place; and
- WHEREAS, there are proven strategies and opportunities to engage Oklahomans with needed mental health and substance use services before they end up in the back of a police car or in a jail cell, before they become heavily engaged in the criminal justice system, before they enter prison, during incarceration and/or after incarceration when reentering the community; and,

- WHEREAS, continued inability to address the treatment needs of all Oklahomans will result in continued (and expanded) negative outcomes impacting the state’s overall health, economic development and public safety; and
- WHEREAS, the City of Midwest City, the Midwest City Police Department and our citizens recognize these facts and are determined to support proven, effective and efficient means of criminal justice diversion that involve early intervention and access to appropriate mental health and substance use treatment services; and
- WHEREAS, a “Smart on Crime” approach, as has been developed by the Oklahoma Department of Mental Health and Substance Abuse Services (ODMHSAS), would create an opportunity for the state (and our community) to avoid millions of dollars in future law enforcement and criminal justice expenses, along with other expenses that result from untreated brain disease, in addition to improving the lives of thousands upon thousands of Oklahoma families; and
- **NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Midwest City:
 1. The City of Midwest City enthusiastically endorses the ODMHSAS Smart on Crime Initiative and believes that it is a path to bettering our community and our state.
 2. That this resolution shall take effect and be in full force from and after its passage as provided by law.

PASSED and APPROVED by the City of Midwest City this 22rd day of January, 2019.

CITY OF MIDWEST CITY, OKLAHOMA

MATTHEW D. DUKES II, Mayor

ATTEST:

SARA HANCOCK, City Clerk

APPROVED as to form and legality this _____ day of _____, 2019.

HEATHER POOLE, City Attorney



NEW BUSINESS/
PUBLIC DISCUSSION





EXECUTIVE SESSION





City Attorney
Heather M. Poole
100 N. Midwest Blvd.
Midwest City, OK 73110
hpoole@midwestcityok.com
Office: 405-739-1203 / Fax: 405-739-1208
www.midwestcityok.org

MEMORANDUM

TO: Honorable Mayor and Council

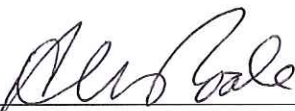
FROM: Heather M. Poole, City Attorney

DATE: January 22, 2019

SUBJECT: Discussion and consideration of entering into executive session as allowed under 25 O.S., § 307(B)(7) to be briefed on information where public disclosure will violate confidentiality requirements.

Appropriate information will be disbursed at the meeting.

Respectfully,



City Attorney, Heather Poole



MUNICIPAL AUTHORITY AGENDA



The 6:00 PM meetings will be shown live on Channel 20.



The recorded video will be available on Youtube and the City's website within 48 hours at www.youtube@midwestcityok.org.



The meeting minutes and video can be found on the City's website in the Agenda Center: <https://midwestcityok.org/AgendaCenter>.



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MIDWEST CITY

MUNICIPAL AUTHORITY AGENDA

City Hall - Midwest City Council Chambers, 100 N. Midwest Boulevard

January 22, 2019 - 6:01 PM

- A. CALL TO ORDER.
- B. DISCUSSION ITEMS.
1. Discussion and consideration of approving the minutes of the regular meeting of January 8, 2019 as submitted. (City Clerk - S. Hancock)
 2. Discussion and consideration of accepting the report on the current financial condition of the Sheraton Midwest City Hotel at the Reed Center for the period ending December 31, 2018. (City Manager - T. Lyon)
- C. NEW BUSINESS/PUBLIC DISCUSSION. The purpose of the "Public Discussion Section" of the Agenda is for members of the public to speak to the Authority on any Subject not scheduled on the Regular Agenda. The Authority shall make no decision or take any action, except to direct the City Manager to take action, or to schedule the matter for discussion at a later date. Pursuant to the Oklahoma Open Meeting Act, the Authority will not engage in any discussion on the matter until that matter has been placed on an agenda for discussion. **THOSE ADDRESSING THE AUTHORITY ARE REQUESTED TO STATE THEIR NAME AND ADDRESS PRIOR TO SPEAKING TO THE AUTHORITY.**
- D. ADJOURNMENT.





DISCUSSION ITEMS



A notice for the regular Midwest City Municipal Authority was filed for the calendar year with the City Clerk of Midwest City. Public notice of this agenda was accessible at least 24 hours before this meeting at City Hall and on the Midwest City website (www.midwestcityok.org).

Midwest City Municipal Authority Minutes

January 8, 2018 – 6:01 PM

This meeting was held in the Midwest City Council Chamber in City Hall, 100 N. Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma.

Chairman Matt Dukes called the meeting to order at 7:30 PM with the following members present: Trustees Pat Byrne, Española Bowen, Sean Reed, Christine Allen, and Jeff Moore; and Secretary Sara Hancock. Absent: Susan Eads.

Consent Agenda. Byrne made a motion to approve the Consent Agenda, as submitted, seconded by Bowen. Voting aye: Byrne, Bowen, Reed, Allen, Moore, and Chairman Dukes. Nay: none. Absent: Eads. Motion carried.

1. Discussion and consideration of approving the minutes of the staff briefing and regular meeting of December 11, 2018 as submitted.
2. Discussion and consideration of accepting the report on the current financial condition of the Sheraton Midwest City Hotel at the Reed Center for the period ending November 30th, 2018.
3. Discussion and consideration of rejecting all bids for the one hundred fifty (150) LED Hospitality Televisions with Pro Idiom Technology for the Midwest City Sheraton Hotel.

NEW BUSINESS/PUBLIC DISCUSSION.

There was no new business or public discussion.

ADJOURNMENT.

There being no further business, Chairman Dukes closed the meeting at 7:31 PM.

ATTEST:

MATTHEW D. DUKES II, Chairman

SARA HANCOCK, Secretary



THE CITY OF
MIDWEST CITY

MEMORANDUM

TO: Honorable Chairman and Trustees
Midwest City Municipal Authority

FROM: Tim Lyon, Assistant City Manager

DATE: January 22, 2019

RE: Discussion and consideration of accepting the report on the current financial condition of the Sheraton Midwest City Hotel at the Reed Center for the period ending December 31, 2018.

This item is on the agenda at the request of the Authority. Attached to this memorandum is information concerning the status of the Sheraton Midwest City Hotel at the Reed Center.

Any time you have a question concerning the conference center and hotel, please feel free to contact me at 739-1201.

Tim L. Lyon

Tim Lyon
Assistant City Manager

Attachment (1)

SHERATON MIDWEST CITY HOTEL AT THE REED CENTER

Fiscal Year 2018-2019

	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19
Revenue												
Budgeted (MTD)	341,442	447,668	431,838	532,961	405,584	317,691						
Actual (MTD)	384,934	454,587	328,389	590,459	430,083	315,262						
Budgeted (YTD)	341,442	789,110	1,220,948	1,753,909	2,159,493	2,477,184						
Actual (YTD)	384,934	839,521	1,167,910	1,758,369	2,188,452	2,503,714						

Expenses												
Budgeted (MTD)	418,478	449,923	421,755	478,040	410,232	400,674						
Actual (MTD)	418,401	431,481	383,381	506,459	399,967	346,444						
Budgeted (YTD)	418,478	863,401	1,285,156	1,763,196	2,173,428	2,574,102						
Actual (YTD)	418,401	849,882	1,233,263	1,739,721	2,139,688	2,486,132						

Revenue vs. Expenses												
Budgeted (MTD)	(77,036)	2,745	10,083	54,921	(4,648)	(82,983)						
Actual (MTD)	(33,467)	23,106	(54,992)	84,000	30,117	(31,182)						
Budgeted (YTD)	(77,036)	(74,291)	(64,208)	(9,287)	(13,935)	(96,918)						
Actual (YTD)	(33,467)	(10,361)	(65,353)	18,648	48,764	17,582						

Key Indicators												
Hotel Room Revenue	243,661	218,190	192,145	252,000	200,126	94,847						
Food and Banquet Revenue	114,062	191,794	115,059	291,647	183,751	189,707						

Fiscal Year 2017-2018

Revenue												
Budgeted (MTD)	345,872	508,778	430,804	639,312	424,595	308,205	303,680	379,330	547,825	516,519	495,730	425,810
Actual (MTD)	324,600	469,661	409,957	620,373	440,973	298,992	237,909	395,947	529,803	530,409	402,933	502,338
Budgeted (YTD)	372,126	854,650	1,285,454	1,924,766	2,349,361	2,657,566	2,961,246	3,340,576	3,888,401	4,404,920	4,900,650	5,326,460
Actual (YTD)	324,600	794,261	1,204,218	1,824,592	2,265,564	2,564,556	2,802,465	3,198,412	3,728,215	4,258,624	4,661,557	5,163,895

Expenses												
Budgeted (MTD)	345,872	474,833	419,305	526,754	414,341	383,878	389,188	392,180	494,172	482,514	455,507	418,995
Actual (MTD)	398,222	466,528	391,915	410,925	430,597	434,233	326,576	366,587	482,215	465,386	418,445	482,536
Budgeted (YTD)	345,126	846,959	1,266,264	1,793,018	2,207,359	2,591,237	2,980,425	3,372,605	3,866,777	4,349,291	4,804,798	5,223,793
Actual (YTD)	398,222	864,750	1,256,665	1,667,591	2,098,188	2,532,421	2,858,997	3,225,584	3,707,800	4,173,185	4,591,630	5,074,166

Revenue vs. Expenses												
Budgeted (MTD)	(26,254)	33,945	11,499	112,558	10,254	(75,373)	(85,508)	(12,850)	53,653	34,005	40,223	6,815
Actual (MTD)	(73,622)	3,133	18,042	209,448	10,375	(135,242)	(88,666)	29,360	47,587	65,023	(15,512)	19,802
Budgeted (YTD)	(26,254)	7,691	19,190	131,748	142,002	66,329	(19,179)	(32,029)	21,624	55,629	95,852	102,667
Actual (YTD)	(73,622)	(70,489)	(52,447)	157,001	167,376	32,134	(56,532)	(27,172)	20,415	85,439	69,926	89,729



NEW BUSINESS/
PUBLIC DISCUSSION





MEMORIAL HOSPITAL AUTHORITY AGENDA



The 6:00 PM meetings will be shown live on Channel 20.



The recorded video will be available on Youtube and the City's website within 48 hours at www.youtube@midwestcityok.org.



The meeting minutes and video can be found on the City's website in the Agenda Center: <https://midwestcityok.org/AgendaCenter>.



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MIDWEST CITY

MEMORIAL HOSPITAL AUTHORITY AGENDA

City Hall - Midwest City Council Chambers, 100 N. Midwest Boulevard

January 22, 2019 - 6:02 PM

- A. CALL TO ORDER.
- B. CONSENT AGENDA. These items are placed on the Consent Agenda so that the Trustees, by unanimous consent, can approve routine agenda items by one motion. If any item proposed does not meet with approval of all Trustees, or members of the audience wish to discuss an item, it will be removed and heard in regular order.
1. Discussion and consideration of approving the minutes of the regular meeting of January 8, 2019, as submitted. (City Clerk - S. Hancock)
 2. Discussion and consideration of supplemental budget adjustments to the following fund for FY 2018-2019, increase: Sooner Rose TIF Fund, expenses/Hospital Authority (90) \$24,000. (Finance - C. Barron)
- C. DISCUSSION ITEM.
1. Discussion and consideration of action to reallocate assets, change fund managers or make changes in the Statement of Investment Policy, Guidelines and Objectives. (City Manager - G. Henson)
- D. NEW BUSINESS/PUBLIC DISCUSSION. The purpose of the "Public Discussion Section" of the Agenda is for members of the public to speak to the Authority on any Subject not scheduled on the Regular Agenda. The Authority shall make no decision or take any action, except to direct the City Manager to take action, or to schedule the matter for discussion at a later date. Pursuant to the Oklahoma Open Meeting Act, the Authority will not engage in any discussion on the matter until that matter has been placed on an agenda for discussion. THOSE ADDRESSING THE AUTHORITY ARE REQUESTED TO STATE THEIR NAME AND ADDRESS PRIOR TO SPEAKING TO THE AUTHORITY.
- E. EXECUTIVE SESSION.
1. Discussion and consideration of 1) entering into executive session, as allowed under 25 O.S. § 307(B)(3), to discuss the purchase or appraisal of real property; and 2) in open session, authorizing the general manager/administrator to take action as appropriate based on the discussion in executive session.
- F. ADJOURNMENT.



CONSENT AGENDA



A notice for the regular Midwest City Memorial Hospital Authority was filed for the calendar year with the City Clerk of Midwest City. Public notice of this agenda was accessible at least 24 hours before this meeting at City Hall and on the Midwest City website (www.midwestcityok.org).

Midwest City Memorial Hospital Authority Minutes

January 8, 2018 – 6:02 pm

This meeting was held in the Midwest City Council Chambers at City Hall, 100 North Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma. Chairman Matt Dukes called the meeting to order at 7:31 PM with the following members present: Trustees Susan Eads, Pat Byrne, Española Bowen, Sean Reed, Christine Allen, and Jeff Moore; and Secretary Sara Hancock. Absent: none.

CONSENT AGENDA. Allen made a motion to approve the consent agenda, as submitted, seconded by Byrne. Voting aye: Eads, Byrne, Bowen, Reed, Allen, Moore, and Chairman Dukes. Nay: none. Absent: none. Motion carried.

1. Discussion and consideration of approving the minutes of the staff briefing, and regular meeting of December 11, 2018, as submitted.
2. Discussion and Consideration of Approving the Fifth Amendment to the Sooner Rose Phase II - Theatre Development Financing Assistance Agreement with MWC Warren Theatre, Inc.

DISCUSSION ITEM.

1. **Discussion and consideration of action to reallocate assets, change fund managers or make changes in the Statement of Investment Policy, Guidelines and Objectives.** No action needed.

NEW BUSINESS/PUBLIC DISCUSSION. There was no new business or public discussion.

EXECUTIVE SESSION.

1. **Discussion and consideration of 1) entering into executive session, as allowed under 25 O.S. § 307(C)(10), to confer on matters pertaining to economic development, including the transfer of property, financing or the creation of a proposal to entice a business to remain or to locate within the City, and 2) in open session, authorizing the general manager/administrator to take action as appropriate based on the discussion in executive session.**

At 7:33 PM, Reed made a motion to enter into executive session, seconded by Eads. Voting aye: Eads, Byrne, Bowen, Reed, Allen, Moore, and Chairman Dukes. Nay: none. Absent: none. Motion carried.

At 7:49 PM, Eads made a motion to return to open session, seconded by Reed. Voting aye: Eads, Byrne, Bowen, Reed, Allen, Moore, and Chairman Dukes. Nay: none. Absent: none. Motion carried. No action needed.

ADJOURNMENT. There being no further business, Chairman Dukes adjourned the meeting at 7:50 PM.

ATTEST:

MATTHEW D. DUKES II, Chairman

SARA HANCOCK, Secretary



Midwest City Memorial Hospital Authority

100 North Midwest Boulevard
Midwest City, Oklahoma 73110
(405) 739-1207 Fax (405) 739-1208 TDD (405) 739-1359
E-mail: ghenson@midwestcityok.org

MEMORANDUM

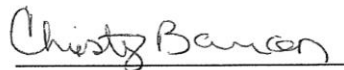
TO: Honorable Chairman and Trustees

FROM: Christy Barron, Treasurer/Finance Director

DATE: January 22, 2019

SUBJECT: Discussion and consideration of supplemental budget adjustments to the following fund for FY 2018-2019, increase: Sooner Rose TIF Fund, expenses/Hospital Authority (90) \$24,000.

The supplement is needed to budget expenses from fifth amendment to Warren Theater Development Financing Assistance Agreement.



Christy Barron
Finance Director

SUPPLEMENTS

January 22, 2019

Fund SOONER ROSE TIF (352)		BUDGET AMENDMENT FORM Fiscal Year 2018-2019			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
90	Hospital Authority			24,000	
		<u>0</u>	<u>0</u>	<u>24,000</u>	<u>0</u>

Explanation:
To budget expenses from fifth amendment to Warren Theater Development Financing Assistance Agreement. Funding to come from fund balance.



DISCUSSION ITEM





Midwest City Memorial Hospital Authority
100 North Midwest Boulevard
Midwest City, Oklahoma 73110
Office (405) 739-1207/Fax (405) 739-1208
www.midwestcityok.org

MEMORANDUM

To: Honorable Chairman and Trustees

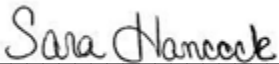
From: Sara Hancock, Secretary

Date: January 22, 2019

Subject: Discussion and consideration of action to reallocate assets, change fund managers or make changes in the Statement of Investment Policy, Guidelines and Objectives.

Jim Garrels, President, Fiduciary Capital Advisors, asked staff to put this item on each agenda in the event the Hospital Authority's investments need to be reallocated, an investment fund manager needs to be changed or changes need to be made to the Statement of Investment Policy on short notice.

Action is at the discretion of the Authority.


Sara Hancock, Secretary



NEW BUSINESS/
PUBLIC DISCUSSION





EXECUTIVE SESSION





Acting City Manager
100 N. Midwest Blvd.
Midwest City, OK 73110
tlyon@midwestcityok.org
Office: 405-739-1201/Fax: 405-739-1208
www.midwestcityok.org

MEMORANDUM

TO: Honorable Chairman and Trustees

FROM: Tim Lyon, Acting City Manager

DATE: January 22, 2019





SUBJECT: Discussion and consideration of 1) entering into executive session, as allowed under 25 O.S. § 307(B)(3), to discuss the purchase or appraisal of real property; and 2) in open session, authorizing the general manager/ administrator to take action as appropriate based on the discussion in executive session.

Appropriate information will be dispersed during executive session.

Tim Lyon, Acting City Manager



ECONOMIC DEVELOPMENT COMMISSION AGENDA

-  6:00 PM meetings will be shown live on Channel 20.
-  The recorded video will be available on Youtube and the City's website within 48 hours at www.youtube@midwestcityok.org.
-  The meeting minutes and video can be found on the City's website in the Agenda Center: <https://midwestcityok.org/AgendaCenter>.
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MIDWEST CITY

SPECIAL ECONOMIC DEVELOPMENT COMMISSION AGENDA

City Hall - Midwest City Council Chambers, 100 N. Midwest Boulevard

January 22, 2019 - 6:03 PM

- A. CALL TO ORDER.
- B. CONSENT AGENDA. These items are placed on the Consent Agenda so the Commissioners, by unanimous consent, can approve routine agenda items by one motion. If any item proposed does not meet with approval of all Commissioners, or members of the audience wish to discuss an item, it will be removed and heard in regular order.
1. Discussion and consideration of approving the minutes of the staff briefing, and regular meetings of October 9, 2018, as submitted. (City Clerk - S. Hancock)
 2. Discussion and consideration of the 4th Quarter 2018 Economic Development Activity Report ending December 31, 2018. (Economic Development - R. Coleman)
 3. Discussion of the Convention and Visitors Bureau Quarterly Activity Report for the period ending December 31, 2018. No action is necessary; this item is presented for informational and discussion purposes only. (CVB – V. Sullivan)
 4. Discussion and consideration of accepting the Midwest City Chamber of Commerce's quarterly report for the period ending December 31, 2018. (City Manager - G. Henson)
- C. NEW BUSINESS/PUBLIC DISCUSSION. The purpose of the "Public Discussion Section" of the Agenda is for members of the public to speak to the Commission on any Subject not scheduled on the Regular Agenda. The Commission shall make no decision or take any action, except to direct the City Manager to take action, or to schedule the matter for discussion at a later date. Pursuant to the Oklahoma Open Meeting Act, the Commission will not engage in any discussion on the matter until that matter has been placed on an agenda for discussion. **THOSE ADDRESSING THE COMMISSION ARE REQUESTED TO STATE THEIR NAME AND ADDRESS PRIOR TO SPEAKING TO THE COMMISSION.**
- D. ADJOURNMENT.





CONSENT AGENDA



A notice for staff briefings of the Midwest City Economic Development Commission was filed for the calendar year with the City Clerk of Midwest City. Public notice of this agenda was accessible at least 24 hours before this meeting at City Hall and on the Midwest City website (www.midwestcityok.org).

**MINUTES OF THE STAFF BRIEFING FOR THE MIDWEST CITY
ECONOMIC DEVELOPMENT COMMISSION MEETING**

October 9, 2018 - 6:00 PM

This regular meeting was held in the Midwest City Council Conference Room on the second floor of City Hall, 100 North Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma.

Chairman Matthew Dukes called the meeting to order at 6:30 PM with the following members present: Commissioners Española Bowen, Sean Reed, and Jeff Moore; and Secretary Sara Hancock. Absent: Susan Eads, Pat Byrne, and Christine Allen.

Discussion.

Clarification of agenda items, handouts, and presentation of new or additional information for items on the Special Economic Development Commission agenda for October 9, 2018.
The Trustees had no questions regarding the individual agenda items.

Chairman Dukes adjourned the meeting at 6:31 PM.

ATTEST:

MATTHEW D. DUKES II, Chairman

SARA HANCOCK, Secretary

A notice for the regular meetings of the Midwest City Economic Development Commission was filed for the calendar year with the City Clerk of Midwest City. Public notice of this agenda was accessible at least 24 hours before this meeting at City Hall and on the Midwest City website (www.midwestcityok.org).

**MINUTES OF THE MIDWEST CITY
ECONOMIC DEVELOPMENT COMMISSION MEETING**

October 9, 2018 - 7:03 PM

This regular meeting was held in the Midwest City Council Chambers, 100 North Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma.

Chairman Matt Dukes called the meeting to order at 7:35 PM with the following members present: Commissioners Española Bowen, Sean Reed, and Jeff Moore; and Secretary Sara Hancock. Absent: Susan Eads, Pat Byrne, and Christine Allen.

Consent Agenda. Bowen made a motion to approve the Consent Agenda, as submitted, seconded by Reed. Voting aye: Bowen, Reed, Moore, and Chairman Dukes. Nay: none. Absent: Eads, Byrne, and Allen. Motion carried.

1. Discussion and consideration of approving the minutes of the staff briefing, and regular meetings of August 28, 2018, as submitted.
2. Discussion and consideration of the 3rd Quarter 2018 Economic Development Activity Report ending September 30, 2018.
3. Discussion of the Convention and Visitors Bureau Quarterly Activity Report for the period ending September 30, 2018. No action is necessary; this item is presented for informational and discussion purposes only.
4. Discussion and consideration of accepting the Midwest City Chamber of Commerce's quarterly report for the period ending September 30, 2018.

New Business/Public Discussion.

There was no new business or public discussion.

Adjournment.

There being no further business, Chairman Dukes adjourned the meeting at 7:35 PM.

ATTEST:

MATTHEW D. DUKES II, Chairman

SARA HANCOCK, Secretary



Economic Development Department
100 N. Midwest Boulevard
Midwest City, OK 73110
Office: (405) 739-1218
rcoleman@MidwestCityOK.org

MEMORANDUM

TO: Midwest City Economic Development Commission

FROM: Robert Coleman, Director of Economic Development

DATE: January 22, 2019

SUBJECT: Discussion and consideration of the 4th Quarter 2018 Economic Development Activity Report ending December 31, 2018.

No action is necessary; this item is presented for informational and discussion purposes only.

Please direct any question concerning the report to my office (405/739-1218).

A handwritten signature in cursive script, appearing to read "R. Coleman", is written above a horizontal line.

Robert Coleman
Director of Economic Development

Attachment: 4th Quarter 2018 Economic Development Activity Report



MIDWEST CITY

O K L A H O M A

4th Quarter 2018 Economic Development Report

General Outlook

Nationwide, unemployment is at a 49-year low but economists are concerned as incomes struggle to keep pace with inflation. The American economy has seen a lot of recent job growth, but it is not creating enough living wage employment. Primary jobs or, as they are sometimes called, "export income" jobs are defined as those which produce goods and services in excess of what can be consumed in the local marketplace, and these positions typically pay well above regional average. Many feel opportunity zones will be the catalyst that accelerates the creation of high paying, primary job growth in 2019.

You may remember our last report outlined the economic development potential held in the 117 opportunity zones ("OZs") designated statewide as part of the Federal Tax Cuts and Jobs Act. Nine months later, we are still awaiting final U.S. Department of Treasury guidelines for investing in OZs. This is of great interest because the Soldier Creek Industrial Park sits in Midwest City's lone OZ and we have a great prospect.

There may be hundreds, perhaps thousands, of other deals across the country awaiting the particulars on administering OZ deals. Investors are confident things will be worked out soon and that some of the estimated \$6 trillion sitting idly on the sidelines will be reintroduced into the U.S. economy. Great reinvestment will spur more primary jobs which, in turn, should increase the amount of disposable income for spending in other sectors of the economy including retail, tourism and hospitality.

The retail sector is still in a spin cycle with some companies growing and others folding (see the 2018 Retail Bankruptcy List on Page 6). National retailers like JCPenney and Gamestop remain in flux and face an uncertain future; meanwhile, more online only retailers are seeing the need for a physical presence. The retail front will likely remain unstable until the e-commerce market share is more precisely defined.

The end of 2018 saw a slight improvement in the hospitality sector. Local eateries seemed to be doing well and hotel occupancies were up on average across the state between 3% - 4%. The bad news: At an average of only \$76 per night, lodging rates remained almost static from 2017's prices. Luxury upscale hotels experienced the greatest gains on return on investment.

We saw our share of new restaurants open in the fourth quarter and we are hoping this progress is reflected in increased sales tax collections. Our first "holiday" check from the Oklahoma Tax Commission was up over 7% above expectations with the second check pending. Let's hope this success continues in 2019!

Please contact my office at (405) 739-1218 with any question.

Respectfully,

A handwritten signature in black ink that reads "Robert Coleman". The signature is fluid and cursive.

Robert Coleman
Director of Economic Development



Acting City Manager
100 N. Midwest Boulevard
Midwest City, OK 73110
tlyon@midwestcityok.org
Office: 405.739.1201/Fax: 405.739.1208
www.midwestcityok.org

MEMORANDUM

TO: Honorable Chairman and Commissioners
Midwest City Economic Development Commission

FROM: Tim Lyon, Acting City Manager

DATE: January 22, 2019

SUBJECT: Discussion of the Convention and Visitors Bureau Quarterly Activity Report for the period ending December 31, 2018. No action is necessary; this item is presented for informational and discussion purposes only.

The Convention and Visitors Bureau has provided the attached report.



Tim Lyon, Acting City Manager



October, November & December 2018

Convention & Visitors Bureau Activities:

The mission of the Convention & Visitors Bureau is to stimulate Midwest City's economic vitality through tourism by positioning and selling the community in partnership with public and private sectors as a premier destination for conventions, tradeshows, corporate meetings, group tours, and individual leisure travel. The CVB offers assistance with site tours and acquiring bids at our hospitality venues and information on special events, dining, catering, entertainment and local attractions.

In pursuit of its mission, the CVB generates increased visitor spending for the overall business community through creative marketing programs, attractive incentive packages, and special events.

- **BUICK CLUB OF AMERICA (BCA)**

Preplanning for the upcoming June 2019 visit is going well. Pete and his committee has come for fam tours and planning sessions. The Sheraton is host hotel and filled up very quickly and room pick up at the other hotels are steady. Progress continues and going as expected. Weekly updates will continue with Vaughn Sullivan.

Our local sponsors to date: The MWC Chamber of Commerce, Hudiburg Auto Group and Rose State College. The BIG open to public car show will be on Saturday, June 15th.

- **Group Business** – The CVB is currently working with a number of groups booked at the Sheraton Midwest City Hotel at the Reed Conference Center. Please note: The CVB does not work with every group booked at the center. The CVB works with groups who seek the CVB's support in a convention services capacity that exceeds reasonable expectations of the conference center staff. This includes; but not limited to, conference planning, welcome bags, exhibitor participation, conference sponsorship, assistance with registration, name tags, welcome speeches, proclamations, transportation to off property events. The CVB welcomes opportunities in grooming accounts, secure repeat bookings, and to offer groups special attention they do not get in other cities. Current bookings, status and value amounts as of January 14, 2019:

7 - Definite Bookings - \$ 398,000

3 - Tentative Bookings - \$ 145,000

4 - Prospect Bookings - \$ 276,000

Total: \$ 819,000

(The CVB has a detailed breakdown of group business upon request. It lists group names, dates and meeting planner names. Due to the nature of the industry, this list is NOT for public posting.)*

- **CVB Marketing Campaigns**

- **Digital**

- **E- newsletter** – Total E-newsletter monthly distribution is over 2500 constant contacts. Each month email addresses from the OTRD monthly report are added.

- **Website** – www.visitmidwestcity.com Online request form for visitors guide directly to CVB. Tourism video is a huge hit.
 - **Social Media – Facebook & Twitter**- posts are made on a regular basis on all social media resources. Some weeks with heavy events or activities multiple posts are made daily.
 - **Cross promote** – Rose State College activities, Hudiburg Chevrolet Center shows & events, Parks & Recreation Activities & Special Events, Shopping, dining and Hotels
 - **Print**
 - The CVB, in partnership with the Parks & Recreation Department have recently taken advantage of several special events cross promotion marketing opportunities. We have had a greater presence in the **Midwest City Beacon**, Choctaw/ Harrah Times & Mustang Times as of late. We have fostered a relationship with MWC Beacon Sales whereas we are a first call for special advertising rates.
 - **Journal Record Bundle** The significantly discounted rates provide a broad scope of advertising opportunities that span multi-departments. The CVB and the Parks & Recreation special events teams benefit most by creatively working together to further maximize our reach by collaborating on all marketing efforts. The discounted package provides an opportunity to feature Midwest City from an economic development perspective in the Location Oklahoma sight selection magazine.
 - The package includes premier placement advertisements in the following publications:
 - Meeting Planner Guide
 - Living in Oklahoma Guide
 - Location Oklahoma – Oklahoma’s site Selection Guide (Econ Develop)
 - Tinker Take Off – Six (6) Full page co-op opportunities as well as 11 half (1/2) page ads in the Tinker Take Off Newspaper
 - Online Weblinks
 - Base Directory and Map presence
 - **FCMA Frontier Country Marketing Assn** – Member, annual travel guide and participates in networking marketing events.
 - **OTRD – Oklahoma Tourism & recreation Department** MWC advertisement in State Travel Guide, Visitors Guide distribution at all state Welcome Centers and online request.
 - **OSAE – Oklahoma Society of Association Executives** – Member and Sponsor (joint sponsorship with the Sheraton Hotel), ad quarterly meeting planner magazine. The CVB and Sheraton joint hosted an exhibit booth at the July Conference tradeshow hosted in Norman. OSAE is the state’s premier organization for meeting planner networking and showcasing meeting facilities and hotels.
 - **OTIA- Oklahoma Travel Industry Association**- Member & Sponsor. The CVB exhibited at this event in May.
- **Cross Promotion & Marketing**- The CVB continues to work close with the Parks & Recreation Dept., the Public Information Office, Rose State College/ Hudiburg Chevrolet Center and the Chamber of Commerce to ensure the overall brand message & public impression of Midwest

City is conveyed as the ideal place work, shop, live, educate and visit. Although the CVB promotes all the aspects of Midwest City; the focus of the CVB is to market, promote position and sell the tourism amenities featured in Midwest City.

- **Special Events** – The CVB continues to serve as a marketing partner for Midwest City special events. All available resources are utilized to promote all Midwest City special events.
- **We are preparing for a very busy 2019 summer.**
 - MIO Festival – New Friday Night Concert May 10 & 11**
 - 2019 Star Spangled Salute Air Show – June 1 & 2**
 - The Buick Club of America 2019 National Meet – June 12-16 – BIG Car show on Saturday, June 15**

Submitted By: Susan MacQuarrie, January 14, 2019



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MEMORANDUM

TO: Honorable Chairman and Commissioners
Midwest City Economic Development Commission

FROM: Tim Lyon, Acting City Manager

DATE: January 22, 2019

SUBJECT: Discussion of the Chamber of Commerce Quarterly Activity Report for the period ending December 31, 2018. No action is necessary; this item is presented for informational and discussion purposes only.

The Midwest City Chamber of Commerce has provided the attached report.



Tim Lyon, Acting City Manager

Midwest City Chamber of Commerce
Quarterly Report
January 15, 2019

The following is a quarterly report of the Midwest City Chamber of Commerce staff's economic development activities for the quarter ending December 31, 2018.

Meetings and Events:

Thursday, October 4, 2018: Chamber Director, 2018 Chamber President, 2019 Chamber President-Elect and Economic Development Director attended the Tinker Leadership Council luncheon with speaker Kevin Stamey, Executive Director, Air Force Sustainment Center.

Friday, October 5, 2018: Chamber Director, Mayor, City Manager, Economic Development Director, 2018 President, and Chamber President-Elect met for monthly City and Chamber update meeting.

Tuesday, October 9, 2018: Chamber Director attended the City Council Pre-Council meeting.

Wednesday, October 17, 2018: Chamber Director attended the Quarterly Economic Development Commission meeting at City Hall.

Wednesday, October 24, 2018: Chamber Director and Economic Development Director attended a Think Tank for Tinker AFB sources at Tinker Business Industrial Park (TBIP).

Friday, October 26, 2018: Chamber Director, Chamber President, and Chamber President-Elect attended Quarterly Luncheon at TBIP with speaker Congressman Tom Cole.

Tuesday, October 30, 2018: Chamber Director, Chamber President, Chamber President-Elect and Economic Development Director attended the Oklahoma Aerospace Summit.

Friday, November 2, 2018: Chamber Director, Mayor, City Manager, Economic Development Director, 2018 President, and Chamber President-Elect met for monthly City and Chamber update meeting.

Friday, November 16, 2018: Chamber Director, Economic Development Director and Small Business Administration Rose State College Rep met with SMC Technology regarding economic development opportunities.

Thursday, November 29, 2018: Chamber Director and Chamber President-Elect met with Boeing representatives regarding Tinker and the Primes Conference.

Friday, December 7, 2018: Chamber Director, Chamber President, Chamber President-Elect and Economic Development Director attended the Tinker Leadership Council with speaker Will Roper, Assistant Secretary of the Air Force, at the Reed Center.

Monday, December 10, 2018: Chamber Director, Chamber President, and Chamber President-Elect attended luncheon at TBIP with speaker Brig Gen Christopher Hill, Commander, Oklahoma City Air Logistics Complex regarding the progress of the KC-46A.

Thursday, December 13, 2018: Chamber staff met with Assistant City Manager regarding the 2019 Tinker and the Primes Conference.

The 2019 Tinker and the Primes Conference, August 13-15, event has inquiries and commitments from 17 exhibitors for the 14th annual event.

Chamber staff has begun securing advertisers and scouting a new location for the I-40 East Billboard.

Chamber staff continues to provide information, referrals, and support necessary for the continued efforts of Economic Development.

Respectfully,

Bonnie Cheatwood
Executive Director
Midwest City Chamber of Commerce



NEW BUSINESS/
PUBLIC DISCUSSION





ECONOMIC DEVELOPMENT AUTHORITY AGENDA



The 6:00 PM meetings will be shown live on Channel 20.



The recorded video will be available on Youtube and the City's website within 48 hours at www.youtube@midwestcityok.org.



The meeting minutes and video can be found on the City's website in the Agenda Center: <https://midwestcityok.org/AgendaCenter>.



To make a special assistance request, call 739-1215 or email pmenefee@midwestcityok.org no less than 24 hours prior to the start of a meeting. If special assistance is needed during a meeting, call 739-1388.



MIDWEST CITY

SPECIAL ECONOMIC DEVELOPMENT AUTHORITY AGENDA

City Hall - Midwest City Council Chambers, 100 N. Midwest Boulevard

January 22, 2019 - 6:04 PM

- A. CALL TO ORDER.
- B. DISCUSSION ITEM.
 - 1. Discussion and consideration of approving the minutes of the staff briefing, and special meeting of November 13, 2018, as submitted. (City Clerk - S. Hancock)
- C. NEW BUSINESS/PUBLIC DISCUSSION.
- D. EXECUTIVE SESSION.
 - 1. Discussion and consideration of 1) entering into executive session, as allowed under 25 O.S. § 307(B)(3), to discuss the purchase or appraisal of real property; and 2) in open session, authorizing the general manager/administrator to take action as appropriate based on the discussion in executive session. (Economic Development – R. Coleman)
- E. ADJOURNMENT.





DISCUSSION ITEM



A notice for this special Midwest City Economic Development Authority meeting was filed with the City Clerk of Midwest City 48 hours prior to the meeting. Public notice of this agenda was accessible at least 24 hours before this meeting at City Hall and on the Midwest City website (www.midwestcityok.org).

Midwest City Economic Development Authority Staff Briefing Special Meeting Minutes

November 13, 2018 – 6:00 PM

This meeting was held in the Midwest City Council Conference room, second floor, in City Hall, 100 N. Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma.

Chairman Matt Dukes called the meeting to order at 6:28 PM with the following members present: Trustees Susan Eads, Pat Byrne, Española Bowen, Christine Allen, and Jeff Moore; and Secretary Sara Hancock. Absent: Sean Reed.

Discussion Items.

Clarification of agenda items, handouts, and presentation of new or additional information for items on the Special Economic Development Authority for November 13, 2018. The Trustees had no questions regarding the individual agenda items.

Chairman Dukes adjourned the meeting at 6:28 PM.

ATTEST:

MATTHEW D. DUKES II, Chairman

SARA HANCOCK, Secretary

A notice for this special Midwest City Economic Development Authority meeting was filed with the City Clerk of Midwest City 48 hours prior to the meeting. Public notice of this agenda was accessible at least 24 hours before this meeting at City Hall and on the Midwest City website (www.midwestcityok.org).

Special Midwest City Economic Development Authority Meeting Minutes

November 13, 2018 – 7:03 PM

This meeting was held in the Midwest City Council Chambers, in City Hall, 100 N. Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma.

Chairman Matt Dukes called the meeting to order at 8:45 PM with the following members present: Trustees: Susan Eads, Pat Byrne, Española Bowen, Sean Reed, Christine Allen, and Jeff Moore; and Secretary Sara Hancock. Absent: none.

CONSENT AGENDA. Allen made a motion to approve the Consent Agenda, as submitted, seconded by Eads. Voting aye: Eads, Byrne, Bowen, Reed, Allen, Moore, and Chairman Dukes. Nay: none. Absent: none. Motion carried.

1. Discussion and consideration of approving the minutes of the staff briefing, and special meeting of September 25, 2018, as submitted.
2. Discussion and consideration of supplemental budget adjustments to the Economic Development Authority Fund for FY 2018-2019, increase: Economic Development Authority Fund, expenses/Economic Development Authority (95) \$871.

NEW BUSINESS/PUBLIC DISCUSSION.

There was no new business or public discussion.

ADJOURNMENT.

There being no further business, Chairman Dukes adjourned the meeting at 8:45 PM.

ATTEST:

MATTHEW D. DUKES II, CHAIRMAN

SARA HANCOCK, Secretary



NEW BUSINESS/
PUBLIC DISCUSSION





EXECUTIVE SESSION





Acting City Manager
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www.midwestcityok.org

MEMORANDUM

TO: Honorable Chairman and Trustees

FROM: Tim Lyon, Acting City Manager

DATE: January 22, 2018

SUBJECT: Discussion and consideration of 1) entering into executive session, as allowed under 25 O.S. § 307(B)(3), to discuss the purchase or appraisal of real property; and 2) in open session, authorizing the general manager/ administrator to take action as appropriate based on the discussion in executive session.

Appropriate information will be dispersed during executive session.

Tim Lyon, Acting City Manager