



MIDWEST CITY  
MEETING AGENDAS FOR  
May 22, 2018

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**STAFF BRIEFING**

City Hall - Midwest City Council Conference Room, second floor  
100 N. Midwest Boulevard

May 22, 2018 – 6:00 PM

To make a special assistance request for any meeting, call 739-1215 or email [pmenefee@midwestcityok.org](mailto: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.

**DISCUSSION.**

Clarification of agenda items, handouts, and presentation of new or additional information for items on the agendas for the City Council, Municipal Authority, and Memorial Hospital Authority for May 22, 2018.



## CITY OF MIDWEST CITY COUNCIL AGENDA

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

May 22, 2018 – 7:00 PM

A. CALL TO ORDER.

B. OPENING BUSINESS.

- Invocation by Vaughn Sullivan
- Pledge of Allegiance by Jr. ROTC Cadet Austin Swen
- Community-related announcements and comments
- Boys and Girls Club Proclamation
- Certificates for the 2018 Paint-A-Dumpster Contest Winners:
  - Monroey Middle School - Tiffieon Woods
  - Carl Albert Middle School - Jase West
  - Jarman Middle School - Art Club

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 staff briefing, and regular meeting of May 8, 2018, as submitted. (City Clerk - S. Hancock)
2. Discussion and consideration of accepting the City Manager's Report for the month of April, 2018. (Finance - C. Barron)
3. Discussion and consideration of supplemental budget adjustments to the following funds for FY 2017-2018, increase: General Fund, expenses/Transfers Out (00) \$325,000. Police Fund, revenue/Transfers In (00) \$125,000. Fire Fund, revenue/Transfers In (00) \$100,000. General Fund, revenue/Transfers In (00) \$100,000. Sales Tax Capital Improvement Fund, expenses/Transfers Out (00) \$100,000. Capital Improvements Fund, revenue/Transfers In (00) \$100,000. Grants/Housing Activities Fund, expenses/Housing (37) \$4,650. Downtown Redevelopment Fund, expenses/29<sup>th</sup> Street (92) \$687,300. (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 accepting a grant of Permanent Easement from Tina's Main Warehouse L.L.C., (Crest Warehouse), across a certain parcel of land located within the corporate boundaries of Midwest City in the East Half (E/2) of the Northwest Quarter (NW/4) of the Southeast Quarter (SE/4) of the Southeast Quarter (SE/4) of Section Thirty Five (35), Township Twelve (12) North, Range Two (2) West of the Indian Meridian, Oklahoma County, Oklahoma. (Community Development - P. Menefee)
6. Discussion and consideration of awarding the bid to and entering into a contract with A-Tech Paving, Inc. in the amount of \$327,487.30 for the Key Boulevard and Wilson Drive Beautification and Paving Project. (Community Development - P. Menefee)

7. Discussion and consideration of Ward 3 Appointee Ms. Greta Stewart to the Citizens' Advisory Committee on Housing and Community Development for the remainder of the four-year term vacated by Councilperson Espaniola Bowen. (Grants Management - T. Craft)
8. Discussion and consideration of quarterly update reports from the Police and Fire Departments regarding the status of implementation of the Matrix (Police) and ESCI (Fire) Reports. (City Manager - G. Henson)
9. Discussion and consideration of declaring one (1) Savin 8075S copier, as surplus and authorizing disposal by public auction, sealed bid or destruction, if necessary. (City Clerk - Hancock)

D. DISCUSSION ITEMS.

1. (PC-1947) Public hearing with discussion and consideration of an ordinance to redistrict from R-6, Single Family Residential to C-3, Community Commercial, for the property described as a part of the SW/4 of Section 12, T-11-N, R-2-W, located at 2500 South Douglas Blvd. (Community Development - B. Harless)
2. (PC – 1948) Discussion and consideration of approval of the Preliminary Plat of Johnson Homestead, described as a part of the NW/4 of Section 7, T11N, R1W, located at 10433 SE 21st Street. (Community Development - B. Harless)
3. (PC – 1949) Public hearing with discussion and consideration of approval an ordinance to redistrict from R-6, Single Family Detached Residential, C-3, Community Commercial and I-2, Moderate Industrial to Planned Unit Development (PUD) governed by the I-2, Moderate Industrial District and a resolution to amend the Comprehensive Plan from OR/Office Retail to COMM, Commercial, for the property described as a tract of land lying in the SW/4 of Section 12, T-11-N, R-2-W, of the Indian Meridian, City of Midwest City, Oklahoma County, Oklahoma, located at 9209, 9213 and 9233 SE 29th Street.
4. (PC-1950) Discussion and consideration of approving and passing an ordinance amending Appendix A, Zoning Regulations, of the Midwest City Code; by amending Section 4, Use Unit Classifications and Regulations, Section 4.4.4 Commercial Use Unit Classifications and Regulations, Section 4.4.4 Alcoholic Beverage Retail Sales, Section 4.4.21 Convenience Sales and Personal Services, Section 4.4.22 Drinking Establishments: Sit Down, Alcoholic Beverages and Low Point Beer Permitted, Section 4.4.25 Eating Establishments: Fast-Foods, Low Point Beer Permitted, Section 4.4.27 Eating Establishments: Sit-Down, Low Point Beer Permitted, Section 4.4.28 Eating Establishments: Sit-Down, Alcoholic Beverages and Low Point Beer Permitted, Section 4.4.29 Food and Beverage Retail Sales, Section 4.4.42 Participant Recreation and Entertainment: Indoor, Low Point Beer Permitted, Section 4.4.43 Participant Recreation and Entertainment Indoor, Alcoholic Beverages and Low Point Beer Permitted, renumbering all subsequent sections in the remainder of Section 4.4; by amending Section 4.9.2, Use Chart and providing for repealer and severability. (Community Development - B. Harless)

5. (CA-78) Discussion and consideration of an appeal by Global Sign Solutions to Section 9-386(c) of the Sign Ordinance which only allows one (1) freestanding sign per frontage. (Community Development - B. Harless)

6. Discussion and consideration of an update of the status of the public improvements and the modifications and expansion of the private detention pond facility servicing the Turtlewood, Section 6 subdivision. (Community Development - P. Menefee)

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 1) entering into executive session as allowed under 25 O.S. § 307 (B) (2) to discuss negotiations concerning employees and representatives of employee groups; and 2) in open session, authorizing the city manager to take action as appropriate based on the discussion in executive session. (City Manager - G. Henson)

G. FURTHER INFORMATION.

1. Minutes of the May 1, 2018 Board of Adjustment meeting. (Community Development - B. Harless)

2. Minutes of the May 1, 2018 Planning Commission meeting. (Community Development - B. Harless)

3. Discussion and consideration of approving an ordinance amending the Midwest City Municipal Code, Chapter 2, Administration, by amending Article VIII, Purchasing, Section 2-116, Generally; Establishing an effective date; and providing for repealer and severability. (City Clerk - Hancock)

H. 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](http://www.midwestcityok.org)).

### **Midwest City Council Staff Briefing Minutes**

May 8, 2018 – 6:00 PM

This staff briefing was held in the Midwest City Council Conference Room on the second floor of City Hall, 100 N. Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma.

Acting Mayor Pat Byrne called the meeting to order at 6:00 PM with the following members present: Councilmembers Susan Eads, \*Sean Reed, Española Bowen, Christine Allen, and Jeff Moore; and City Clerk Sara Hancock. Absent: Mayor Matt Dukes.

#### **DISCUSSION.**

#### **Clarification of agenda items, handouts, and presentation of new or additional information for items on the City Council for May 8, 2018.**

Council and Staff made community-related announcements and discussed individual agenda items.

\*Councilmember Reed arrived at 6:02 PM.

Acting Mayor Byrne adjourned the meeting at 6:34 PM.

ATTEST:

\_\_\_\_\_  
PAT BYRNE, Acting Mayor

\_\_\_\_\_  
SARA HANCOCK, City Clerk

A notice for the regular 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](http://www.midwestcityok.org)).

### **Midwest City Council Minutes**

May 8, 2018 – 7:00 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. Acting Mayor Pat Byrne called the meeting to order at 7:00 PM with the following members present: Councilmembers Susan Eads, Española Bowen, Sean Reed, Christine Allen, and Jeff Moore; and City Clerk Sara Hancock. Absent: Mayor Matt Dukes.

**Opening Business.** Public Works Director, Vaughn Sullivan opened with the invocation, followed by the Pledge of Allegiance led by Jr. ROTC Cadets Meghan DeBolt and Timothy Aguilar. Council made community-related announcements, followed by a Police Week Proclamation by the Mayor.

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

1. Discussion and consideration of approving the minutes of the staff briefing, and regular meeting of April 24, 2018, and the May 3, 2018 special meeting, as submitted.
2. Discussion and consideration of supplemental budget adjustments to the following fund for FY 2017-2018, increase: General Gov't Sales Tax Fund, revenue/ Miscellaneous (09) \$44,811; expenses/Street (09) \$44,811. General Gov't Sales Tax Fund, revenue/Miscellaneous (09) \$4,134; expenses/Street (09) \$4,134.
3. Discussion and consideration of approving and entering into a service agreement with The Payment Group, LLC (TPG) for the license of TPG online citation payment service, associated software, hardware, media materials, and electronic documentation for telephone citation payment services and/or online citation payment services to individuals who have received citation(s) for traffic or other legal violations.
4. Discussion and consideration of renewing the Memorandum of Understanding with the Oklahoma Department of Mental Health and Substance Abuse Services which establishes the terms and conditions under which the City participates in this program to identify eligible municipal offenders in Midwest City who are in need of behavioral health treatment services and fund supplies necessary to operate the screening program such as a computer or drug testing supplies.
5. Discussion and consideration of renewing contracts with Barnes Wrecker Service, Inc. and McConnell's Body Shop and Towing, Inc. to provide the City of Midwest City, upon its request, with towing and vehicle storing services.
6. Discussion and consideration of accepting a grant of Permanent Easement from Bar S Ranch L.L.C., dba Buddy's Produce, across a certain parcel of land located within the corporate boundaries of Midwest City in the Northeast Quarter (NE/4) of Section Eleven (11), Township Eleven (11) North, Range Two (2) West of the Indian Meridian, Oklahoma County, Oklahoma.

7. Discussion and consideration of approving and entering into an agreement with Western Enterprises, Inc. in the amount of \$22,500 to provide a fireworks production for the 4<sup>th</sup> of July celebration (Tribute to Liberty) at Joe B. Barnes Regional Park on July 4, 2018.
8. Discussion and consideration of 1) declaring various computer equipment obsolete items of city property on the attached list surplus; and 2) authorizing their disposal by public auction or sealed bid.
9. Discussion and consideration of declaring various obsolete items of city property surplus and authorizing their disposal by public auction, sealed bid or destruction, if necessary.
10. Discussion and consideration of awarding the bid and entering into a contract with FARO Technologies, Inc. for one portable forensic laser scanning technology system in the total amount of \$78,901.68, which provides a state of the art crime scene documentation process.

### **Discussion Items.**

1. **Discussion and consideration of reporting on the status, condition, progress or recommendations concerning the latest evaluation of Heritage Park Mall located at 6801 East Reno.** Mall owner, Mr. Bahareini, spoke with Council. Eads made a motion to accept the report, as submitted, seconded by Bowen. Voting aye: Eads, Bowen, Reed, Allen, Moore and Acting Mayor Byrne. Nay: none. Absent: Mayor Dukes. Motion carried.
2. **Discussion and consideration of approving an ordinance amending the Midwest City Municipal Code, Chapter 32, Peddlers and Solicitors, by amending Article III, Foodstuffs; Section 32-60, Food trucks, license required; and providing for repealer and severability.** Eads made a motion to approve Ordinance 3333, as submitted, seconded by Allen. Voting aye: Eads, Bowen, Reed, Allen, Moore and Acting Mayor Byrne. Nay: none. Absent: Mayor Dukes. Motion carried.
3. **Discussion and consideration of approving and passing an ordinance amending Chapter 30, Parks and Recreation, of the Midwest City Code, Article IV, In General, by amending Section 30-46(b), Golf course rates; establishing an effective date; and providing for repealer and severability (This item was under Further Information on the April 24, 2018 agenda).** Eads made a motion to approve Ordinance 3334, as submitted, seconded by Reed. Voting aye: Eads, Bowen, Reed, Allen, Moore and Acting Mayor Byrne. Nay: none. Absent: Mayor Dukes. Motion carried.
4. **Discussion and consideration of passing and approving an ordinance amending the Midwest City Municipal Code, Chapter 18, Garbage and Refuse, by amending Article II, Municipal Collection and Disposal Service, Section 18-25, Container Required; Duty to Use; Section 18-26 (c), Sanitation Containers at Commercial Establishments; Section 18-27(a), Residential Service Fees; Section 18-28, Business and Commercial Service Fees; Setting an effective Date; and providing for repealer and severability (This item was under further information on the April 24, 2018 agenda).** No action taken.



**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(B)(4), to discuss Hosford v. City of Midwest City, Case No. CJ-2016-5092, and (2) in open session, authorizing the city manager to take action as appropriate based on the discussion in executive session.** Reed made a motion to go into executive session, seconded by Allen. Voting aye: Eads, Bowen, Reed, Allen, Moore and Acting Mayor Byrne. Nay: none. Absent: Mayor Dukes. Motion carried. The Councilmembers went into executive session at 7:27 PM.

Eads made a motion to return to exit executive session and return to open session, seconded by Bowen. Voting aye: Eads, Bowen, Reed, Allen, Moore and Acting Mayor Byrne. Nay: none. Absent: Mayor Dukes. Motion carried. The Council returned to open session at 7:32 PM.

Allen made a motion to authorize the City Manager to take action as appropriate based upon discussion in executive session, seconded by Reed. Voting aye: Eads, Bowen, Reed, Allen, Moore and Acting Mayor Byrne. Nay: none. Absent: Mayor Dukes.

**Adjournment.**

There being no further business, Acting Mayor Byrne adjourned the meeting at 7:32 PM.

ATTEST:

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PAT BYRNE, Acting Mayor

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SARA HANCOCK, City Clerk



# The City of MIDWEST CITY

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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:** May 22, 2018

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

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

**Emergency Operations Fund (070) increased due to:**

Retroactive payment from ACOG 105,617

**Water (191) decreased because of the quarterly payment to:**

Central Oklahoma Master Conservancy <\$259,086>

**Hotel/Conference Center (195) had an operational gain of \$65,023 in April.**

**G.O. Debt Services (350) decreased due to the following activities:**

Series 2006 debt interest payment <\$25,675>

Series 2006 debt principal payment <\$325,000>

**MWC Hospital Authority (425) activities for April:**

Compounded Principal (9010) - unrealized loss on investment <\$63,692>

Discretionary (9050) - unrealized loss on investment <\$11,428>

- payment for Sooner Rose Phase II <\$290,059>

- transfer intra-city Hospital Authority grants <\$264,870>

This item is at Council's discretion.

Christy Barron  
Finance Director

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

Fund Number	Fund Description	Assets	Liabilities	6-30-17 Fund Balance	Revenues	Expenditures	Gain or (Loss)	Fund Balance
9	GENERAL GOVERNMENT SALES TAX	2,129,719	-	1,674,435	844,296	(389,012)	455,284	2,129,719
10	GENERAL	4,936,311	(130,168)	4,336,960	31,660,240	(31,191,058)	469,182	4,806,142
11	CAPITAL OUTLAY RESERVE	921,687	-	910,331	11,356	-	11,356	921,687
13	STREET AND ALLEY FUND	1,161,438	-	855,701	478,364	(172,627)	305,737	1,161,438
14	TECHNOLOGY FUND	255,172	-	409,613	266,021	(420,463)	(154,442)	255,172
15	STREET LIGHT FEE	1,004,704	-	522,584	482,121	-	482,121	1,004,704
16	REIMBURSED PROJECTS	896,922	(184,121)	547,839	389,786	(224,824)	164,962	712,801
17	29TH & DOUGLAS PROPERTY	5,500,000	-	5,434,937	69,166	(4,104)	65,063	5,500,000
20	MWC POLICE DEPARTMENT	1,695,122	-	1,246,407	11,118,716	(10,670,000)	448,715	1,695,122
21	POLICE CAPITALIZATION	488,064	-	890,210	212,058	(614,204)	(402,146)	488,064
25	JUVENILE FUND	47,896	-	10,774	94,830	(57,708)	37,122	47,896
30	POLICE STATE SEIZURES	66,286	-	60,510	11,639	(5,863)	5,776	66,286
31	SPECIAL POLICE PROJECTS	80,357	-	73,425	12,412	(5,480)	6,932	80,357
33	POLICE FEDERAL PROJECTS	66,280	-	69,900	508	(4,128)	(3,620)	66,280
34	POLICE LAB FEE FUND	21,691	-	17,610	11,296	(7,215)	4,081	21,691
35	EMPLOYEE ACTIVITY FUND	20,460	(150)	19,641	10,061	(9,392)	669	20,310
36	JAIL	126,525	-	130,475	90,617	(94,567)	(3,950)	126,525
37	POLICE IMPOUND FEE	205,107	-	197,845	57,840	(50,578)	7,263	205,107
40	MWC FIRE DEPARTMENT	1,175,062	(4)	967,831	8,909,896	(8,702,669)	207,228	1,175,058
41	FIRE CAPITALIZATION	594,806	-	574,356	312,844	(292,394)	20,450	594,806
45	MWC WELCOME CENTER	339,427	(134)	351,874	164,300	(176,880)	(12,581)	339,293
46	CONV / VISITORS BUREAU	160,822	-	166,636	270,695	(276,509)	(5,814)	160,822
50	DRAINAGE TAX FUND	14,485	-	61,453	1,372	(48,340)	(46,968)	14,485
60	CAPITAL DRAINAGE IMP	465,899	-	427,064	380,677	(341,842)	38,836	465,899
61	STORM WATER QUALITY	1,004,851	-	943,553	632,979	(571,682)	61,298	1,004,851
65	STREET TAX FUND	1,419,293	(2,200)	1,241,274	374,946	(199,127)	175,819	1,417,093
70	EMERGENCY OPER FUND	640,660	-	598,793	471,241	(429,375)	41,866	640,660
75	PUBLIC WORKS ADMIN	295,704	-	291,156	813,319	(808,770)	4,548	295,704
80	INTERSERVICE FUND	276,866	-	272,360	1,894,116	(1,889,609)	4,507	276,866
81	SURPLUS PROPERTY	341,339	(268,375)	65,589	40,502	(33,126)	7,376	72,964
115	ACTIVITY FUND	348,791	(263)	335,598	138,433	(125,502)	12,930	348,528
123	PARK & RECREATION	641,048	-	641,380	463,783	(464,115)	(332)	641,048
141	COMM. DEV. BLOCK GRANT	6,039	(10)	6,029	389,636	(389,636)	-	6,029
142	GRANTS/HOUSING ACTIVITIES	169,684	(3,333)	159,993	102,284	(95,927)	6,358	166,350
143	GRANT FUNDS	96,401	(36,401)	60,000	139,617	(139,617)	-	60,000

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

Fund Number	Fund Description	Assets	Liabilities	6-30-17 Fund Balance	Revenues	Expenditures	Gain or (Loss)	Fund Balance
157	CAPITAL IMPROVEMENTS	2,448,251	-	2,286,008	475,407	(313,164)	162,243	2,448,251
172	CAP. WATER IMP-WALKER	713,599	-	435,881	394,022	(116,304)	277,719	713,599
178	CONST LOAN PAYMENT REV	2,563,013	-	2,047,301	616,103	(100,390)	515,713	2,563,013
184	SEWER BACKUP FUND	80,293	-	79,795	992	(495)	497	80,293
186	SEWER CONSTRUCTION	3,514,417	(175,000)	3,125,875	1,230,265	(1,016,723)	213,542	3,339,417
187	UTILITY SERVICES	538,381	(924)	526,935	972,813	(962,291)	10,522	537,457
188	CAP. SEWER IMP.-STROTH	326,125	-	120,773	343,790	(138,438)	205,352	326,125
189	UTILITIES CAPITAL OUTLAY	2,099,311	(67,459)	1,606,173	565,644	(139,965)	425,679	2,031,852
190	MWC SANITATION DEPARTMENT	2,425,736	-	2,196,682	5,156,472	(4,927,419)	229,053	2,425,736
191	MWC WATER DEPARTMENT	1,724,411	-	1,227,918	5,293,061	(4,796,568)	496,493	1,724,411
192	MWC SEWER DEPARTMENT	1,045,622	(128)	1,249,298	4,533,806	(4,737,610)	(203,804)	1,045,494
193	MWC UTILITIES AUTHORITY	913,195	-	907,294	11,251	(5,350)	5,901	913,195
194	DOWNTOWN REDEVELOPMENT	3,769,508	-	4,070,581	1,008,180	(1,309,253)	(301,073)	3,769,508
195	HOTEL/CONFERENCE CENTER	798,377	(672,050)	40,888	4,258,624	(4,173,185)	85,439	126,327
196	HOTEL 4% FF&E	868,091	-	885,809	170,339	(188,057)	(17,718)	868,091
197	JOHN CONRAD REGIONAL GOLF	38,020	(4,273)	115,510	807,241	(889,003)	(81,762)	33,748
201	URBAN RENEWAL AUTHORITY	59,963	-	63,260	775	(4,071)	(3,296)	59,963
202	RISK MANAGEMENT	4,087,537	(37)	3,625,418	1,723,146	(1,261,064)	462,082	4,087,500
220	ANIMALS BEST FRIEND	71,443	-	95,010	27,275	(50,842)	(23,567)	71,443
225	HOTEL MOTEL FUND	-	-	-	470,276	(470,276)	-	-
230	CUSTOMER DEPOSITS	1,441,933	(1,441,933)	-	17,638	(17,638)	-	-
235	MUNICIPAL COURT	68,081	(68,081)	-	849	(849)	-	-
240	L & H BENEFITS	2,267,353	(24,192)	1,784,337	6,162,244	(5,703,419)	458,825	2,243,161
250	CAPITAL IMP REV BOND	2,806,841	(52,923,123)	(53,371,923)	12,316,413	(9,060,772)	3,255,641	(50,116,282)
269	2002 G.O. STREET BOND	456,418	-	560,306	6,395	(110,284)	(103,889)	456,418
310	DISASTER RELIEF	1,332,555	(165,390)	1,231,487	118,192	(182,514)	(64,322)	1,167,165
340	REVENUE BOND SINKING FUND	-	-	-	4,624,530	(4,624,530)	-	-
350	G. O. DEBT SERVICES	115,949	-	182,275	313,076	(379,402)	(66,326)	115,949
352	SOONER ROSE TIF	5,368,631	(16,475,000)	-	35,476	(11,141,844)	(11,106,369)	(11,106,369)
353	ECONOMIC DEV AUTHORITY	49,653,887	(49,653,887)	-	-	-	-	-
425-9010	MWC HOSP AUTH-COMP PRINCIPAL	88,957,841	(8,015,338)	75,604,656	7,104,832	(1,766,985)	5,337,847	80,942,503
425-9020	MWC HOSP AUTH-LOAN RESERVE	2,966,577	(466,577)	2,500,000	53,466	(53,466)	-	2,500,000
425-9050	MWC HOSP AUTH-DISCRETIONARY	10,040,497	(12,808)	8,016,068	3,709,837	(1,698,217)	2,011,621	10,027,689
425-9060	MWC HOSP IN LIEU OF/ROR/MISC	5,962,106	(154,711)	4,781,110	3,025,740	(1,999,453)	1,026,287	5,807,396
	TOTAL	227,138,880	(130,946,068)	90,568,860	126,870,136	(121,246,181)	5,623,955	96,192,814



# The City of MIDWEST CITY

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

## Memorandum

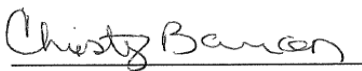
**TO:** Honorable Mayor and Council

**FROM:** Christy Barron, Finance Director

**DATE:** May 22, 2018

**Subject:** Discussion and consideration of supplemental budget adjustments to the following funds for FY 2017-2018, increase: General Fund, expenses/Transfers Out (00) \$325,000. Police Fund, revenue/Transfers In (00) \$125,000. Fire Fund, revenue/Transfers In (00) \$100,000. General Fund, revenue/Transfers In (00) \$100,000. Sales Tax Capital Improvement Fund, expenses/Transfers Out (00) \$100,000. Capital Improvements Fund, revenue/Transfers In (00) \$100,000. Grants/Housing Activities Fund, expenses/Housing (37) \$4,650. Downtown Redevelopment Fund, expenses/29<sup>th</sup> Street (92) \$687,300.

The first through third supplements are needed to increase budget for transfers from General Fund to Police Fund, Fire Fund and Capital Improvement Revenue Bond Fund due to sales tax exceeding original fiscal year 2017-2018 projection. The fourth supplement is needed to budget transfer into General Fund from Capital Improvement Revenue Bond due to sales tax exceeding original fiscal year 2017-2018 projection. The fifth and sixth supplements are needed to budget transfer from Sales Tax Capital Improvements Fund to Capital Improvements Fund due to sales tax exceeding original fiscal year 2017-2018 projection. The seventh supplement is needed to budget replacement of HVAC system at transitional housing property. The eighth supplement is needed to budget reclassification of payment for land held in escrow to capital outlay.



Christy Barron  
Finance Director

## SUPPLEMENTS

**May 22, 2018**

Fund GENERAL (010)		BUDGET AMENDMENT FORM Fiscal Year 2017-2018			
		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 Out			325,000	
		0	0	325,000	0
<b>Explanation:</b> Increase transfers to Police (\$125,000), Fire (\$100,000) and Capital Improvement Rev Bond Fund (\$100,000) due to sales tax exceeding original fiscal year 2017-2018 projection. Funding to come from fund balance.					

Fund POLICE (020)		BUDGET AMENDMENT FORM Fiscal Year 2017-2018			
		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	125,000			
		125,000	0	0	0
<b>Explanation:</b> Increase budget for transfer in from General Fund due to sales tax exceeding original fiscal year 2017-2018 projection.					

Fund FIRE (040)		BUDGET AMENDMENT FORM Fiscal Year 2017-2018			
		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	100,000			
		100,000	0	0	0
<b>Explanation:</b> Increase budget for transfer in from General Fund due to sales tax exceeding original fiscal year 2017-2018 projection.					

Fund GENERAL (010)		BUDGET AMENDMENT FORM Fiscal Year 2017-2018			
		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	100,000			
		100,000	0	0	0
<b>Explanation:</b> Increase budget for transfer in from Capital Improvement Revenue Bond Fund due to sales tax exceeding original fiscal year 2017-2018 projection.					

## SUPPLEMENTS

**May 22, 2018**

Fund SALES TAX CAPITAL IMPROVEMENT (340)		BUDGET AMENDMENT FORM Fiscal Year 2017-2018			
		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 Out			100,000	
		<u>0</u>	<u>0</u>	<u>100,000</u>	<u>0</u>

**Explanation:**  
Increase budget for transfer to Capital Improvements Fund due to sales tax exceeding original fiscal year 2017-2018 projection. Funding to come from fund balance.

Fund CAPITAL IMPROVEMENTS (157)		BUDGET AMENDMENT FORM Fiscal Year 2017-2018			
		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	100,000			
		<u>100,000</u>	<u>0</u>	<u>0</u>	<u>0</u>

**Explanation:**  
Increase budget for transfer in from Sales Tax Capital Improvement Fund due to sales tax exceeding original fiscal year 2017-2018 projection.

Fund GRANTS/HOUSING ACTIVITIES (142)		BUDGET AMENDMENT FORM Fiscal Year 2017-2018			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
37	Housing			4,650	
		<u>0</u>	<u>0</u>	<u>4,650</u>	<u>0</u>

**Explanation:**  
Budget replacement of HVAC system at transitional housing property located at 7414 S.E. 15th St. Funding to come from fund balance.

Fund DOWNTOWN REDEVELOPMENT (194)		BUDGET AMENDMENT FORM Fiscal Year 2017-2018			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
92	29th Street			687,300	
		<u>0</u>	<u>0</u>	<u>687,300</u>	<u>0</u>

**Explanation:**  
To reclassify payment for land held in escrow to capital outlay expense. Funding to come from payment made in fiscal year 2005-2006 held in escrow.



**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:** May 22, 2018

**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 April 2018.

This is a staff update

A handwritten signature in black ink, appearing to read "Catherine Wilson", with a long horizontal line extending to the right.

Catherine Wilson, Human Resources Director



<b>FISCAL YEAR 2017-2018</b>	<b>**Jul -17**</b>	<b>Aug - 17</b>	<b>Sep - 17**</b>	<b>*Oct - 17*</b>	<b>Nov - 17</b>	<b>Dec - 17</b>	<b>Jan - 18</b>	<b>Feb - 18</b>	<b>Mar - 18**</b>	<b>Apr - 18</b>	<b>May - 18</b>	<b>Jun - 18</b>
<b>PLAN INCOME</b>												
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		
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		
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		
<b>PLAN CLAIMS/ADMIN COSTS</b>	<b>**Jul -17**</b>	<b>Aug - 17</b>	<b>Sep - 17</b>	<b>*Oct - 17*</b>	<b>Nov - 17</b>	<b>Dec - 17</b>	<b>**Jan - 18*</b>	<b>Feb - 18</b>	<b>Mar - 18</b>	<b>Apr - 18</b>	<b>May - 18</b>	<b>Jun - 18</b>
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		
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		
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		
<b>EXCESS INCOME vs. EXPENDITURES</b>	<b>**Jul -17**</b>	<b>Aug - 17</b>	<b>Sep - 17</b>	<b>*Oct - 17*</b>	<b>Nov - 17</b>	<b>Dec - 17</b>	<b>**Jan - 18*</b>	<b>Feb - 18</b>	<b>Mar - 18</b>	<b>Apr - 18</b>	<b>May - 18</b>	<b>Jun - 18</b>
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		
Budgeted (YTD)	323	646	311,573	331,203	379,702	254,357	243,177	399,179	680,539	697,640		
Actual (YTD)	-20,264	30,113	227,636	236,963	277,241	153,032	197,429	345,353	531,325	547,304		
<b>FISCAL YEAR 2016-2017</b>	<b>Jul -16</b>	<b>Aug - 16</b>	<b>Sep - 16**</b>	<b>Oct - 16</b>	<b>Nov - 16</b>	<b>Dec - 16</b>	<b>Jan - 17</b>	<b>Feb - 17</b>	<b>Mar - 17**</b>	<b>Apr - 17</b>	<b>May - 17</b>	<b>Jun - 17</b>
<b>PLAN INCOME</b>												
Budgeted (MTD)	572,353	572,353	572,353	572,363	572,363	572,363	572,363	572,363	572,363	572,363	572,363	572,363
Actual (MTD)	531,527	538,079	727,097	538,294	539,198	539,768	552,582	539,534	725,689	540,627	542,944	659,736
Budgeted (YTD)	572,353	1,144,706	1,717,059	2,289,422	2,861,785	3,434,148	4,006,511	4,578,874	5,151,237	5,723,600	6,295,963	6,868,326
Actual (YTD)	531,527	1,069,606	1,796,703	2,334,997	2,874,195	3,413,963	3,966,545	4,506,079	5,231,768	5,772,395	6,315,339	6,975,075
<b>PLAN CLAIMS/ADMIN COSTS</b>	<b>Jul -16</b>	<b>Aug - 16</b>	<b>Sep - 16</b>	<b>Oct - 16</b>	<b>Nov - 16</b>	<b>Dec - 16</b>	<b>Jan - 17</b>	<b>Feb - 17</b>	<b>Mar - 17</b>	<b>Apr - 17</b>	<b>May - 17</b>	<b>Jun - 17</b>
Budgeted (MTD)	559,896	559,896	559,896	559,896	559,896	559,896	559,896	559,896	559,896	559,896	559,896	559,896
Actual (MTD)	629,294	570,126	572,340	694,343	537,963	524,514	696,790	430,232	443,512	511,423	713,962	526,785
Budgeted (YTD)	559,896	1,119,792	1,679,688	2,239,584	2,799,480	3,359,376	3,919,272	4,479,168	5,039,064	5,598,960	6,158,856	6,718,752
Actual (YTD)	629,294	1,199,420	1,771,760	2,466,103	3,004,066	3,528,580	4,225,370	4,655,602	5,099,114	5,610,537	6,324,499	6,851,284
<b>EXCESS INCOME vs. EXPENDITURES</b>	<b>Jul -16</b>	<b>Aug - 16</b>	<b>Sep - 16</b>	<b>Oct - 16</b>	<b>Nov - 16</b>	<b>Dec - 16</b>	<b>Jan - 17</b>	<b>Feb - 17</b>	<b>Mar - 17</b>	<b>Apr - 17</b>	<b>May - 17</b>	<b>Jun - 17</b>
Budgeted (MTD)	12,457	12,457	12,457	12,467	12,467	12,467	12,467	12,467	12,467	12,467	12,467	12,467
Actual (MTD)	-97,767	-32,047	154,757	-156,049	1,235	15,254	-144,208	109,302	282,177	29,204	-171,018	132,951
Budgeted (YTD)	12,457	24,914	37,371	49,838	62,305	74,772	87,239	99,706	112,173	124,640	137,107	149,574
Actual (YTD)	-97,767	-129,814	24,943	-131,106	-129,871	-114,617	-258,825	-149,523	132,654	161,858	-9,160	123,791

Apr. 10/FY 2018:\$2,239,970  
 Apr. 10/FY 2017 \$1,869,358  
 Apr. 10/FY 2016 \$1,783,952  
 Apr. 10/FY 2015 \$1,786,254

**SEPT. AND MARCH HAVE 3 PAYROLLS**

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



e City of  
**MIDWEST CITY**  
COMMUNITY DEVELOPMENT DEPARTMENT -  
ENGINEERING DIVISION

ENGINEERING DIVISION  
Patrick Menefee, City Engineer  
BUILDING INSPECTION DIVISION  
Charles Belk, Building Official  
GIS DIVISION  
Kathy Spivey, GIS Coordinator

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

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TO : Honorable Mayor and City Council

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

DATE : May 22, 2018

SUBJECT : Discussion and consideration of accepting a grant of Permanent Easement from Tina's Main Warehouse L.L.C., (Crest Warehouse), across a certain parcel of land located within the corporate boundaries of Midwest City in the East Half (E/2) of the Northwest Quarter (NW/4) of the Southeast Quarter (SE/4) of the Southeast Quarter (SE/4) of Section Thirty Five (35), Township Twelve (12) North, Range Two (2) West of the Indian Meridian, Oklahoma County, Oklahoma. (Community Development - P. Menefee)

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The easement is needed in connection with the North Oaks Waterline Extension.

Staff recommends approval.

Patrick Menefee, P.E.  
City Engineer

Attachments



- Legend**
- Sections (>1:40,000)
  - Parcels
  - OK County Boundary

1: 2,257



0.1 0 0.04 0.1 Miles

### Notes

Enter Map Description

GRANT OF PERMANENT UTILITY EASEMENT

KNOW ALL BY THESE PRESENTS:

That Tina's Main Warehouse, LLC, an Oklahoma limited liability company, (grantor), 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 utility easement across, over and under the following described lots, tracts or parcels of land situated in Oklahoma County, State of Oklahoma, to-wit:

**The West Twenty (20) feet and the South Seventeen and one - half (17.5) feet of the parcel of land described as the East Half of the Northwest Quarter of the Southeast Quarter of the Southeast Quarter (E/2 NW/4 SE/4 SE/4) of Section Thirty-Five (35), Township Twelve (12) North, Range Two (2) West, of the Indian Meridian, Oklahoma County, Oklahoma.**

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 utilities, and other improvements including but not limited to water, sanitary and storm sewers, electricity, telephone, cable and natural gas, 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.

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

day of May, 2018

\_\_\_\_\_

Kevin Ergenbright  
Manager of Tina's Main Warehouse, LLC

STATE OF Oklahoma

COUNTY OF Oklahoma

Before me, the undersigned Notary Public in and for the state and county aforesaid, on this

4<sup>TH</sup> day of MAY, 2018, personally appeared

Kevin ERGENBRIGHT

as Manager(s) of Tina's Main Warehouse, LLC, an Oklahoma limited liability company, to me known to be the identical person(s) who executed the within and foregoing instrument and acknowledged to me that he is authorized to execute all documents on behalf of said company and executed the same as a free and voluntary act and deed for the uses and purposes herein set forth and as a free and voluntary act and deed of Tina's Main Warehouse, LLC, an Oklahoma limited liability company.

WITNESS, my hand and seal this 4 day of May, 2018

My Commission expires: 8-15-20  Linda B. NOTARY PUBLIC

Approved by City Attorney \_\_\_\_\_ Date: \_\_\_\_\_

Approved by City Council \_\_\_\_\_ Date: \_\_\_\_\_

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



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  
Julie Shannon, Comprehensive Planner  
BUILDING INSPECTION DIVISION  
Christine Allison, Building Official  
GIS DIVISION  
Greg Hakman, GIS Coordinator

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To: Honorable Mayor and Council

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

Date: May 22nd, 2018

Subject: Discussion and consideration of awarding the bid to and entering into a contract with A-Tech Paving, Inc. in the amount of \$327,487.30 for the Key Boulevard and Wilson Drive Beautification and Paving Project.

Bids were received on May 1st, 2018 for the above referenced project. Staff recommends award of the bid to A-Tech Paving, Inc., which submitted the lowest and best bid meeting specifications in the amount of \$327,487.30. Attached are the bid tabulations for the six bids received for the project, plus the engineer's estimate. The funds for this project were designated for the Original Mile Revitalization in the 194 Downtown Redevelopment Fund.

Staff recommends awarding the bid to A-Tech Paving, Inc.

---

Patrick Menefee, P.E.  
City Engineer

Attachments





**Grants Management**  
100 N. Midwest Boulevard  
Midwest City, OK 73110  
**405.739.1216**

**TO:** Honorable Mayor and City Council

**FROM:** Terri L. Craft, Grants Manager

**DATE:** May 23, 2018

**SUBJECT:** Discussion and consideration of Ward 3 Appointee Ms. Greta Stewart to the Citizens' Advisory Committee on Housing and Community Development for the remainder of the four-year term vacated by Councilperson Espaniola Bowen.

Ward 3 Councilperson Espaniola Bowen has recommended Ms. Greta Stewart to fill her unexpired term on the Citizens' Advisory Committee on Housing and Community Development. The 4 year term expires on August 12, 2021.

Staff recommends approval.

Terri L. Craft  
Grants Manager





**City Manager**  
100 N. Midwest Boulevard  
Midwest City, OK 73110  
Office 405.739.1204  
[ghenson@midwestcityok.org](mailto:ghenson@midwestcityok.org)  
[www.midwestcityok.org](http://www.midwestcityok.org)

MEMORANDUM

TO: Honorable Mayor and Council

FROM: J. Guy Henson, City Manager

DATE: May 22, 2018

RE: Discussion and consideration of quarterly update reports from the Police and Fire Departments regarding the status of implementation of the Matrix (Police) and ESCI (Fire) Reports.

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Please see the attached reports from the Police and Fire Chiefs.

J. GUY HENSON  
City Manager



**Police Department**  
100 N. Midwest Boulevard  
Midwest City, OK 73110  
Office 405.739.1320  
Fax 405.739.1398

## Memorandum

TO: Honorable Mayor and City Council

FROM: Brandon Clabes, Chief of Police and Staff

DATE: May 22, 2018

SUBJECT: Update regarding the Matrix Police Study.

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The Matrix Committee originally met June 22, 2017. 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:**

**Recommendation:** 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).

**Action to date:** 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.

**Recommendation:** Add a dedicated lieutenant to supervise the jail.

**Action to date:** 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.

**Recommendation:** 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.

**Action to date:** An additional CAO has been added and is currently in place.

**Investigations:** There have been no changes since the last Matrix progress report

### **Jail:**

**Recommendation:** Due to the jail's 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.

*Action to date:* 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:**

*Recommendation:* Train additional records personnel on UCR report to free up the crime analyst.

*Action to date:* 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:**

*Recommendation:* Revise animal control contracts to an actual cost basis to ensure full cost recovery for sheltered animals.

*Action to date:* This has been done since the last update. The fees have been calculated and will change to \$268.00 per animal based on cost analysis.

*Recommendation:* Develop a capital improvement program to extensively remodel or relocate shelter to a larger more adequately designed space.

*Action to date:* 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

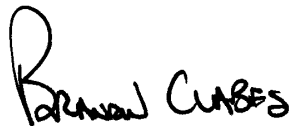
Capt. Mark Teply – Field Operations

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



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Brandon Clabes, Chief of Police



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

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To: Honorable Mayor and Council  
From: Bert Norton, Fire Chief  
Date: May 22, 2018  
Subject: Implementation of the ESCI study, Quarterly report

Mayor and Council,

Since the last update the strategic planning committee has met 3 times and we are continuing to work on the recommendations that are laid out in the packet we handed out last time. The committee has set time out 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 that we are working on at this time:

1. Increase unit response to structure fires by having all 6 stations respond to a structure fire unless otherwise released to accomplish getting 17 members on the scene.  
**Completed**
2. In an effort to accurately record emergency call response times we asked GeoSafe to keep 30 days of calls to be accessible for reference. GeoSafe complied and developed a web based method of accessing that data. **Completed**
3. IT has been working with Tyler (Incode) on developing a better iPad app to replace GeoSafe, as well as implementing features that should have been done years ago such as CAD unit recommendation based upon location. **IT has just completed the latest upgrade to the CAD and some of the changes that were request of Tyler were in this up grade. This is moving us in the right direction to be able to have a central point to collect needed data instead of multiple computer programs.**
4. The committee reviewed the Police and Fire joint police on investigating arson or other criminal related fires.

---

### Midwest City Fire Department

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

5. Training created a Post Incident Analysis form to better review structure fire calls.
6. Create and implement a ladder inspection program.
7. Evaluating high risk occupancies and develop responses for 2nd and 3rd alarm calls including mutual aid and our own call back of off duty personnel.
8. Create a new Vision and Mission statement and then display at each station in a large permanent type fashion. **Waiting for the next meeting to approve the proofs and the new budget year to order and post at the stations.**
9. Research additional education on NFIRS. **Training classes are being scheduled for members to attend.**
10. Cancer screening for personnel.
11. Use the Everbridge system for call back of personnel. **The fire department has worked with IT and has set this system up.**
12. Job Descriptions have been assigned to committee members and are being reviewed.
13. Ordinance response time standards being formally adopted. **Working with management on this item to be able to present to you for adoption.**

As was mentioned the last time I gave you an update the study will be the road map for the Fire Department for the next 10 years. Some of these will take time and some will actually be completed before the estimated day of completion. I will be there at the council meeting to answer any questions you may have about this item.

Thank You,



Bert Norton, Fire Chief

---

## Midwest City Fire Department

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



**Memorandum**

TO: Honorable Mayor and Council

FROM: Sara Hancock, City Clerk

DATE: May 22, 2018

SUBJECT: Discussion and consideration of declaring one (1) Savin 8075S copier as surplus and authorizing disposal by public auction, sealed bid or destruction, if necessary.

This agenda item will declare the item listed as surplus. It was originally purchased in 2011 and no longer works. There are no other operational applications available within the City.

- (1) Savin Model #8075S Black and Whiter Copier - ID#15331

Staff recommends approval.

Sara Hancock  
Sara Hancock, City Clerk



DISCUSSION ITEMS





The City of  
**MIDWEST CITY**  
COMMUNITY DEVELOPMENT DEPARTMENT

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

Billy Harless, Community Development Director

**To:** Honorable Mayor and City Council

**From:** Billy Harless, Community Development Director

**Date:** May 22, 2018

**Subject:** (PC-1947) Public hearing with discussion and consideration of an ordinance to redistrict from R-6, Single Family Residential to C-3, Community Commercial, for the property described as a part of the SW/4 of Section 12, T-11-N, R-2-W, located at 2500 South Douglas Blvd.

**Executive Summary:** In 1987, the west 200 feet of this property which fronts onto S. Douglas Blvd. was rezoned from single family residential to C-3, Community Commercial. The rest of the parcel was unchanged and remains zoned as R-6, Single Family Residential. The owners of the property are requesting to extend the C-3 zoning, 150' to the east to allow for future commercial development. The property has frontage of 330' along S. Douglas. If approved, the western 330'x350' area of the property would be zoned C-3, Community Commercial with the remainder of the property being R-6, Single Family Residential. Staff recommends approval.



**Dates of Hearing:** Planning Commission – May 1, 2018  
City Council – May 22, 2018

**Council Ward:** Ward 2,  
Councilmember Pat Byrne

**Owners:** Amber Webster,  
Christopher Webster, Frances  
Webster Trust, James Webster  
Trust

**Applicant:** James Kelley

**Proposed Use:** Commercial

**Size:**

The area of request has a  
frontage of approximately

330' along S. Douglas and a depth of approximately 350' containing an area of approximately 115,500 square feet, more or less.



**Development Proposed by Comprehensive Plan:**

Area of Request – High Density Residential (HDR)  
North – Commercial (COMM) and High Density Residential (HDR)  
South – Office/Retail (OR)  
East – High Density Residential (HDR)  
West – High Density Residential (HDR)

**Zoning Districts:**

Area of Request – R-6, Single Family Residential  
North – Planned Unit Development (PUD) and Simplified Planned Unit Development (SPUD)  
South – C-1, Restricted Commercial and R-6, Single Family Residential  
East – R-6, Single Family Residential  
West – C-3, Community Commercial

**Land Use:**

Area of Request – 1 single family residence  
North – Commercial Building  
South – Sonic  
East – Vacant land  
West – Vacant land

**Municipal Code Citation:**

**2.20 Community Commercial**

**2.20.1. General Description**

This commercial district is intended for the conduct of business activity which is located at the edge of residential areas but which serves a larger trade area than the immediately surrounding residential neighborhoods.

Business uses will most often be found in a wide variety of commercial structures, normally on individual sites with separate ingress, egress, and parking. Because of the varied uses permitted, it is important to be separated as much as possible visually and physically from any nearby residential areas and to limit the harmful effects of increased traffic, noise, and general nonresidential activity which will be generated.

Traffic generated by the uses permitted shall be primarily passenger vehicles and only those trucks and commercial vehicles required for stocking and delivery of retail goods.

**History:**

1. This part of this parcel has been R-6, Single Family Detached Residential since the adoption of the 1985 zoning code.
2. The west 200 feet of the parcel were rezoned to C-3, Community Commercial in 1987 (PC-990).
3. The Planning Commission recommended approval of this item May 1, 2018.

**Staff Comments:**

**Engineer's report:**

Note: This application is to rezone an existing property that meets current engineering requirements. No new engineering improvements are required with this application.

#### Water Supply and Distribution

A twelve (12) inch public water main is located on the west side of Douglas Boulevard in the street right-of-way extending along the west side of the area of request.

Extension of the water supply to serve this property is not 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 Sewerage Collection and Disposal

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

Public sanitary sewer line improvements are not required with this application.

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

#### Streets and Sidewalks

Access to the area of request is available from Douglas Boulevard. Douglas Boulevard is classified as a primary arterial in the 2008 Comprehensive Plan. Douglas Boulevard 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 twenty (120) feet for a primary arterial and presently, Douglas Boulevard has one hundred twenty (120) feet of right-of-way adjacent to and parallel to the west side of the area of request.

Right of way grants to the city are not required with this application.

Street improvements are not required with this application.

Sidewalk improvements are not required with this application.

#### Drainage and Flood Control, Wetlands, and Sediment Control

Currently, the area of request is developed with a residence. None of the area of request is 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.

Drainage and detention improvements are not required with this application.

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

#### Easements and Right-of-Way

No additional rights-of-way and/or easements are required with this application.

**Fire Marshal's report:**

The Fire Department has reviewed this rezoning request. The property is required to meet and maintain the requirements of Midwest City Ordinances Section 15.

**Plan Review Comments:**

Staff has met with one of the owners of the property several times to discuss the possibilities of developing this property. As mentioned previously, the front, or west, 200 feet of the property were rezoned from residential to commercial in 1987. Since that time, no commercial development has occurred in this area. At this time, the owners would like to extend the C-3, Community Commercial zoning another 150' to the west for a total of 350' of C-3 zoned property.

At this time, the applicant does not have specific plans for the development of the property, but believes that the additional commercial zoning will allow him to proceed with making plans for the property.

Any future development will be required to meet the requirements of the Zoning Ordinance including parking, landscaping, exterior building materials, setbacks, etc. Only uses allowed in the C-3, Community Commercial district will be allowed on this portion of this parcel.

Due to the surrounding uses and commercial nature in general along S. Douglas Blvd., staff recommends approval of this request.

**Action Required:**

Approve or reject the ordinance to redistrict to C-3, Community Commercial for the properties as noted herein, subject to staff's comments as found in the May 22, 2018 agenda packet and made a part of PC-1947 file.

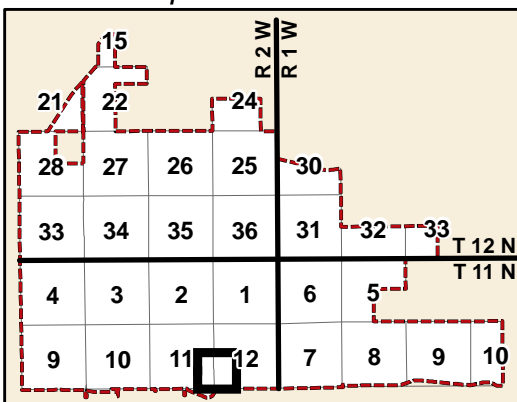


Billy Harless,  
Community Development Director

KG



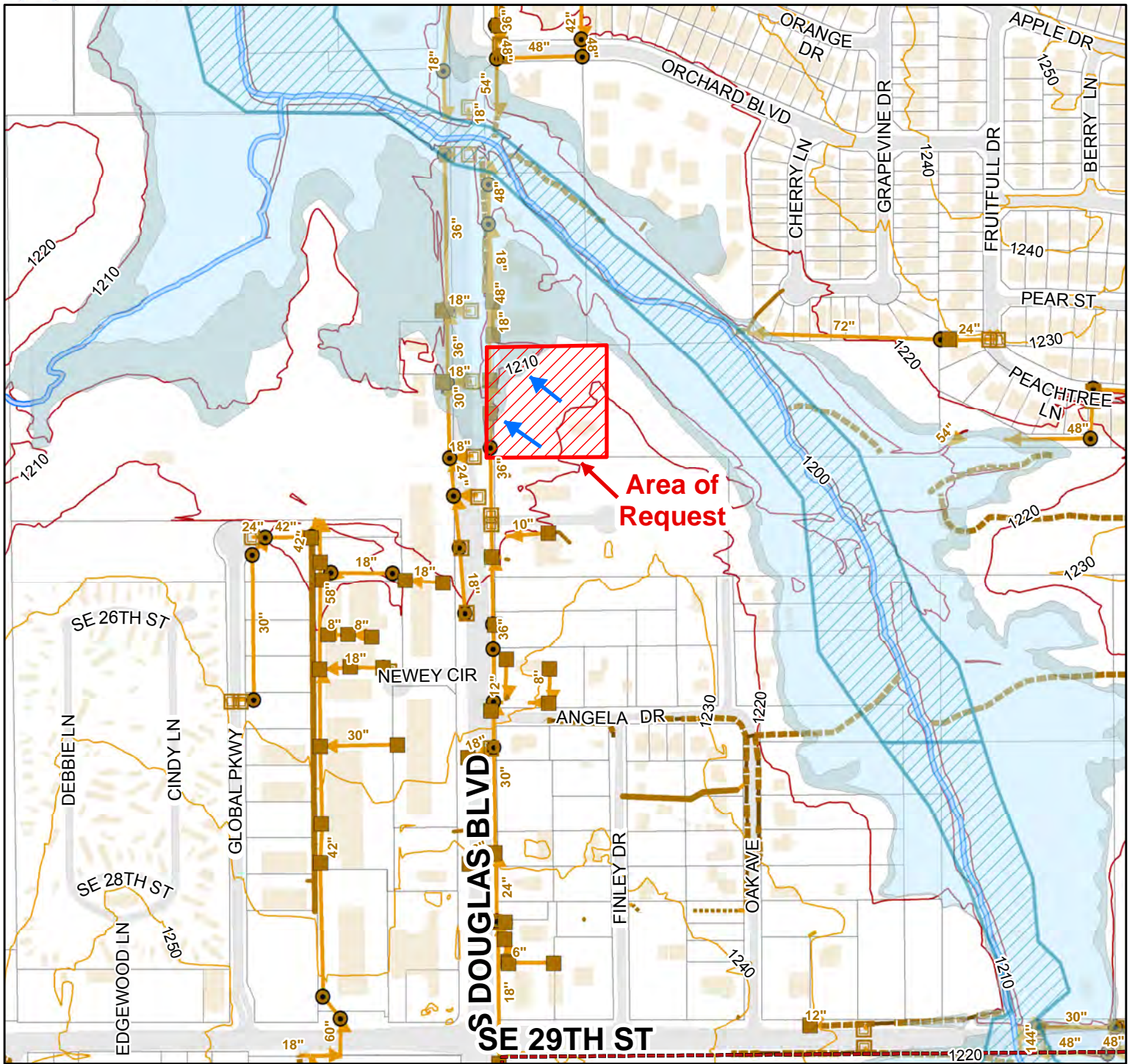
Locator Map



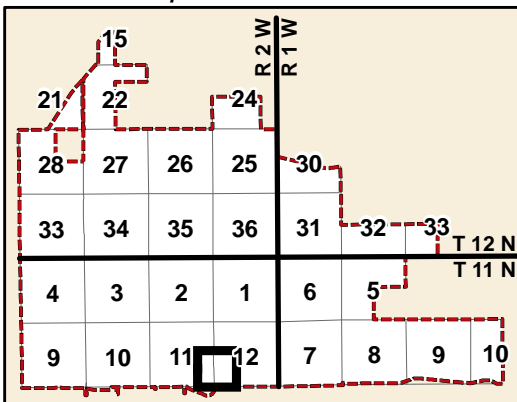
**2017 DOP (AERIAL) VIEW FOR  
PC-1947  
(SW/4, Sec. 12, T11N, R2W)**



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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

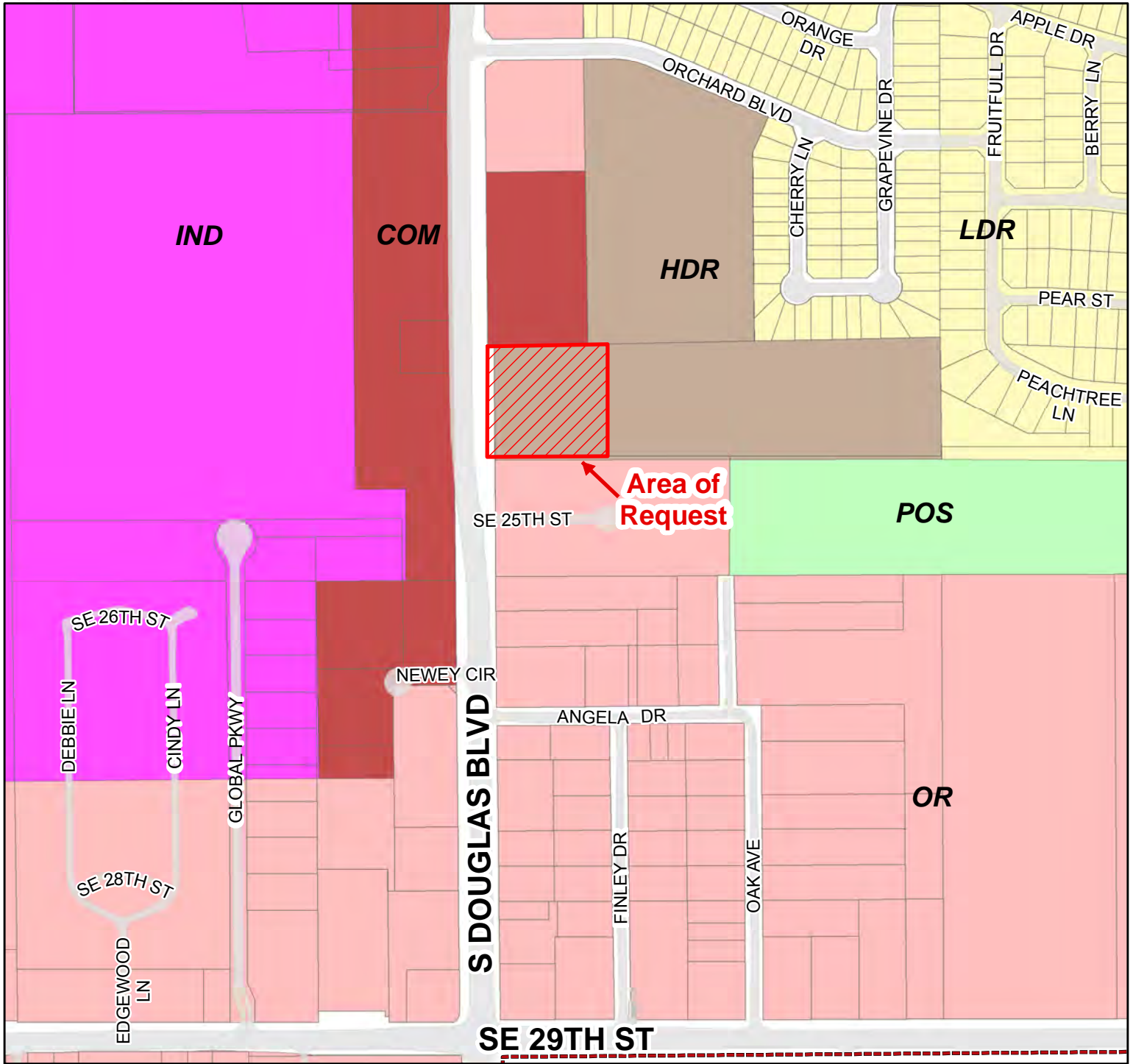
**DRAINAGE LOCATION MAP FOR PC-1947 (SW/4, Sec. 12, T11N, R2W)**



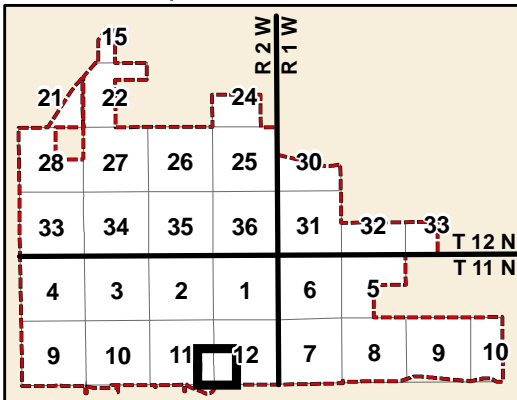
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1 inch = 400 feet

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Locator Map



Future Land Use Legend

- Single-Family Detached Residential
- Medium Density Residential
- High Density Residential
- Manufactured Home
- Public/Semi-Public
- Parks/Open Space
- Office/Retail
- Commercial
- Industrial
- Town Center

**FUTURE LAND USE  
MAP FOR  
PC-1947**

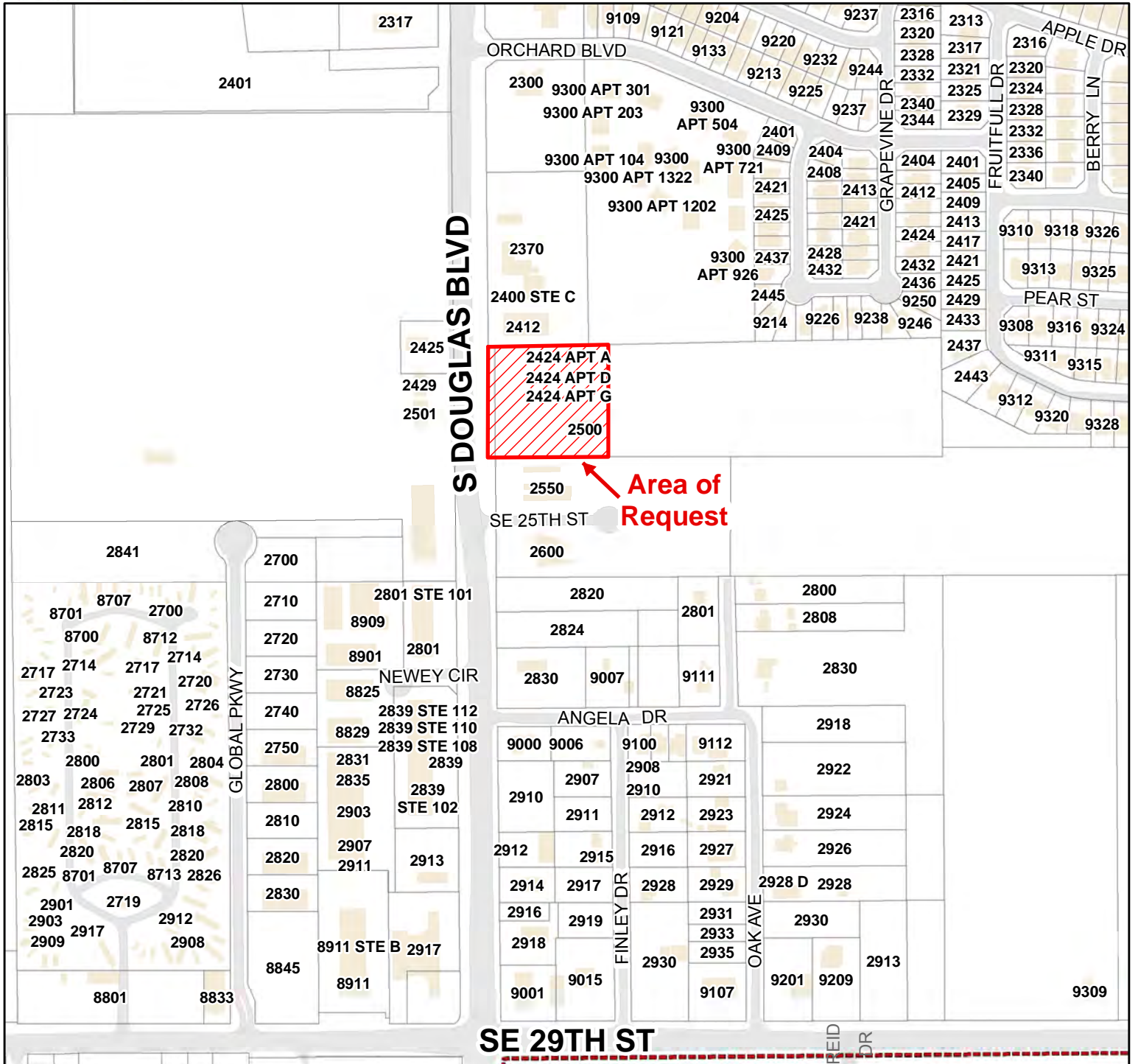
**(SW/4, Sec. 12, T11N, R2W)**



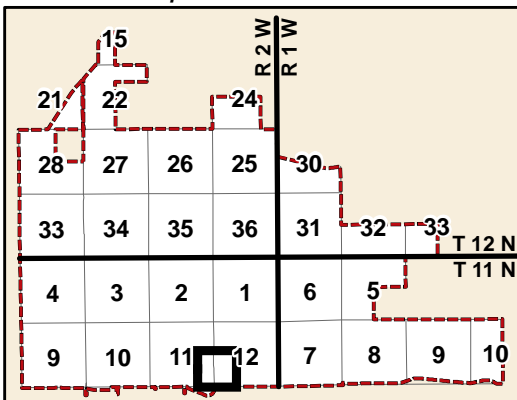
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


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Locator Map



**General Map Legend**

-  Area of Request
-  Parcels with Addresses
-  Buildings
-  Edge of Pavement
-  MWC City Limits

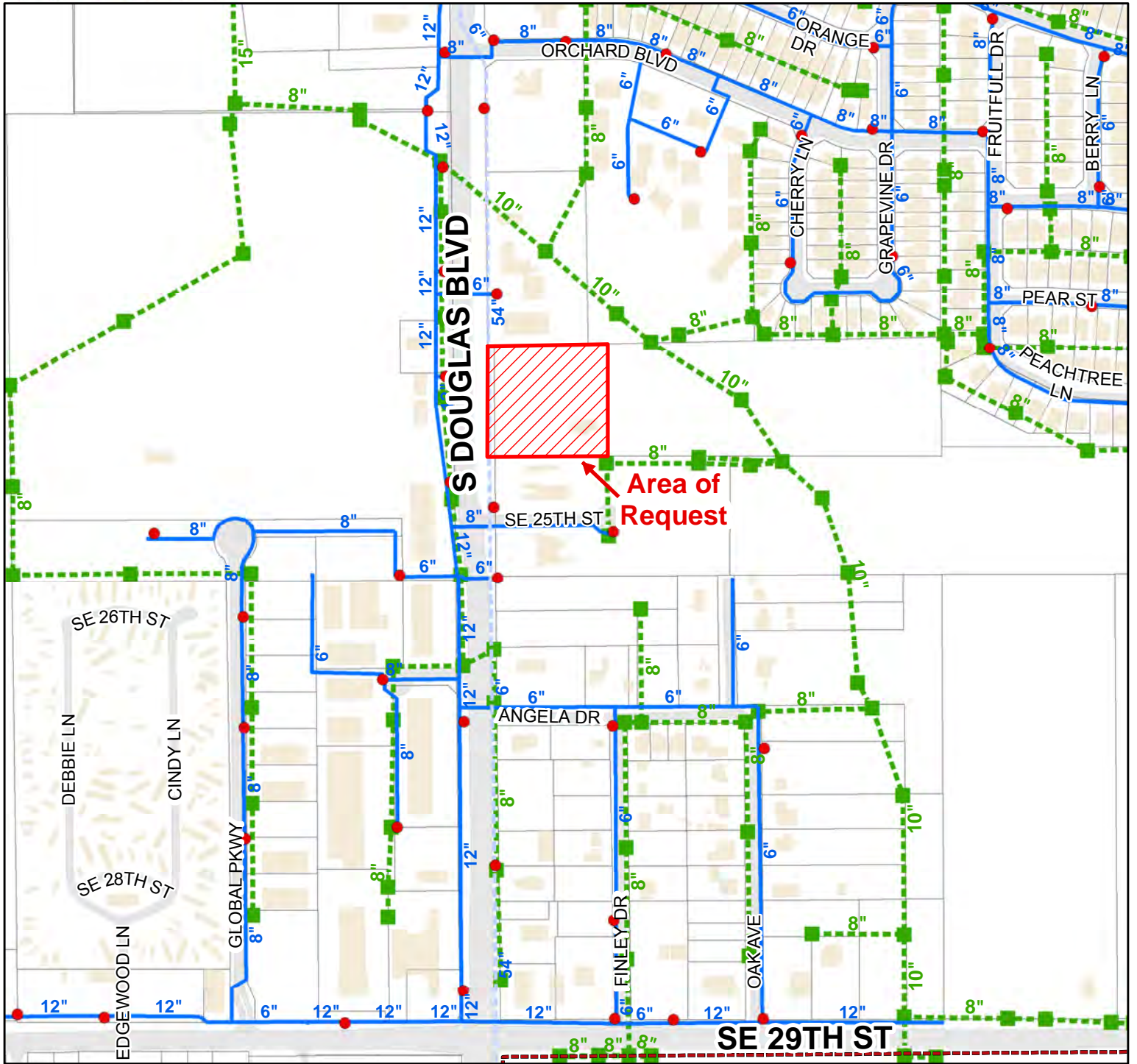
**GENERAL MAP FOR  
PC-1947  
(SW/4, Sec. 12, T11N, R2W)**



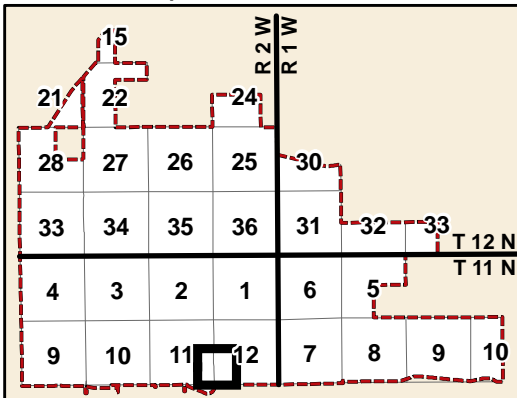
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Locator Map



**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-1947  
(SW/4, Sec. 12, T11N, R2W)**



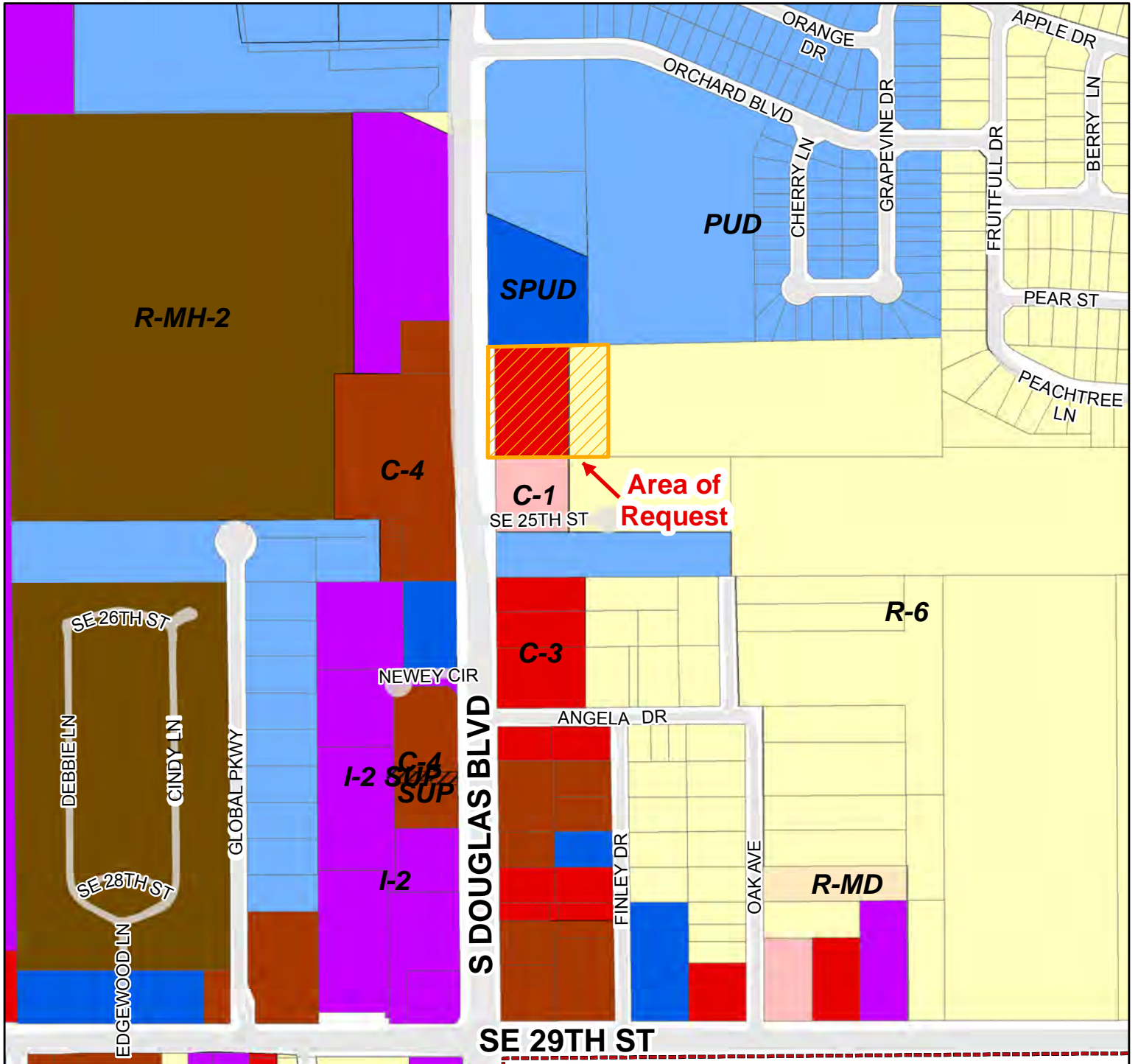
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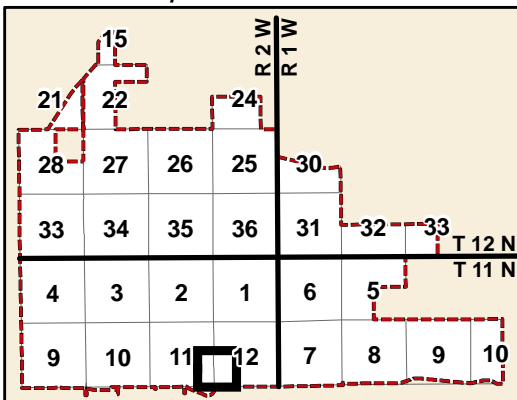
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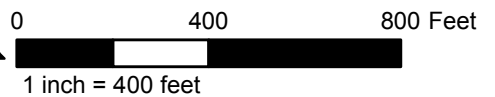
Locator Map



Current Zoning Legend

A-1	I-2 SUP	R-35
A-1 SUP	I-3	R-2F
C-1	O-1	R-MD
C-1 SUP	O-1 SUP	R-MD SUP
C-2	O-2	R-HD
C-2 SUP	O-2 SUP	R-HD SUP
C-3	R-6	R-MH-1
C-3 SUP	R-6 SUP	R-MH-2
C-4	R-8	PUD
C-4 SUP	R-10	SPUD
I-1	R-22	HOS
I-2		HOS SUP

**ZONING MAP FOR  
PC-1947  
(SW/4, Sec. 12, T11N, R2W)**



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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  
Greg Hakman, GIS Coordinator

**To:** Honorable Mayor and City Council

**From:** Billy Harless, Community Development Director

**Date:** May 22, 2018

**Subject:** (PC – 1948) Discussion and consideration of approval of the Preliminary Plat of Johnson Homestead, described as a part of the NW/4 of Section 7, T11N, R1W, located at 10433 SE 21<sup>st</sup> Street.

**Executive Summary:** This is a request to subdivide an existing 4.65 acre tract into 4 individual parcels for single family residential use. Tree preservation and park land dedications are not required due to the low density and size of the parcel. City water services are available to all proposed parcels, however, an extension of the sanitary sewer system for all lots is required. The applicant has requested a waiver to the street and sidewalk improvements as there are no improved streets or sidewalks connecting to this parcel. As this meets the 2012 Subdivision Regulations, staff recommends approval.



**Dates of Hearing:** Planning Commission – May 1, 2018  
City Council – May 22, 2018

**Owner/Applicant:** Byron Johnson

**Engineer:** Larry Slaughter, SWM & Sons

**Proposed Use:** four (4) single family residential lots

**Size:**  
The area of request has a frontage of approximately 337.75' along SE 21<sup>st</sup> Street and frontage of approximately 332.50' along SE 19<sup>th</sup> Street, containing an area of approximately 4.65 acres.

**Development Proposed by Comprehensive Plan:**  
Area of Request – LDR, Low Density Residential  
North, South, West and East – LDR, Low Density Residential

**Zoning Districts:**

Area of Request – R-6, Single Family Detached Residential  
North, South, East and West – R-6, Single Family Detached Residential

**Land Use:**

Area of Request – site one single family residence  
North, South, East and West – single family residences

**Comprehensive Plan Citation:**

Single-Family Detached (SFD) Land Use

This use is representative of traditional, single-family detached dwelling units. Of the residential categories, it is recommended that single-family detached land use continues to account for the largest percentage. The areas designated for single-family detached residential land use are generally not adjacent to incompatible land uses, and are in proximity to existing single-family residential land use. The City should strive for a range of lot sizes to develop, and should reinforce this by providing a choice of several single-family zoning districts with various lot sizes in the Zoning Ordinance.

**Municipal Code Citation:**

2.7.1. R-6, Single –Family Detached Residential District

The R-6, Single-Family Detached Residential District is intended for single-family residences on lots of not less than 6,000 square feet in size. This district is estimated to yield a maximum density of 5.1 gross dwelling units per acre (DUA). Additional uses for the district shall include churches, schools and public parks in logical neighborhood units.

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. This area has been zoned single-family residential since the adoption of the 1985 zoning code.
2. The Planning Commission recommended approval of this item May 1, 2018.

**Engineer's Comments:**

Water Supply and Distribution

A six (6) inch public water main is located on the north side of S.E. 19th Street in the street right-of-way extending along the north side of the area of request. A six (6) inch public water main is located on the south side of S.E. 21st Street in the street right-of-way extending along the south side of the area of request.

Extension of the water supply to serve this property is not 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

Section 38-18 in the Subdivision Regulations requires all existing and proposed public sanitary sewer mains be reflected on the preliminary plat.

An eight (8) inch public sewer main is located approximately 250 feet southwest of the area of request.

The applicant proposes to construct a public sewer line extension through the site to provide service to the proposed lots in area of request.

Improvement plans for the sewer line extensions 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

Section 38-18 in the Subdivision Regulations requires all existing and proposed public streets and sidewalks be reflected on the preliminary plat.

Access to the area of request is available from S.E. 19th Street and S.E. 21st Street. S.E. 19th Street Avenue is classified as a local street in the 2008 Comprehensive Plan. S.E. 19th Street will be a two (2) lane, 22-foot wide, uncurbed, asphalt concrete roadway. Current code requires a total street right-of-way width of fifty (50) feet for local streets and presently, S.E. 19th Street has fifty (50) feet of right-of-way adjacent to and parallel to the north side of the area of request. S.E. 21st Street is classified as a local street in the 2008 Comprehensive Plan. S.E. 21st Street will be a two (2) lane, 22-foot wide, uncurbed, asphalt concrete roadway. Current code requires a total street right-of-way width of fifty (50) feet for local streets and presently, S.E. 21st Street has fifty (50) feet of right-of-way adjacent to and parallel to the south side of the area of request

Right of way grants to the city are not required with this application.

Neither S.E. 19th Street nor S.E. 21st Street meets current code requirements for a public road.

The substandard street sections and the lack of sidewalks do not meet current code for residential development. Section 38-59 of the subdivision code allows for the waiver of these street and sidewalk improvements in cases where the improvements would not match the current or future development standards of the area properties. A waiver would apply to this application.

### Drainage and Flood Control, Wetlands, and Sediment Control

Drainage across the area of request is mainly from the northeast to the southwest via overland flow to the bar ditches that parallel S.E. 21st Street. The ditches collect and run water to the west, eventually emptying into Soldier Creek. Currently, the area of request is mainly undeveloped with a single family residence. No increase to the water flowing off site will be allowed at any time during this development.

The existing bar ditch drainage system in the area is not designed to accept any increase to the water flow rates in the area. As needed, drainage improvements and detention facilities to service the area of request will be constructed to meet this requirement of zero increase to water runoff.

All primary and secondary drainage channels shall be provided and improved whether a part of a subdivision of land or for individual tracts in accordance with the requirement herein prior to the issuance of a building permit.

The attached letter from the design engineer also states the plat will include drainage improvements associated with the development. It is the opinion of the designer that the additional housing will not have an adverse impact on the adjacent properties.

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.

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 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 proposed side lot and rear lot utility easements, as well as previously dedicated utility and drainage easements are illustrated on the preliminary plat.

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

#### **Fire Marshal's Comments:**

The fire department has reviewed the request for approval of the Preliminary Plat of Johnson Homestead. The property is required to meet and maintain the requirements of Midwest City Ordinances Section 15.

#### **Staff Comments:**

This is a request to subdivide one (1) existing 4.65 acre tract into four (4) individual parcels. The parcels are intended for single family residential development.

There is an existing residential structure located on proposed Lot 1 of the plat. The applicant plans to demolish that property and build a new home on that lot at a later date. Proposed lot 1 has 337.75 feet of frontage on SE 21<sup>st</sup> St. and contains an area of 2.356 acres. Proposed lots 2, 3 and 4 all front onto SE 19<sup>th</sup> St. Each lot contains approximately 110' of frontage along the street and are 296' deep, containing .75 of an acre. All of the proposed lots exceed the minimum size standards for residential development.

There are no amenities proposed or required for this preliminary plat. The dedication of parks and open space is not required with this application as the density is not greater than one unit per net acre. The Midwest City Master Trails Plan does not identify planned trails through the area of request. A Tree Canopy Management Plan is not required as the area of request is less than five (5) acres.

If approved, future residential development on all lots must meet all of the regulations of the Zoning Ordinance.

Since this preliminary plat meets the subdivision regulations, staff recommends approval of the Johnson Homestead Preliminary Plat subject to these comments.

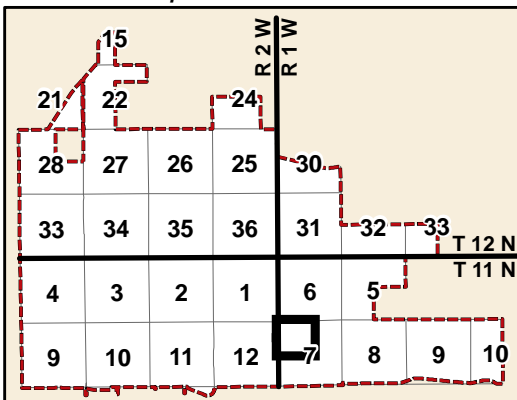
**Action Required:** Approve or reject the preliminary plat of Johnson Homestead located on the property as noted herein, subject to the staff comments and found in the May 22, 2018 agenda packet and made a part of PC- 1948 file.

Billy Harless, AICP  
Community Development Director

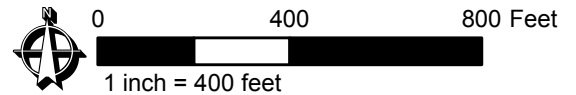
KG



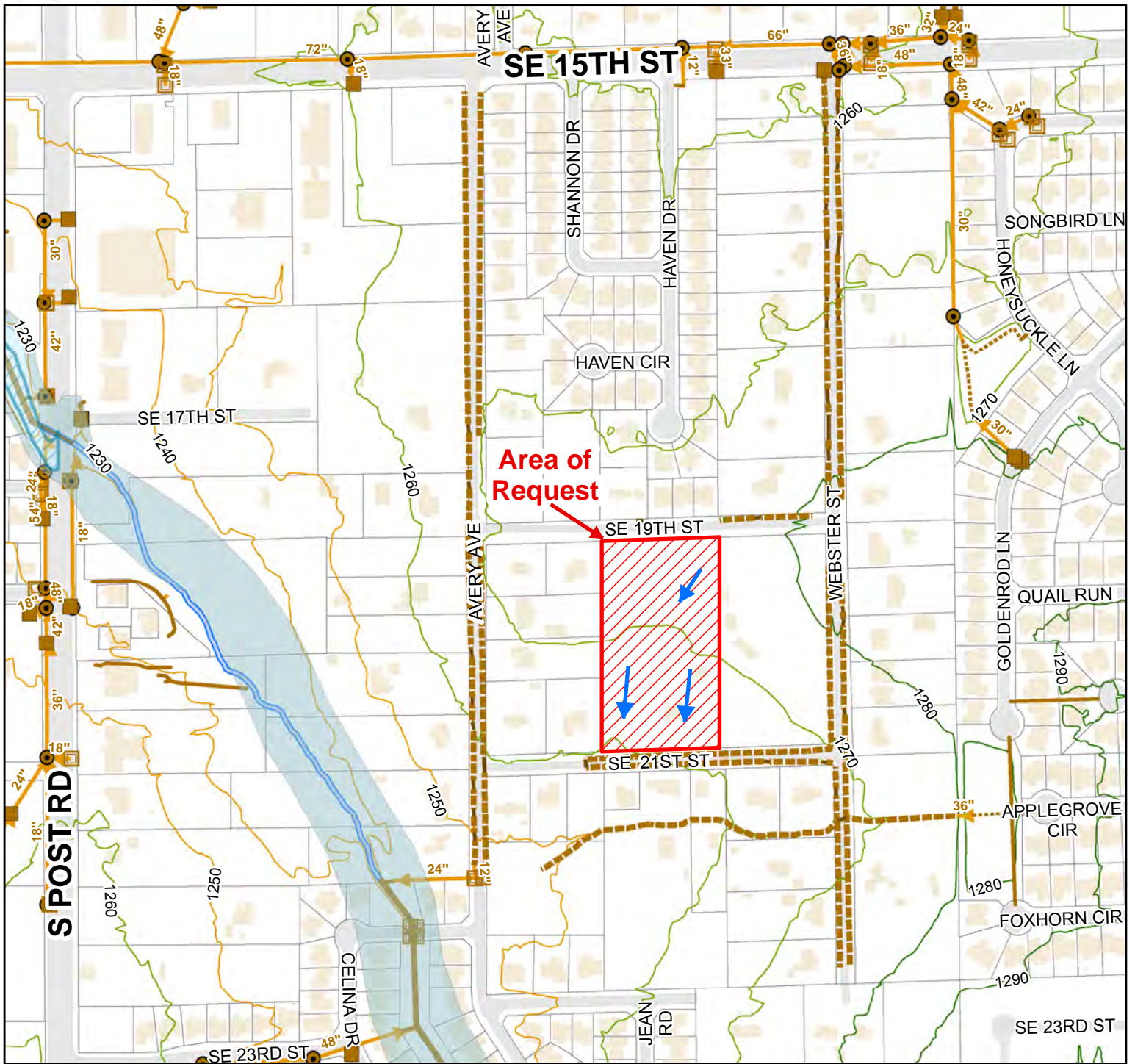
Locator Map



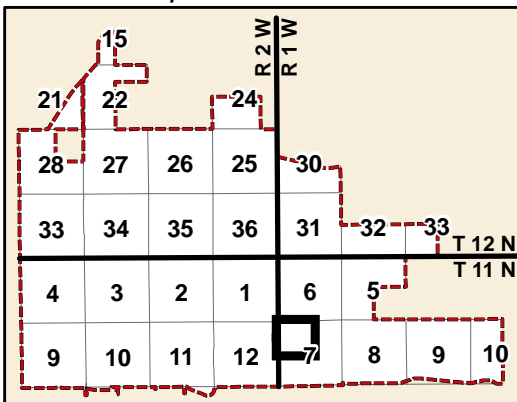
**2017 DOP (AERIAL) VIEW FOR  
PC-1948  
(NW/4, Sec. 7, T11N, R1W)**



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Locator Map



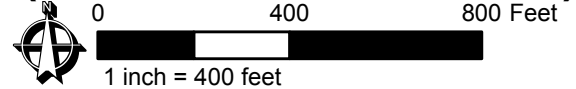
- Drainage Legend**
- Curb Inlets
  - Inlets
  - Junction Box
  - Culverts
  - Flumes
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  - Trickle Channels
  - Undeveloped Channels
  - Storm Lines
  - Creeks
- ELEVATION**
- 1166-1204 ft
  - 1204-1228 ft
  - 1228-1250 ft
  - 1250-1278 ft
  - 1278-1324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

**2009 FEMA Floodplains**

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

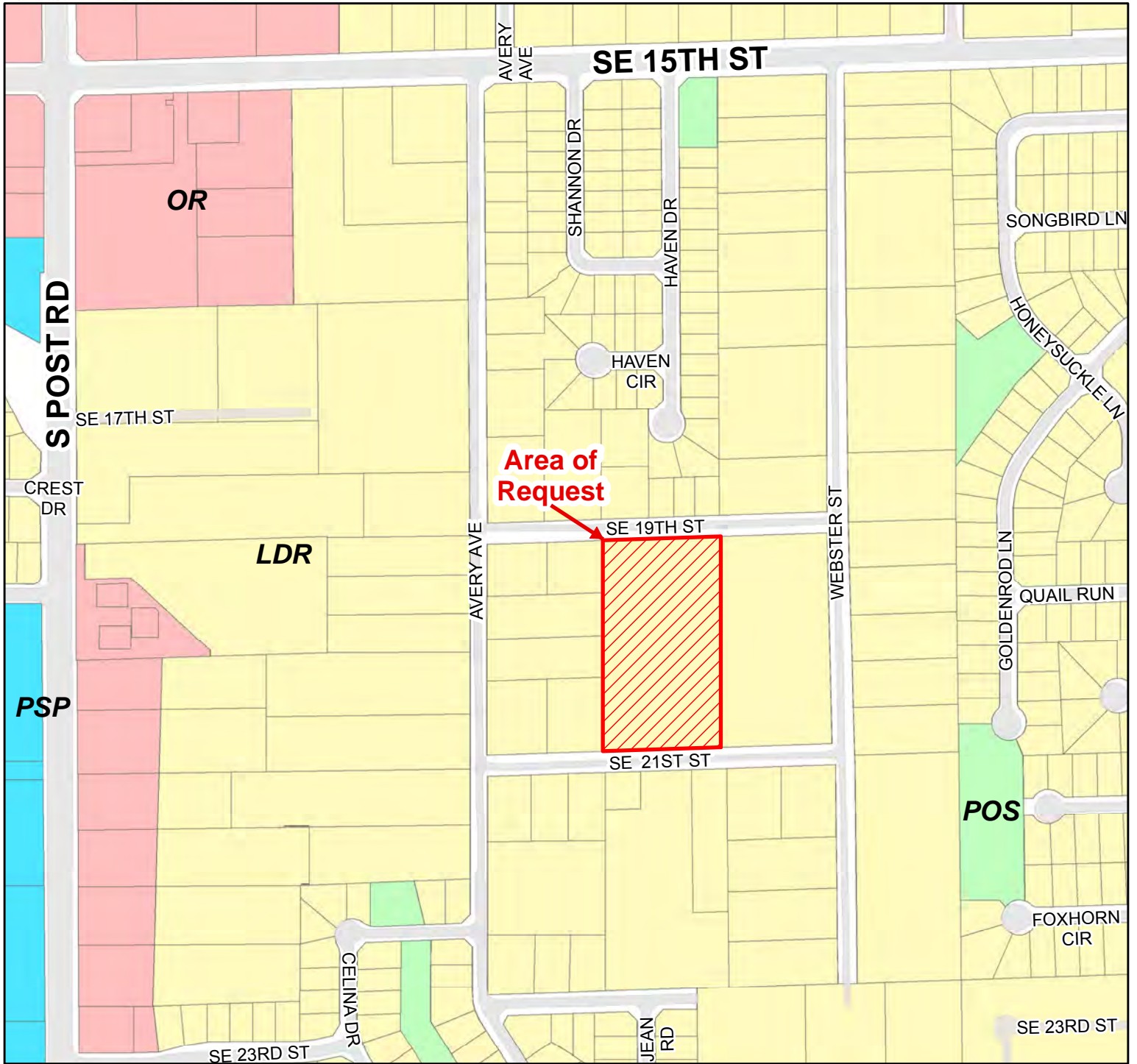
**DRAINAGE LOCATION MAP FOR PC-1948**

(NW/4, Sec. 7, T11N, R1W)

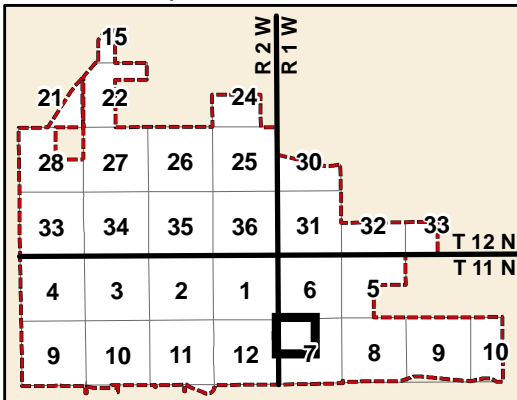


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Locator Map

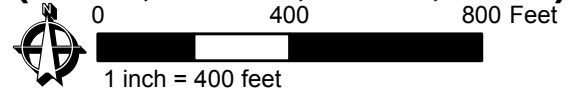


Future Land Use Legend

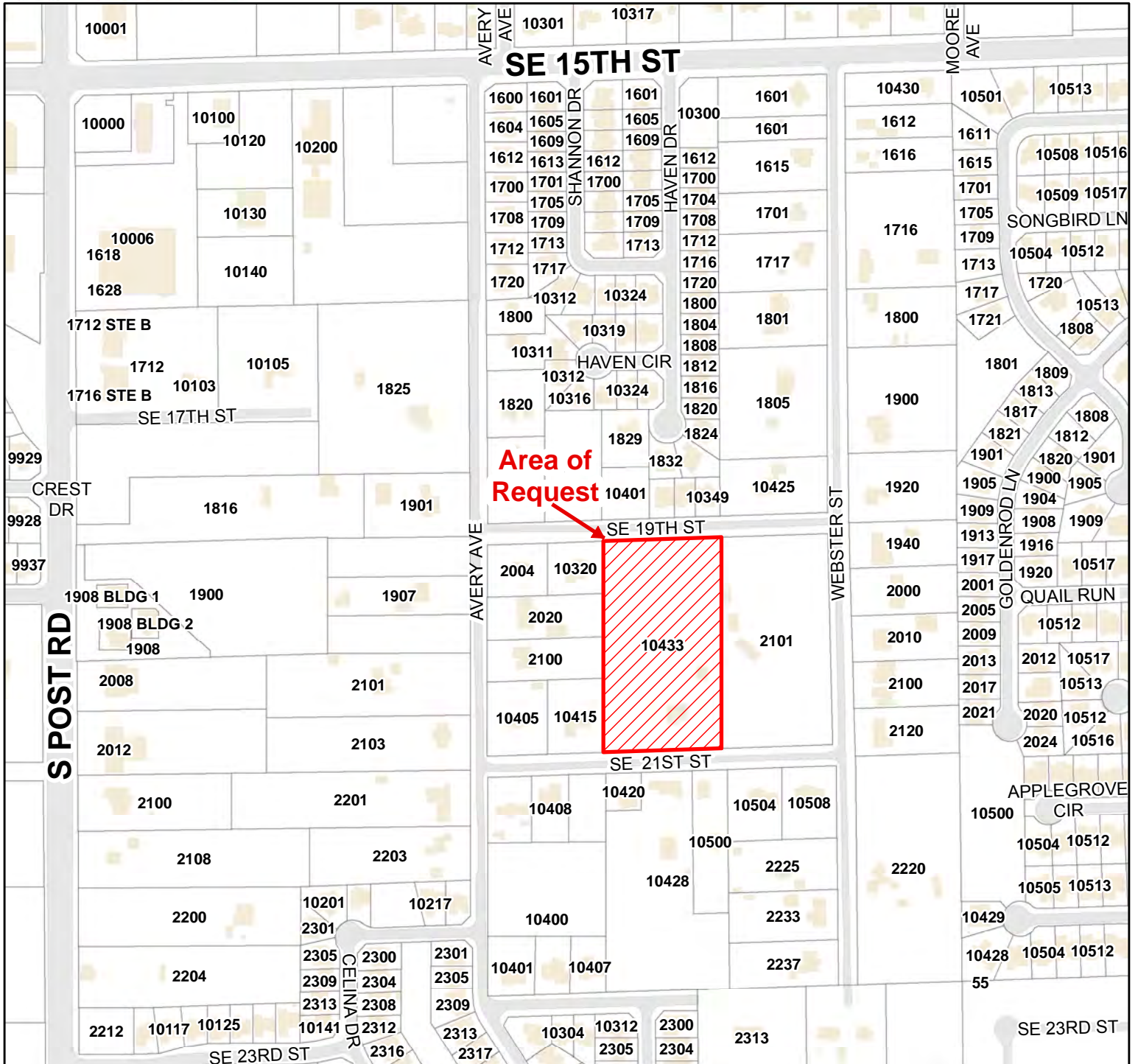
- Single-Family Detached Residential
- Medium Density Residential
- High Density Residential
- Manufactured Home
- Public/Semi-Public
- Parks/Open Space
- Office/Retail
- Commercial
- Industrial
- Town Center

**FUTURE LAND USE  
MAP FOR  
PC-1948**

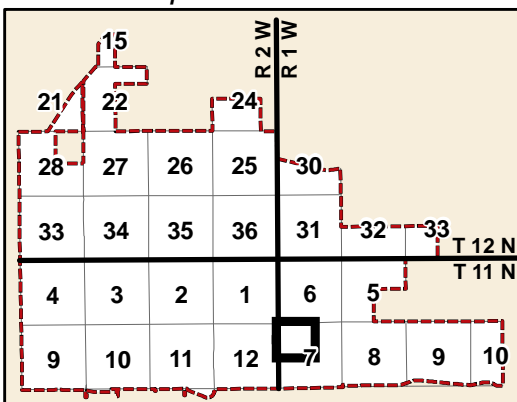
**(NW/4, Sec. 7, T11N, R1W)**








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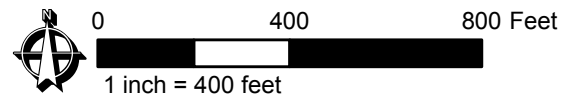
Locator Map



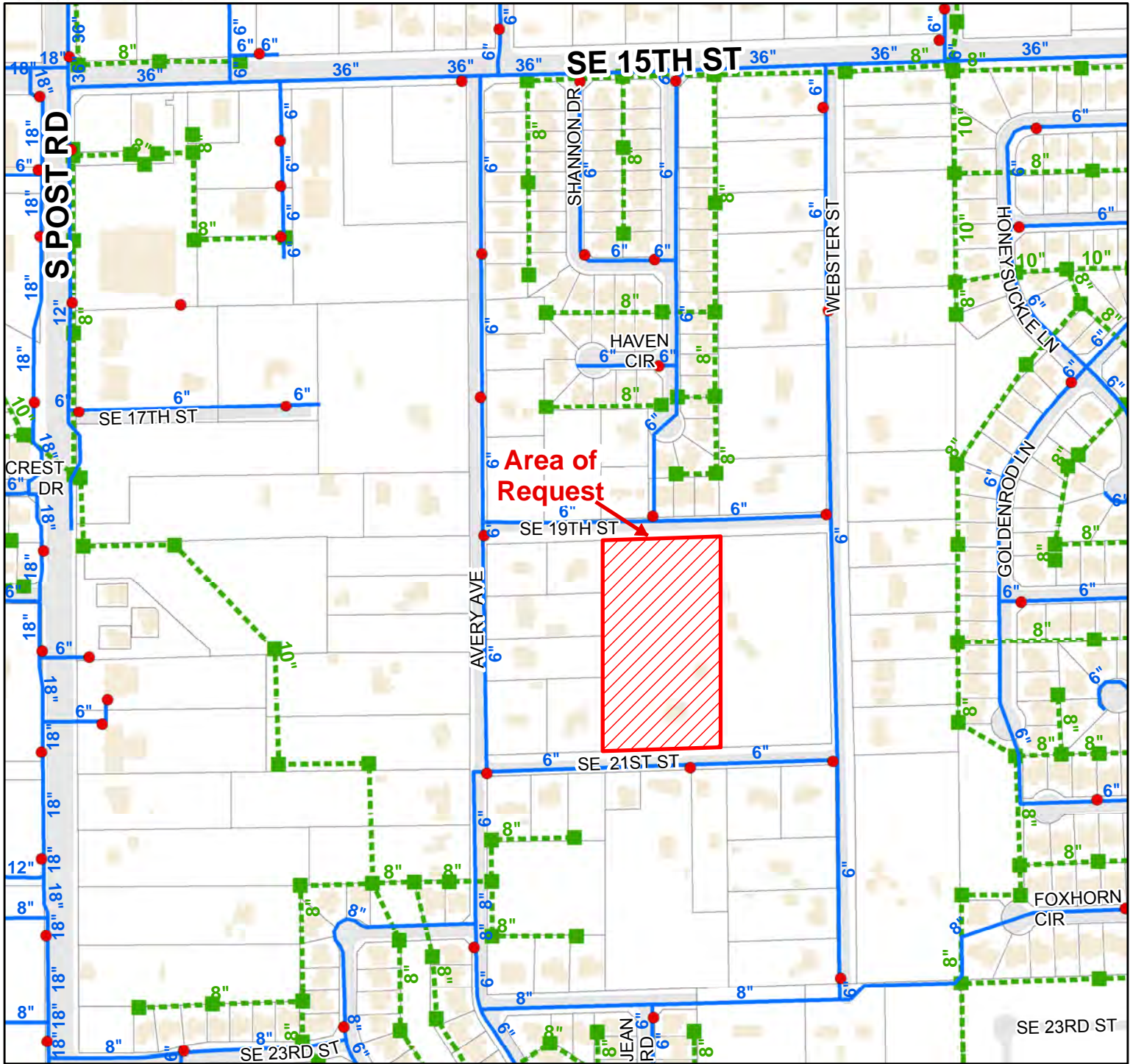
**General Map Legend**

-  Area of Request
-  Parcels with Addresses
-  Buildings
-  Edge of Pavement
-  MWC City Limits

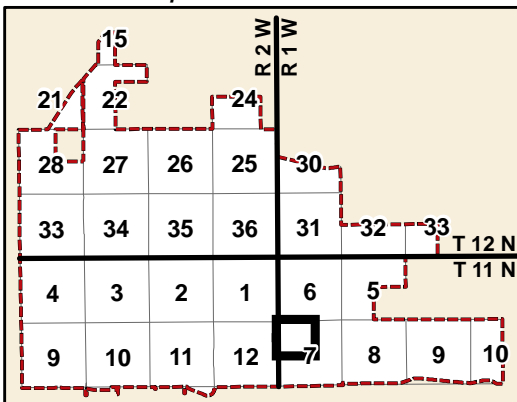
**GENERAL MAP FOR  
PC-1948  
(NW/4, Sec. 7, T11N, R1W)**



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Locator Map



Water/Sewer Legend

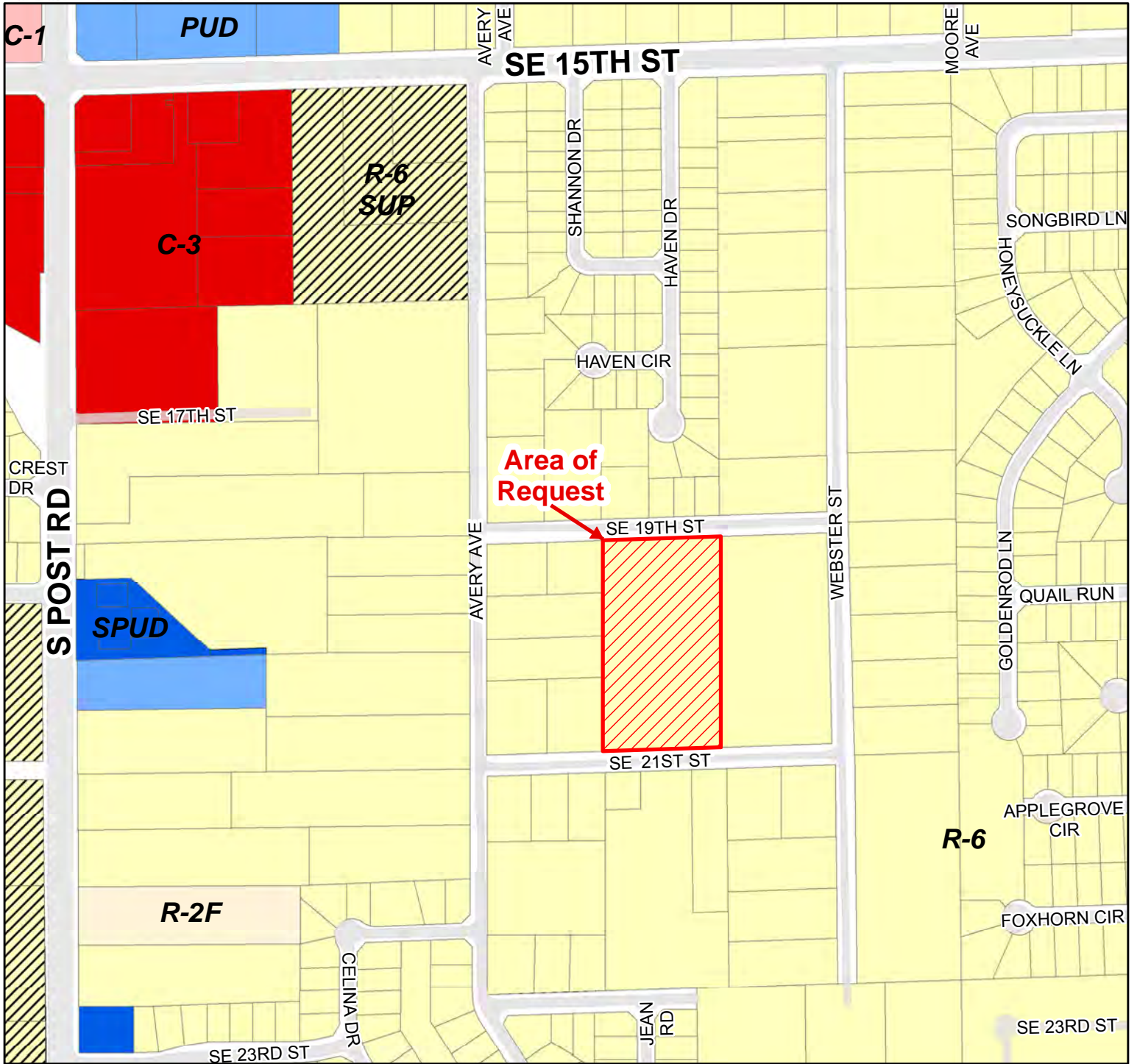
- Fire Hydrants
- Water Lines
  - Distribution
  - Well
  - OKC Cross Country
  - Sooner Utilities
  - Unknown
- Sewer Manholes
- Sewer Lines

**WATER/SEWER LINE  
LOCATION MAP FOR  
PC-1948**

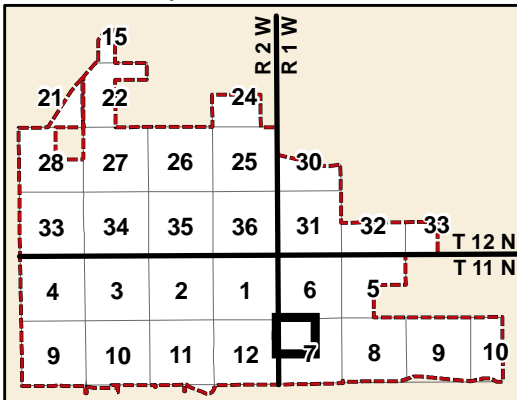
**(NW/4, Sec. 7, T11N, R1W)**



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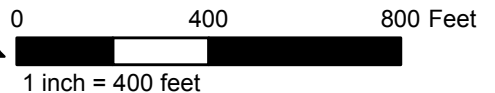
Locator Map



Current Zoning Legend

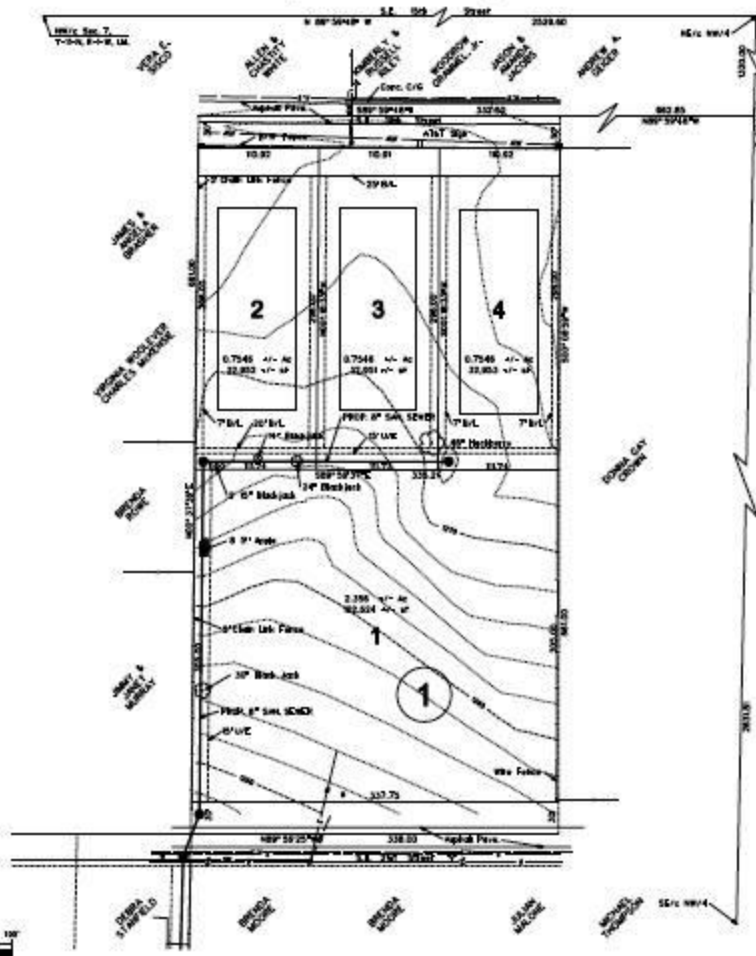
A-1	I-2 SUP	R-35
A-1 SUP	I-3	R-2F
C-1	O-1	R-MD
C-1 SUP	O-1 SUP	R-MD SUP
C-2	O-2	R-HD
C-2 SUP	O-2 SUP	R-HD SUP
C-3	R-6	R-MH-1
C-3 SUP	R-6 SUP	R-MH-2
C-4	R-8	PUD
C-4 SUP	R-10	SPUD
I-1	R-22	HOS
I-2		HOS SUP

## ZONING MAP FOR PC-1948 (NW/4, Sec. 7, T11N, R1W)



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**PRELIMINARY PLAT  
FOR  
JOHNSON HOMESTEAD  
A PART OF THE E/2, NW/4, SEC. 7, T-11-N, R-1-W, I.M.  
CITY OF MIDWEST CITY, OKLAHOMA COUNTY, OKLAHOMA**



**ZONING:**  
EXISTING: R-6  
**STATISTICAL DATA:**  
GROSS AREA: 4 AC  
NUMBER OF LOTS: 4  
BUILDING UNITS: 4

**OWNER:**  
ROSE & ALLEN JOHNSON  
1900 OAK PARK DR  
OKLAHOMA CITY, OK 73108  
**DEVELOPER:**  
SWM & SONS, INC.  
1400 S.E. 20th STREET  
CHICKEN, OK 73008

**ENGINEER:**  
LARRY D. SLAUGHTER, P.E.  
CONSULTING ENGINEER  
P.O. BOX 6887  
MIDCITY, OK 73106-0687  
O.A. 3004  
**SURVEYOR:**  
G.E.D. LAND SURVEYING, INC.  
P.O. BOX 610  
PARSON, OK 73076  
O.A. 3002

**BASE OF BEARINGS:**  
THE NORTH LINE OF THE NW/4, SEC. 7,  
T-11-N, R-1-W, I.M. ASSEMBLED  
USING THE MERIDIAN



**NOTES:**

- NO STREET OR DRAINAGE IMPROVEMENTS ARE REQUIRED FOR THIS DEVELOPMENT.
- NO WATER LINE IMPROVEMENTS ARE REQUIRED FOR THIS DEVELOPMENT.
- AN IN-SANITARY SEWER SHALL BE PROVIDED FROM THE SW/4 SOUTH EAST 20th AND AVE TO THE ADDITION OF SEWER BY THE TOWN OF MIDWEST CITY.
- CONTOURS ARE SHOWN AT 1' INTERVALS FOR CLARITY.

**LEGAL DESCRIPTION:**

A PART OF THE EAST HALF (E/2) OF THE NORTHWEST QUARTER (NW/4) OF SECTION SEVEN (S. 7) TOWNSHIP ELEVEN (T. 11) NORTH, RANGE ONE (R. 1) WEST OF THE NORTHERN PLAINS, OKLAHOMA COUNTY, OKLAHOMA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

**BEGINNING** 2000 FEET SOUTH AND 200 FEET WEST OF THE NORTHEAST CORNER OF SAID QUARTER SECTION, THENCE SOUTH 89°52'25" WEST 338.00 FEET, THENCE NORTH 89°52'25" WEST 338.00 FEET TO THE POINT OF BEGINNING, LESS AND DECEPT A 100 FOOT STRIP OF LAND ON THE NORTH AND SOUTH-SIDE OF SAID TRACT FOR ROAD PURPOSES, CONTAINING 4 ACROSS, MORE OR LESS.

THIS PLAT OF 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 LAND SURVEYORS, AND THIS COMPLIES WITH THE REQUIREMENTS OF TITLE 11, SECTION 41-106 OF THE OKLAHOMA STATE STATUTES.

PRELIMINARY PLAT  
JOHNSON HOMESTEAD  
A SUBDIVISION OF THE E/2, NW/4, SEC. 7, T-11-N, R-1-W, I.M.  
MIDWEST CITY, OKLAHOMA COUNTY, OKLAHOMA.

**G.E.D. LAND SURVEYING, INC.**

REVISION	BY	DATE

P.L.S. BOX #12 PARSONS, OK 73076 O.A. NO. 3072	PHONE 405-436-6178 FAX 405-436-6178 APP. 405-436-6178
TEL. 405	SHEET # 1 OF 1
DATE: 04/20/11	SCALE: AS SHOWN
DATE: 04/20/11	DATE: 04/20/11

*LARRY G. SLAUGHTER, P.E.*  
*CONSULTING ENGINEER*

---

April 30, 2018

Mr. Patrick Menefee, P.E.  
City Engineer  
City of Midwest City  
100 N. Midwest Blvd.  
Midwest City, OK 73110

RE: Johnson Homestead  
Drainage Statement

Mr. Menefee,

This letter is in response to a telephone call from Raymond Johnson at SWM & Sons concerning drainage issues on this property.

Currently the stormwater runoff flows from the east and the west along the front of the property and ponds along the front of the property. The rest generally flows to the southwest.

A ditch is proposed along the front of the property that will flow to the west until it reaches the west property line then turn to the south and continue south along the west property line until it reaches a point when the flow will change to sheet flow and continue as normal to the southwest.

I feel the additional runoff will not adversely affect the properties to the south.

If you have further questions, do feel free to call.

Respectfully,



Larry G. Slaughter, P.E.  
Consulting Engineer



---

*SUBDIVISIONS \* SITE DEVELOPMENT \* STORM WATER MANAGEMENT \* HIGHWAYS \* FOUNDATIONS*

*P.O. BOX 6977 – MOORE, OK 73153-0977*

*TELE: (405) 799-6899*

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The City of  
**MIDWEST CITY**  
COMMUNITY DEVELOPMENT DEPARTMENT

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

Billy Harless, Community Development Director

**To:** Honorable Mayor and City Council

**From:** Billy Harless, Community Development Director

**Date:** May 22, 2018

**Subject:** (PC – 1949) Public hearing with discussion and consideration of approval an ordinance to redistrict from R-6, Single Family Detached Residential, C-3, Community Commercial and I-2, Moderate Industrial to Planned Unit Development (PUD) governed by the I-2, Moderate Industrial District and a resolution to amend the Comprehensive Plan from OR/Office Retail to COMM, Commercial, for the property described as a tract of land lying in the SW/4 of Section 12, T-11-N, R-2-W, of the Indian Meridian, City of Midwest City, Oklahoma County, Oklahoma, located at 9209, 9213 and 9233 SE 29<sup>th</sup> Street.

### Executive Summary

This is a request to rezone three parcels to a PUD for the proposed use of an auto body collision center. The lots that are zoned R-6, Single Family Residential and I-2, Moderate Industrial are currently vacant. The lot that is zoned C-3, Community Commercial is the site of a vacant concrete building. The applicant has purchased the lots with the intentions of building a new facility for his business, Midwest City Collision Center. Through the PUD, the applicant has restricted several uses on the property including manufactured homes and travel trailer sales and rentals, moderate industrial and heavy industrial. The applicant is requesting a variance to the masonry requirement of 60% masonry materials required for industrial buildings. He would like to use 40% masonry materials on the



entire building, 100% on the south and east sides. He is proposing to use a corrugated metal on a portion of the west side and the rear of the building. The applicant plans to add additional landscaping on the property to make up for the variance request. Staff recommends approval of this request to rezone to a PUD, however, staff recommends denial of the request for a variance to the 60% masonry requirement.

**Dates of Hearing:** Planning Commission – May 1, 2018  
City Council – May 22, 2018

**Council Ward:** Ward 2 – Councilmember Pat Byrne

**Owner/Applicant:** Daniel Van Winkle

**Proposed Use:** Midwest City Collision Office Park

**Size:** The area of request has frontage of approximately 372’ along SE 29<sup>th</sup> and contains an area of approximately 111,513 square feet.

**Development Proposed by Comprehensive Plan:**

Area of Request – OR, Office / Retail

North, East and West – OR, Office/Retail

South – OKC

**Zoning Districts:**

Area of Request – R6-Single Family Residential, C-3-Community Commercial and I2-Moderate Industrial

North – R6, Single Family Residential and R-HD, High Density Residential

East - R6, Single Family Residential

West – R-6, Single Family Residential and C-1, Restricted Commercial

South - OKC

**Land Use:**

Area of Request – Vacant building

North – vacant and small apartment complex

East – vacant building

West – Judge’s restaurant

South - vacant

**Comprehensive Plan Citation:**

Commercial Land Use

Areas designated for commercial land use are intended for a variety of commercial uses and establishments with outside storage, display and sales. Examples of such uses include automobile-related services, manufactured home sales, self-storage units, welding shops and pawn shops. Commercial uses often locate along major thoroughfares not because they need the visibility, as retail uses generally do, but because they need accessibility.

**Municipal Code Citation:**

2.25 PUD, Planned Unit Development

2.25.1 General Provisions

The planned unit development, herein referred to as PUD, is a special zoning district category that provides an alternate approach to conventional land use controls to produce unique, creative, progressive, or quality land developments.

The PUD may be used for particular tracts or parcels of land that are under common ownership and are to be developed as one unit according to a master development plan.



The PUD is subject to special review procedures within the PUD application and review and once approved by the City Council it becomes a special zoning classification for the property it represents.

#### 2.25.2 Intent and Purpose

The intent and purpose of the PUD provisions are as follows:

(A) Innovative land development

Encourage innovative land development while maintaining appropriate limitations on the character and intensity of use, assuring compatibility with adjoining and proximate properties, and following the guidelines of the comprehensive plan.

(B) Flexibility within developments

Permit flexibility within the development to maximize the unique physical features of the particular site.

(C) Efficient use of land

Encourage efficient use of land, facilitate economic arrangements of buildings and circulation systems, and encourage diversified living environments and land uses.

(D) Function, design and diversity

Achieve a continuity of function and design within the development and encourage diversified living environments and land uses.

(E) Modifications to development requirements

Provide a vehicle for negotiating modifications in standard development requirements in order to both encourage innovative development and protect the health, safety and welfare of the community.

#### **History:**

1. The parcel addressed as 9209 SE 29<sup>th</sup> was zoned from low density residential to commercial in 1974 and has remained zoned as such since.
2. The parcel addressed as 9213 SE 29<sup>th</sup> was zoned from low density residential to industrial in 1969 and has remained zoned as such since.
3. The parcel addressed as 9233 SE 29<sup>th</sup> has been zoned single family residential since the adoption of the 1986 Zoning Map.
4. The Planning Commission recommended approval of this item excluding the requested variance for 40% masonry materials at their May 1, 2018 meeting.

#### **Staff Comments:**

#### **Engineering Comments:**

Note: This application is for a planned unit development for an existing commercial development that meets current engineering requirements. No new engineering improvements are required with this application.

#### Water Supply and Distribution

A twelve (12) inch public water main is located on the north side of S. E. 29th Street in the street right-of-way extending along the south side of the area of request.

Extension of the water supply to serve this property is not 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 Sewerage Collection and Disposal

An eight (8) inch public sewer main is located in a dedicated utility easement along the north side of the area of request. An eight (8) inch public sewer main is also located in a dedicated utility easement along the east side of the area of request.

Public sanitary sewer line improvements are not required with this application.

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

Streets and Sidewalks

Access to the area of request is available from S. E. 29th Street. S. E. 29th Street is classified as a primary arterial in the 2008 Comprehensive Plan. S. E. 29th Street is a four (4) lane, 52-foot wide, curbed, asphalt concrete roadway. Current code requires a total street right-of-way width of one hundred twenty (120) feet for a primary arterial and presently, S. E. 29th Street has one hundred twenty (120) feet of right-of-way adjacent to and parallel to the south side of the area of request.

Right of way grants to the city are not required with this application.

Street improvements are not required with this application.

Sidewalk improvements are not required with this application, however, they will be a requirement of any building permit.

Drainage and Flood Control, Wetlands, and Sediment Control

Drainage across the area of request is via overland flow from the southwest to the northeast. Runoff from area of request empties into the Soldier Creek drainage basin which is adjacent to the northeast corner of the subject property. Currently, the area of request is developed with a commercial business. None of the area of request is 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.

Drainage and detention improvements are not required with this application however, they will be a requirement of any building permit.

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

Easements and Right-of-Way

No additional rights-of-way and/or easements are required with this application.

**Fire Marshal's Comments:**

The Fire Department has reviewed this proposed PUD. The property is required to meet and maintain the requirements of Midwest City Ordinances Section 15. The property is required to have a fire hydrant installed no more than 400' from the existing hydrant located at Oak Avenue and SE 29<sup>th</sup> St. per Midwest City Ordinance Section 15-22 (C).

**Plan Comments:**

Master Development Plan identifies one (1) lot. This lot is intended for use as an auto body shop. The applicant currently runs his business, Midwest City Collision Center, out of a building located at 8909 Newey Circle. He has purchased the property identified in this report with the intentions of building a new facility for his business.

Underlying Zoning

The PUD states that the PUD will be governed by the I-2, Moderate Industrial District. The primary use proposed by the applicant is Automotive and Equipment: Heavy. The following uses are prohibited by the PUD:

- Animal Sales and Services: Kennels and Veterinary, Restricted
- Animal Sales and Services: Kennels and Veterinary, General
- Funeral and Interment Services: Cremating
- Manufactured Housing and Travel Trailers: Sales and Rentals
- Custom Manufacturing
- Moderate Industrial
- Heavy Industrial
- Wholesaling, Storage and Distribution: Restricted
- Agricultural Processing: Limited
- Agricultural Processing: General

Access

Access to the area of request will be via two (2) new curb cuts along SE 29<sup>th</sup> Street.

Parking

For the use of Automotive and Equipment: Heavy requires 1 space per 150 square feet of GFA; 5 spaces minimum with interior bay spaces being allowed to count toward this requirement. The Master Development Plan shows 63 outdoor parking spaces. The 14,850 square foot building requires 99 parking spaces. The remaining 36 spaces will be interior bays within the building.

The plan does not show the dimensions of the spaces. The Zoning Ordinance requires that for 90° angled parking, the spaces be anywhere from 8.5’-9.5’ in width and 18.5’ in depth. For 8.5’ wide spaces, the aisle must be a minimum of 28’ wide. For 9’ wide spaces, the aisle must be a minimum of 26’ wide and for 9.5’ spaces, the aisles must be a minimum of 25’ wide.

Screening

Screening is required where a commercial, office or industrial district abuts a residential district. Screening will be required along the north and east property lines. The screening must be in place prior to issuance of a Certificate of Occupancy.

The Zoning Ordinance requires that commercial dumpsters be screened on three (3) sides with a minimum of 8’ tall brick walls and a minimum 10’ wide clear space when opened. The dumpster plans must be included with the building permit plans.

Landscaping

Code requires a base of six (6) trees and twelve (12) shrubs for each building plus two (2) trees and two (2) shrubs for every ten (10) parking spaces installed.

The landscaping must be installed and approved prior to issuance of any Certificates of Occupancy. The PUD states that the development will meet the landscaping requirements.

It should be noted that the Zoning Ordinance also requires a 3' landscaped strip between the edge of the right-of-way and the parking area and drive aisles. This must be shown on the site plan submitted with the building permit application.

#### Signage

The PUD does not reference signage. Staff would recommend that the allowable signage meet the adopted Sign Ordinance. One (1) free-standing sign will be permitted, no taller than 20', no more surface area than 200 sq. ft. and must include a pole cover. Signage is prohibited from the right-of-way. The Sign Ordinance does allow off-premise signage in industrial zoning districts. Staff would recommend that no off-premise advertising be allowed within this development.

As the underlying zoning for this PUD is I-2, Moderate Industrial, staff would also recommend that no off-premise advertising (billboards) be allowed on the property.

#### Variances Requested

The applicant is requesting a variance to the requirement of 60% masonry materials for industrial buildings. The applicant would like to use 40% total masonry materials. He plans to use a combination of brick and stucco (both approved masonry materials) on the south and east sides of the building, excluding doors, windows and overhead doors. He plans to use some stucco on the west side of the building in combination with corrugated metal and all corrugated metal on the north side (rear) of the building. The applicant has not provided exact percentages as to how much of the exterior of the building will be masonry and how much will be corrugated metal. The applicant has stated to staff that he plans to make up for the variance by adding additional landscaping. He has stated that part of the reason for the requested variance is due to the large retaining wall on the west property line. The applicant is willing to negotiate this requested variance.

Staff recommends denial of this request. Industrial buildings are already required less masonry materials on the exterior than commercial buildings where 80% masonry materials are required. Due to the number of overhead doors on the front and rear of the building, it should not be difficult to meet the 60% masonry material requirement. Other recent industrial buildings have been built to comply with this requirement.

#### Recommendation

Staff recommends approval of the request to rezone the property to PUD for use as an auto body collision center, subject to the comments above. Staff does not recommend approval of the requested variance to the masonry requirement.

**Action Required:** Approve or reject the resolution to amend a portion of the Comprehensive Plan to COMM, Commercial and approve or reject an ordinance to redistrict to Planned Unit Development for the property noted in this report and subject to staff's comments as found in the May 22, 2018, agenda packet, and as noted in PC – 1949 file.

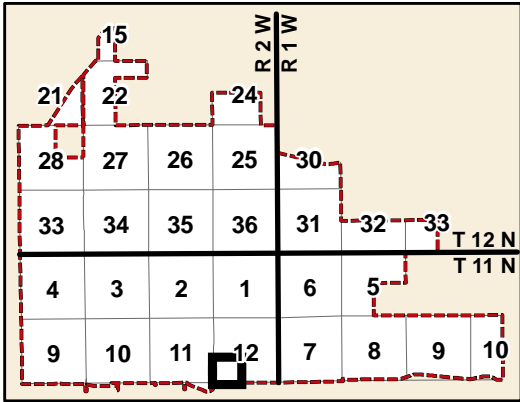
A handwritten signature in black ink, appearing to read "Billy Harless". The signature is fluid and cursive, with a large initial "B" and "H".

Billy Harless, AICP  
Community Development Director

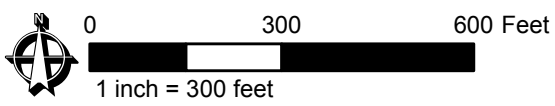
KG



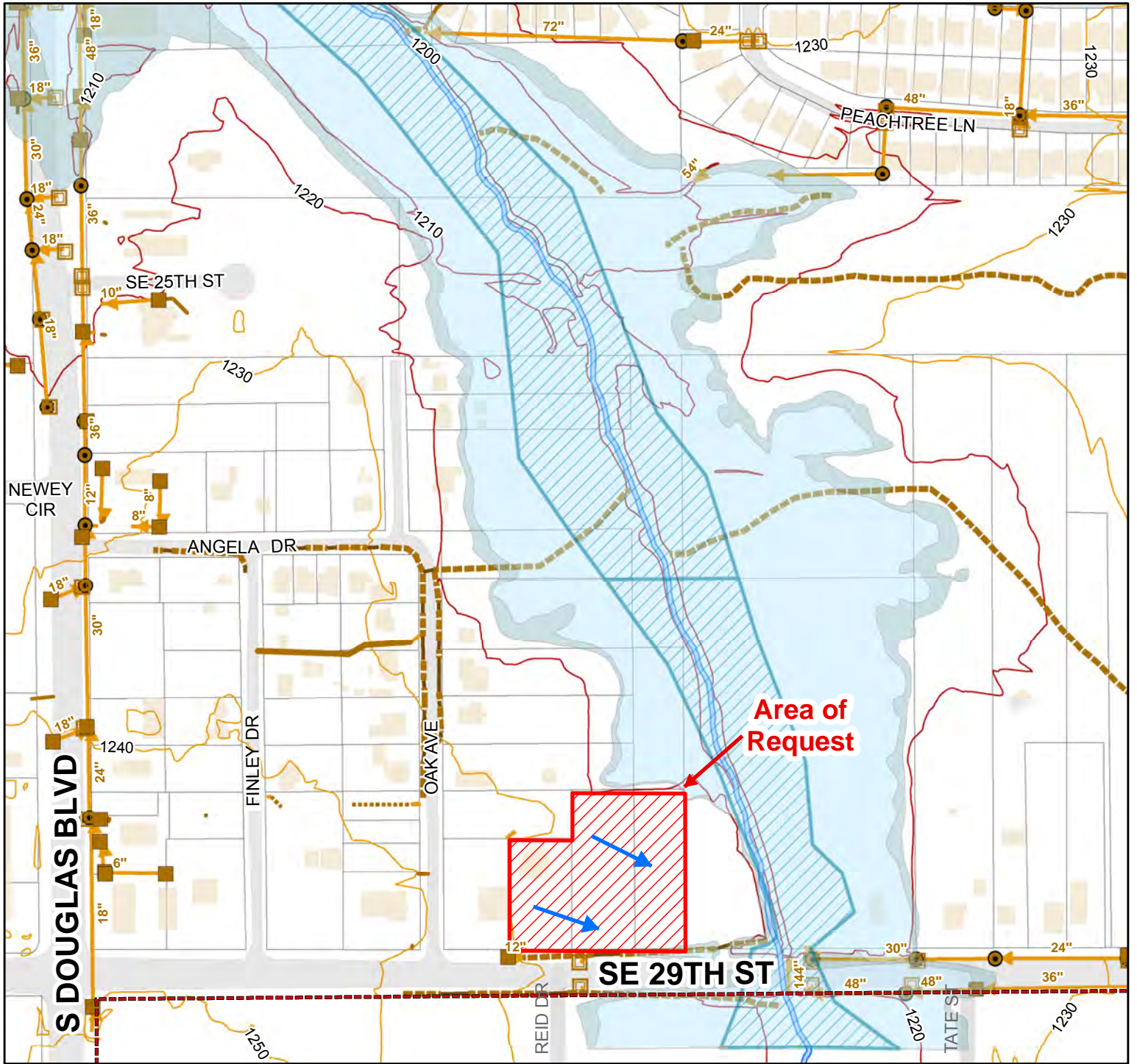
Locator Map



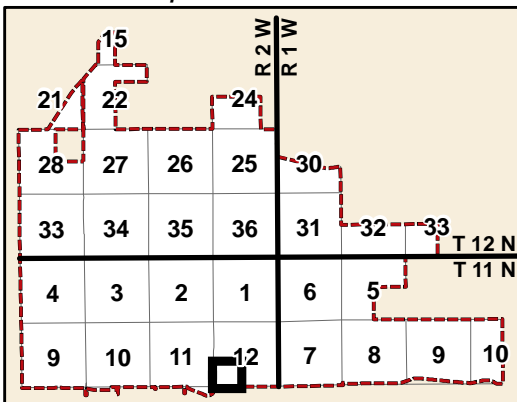
**2017 DOP (AERIAL) VIEW FOR  
PC-1949  
(SW/4, Sec. 12, T11N, R2W)**



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Locator Map

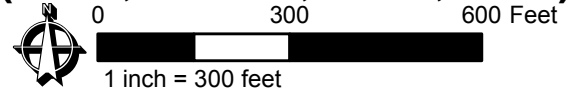


- Drainage Legend**
- Curb Inlets
  - Inlets
  - Junction Box
  - Culverts
  - Flumes
  - Developed Channels
  - Trickle Channels
  - Undeveloped Channels
  - Storm Lines
  - Creeks
- ELEVATION**
- 1166-1204 ft
  - 1204-1228 ft
  - 1228-1250 ft
  - 1250-1278 ft
  - 1278-1324 ft

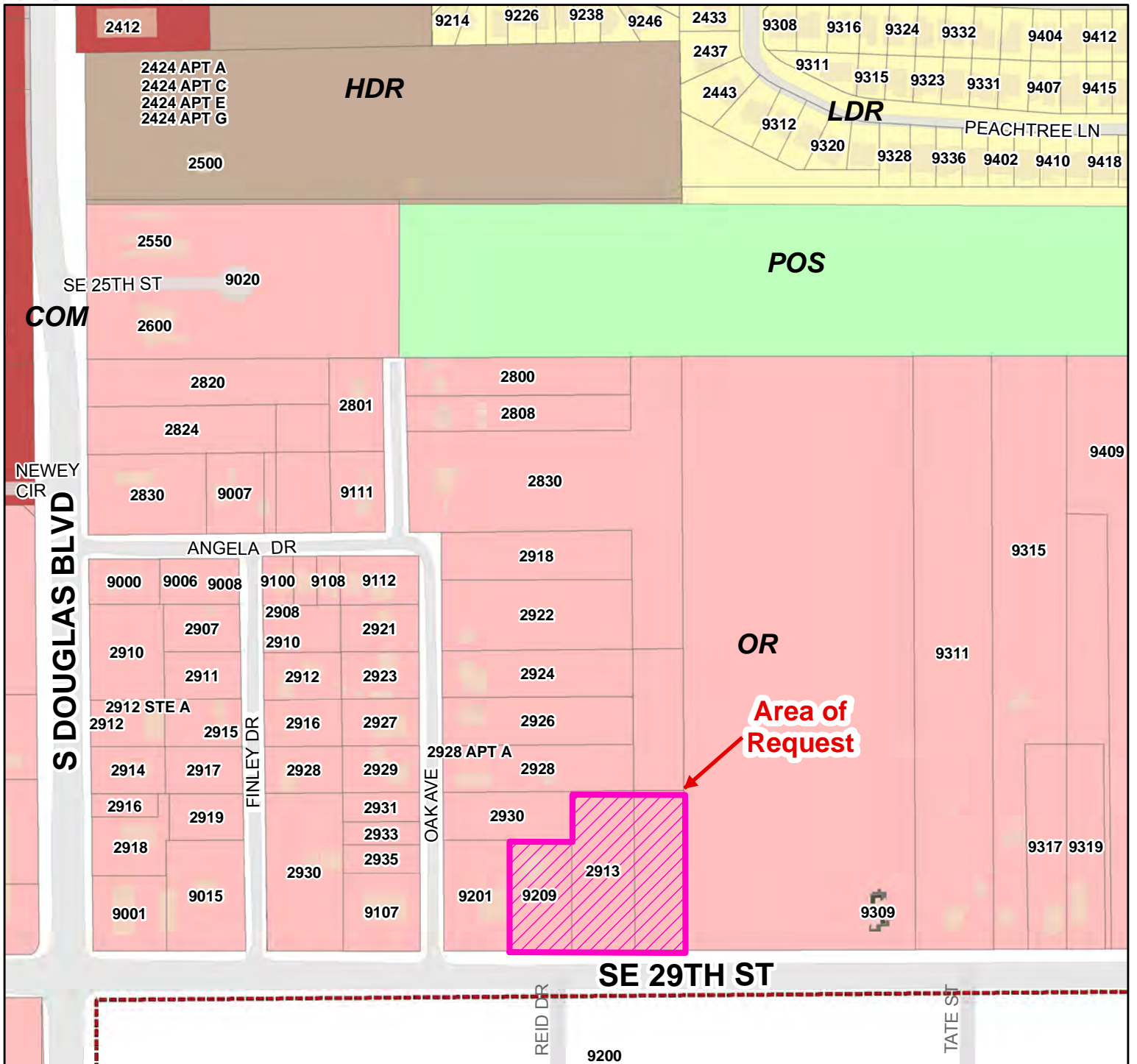
**2009 FEMA Floodplains**

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

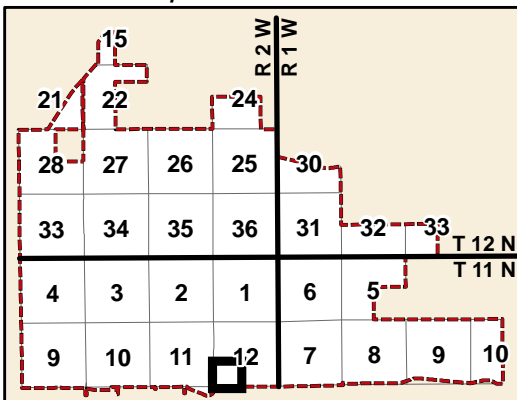
**DRAINAGE LOCATION MAP FOR PC-1949 (SW/4, Sec. 12, T11N, R2W)**



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



Future Land Use Legend

- Single-Family Detached Residential
- Medium Density Residential
- High Density Residential
- Manufactured Home
- Public/Semi-Public
- Parks/Open Space
- Office/Retail
- Commercial
- Industrial
- Town Center

## FUTURE LAND USE MAP FOR PC-1949 (SW/4, Sec. 12, T11N, R2W)

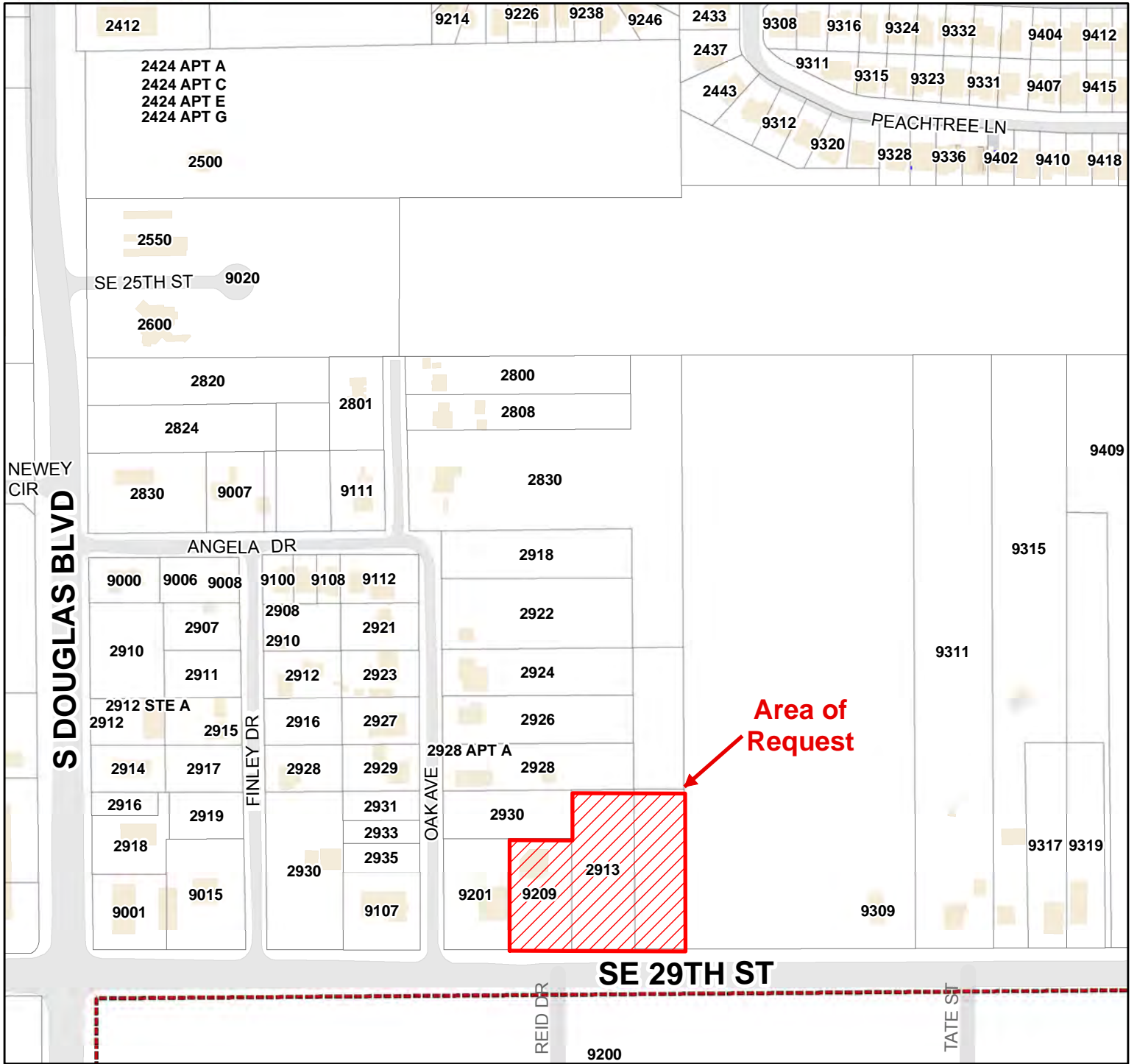


0                      300                      600 Feet

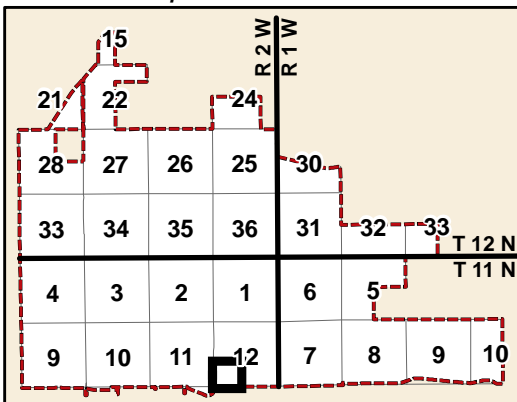
1 inch = 300 feet

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






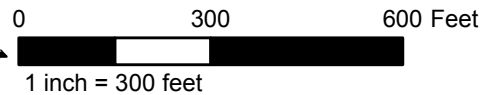
Locator Map



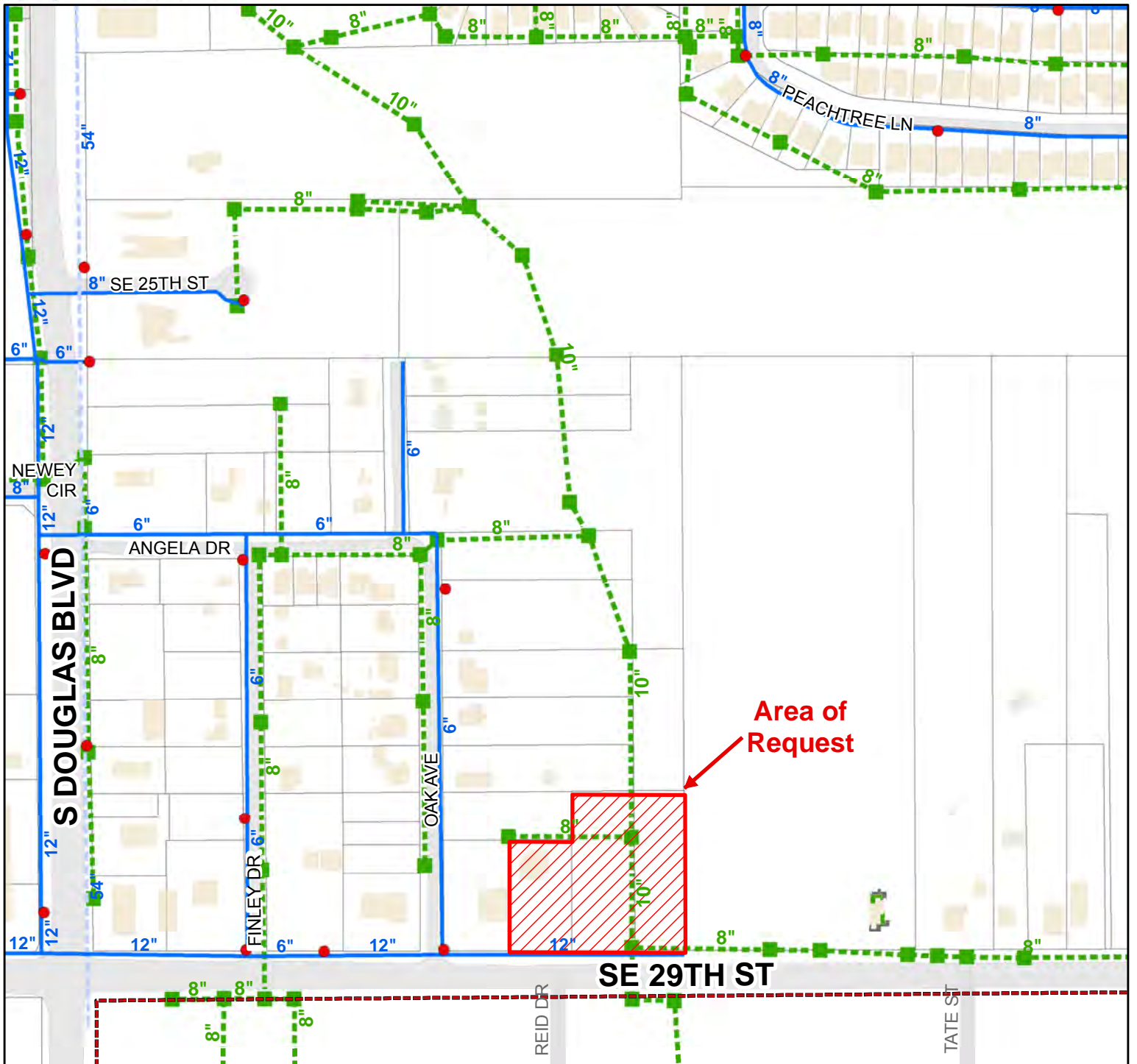
**General Map Legend**

-  Area of Request
-  Parcels with Addresses
-  Buildings
-  Edge of Pavement
-  MWC City Limits

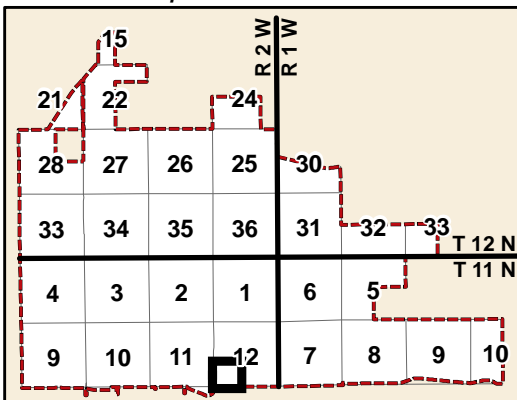
**GENERAL MAP FOR  
PC-1949  
(SW/4, Sec. 12, T11N, R2W)**



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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-1949  
(SW/4, Sec. 12, T11N, R2W)**



0 300 600 Feet

1 inch = 300 feet

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**THE CITY OF MIDWEST CITY  
PLANNED UNIT DEVELOPMENT**

**PUD- 1949**

**DESIGN STATEMENT FOR MIDWEST CITY COLLISION OFFICE PARK**

**MARCH 28, 2018**

**PREPARED BY:**

- \* Derek Jackson
- \* *5350 S. Western Ave., Suite 222*
- \* Oklahoma City, OK 73109
- \* *(405) 225-1978*
- \* *jj\_engineering@att.net*

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## SECTION 1.0 INTRODUCTION

The Planned Unit Development of Midwest City Collision Office Park consists of 2.56 acres more or less and is located on the north side of SE 29<sup>th</sup> Street between Douglas Boulevard and Post Road, in Midwest City. The property is further described as, a part of the Southwest Quarter of Section 12, Township 11 North, Range 2 West, Oklahoma County, Oklahoma.

## SECTION 2.0 LEGAL DESCRIPTION

The legal description of the property contained within this Planned Unit Development is as follows:

Part of the Southwest Quarter, Section 12, Township 11 North Range 2 West of the I.M. Oklahoma County, Oklahoma, being more particularly described as follows:

Commencing at the Southwest Corner of the Southwest Quarter of Section 12, Township 11 North Range 2 West, of the Indian Meridian, thence S89°47'06"E a distance of 937.93 feet; thence N00°03'16"E a distance of 60.00 feet to the Point of Beginning; thence N00°03'16"E a distance of 235.00; thence S89°47'06"E a distance of 133.0 feet; thence N00°03'16"E a distance of 100.00 feet; thence S89°47'06"E a distance of 239.82 feet; thence S00°01'09"E a distance of 335.00 feet thence N89°47'06"W along the east line of said Northeast Quarter a distance 372.82 feet to the Point of Beginning, containing 2.56 acres more or less.

## SECTION 3.0 OWNER/DEVELOPER

The owner and developer of this property described in Section 2.0 is DCDJ Properties LLC.

## SECTION 4.0 SITE AND SURROUNDING AREA

The subject property is presently undeveloped. The subject property is currently zoned R-6 "Single-Family Detached Residential District", C-3 "Community Commercial" and I-2 "Moderate Industrial". The site is bound on the west by a commercial tract of land currently zoned C-1 "Restricted Commercial District"; on the north by a residential tract of land currently zoned, R-MD, "Medium Density Residential District; to the South by Tinker Air Force Base. Surrounding properties are zoned and used for:

North: R-MD District and used for Medium Density Residential\*.

East: R-6 District and used for vacant commercial business\*.

South: Tinker Air Force Base

West: C-1 District and used for Judges Char-Grill\*

## SECTION 5.0 PHYSICAL CHARACTERISTICS

The elevation of the subject property is 1,222' to 1,232' MSE and the slope analysis reveals approximately one-third of the runoff drains from the southeast to the northwest and the remaining runoff drains from the northeast to the southwest. The subject property has mostly

sandy loam soils characteristics and the tree cover on the property is approximately 10%. This property is in the Soldier Creek drainage basin and there are 2.56 acres in the drainage area. None of the property is in the FEMA 100 year flood plain.

There is one common open space and natural resource areas in this Planned Unit Development, which are shown on the Master Development Plan.

## SECTION 6.0 CONCEPT

The concept for this PUD is I-2, Moderate Industrial District. This Planned Unit Development proposes a development of 2.56 acres more or less.

## SECTION 6.1 DEVELOPMENT AND SUBDIVISION VARIATIONS

The following represents variations to the I-2, Moderate Industrial base zoning district or other sections of the Midwest City Zoning Ordinance:

### **Required masonry for non-residential uses (Section 5.12.1 (B)(2))**

Requirement: Sixty percent (60%) masonry material

Requested Variance: Forty percent (40%) masonry or stone material. The north and west facades are not easily visible to traffic along SE 29th Street or adjacent property owners. Attached is a rendering of the proposed building showing the south and east facades.

### **Wall Façade Articulation (Section 5.12.1 (D)(3))**

The proposed building will be less than 15,000 square feet (198'-9" x 75'-0") therefore it is exempt from the wall façade articulation requirement.

## SECTION 7.0 SERVICE AVAILABILITY

### 7.1 STREETS

The proposed subdivision will be accessible only from SE 29<sup>th</sup> Street, which has a right-of-way width of 120' and is to arterial street standards.

### 7.2 SANITARY SEWER

An eight inch sanitary sewer line is located along the north property line of existing Lots 1 and 2 and along the west property line of Tract 2.

### 7.3 WATER

Water facilities for this property are available. An thirty-six inch (36") water main is located along the north right-of-way of SE 29<sup>th</sup> Street. The developer will connect to an existing twelve inch (12") water line south of the property

### 7.4 FIRE PROTECTION

The nearest fire station to this property is located at 7316 SE 15th Street approximately 2.5 miles to the northwest.

## 7.5 GAS SERVICE, ELECTRICAL SERVICE, AND TELEPHONE SERVICE

Proper coordination with the various utility companies will be made in conjunction with this development.

## 7.7 DRAINAGE

The property within this Planned Unit Development is not within a FEMA 100 year flood plain and the location of the FEMA 100 year flood plain is delineated on the Master Development Plan. A detention pond to manage stormwater runoff is proposed.

## 8.1 USE AND DEVELOPMENT REGULATIONS

The use and development regulations of the **I-2 Moderate Industrial District** shall govern this PUD, except as herein modified, including accessory uses subject to their appropriate conditions and review procedures for public hearings where applicable, unless otherwise noted herein. The original intended primary use is Section 4.4.11 Automotive and Equipment: Heavy (body shop).

The uses listed below will not be allowed within this PUD.

- 4.4.8 Animal Sales and Services: Kennels and Veterinary, Restricted
- 4.4.9 Animal Sales and Services: Kennels and Veterinary, General
- 4.4.32 Funeral and Interment Services: Cremating
- 4.4.38 Manufactured Housing and Travel Trailers: Sales and Rentals
- 4.5.1 Custom Manufacturing
- 4.5.4 Moderate Industrial
- 4.5.5 Heavy Industrial
- 4.5.8 Wholesaling, Storage and Distribution: Restricted
- 4.7.1 Agricultural Processing: Limited
- 4.7.2 Agricultural Processing: General

## 9.1 LANDSCAPING REGULATIONS

The subject parcel shall meet all requirements of the City of Midwest City's Landscaping Ordinance in place at the time of development.

## 9.2 PLATTING REGULATIONS

All land within this PUD shall be contained within a final plat and any plat dedications shall be approved by the City Council prior to any occupancy permits being issued in the PUD.

## 9.3 DRAINAGE REGULATIONS

Development of this parcel will comply with the Midwest City Municipal Code.

#### 9.4 ACCESS REGULATIONS

There shall be two access point from SE 29<sup>th</sup> Street in this PUD.

#### 9.5 COMMON AREAS

Maintenance of all common areas in the development and maintenance of all amenities located within the common areas shall be the responsibility of the property owner. No structures, storage of material, grading, fill, or other obstructions, including fences, either temporary or permanent, that shall cause a blockage of flow or an adverse effect on the functioning of the storm water facility, shall be placed within the common areas intended for the use of conveyance of storm water, and/or drainage easements shown. Certain amenities such as, but not limited to, walks, benches, piers, and docks, shall be permitted if installed in a manner to meet the requirements specified above.



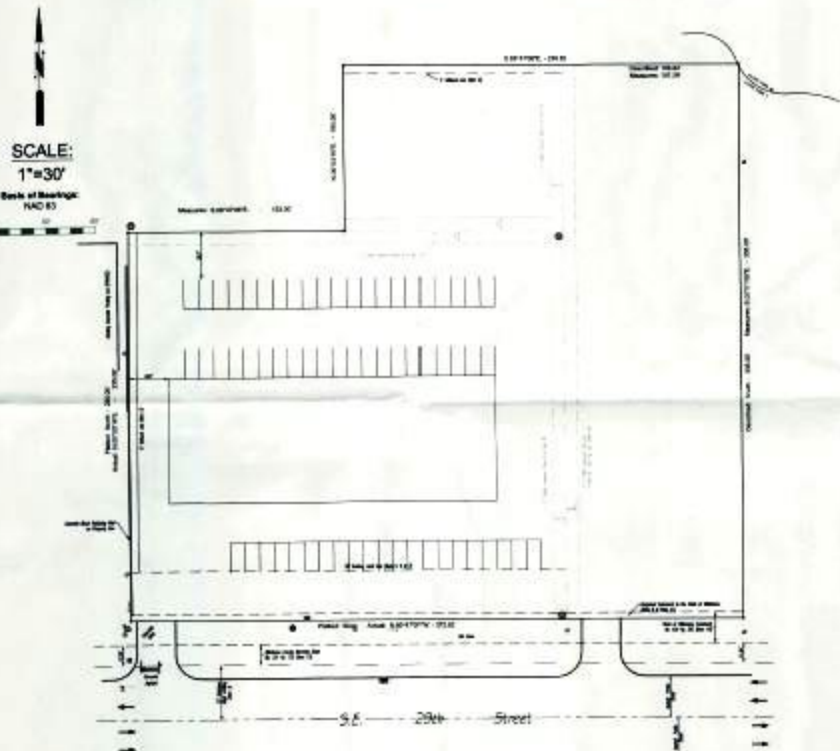
MASTER DEVELOPMENT PLAN  
OF

MIDWEST CITY COLLISION OFFICE PARK

A PART OF THE SOUTHWEST QUARTER OF SECTION 12, T11N, R2W, 1M,  
MIDWEST CITY, OKLAHOMA COUNTY, OKLAHOMA



Location Map  
Section 12, Township 11N, Range 2W  
Merit 1E Scale



SCALE:  
1"=30'  
North of Benchmark  
NAD 83

OWNER'S CERTIFICATE AND DESIGN  
THIS PLAN AND THE INFORMATION CONTAINED HEREIN ARE THE PROPERTY OF THE OWNER AND ARE NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF THE OWNER. THE OWNER'S CERTIFICATE AND DESIGN SHALL BE VALID FOR THE TERM OF THE CONSTRUCTION PERMIT ISSUED BY THE CITY OF MIDWEST CITY, OKLAHOMA, AND THE CITY OF MIDWEST CITY SHALL NOT BE RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION CONTAINED HEREIN.

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LEGAL DESCRIPTION  
A PART OF THE SOUTHWEST QUARTER OF SECTION 12, TOWNSHIP 11 NORTH, RANGE 2 WEST OF THE 10TH MERIDIAN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
[Description of the property]

- LEGEND
- S.S. - SURVEY LINE AND
  - C.S. - CONCRETE SIDEWALK
  - C.D. - CONCRETE DRIVEWAY
  - C.D.R. - CONCRETE DRIVEWAY AND SIDEWALK
  - S.D. - SIDEWALK OR DRIVEWAY
  - S.D.S. - SIDEWALK AND SIDEWALK
  - N.D. - NORTH
  - S.W. - SOUTH

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CITY PLANNING COMMISSION AFFIDAVIT  
I, THE undersigned, being a duly qualified and licensed professional engineer, do hereby certify that the above described plan, specification and report were prepared by me or under my direct supervision and that I am a duly licensed and qualified professional engineer in the State of Oklahoma.

PRELIMINARY PLAN - MIDWEST CITY COLLISION OFFICE PARK  
JACKSON & JACKSON ENGINEERING  
6300 S. WESTERN AVENUE, SUITE 202  
OKLAHOMA CITY, OK 73109  
PHONE: (405) 225-1978, FAX: (405) 225-2997  
CERT. AUTH. #3770, EXPIRES JUNE 30, 2014



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  
Greg Hakman, GIS Coordinator

---

**To:** Honorable Mayor and City Council

**From:** Billy Harless, Community Development Director

**Date:** May 22, 2018

**SUBJECT :** (PC-1950) Discussion and consideration of approving and passing an ordinance amending Appendix A, Zoning Regulations, of the Midwest City Code; by amending Section 4, Use Unit Classifications and Regulations, Section 4.4.4 Commercial Use Unit Classifications and Regulations, Section 4.4.4 Alcoholic Beverage Retail Sales, Section 4.4.21 Convenience Sales and Personal Services, Section 4.4.22 Drinking Establishments: Sit Down, Alcoholic Beverages and Low Point Beer Permitted, Section 4.4.25 Eating Establishments: Fast-Foods, Low Point Beer Permitted, Section 4.4.27 Eating Establishments: Sit-Down, Low Point Beer Permitted, Section 4.4.28 Eating Establishments: Sit-Down, Alcoholic Beverages and Low Point Beer Permitted, Section 4.4.29 Food and Beverage Retail Sales, Section 4.4.42 Participant Recreation and Entertainment: Indoor, Low Point Beer Permitted, Section 4.4.43 Participant Recreation and Entertainment Indoor, Alcoholic Beverages and Low Point Beer Permitted, renumbering all subsequent sections in the remainder of Section 4.4; by amending Section 4.9.2, Use Chart and providing for repealer and severability.

In November of 2017, Oklahoma voters approved State Question 792 which will allow consumers to purchase strong beer and wine at gas stations, convenience stores and grocery stores. Liquor stores will also be able to sell refrigerated beer. The changes will become effective on October 1, 2018.

In preparation for the revisions to State law, staff has examined our ordinances and found that updates were necessary to mirror the State law. With the new law, low-point beer licensing is being eliminated; therefore, the Zoning Ordinance must be updated to take out references to low-point beer. Currently, our code has several references to low-point beer.

The ABLE Commission has been sending letters to local businesses who may wish to apply for strong beer, wine and/or spirit sales requesting that they get documentation from the local government stating that their business is allowed to proceed with the sales of strong beer and alcohol once the law goes into effect on October 1. As our codes still reference low-point beer, we are unable to provide local businesses with the appropriate letters. After passage of this ordinance, staff will begin issuing the appropriate letters as requested.

The Planning Commission recommended approval. Staff also recommends approval.

Billy Harless, AICP  
Community Development Director

**AN ORDINANCE AMENDING APPENDIX A, ZONING REGULATIONS, OF THE MIDWEST CITY CODE; BY AMENDING SECTION 4, USE UNIT CLASSIFICATION AND REGULATIONS, SECTION 4.4 COMMERCIAL USE UNIT CLASSIFICATIONS AND REGULATIONS, SECTION 4.4.4 ALCOHOLIC BEVERAGE RETAIL SALES, SECTION 4.4.21 CONVENIENCE SALES AND PERSONAL SERVICES, SECTION 4.4.22 DRINKING ESTABLISHMENTS: SIT DOWN, ALCOHOLIC BEVERAGES AND LOW POINT BEER PERMITTED, SECTION 4.4.25 EATING ESTABLISHMENTS: FAST-FOODS, LOW POINT BEER PERMITTED; SECTION 4.4.27 EATING ESTABLISHMENTS: SIT-DOWN, LOW POINT BEER PERMITTED, SECTION 4.4.28 EATING ESTABLISHMENTS: SIT-DOWN, ALCOHOLIC BEVERAGES AND LOW POINT BEER PERMITTED, SECTION 4.4.29 FOOD AND BEVERAGE REATIL SALES, SECTION 4.4.42 PARTICIPANT RECREATION AND ENTERTAINMENT: INDOOR, LOW POINT BEER PERMITTED, SECTION 4.4.43 PARTICIPANT RECREATION AND ENTERTAINMENT: INDOOR, ALCOHOLIC BEVERAGES AND LOW POINT BEER PERMITTED, RENUMBERING ALL SUBSEQUENT SECTIONS IN THE REMAINDER OF SECTION 4.4; BY AMENDING SECTION 4.9.2 USE CHART AND PROVIDING FOR REPEALER AND SEVERABILITY.**

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MIDWEST CITY, OKLAHOMA:

ORDINANCE

**SECTION 1.** That Appendix A, Zoning Regulations, of the Midwest City Code, is hereby amended by amending Section 4.4.4. Alcoholic Beverage Retail Sales is amended as follows:

4.4.4. *Alcoholic Beverage Retail Sales.* Establishments or places of business primarily engaged in the retail sales of alcoholic beverages ~~and low point beer~~. All requirements of ~~37 O.S. § 163.1 et seq.; Section 501 et seq.; and~~ Chapter 5 of the Midwest City Code shall be met.

Typical uses include liquor stores and beer stores.

**SECTION 2.** That Appendix A, Zoning Regulations, of the Midwest City Code, is hereby amended by amending Section 4.4.21. Convenience Sales and Personal Services is amended as follows:

4.4.21. *Convenience Sales and Personal Services.* Establishments or places primarily engaged in the provision of frequently needed, day-to-day retail commercial goods and services. Such uses are designed and intended to serve a limited local market, and to be generally within walking or short driving distance of a residential area. Furthermore, only uses that do not create increased traffic, noise, or such other impacts considered incompatible with a residential use will be permitted. ~~Sales of non-intoxicating beverages as defined in 37 O.S. § 163.1 et seq., shall be allowed.~~ All requirements of the above sections and Chapter 5 of the Midwest City Code shall be met.

Typical uses include small grocery stores; drug stores; candy stores; ice cream parlors (without accessory uses); dry cleaning establishments; barbershops; self-service laundries; beauty parlors; bakeries; floral and gift shops; and key and lock shops.

**SECTION 3.** That Appendix A, Zoning Regulations, of the Midwest City Code, is hereby amended by amending Section 4.4.22. Drinking Establishments: Sit-Down, Alcoholic Beverages and Low-Point Beer Permitted is amended as follows:

4.4.22. *Drinking Establishments: Sit-Down, Alcoholic Beverages ~~and Low-Point Beer Permitted.~~* Establishments or places of business where customers are seated and served, and which are primarily engaged in the sale, mixing, or dispensing of beverages containing more than 0.5 percent alcohol by weight for consumption on the premises. All requirements of Title 37A of the Oklahoma Statutes and Chapter 5 of the Midwest City Code must be met.

In addition, lots shall not abut residentially developed properties on the side, shall front only onto an arterial street and shall have no vehicular access onto any local or collector street unless approved by waiver through Special Use Permit as provided within the Midwest City Code.

Typical uses include taverns, dance halls and mixed beverage establishments in which food items are served but as accessory to the drinking establishment.

**SECTION 4.** That Appendix A, Zoning Regulations, of the Midwest City Code, is hereby amended by amending Section 4.4.25. Eating Establishments: Fast Foods, Low-Point Beer Permitted is amended as follows:

~~4.4.25. *Eating Establishments: Fast Foods, Low-Point Beer Permitted.* Establishments or places of business primarily engaged in the sale of prepared food and beverages for both on and off premises consumption. They are normally adjacent to high volume pedestrian and/or vehicular movement areas, and are characterized by pre-packaged and pre-cooked foods and by a central ordering and serving point within the establishment.~~

~~Low-point beer as allowed in Title 37 of the Oklahoma Statutes shall be allowed. All requirements of Title 37, Oklahoma Statutes and Chapter 5 of the Midwest City Code must be met.~~

~~Typical uses include delicatessens and chain restaurants.~~

~~The gross sales of low point beer as defined shall not exceed twenty five (25) percent of the gross sales of the eating establishments.~~

**SECTION 5.** That Appendix A, Zoning Regulations, of the Midwest City Code, is hereby amended by amending Section 4.4.27. Eating Establishments: Sit-Down, Low Point Beer Permitted is amended as follows:

~~4.4.27. *Eating Establishments: Sit-Down, Low-Point Beer Permitted.* Establishments or places of business where customers are seated and served, and that are primarily engaged in the sale of prepared foods and beverages for on-premises consumption. They are located at high capacity/high volume sites that are easily accessed by vehicles and pedestrians. Low-point beer as allowed in Title 37 of the Oklahoma Statutes shall be allowed. All requirements of Title 37 of the Oklahoma Statutes and Chapter 5 of the Midwest City Code must be met.~~

~~Typical uses include restaurants, short order eating places and cafeterias. Live entertainment is permitted except that no entertainment prohibited by Sections 28-22 and 28-24 of the Midwest City Code shall be permitted.~~

~~The gross sales of low point beer as defined above shall not exceed twenty five (25) percent of the gross sales of the eating establishments.~~

**SECTION 6.** That Appendix A, Zoning Regulations, of the Midwest City Code, is hereby amended by amending Section 4.4.28. Eating Establishments: Sit-Down, Alcoholic Beverages and Low Point Beer Permitted is amended as follows:

~~4.4.28. *Eating Establishments: Sit-Down, Alcoholic Beverages and Low-Point Beer Permitted.* Establishments or places of business where customers are seated and served, and are engaged in the sale, mixing or dispensing of beverages containing more than 0.5 percent alcohol by weight, or wine capable of being consumed as a beverage or any kind of on-premises consumption as accessory to a restaurant operation. All requirements of Title 37A of the Oklahoma Statutes and Chapter 5 of the Midwest City Code must be met.~~

~~Typical uses include restaurants and nightclubs. Live entertainment shall be permitted except that no entertainment prohibited by Sections 28-22 and 28-24 of the Midwest City Code shall be permitted.~~

~~The gross sales of low point beer alcoholic beverages as defined above shall not exceed twenty-five (25) percent of the gross sales of the eating establishments.~~

**SECTION 7.** That Appendix A, Zoning Regulations, of the Midwest City Code, is hereby amended by amending Section 4.4.29. Food and Beverage Retail Sales is amended as follows:

4.4.29. *Food and Beverage Retail Sales.* Establishments or places of business primarily engaged in the retail sale of food and beverages for home consumption. ~~Sales of non-intoxicating beverages as defined in 37 O.S. § 163.1 et seq. shall be allowed.~~ All requirements of the above sections and Chapter 5 of the Midwest City Code shall be met.

Typical uses include grocery stores; delicatessens; ice cream and dairy products with accessory uses; meat markets; fish and seafood markets; and fruits and vegetables.

**SECTION 8.** That Appendix A, Zoning Regulations, of the Midwest City Code, is hereby amended by amending Section 4.4.42. Participant Recreation and Entertainment: Indoor, Low-Point Beer Permitted is amended as follows:

4.4.42. ~~*Participant Recreation and Entertainment: Indoor, Low-Point Beer Permitted.*~~ Those participant recreation and entertainment uses conducted within an enclosed building.

Typical uses include bowling alleys, billiard parlors, skating rinks, arcades and family amusement centers. Any spectators would be incidental to the participant activity.

~~The sale for on-premises consumption of low point beer as allowed in Title 37 of the Oklahoma Statutes shall be allowed.~~

All requirements of Title 37A of the Oklahoma Statutes and Chapter 5 of the Midwest City Code must be met.

~~The gross sales of low point beer as defined above shall not exceed twenty-five (25) percent of the gross sales of the eating establishments.~~

**SECTION 9.** That Appendix A, Zoning Regulations, of the Midwest City Code, is hereby amended by amending Section 4.4.43. Participant Recreation and Entertainment: Indoor, Alcoholic Beverages Permitted is amended as follows:

4.4.43. ~~*Participant Recreation and Entertainment: Indoor, Alcoholic Beverages and Low-Point Beer Permitted.*~~ Those participant recreation and entertainment uses conducted within an enclosed building.

Typical uses include bowling alleys, billiard parlors, skating rinks, arcades and family amusement centers. Any spectators would be incidental to the participant activity.

The sale for on-premises consumption of alcoholic beverages ~~and low point beer~~ as allowed in Title 37A of the Oklahoma Statutes shall be allowed.

All requirements of Title 37A of the Oklahoma Statutes and Chapter 5 of the Midwest City Code must be met.

The gross sales of ~~low point beer as defined above~~ alcoholic beverages shall not exceed twenty-five (25) percent of the gross sales of the eating establishments.

**SECTION 10.** That Appendix A, Zoning Regulations, of the Midwest City Code, is hereby amended by amending Section 4.9.2, Use Chart, as follows:

**Removing references to Low-Point Beer from lines 4.4.22, 4.4.28 and 4.4.41 and removing lines 4.4.25 and 4.4.27 as those sections are removed from the ordinance per the Sections above.**

**SECTION 11.** REPEALER. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 12.** SEVERABILITY. If any section, sentence, clause or portion of this ordinance is for any reason held to be invalid or unconstitutional, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of this ordinance.

PASSED AND APPROVED by the Mayor and Council of the City of Midwest City, Oklahoma, on the \_\_\_\_ day of \_\_\_\_\_, 2018.

THE CITY OF MIDWEST CITY, OKLAHOMA

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MATTHEW D. DUKES, III Mayor

ATTEST:

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SARA HANCOCK, City Clerk

APPROVED as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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PHILIP W. ANDERSON, City Attorney

**AN ORDINANCE AMENDING APPENDIX A, ZONING REGULATIONS, OF THE MIDWEST CITY CODE; BY AMENDING SECTION 4, USE UNIT CLASSIFICATION AND REGULATIONS, SECTION 4.4 COMMERCIAL USE UNIT CLASSIFICATIONS AND REGULATIONS, SECTION 4.4.4 ALCOHOLIC BEVERAGE RETAIL SALES, SECTION 4.4.21 CONVENIENCE SALES AND PERSONAL SERVICES, SECTION 4.4.22 DRINKING ESTABLISHMENTS: SIT DOWN, ALCOHOLIC BEVERAGES AND LOW POINT BEER PERMITTED, SECTION 4.4.25 EATING ESTABLISHMENTS: FAST-FOODS, LOW POINT BEER PERMITTED; SECTION 4.4.27 EATING ESTABLISHMENTS: SIT-DOWN, LOW POINT BEER PERMITTED, SECTION 4.4.28 EATING ESTABLISHMENTS: SIT-DOWN, ALCOHOLIC BEVERAGES AND LOW POINT BEER PERMITTED, SECTION 4.4.29 FOOD AND BEVERAGE REATIL SALES, SECTION 4.4.42 PARTICIPANT RECREATION AND ENTERTAINMENT: INDOOR, LOW POINT BEER PERMITTED, SECTION 4.4.43 PARTICIPANT RECREATION AND ENTERTAINMENT: INDOOR, ALCOHOLIC BEVERAGES AND LOW POINT BEER PERMITTED, RENUMBERING ALL SUBSEQUENT SECTIONS IN THE REMAINDER OF SECTION 4.4; BY AMENDING SECTION 4.9.2 USE CHART AND PROVIDING FOR REPEALER AND SEVERABILITY.**

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MIDWEST CITY, OKLAHOMA:

ORDINANCE

**SECTION 1.** That Appendix A, Zoning Regulations, of the Midwest City Code, is hereby amended by amending Section 4.4.4. Alcoholic Beverage Retail Sales is amended as follows:

4.4.4. *Alcoholic Beverage Retail Sales.* Establishments or places of business primarily engaged in the retail sales of alcoholic beverages. All requirements of Chapter 5 of the Midwest City Code shall be met.

Typical uses include liquor stores and beer stores.

**SECTION 2.** That Appendix A, Zoning Regulations, of the Midwest City Code, is hereby amended by amending Section 4.4.21. Convenience Sales and Personal Services is amended as follows:

4.4.21. *Convenience Sales and Personal Services.* Establishments or places primarily engaged in the provision of frequently needed, day-to-day retail commercial goods and services. Such uses are designed and intended to serve a limited local market, and to be generally within walking or short driving distance of a residential area. Furthermore, only uses that do not create increased traffic, noise, or such other impacts considered incompatible with a residential use will be permitted. All requirements of the above sections and Chapter 5 of the Midwest City Code shall be met.

Typical uses include small grocery stores; drug stores; candy stores; ice cream parlors (without accessory uses); dry cleaning establishments; barbershops; self-service laundries; beauty parlors; bakeries; floral and gift shops; and key and lock shops.

**SECTION 3.** That Appendix A, Zoning Regulations, of the Midwest City Code, is hereby amended by amending Section 4.4.22. Drinking Establishments: Sit-Down, Alcoholic Beverages and Low-Point Beer Permitted is amended as follows:

4.4.22. *Drinking Establishments: Sit-Down, Alcoholic Beverages Permitted.* Establishments or places of business where customers are seated and served, and which are primarily engaged in the sale, mixing, or dispensing of beverages containing more than 0.5 percent alcohol by weight for consumption on the premises. All requirements of Title 37A of the Oklahoma Statutes and Chapter 5 of the Midwest City Code must be met.

In addition, lots shall not abut residentially developed properties on the side, shall front only onto an arterial street and shall have no vehicular access onto any local or collector street unless approved by waiver through Special Use Permit as provided within the Midwest City Code.

Typical uses include taverns, dance halls and mixed beverage establishments in which food items are served but as accessory to the drinking establishment.

**SECTION 4.** That Appendix A, Zoning Regulations, of the Midwest City Code, is hereby amended by amending Section 4.4.25. Eating Establishments: Fast Foods, Low-Point Beer Permitted is amended as follows:

**SECTION 5.** That Appendix A, Zoning Regulations, of the Midwest City Code, is hereby amended by amending Section 4.4.27. Eating Establishments: Sit-Down, Low Point Beer Permitted is amended as follows:

**SECTION 6.** That Appendix A, Zoning Regulations, of the Midwest City Code, is hereby amended by amending Section 4.4.28. Eating Establishments: Sit-Down, Alcoholic Beverages and Low Point Beer Permitted is amended as follows:

4.4.28. *Eating Establishments: Sit-Down, Alcoholic Beverages Permitted.* Establishments or places of business where customers are seated and served, and are engaged in the sale, mixing or dispensing of beverages containing alcohol by weight, or wine capable of being consumed as a beverage or any kind of on-premises consumption as accessory to a restaurant operation. All requirements of Title 37A of the Oklahoma Statutes and Chapter 5 of the Midwest City Code must be met.

Typical uses include restaurants and nightclubs. Live entertainment shall be permitted except that no entertainment prohibited by Sections 28-22 and 28-24 of the Midwest City Code shall be permitted.

The gross sales of alcoholic beverages as defined above shall not exceed twenty-five (25) percent of the gross sales of the eating establishments.

**SECTION 7.** That Appendix A, Zoning Regulations, of the Midwest City Code, is hereby amended by amending Section 4.4.29. Food and Beverage Retail Sales is amended as follows:

4.4.29. *Food and Beverage Retail Sales.* Establishments or places of business primarily engaged in the retail sale of food and beverages for home consumption. All requirements of the above sections and Chapter 5 of the Midwest City Code shall be met.

Typical uses include grocery stores; delicatessens; ice cream and dairy products with accessory uses; meat markets; fish and seafood markets; and fruits and vegetables.

**SECTION 8.** That Appendix A, Zoning Regulations, of the Midwest City Code, is hereby amended by amending Section 4.4.42. Participant Recreation and Entertainment: Indoor, Low-Point Beer Permitted is amended as follows:

4.4.42. *Participant Recreation and Entertainment: Indoor* Those participant recreation and entertainment uses conducted within an enclosed building.

Typical uses include bowling alleys, billiard parlors, skating rinks, arcades and family amusement centers. Any spectators would be incidental to the participant activity.

All requirements of Title 37A of the Oklahoma Statutes and Chapter 5 of the Midwest City Code must be met.

**SECTION 9.** That Appendix A, Zoning Regulations, of the Midwest City Code, is hereby amended by amending Section 4.4.43. Participant Recreation and Entertainment: Indoor, Alcoholic Beverages Permitted is amended as follows:

4.4.43. *Participant Recreation and Entertainment: Indoor, Alcoholic Beverages Permitted.* Those participant recreation and entertainment uses conducted within an enclosed building.



Typical uses include bowling alleys, billiard parlors, skating rinks, arcades and family amusement centers. Any spectators would be incidental to the participant activity.

The sale for on-premises consumption of alcoholic beverages as allowed in Title 37A of the Oklahoma Statutes shall be allowed.

All requirements of Title 37A of the Oklahoma Statutes and Chapter 5 of the Midwest City Code must be met.

The gross sales of alcoholic beverages shall not exceed twenty-five (25) percent of the gross sales of the eating establishments.

**SECTION 10.** That Appendix A, Zoning Regulations, of the Midwest City Code, is hereby amended by amending Section 4.9.2, Use Chart, as follows:

**Removing references to Low-Point Beer from lines 4.4.22, 4.4.28 and 4.4.41 and removing lines 4.4.25 and 4.4.27 as those sections are removed from the ordinance per the Sections above.**

**SECTION 11.** REPEALER. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 12.** SEVERABILITY. If any section, sentence, clause or portion of this ordinance is for any reason held to be invalid or unconstitutional, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of this ordinance.

PASSED AND APPROVED by the Mayor and Council of the City of Midwest City, Oklahoma, on the \_\_\_\_ day of \_\_\_\_\_, 2018.

THE CITY OF MIDWEST CITY, OKLAHOMA

\_\_\_\_\_  
MATTHEW D. DUKES, III Mayor

ATTEST:

\_\_\_\_\_  
SARA HANCOCK, City Clerk

APPROVED as to form and legality this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
PHILIP W. ANDERSON, City Attorney

Table 4.9-1: Use Chart  
Use Chart

Use Unit	Use Type	Residential										Mixed Use			Nonresidential						Special		Use-Specific Standards				
		A-1	R-35	R-22	R-10	R-8	R-6	R-2F	R-MD	R-HD	R-MH-1	R-MH-2	MIX Overlay	TOD	HOS	O-1	O-2	C-1	C-2	C-3	C-4	I-1		I-2	I-3	PUD	SPUD
4.4 Commercial Use Unit Classifications	4.4.1. Administrative and Professional Office												X+	X		X	X	X	X	X	X	X	X	X			4.10 Regulations of Specific Uses
	4.4.2. Adult Entertainment Enterprise												-									S	S	X			4.10 Regulations of Specific Uses
	4.4.3. Agricultural Supplies and Services												S+				S	S	S	X	X	X	X				4.10 Regulations of Specific Uses
	4.4.4. Alcoholic Beverage Retail Sales												S+	S			S	S	X								4.10 Regulations of Specific Uses
	4.4.5. Animal Sales and Services: Auctioning												-								S						4.10 Regulations of Specific Uses
	4.4.6. Animals: Grooming and Sales	S											X+				X	X	X	X							4.10 Regulations of Specific Uses
	4.4.7. Animal Sales and Services: Horse Stables	S											-							S							4.10 Regulations of Specific Uses
	4.4.8. Animal Sales and Services: Kennels and Veterinary, Restricted	S											X+				X	X	X	X	X	X	X				4.10 Regulations of Specific Uses
	4.4.9. Animal Sales and Services: Kennels and Veterinary, General	S											-							S	S	X	X				4.10 Regulations of Specific Uses
	4.4.10. Automotive Equipment: Light												X+						X	X	X	X	X				4.10 Regulations of Specific Uses
	4.4.11. Automotive and Equipment: Heavy												-						S	S	X	X					2.20.3. Development Regulations
	4.4.12. Automotive Sales and Rentals: Light												S+				S	X	X	X	X						2.20.3. Development Regulations
	4.4.13. Automotive and Equipment Sales and Rentals: Heavy												-					S	S	S	X						2.20.3. Development Regulations
	4.4.14. Automotive and Equipment: Storage												-					X	X	X	X						2.20.3. Development Regulations
	4.4.15. Building Maintenance Services												X+				S	S	S	X	X	X	X				4.10 Regulations of Specific Uses
	4.4.16. Business Support Services												X+				X	X	X	X	X	X	X				4.10 Regulations of Specific Uses
	4.4.17. Child Care Center and Adult Day Care Center												X+	X		S	S	X	X	X	X	S	S	S			4.10 Regulations of Specific Uses
	4.4.18. Communications Services: Limited												X+	X				X	X	X	X	X	X				2.20.3. Development Regulations
	4.4.19. Communication Services: Towers/Antennas	S	S	S	S	S	S	S	S	S	S	S	S+	S	S	S	S	S	S	S	S	S	S	S	S	S	2.20.3. Development Regulations
	4.4.20. Construction Sales and Services												X+					X	X	X	X						2.20.3. Development Regulations
	4.4.21. Convenience Sales and Personal Services												X+	X	S	S	S	X	X	X	X						2.20.3. Development Regulations
	4.4.22. Drinking Establishments: Sit-Down, Alcoholic Beverages and Low Point Beer Permitted												S+	S	S	S	S	S	S	S	S	S	S				2.20.3. Development Regulations
	4.4.23. Eating Establishments: Drive-In												X+	S				X	X	X	X	X					2.20.3. Development Regulations
	4.4.24. Eating Establishments: Fast Foods												X+	X	S			X	X	X	X	X					2.20.3. Development Regulations
	<del>4.4.25. Eating Establishments: Fast Foods, Low Point Beer Permitted</del>												X+	X	S			S	X	S	X	X				2.20.3. Development Regulations	
	4.4.26. Eating Establishments: Sit-Down, Alcoholic Beverages not Permitted												X+	X	X	S	S	S	S	X	X	X	X				2.20.3. Development Regulations
	<del>4.4.27. Eating Establishments: Sit-Down, Low Point Beer Permitted</del>												X+	X	X	S	S	S	S	X	X	S	X	X			2.20.3. Development Regulations
	4.4.28. Eating Establishments: Sit-Down, Alcoholic Beverages and Low Point Beer Permitted												S+	X	X	S	S	S	S	X	S	X	X				2.20.3. Development Regulations
	4.4.29. Food and Beverage Retail Sales												X+	X	S			X	X	X							2.20.3. Development Regulations

Remove  
Remove

Table 4.9-1: Use Chart

Use Chart

Use Unit	Use Type	Residential												Mixed Use			Nonresidential				Special		Use-Specific Standards				
		A-1	R-35	R-22	R-10	R-8	R-6	R-2F	R-MD	R-HD	R-MH-1	R-MH-2	MIX Overlay	TOD	HOS	O-1	O-2	C-1	C-2	C-3	C-4	I-1		I-2	I-3	PUD	SPUD
		4.4.30. Funeral and Interment Services: Animals	S																								
4.4.31. Funeral and Interment Services: Burial	S																										
4.4.32. Funeral and Interment Services: Cremating																					S	S	X	X			
4.4.33. Funeral and Interment Services: Undertaking													X+							X	X						
4.4.34. Gasoline Sales: Restricted													X+		S			S	X	X	X	X	X	X	X		
4.4.35. Gasoline Sales: General															S					X	X	X	X	X	X		
4.4.36. Health Clubs													X+	X	S	S	S	X	X	X	X	X	X	X	X		
4.4.37. Laundry Services													X+							X	X	X	X	X	X		
4.4.38. Manufactured Housing and Travel Trailers: Sales and Rentals																				X		X	X	X			
4.4.39. Medical Services: Restricted													X+	X		X	X	X	X	X	X						
4.4.40. Medical Services: General													X+	X		S	X	X	X	X	X						
<del>4.4.41. Participant Recreation and Entertainment: Indoor, Low Point Beer Permitted</del>													X+		S			S	X	X							
<del>4.4.42. Participant Recreation and Entertainment: Indoor, Alcoholic Beverages and Low Point Beer Permitted</del>													S+		S				S	X							
4.4.43. Participant Recreation and Entertainment: Outdoor													S+		S				S	S							
4.4.44. Personal Services: Restricted													X+	X	S	X	X	X	X	X	X						
4.4.45. Personal Services: General													X+	X	S	S	S	X	X	X	X	X	X	X	X		
4.4.46. Personal Storage													X+						X	X	X	X	X	X	X		
4.4.47. Repair Services: Consumer													X+	X	S			X	X	X	X	X	X	X	X		
4.4.48. Research Services													X+	X		S	X	S	X	X	X	X	X	X	X		
4.4.49. Retail Sales and Services: General													X+	X	S	S		X	X	X							
4.4.49. Retail Sales and Services: Outdoor Swap Meets																				S		S	S				
4.4.51. Sign: Non-Accessory																				X	X	X	X				
4.4.52. Spectator Sports and Entertainment: Restricted													X+		S				X	X	X						
4.4.53. Spectator Sports and Entertainment: General													S+		S				S	X							
4.4.54. Spectator Sports and Entertainment: High Impact																				S							
4.4.55. Tourist Accommodations: Campground														S						X							
4.4.56. Tourist Accommodations: Lodging													X+	X	X				X	X	X	X	X	X	X		
4.4.57. Off-Street Parking: Accessory Parking		X	X	X	X	X	X	X	X	X	X	X	X+	X	S	X	X	X	X	X	X	X	X	X	X	X	
4.4.58. Off-Street Parking: Commercial Parking													X+	X	S				X	X	X	X	X	X	X		
4.4.59. Off-Street Parking: Personal Vehicle Storage	X																			X	X	X	X	X	X		

Remove

2.25 PUD - Planned Unit Development  
2.26 SPUD - Simplified Planned Unit Development



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  
Greg Hakman, GIS Coordinator

**To:** Honorable Mayor and City Council

**From:** Billy Harless, Community Development Director

**Date:** May 22, 2018

**Subject:** (CA-78) Discussion and consideration of an appeal by Global Sign Solutions to Section 9-386(c) of the Sign Ordinance which only allows one (1) freestanding sign per frontage.

**Applicant:** Global Sign Solutions

Global Sign Solutions is requesting an additional sign for Shipley Do-Nuts which has recently opened for service in the new Lennox Plaza commercial strip center located at 1017 S. Air Depot Blvd. This request violates the sign ordinance's requirement that "Only one (1) freestanding sign shall be allowed per frontage unless the frontage is in excess of six hundred (600)". This 600' minimum allows large parcels of property to accommodate more than one sign without excessive visual clutter and distraction, thus leading to unsafe driving situations. The 186' of street frontage for new Lennox Plaza shopping center allows for one multi-tenant sign for the 5 to 6 tenants to have equal signage for the limited 186' frontage (see attached pictures). This building contains a total of six (6) lease spaces. Shipley Do-Nuts is using two (2) of the spaces. Allowing this variance would open the door for any of the other current or future tenants of this building to apply for variances as well and to allow additional freestanding signs on this single parcel with approximately 186 feet of frontage along S. Air Depot.

The purpose of the sign ordinance is "to provide standards to regulate the erection, construction, placement, replacement, display, location and maintenance of signs and other outdoor advertising media for the purpose of encouraging sound sign practices and lessening the objectionable affects of competitive signage." Section 9-381

Further, one of the objectives of the sign ordinance is "to preserve and protect private and public property values and civic beauty by prohibiting signs and other outdoor advertising media that detract from this objective by their excessive size, height, number, or visual impact or undesirable location, maintenance, mobility, spacing or illumination." Section 9-381(3)

Section 9-386(c) of the Sign Ordinance is as follows:

No freestanding sign shall be nearer than two (2) feet to any building or other structure. Only one (1) freestanding sign shall be allowed per frontage unless the frontage is in excess of six hundred (600) feet, in which case one (1) sign shall be allowed for the first six hundred (600) feet and an additional sign shall be allowed for each additional six hundred (600) feet or less of frontage.

It is expected that a quality constructed and maintained commercial sign might last 50 or more years. With a movement over the past several years to clean up the visual clutter and driving distractions of the signs throughout the city, those that are given variances add to that visual clutter and driving distraction adding to the list of non-conforming signs for many years to come. It is likely that should this variance be granted, additional variances will be requested, not only within this shopping center, but throughout Midwest City. It must also be noted, that over the years, staff has advised or worked with many businesses, applicants and owners to bring their signs into compliance with the sign ordinance.

The granting of variances to ordinances should only be considered under extenuating circumstances to uphold the validity of the ordinance, and the sign ordinance is no exception. Allowing variances to the sign ordinance under these circumstances only complicates the enforcement of the sign ordinance. Additionally, it makes defending the ordinances difficult if challenged in court.

Attached is a letter from the applicant requesting the variance as well as a picture of the proposed sign and a site plan showing the location of the proposed sign as well as the existing sign.

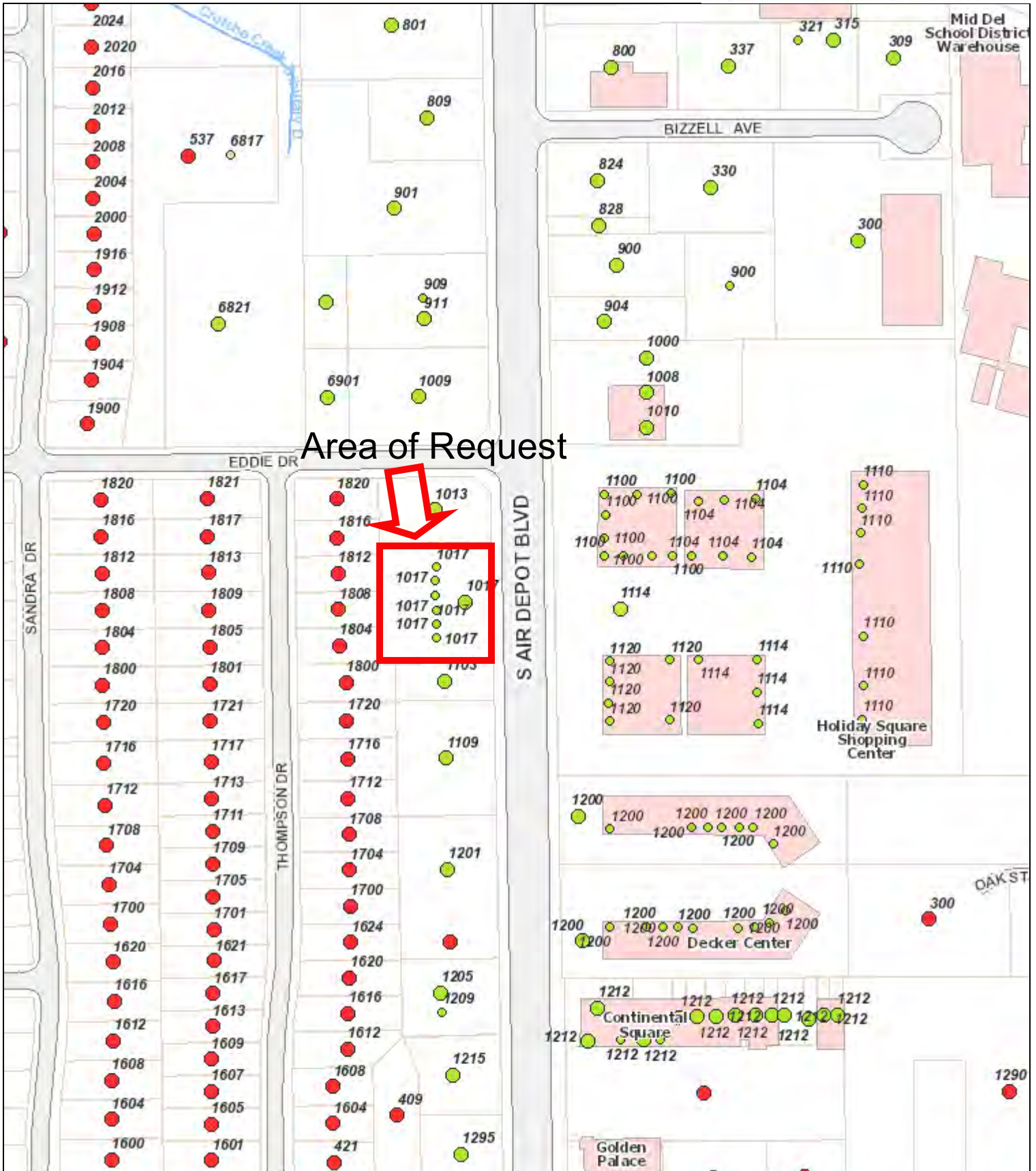
Staff recommends denial of this request.

**Action Required:** Approve or reject the appeal to the sign ordinance for the property described as noted in this staff report.

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



Area of Request



1 in = 200 ft  
when printed actual size  
on 8-1/2"x11" paper

**DISCLAIMER**

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.

LENNOX  
PLAZA

**CASHLAND**



*Shipley* DO-NUTS  
DRIVE THRU

DO-NUTS • KOLACHES  
COFFEE • CAPPUCCINO

**NMI Sullivan Group**

**AVAILABLE**

**405-840-0600**

8000 ASPEN  
1000 761-0000

McKenzie's

AUTO  
PARTS

SPEED  
LIMIT  
35

# LENNOX PLAZA

**CA\$HLAND**



*Shipley* DO-NUTS  
DRIVE THRU

DO-NUTS • KOLACHES  
COFFEE • CAPPUCCHINO

LOANS  
CHECKS CASHE  
DEBIT CARDS





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

Subject: Variance request

Date: 05/11/18

Reference: Shipley Donut 1017 S. Air Depot Blvd., Midwest City, OK 73110

Between: City of Midwest City

And: Global Sign Solutions on behalf of Shipley Do- Nuts Corporation

Request: The applicant request the following variance

Please accept this letter as a formal application for a variance for a 20' tall above grade illuminated pylon sign for Shipley Do-Nuts. Shipley Do-Nut is an 82 year old bakery that was formed in the Houston, Texas area, but has expanded to over 340 locations in over 11 states. The Oklahoma City/ Midwest City are the chosen areas in Oklahoma to open several new locations. Being that they are a large regional chain that is new to the area they are asking for your consideration of request for a variance for their own pylon for better visibility to the public. Shipley will be glad to remove existing copy from the tenant sign on the property and would be glad to remove an existing comparable vacated sign in the area as well. Thank you for your consideration for our request.

Sincerely,  
Global Sign Solutions

17424 S. Union Ave. Mounds, OK. 74047  
Phone: 918-827-6561 FAX: 918-827-6588

# INNOVATIVE SIGN GROUP

318 CONOLY ST.  
HOUSTON, TX 77009  
713.828.2596  
JOHN@INNOVATIVESIGN.NET  
N FULLER



CUSTOMER: Shipley Do-Nuts  
CONTACT: Ray Coleman  
PROJECT: Pylon Sign  
JOB LOCATION: 1017 S. Air Depot Blvd.,  
Midwest City, OK 73110

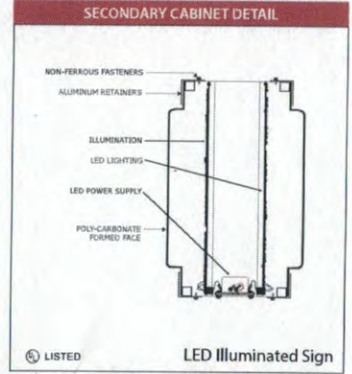
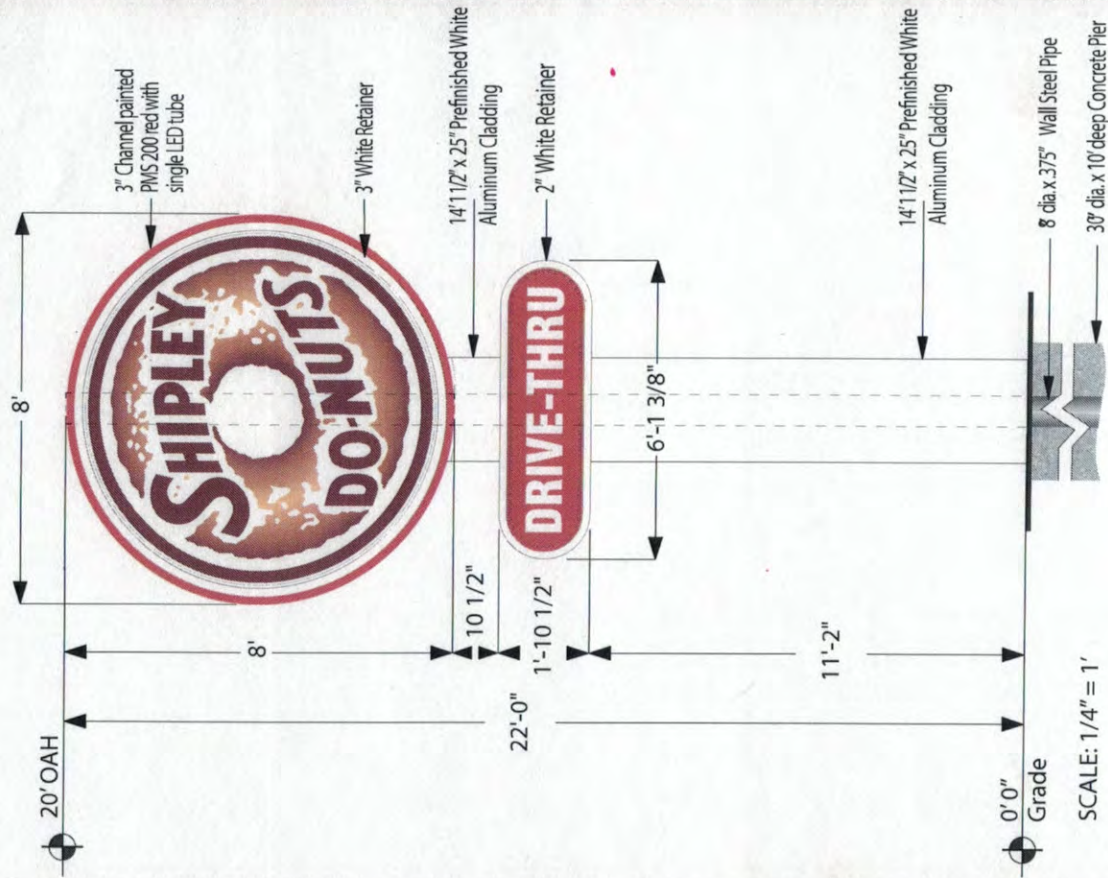
03/27/2018 17-669

REV #	REASON	DATE
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WHERE RELATIONSHIPS ARE BUILT  
on 30 years industry experience

## A ILLUMINATED PYLON SIGN



ELECTRICAL DETAILS	
PRIMARY:	(2) 120V 20A CIRCUITS
SECONDARY:	2.3 KVA

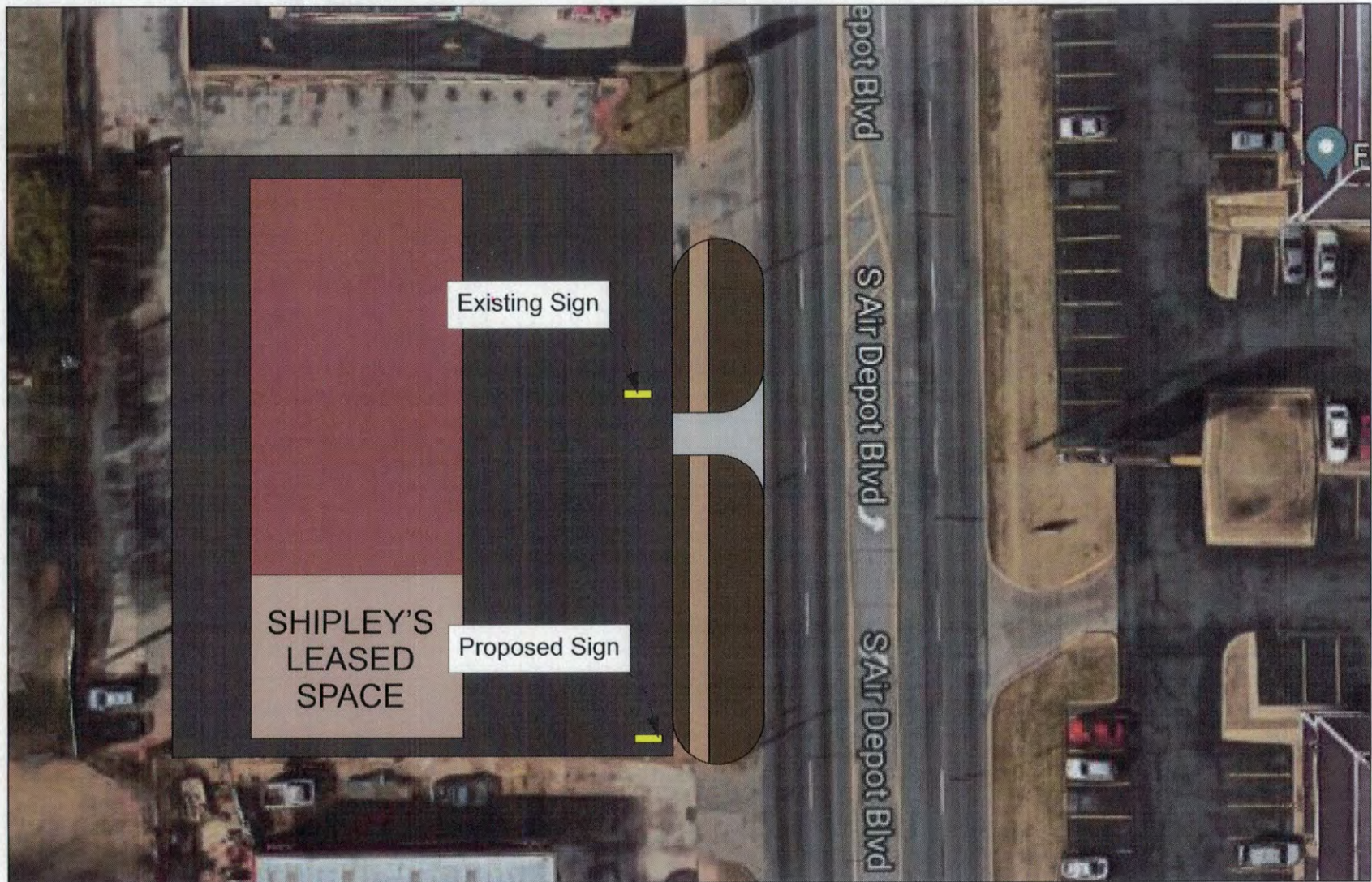
CLIENT APPROVAL:

APPROVAL DATE:

PRIMARY ELECTRICAL TO THE SIGN(S) INSTALL LOCATION IS NOT THE RESPONSIBILITY OF INNOVATIVE SIGN GROUP LLC. SIGN(S) WILL BE WIRED FOR 120 VOLTS UNLESS NOTED

©2015 INNOVATIVE SIGN GROUP

# Siteplan



**918.827.6561**  
17424 S. UNION AVE.  
MOUNDS, OK. 74047  
[www.globalsignsolutions.com](http://www.globalsignsolutions.com)

Drwg#: 2K180410-1130 Date: April 10, 2018  
Address: 1017 S. Air Depot Blvd Sales Rep: Jana  
City, State: Midwest City, OK Customer: Shipley's

Job Details: Install illustrated pole.



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  
Julie Shannon, 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: May 24th, 2018

Subject: Discussion and consideration of an update of the status of the public improvements and the modifications and expansion of the private detention pond facility servicing the Turtlewood, Section 6 subdivision and the existing eastern detention pond facility serving the other sections of the development.

The City Council requested a status update concerning the public improvements and the modifications and expansion of the private detention pond facility servicing the Turtlewood, Section 6 subdivision and the existing eastern detention pond facility at the March 27th, 2018 for the May 24th, 2018 meeting.

As of May 17th, 2018 staff has submitted the following summary updates concerning the private eastern detention pond facility and its continuing upkeep:

City Attorney, Phil Anderson: There are no new updates for this item and has had no further contact from the Home Creation legal team concerning the pond.

Neighborhood Services Director, Mike Stroh provided the summary: All violations that were written when we first inspected have been corrected. We have gone out and inspected a second time which resulted in an open well house and also a tall grass notice for land off of SE 29<sup>th</sup> and off of Westminster. The grass has been mowed but is in violation again. The well house has been secured but needs to be painted.

We were out again today, May 17<sup>th</sup> and the main pond is also in violation of tall grass. We called and spoke with the developer and explained the open violations. The developer stated that the pond area is the HOA's responsibility. We have not posted the pond area as of today.

As per Assistant Public Works Director, Robert Streets: **East Side of Turtlewood Development Update Summary: NO ISSUES**

As discussed in our meeting on Friday 16 March 2018, there are no active construction permits in this area of the Turtlewood development and as such, there were no issues for Stormwater to address...this has not changed We mentioned (verbally to staff) in March that the erosion occurring on individual lots near or around the existing retaining wall on the east side of the

detention facility was a result of individual drainage issues and a lack of maintenance on private property. Neither of these "issues" are enforceable by Stormwater Quality and based upon the inspection today, neither issue appears to be dramatically better or worse than in March. The exception to this statement, is erosion observed on the south and east banks (which was/is also not enforceable) of the detention facility which had been filled and repaired by Home Creations in March and is now fully stabilized with a vegetative cover.

**West Side of Turtlewood Development Update Summary: NO ACTIONABLE ITEMS**

Also discussed in the previously mentioned meeting on 16 March 2018, this area of the Turtlewood development is still in various stages of residential single family home construction. All areas with active construction are covered under a Stormwater Quality permit and have been inspected on regular intervals to ensure compliance. The home builder, Home Creations, has continued to maintain permit compliance by repairing Erosion & Sediment Controls (ESC's) as needed, cleaning up any sediment after rain events, and stabilizing finished lots or disturbed areas without active construction activity. As such, we have no actionable items to address on the west side of the Turtlewood development.

If you have any questions about the update above or need anything else please do not hesitate to contact us.

Respectfully, -Paul

Home Creations was contacted by staff and was directed to supply a summary from the developer to update Council on their recent maintenance activities concerning the eastern detention pond. Nothing has been provided as of yet and will be presented during the council meeting. Home Creations has assured staff that they will attend the upcoming city council meeting.

Engineering notes concerning Turtlewood Section 6 and the western private detention facility expansion: The modification and expansion plans to the private detention pond facility have been submitted to the Engineering department for review. The plans have been approved for construction and will begin presently.

The existing western detention pond facility is still in service and has not been modified to date. The existing outlet structure has not been modified to a higher elevation intake level yet as seen in the accompanying first photo. The second photo shows the pond is still in the same configuration, with the same capacity, and is functioning as per the original design. The third photo shows the outflow area west from the pond across Mr. Peeler's property located at 2302 South Webster Drive.

---

Patrick Menefee, P.E.  
City Engineer

Attachments

The pond's current outlet structure:



The pond's current configuration:



100 N. Midwest Boulevard • Midwest City, Oklahoma 73110  
Engineering Division (405) 739-1215 • FAX (405) 739-1399 • TDD (405) 739-1359  
*An Equal Opportunity Employer*

The pond's discharge area to the west:



100 N. Midwest Boulevard • Midwest City, Oklahoma 73110  
Engineering Division (405) 739-1215 • FAX (405) 739-1399 • TDD (405) 739-1359  
*An Equal Opportunity Employer*





NEW BUSINESS/  
PUBLIC DISCUSSION





EXECUTIVE SESSION





**City Manager**  
100 N. Midwest Boulevard  
Midwest City, OK 73110  
Office: 405.739.1204  
Fax: 405-739-1208  
[www.midwestcityok.org](http://www.midwestcityok.org)

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: J. Guy Henson, City Manager

DATE: May 22, 2018

SUBJECT: Discussion and consideration of 1) entering into executive session, as allowed under 25 O.S. § 307 (B) (2) to discuss negotiations concerning employees and representatives of employee groups; and 2) in open session, authorizing the city manager to take action as appropriate based on the discussion in executive session.

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Appropriate information will be available.

J. GUY HENSON, AICP  
City Manager



FURTHER INFORMATION



**MINUTES OF MIDWEST CITY BOARD OF ADJUSTMENT MEETING**  
**May 1, 2018 -- 6:00 P.M.**

This meeting of the Midwest City Board of Adjustment was held in the City Council Chambers, 100 North Midwest Boulevard, Midwest City, Oklahoma County, Oklahoma, on May 1, 2018, with the following members present:

Present:                    Jess Huskey  
                                 Tammy Cook  
                                 Cy Valanejad  
                                 Frank Young  
                                 Charles McDade

Staff present:            Kellie Gilles, Planning Manager  
                                 Lora Gwartney, Associate Current Planner

The meeting was called to order by Huskey at 6:00 P.M.

**A.     MINUTES:**

A motion was made by Valanejad, seconded by Young, to approve the minutes of the meeting of February 6, 2018 as presented. Voting aye: Young, Valanejad, Cook, McDade and Huskey. Nay: none. Motion carried.

\* Cy Valanejad stepped down from the Board of Adjustment.

**B.     NEW MATTERS:**

- 1.       (BA-398) Discussion and consideration of an application for a variance to the required rear yard setback for the property located at 9222 Elaine Dr., Lot 5, Block 3 of the Hamilton Amended Addition as noted in PC-1935, the Planned Unit Development governing the development of the Hamilton Addition.**

Staff presented a general overview of the request. The applicant, Cy Valanejad was present. General discussion on this matter was held among the board members and staff. Cook asked why the building inspector did not catch this prior to the foundation being poured. McDade echoed Cook's comments regarding the building inspector, developer and builder not catching this issue. The applicant explained that the structure needed to be moved to the north due to the two water meters and flume on the south side of the structure. He did not realize the issue with homes encroaching into the building line until the previous BOA meeting in February 2018. Young asked that the City address this issue with the appropriate parties so that the BOA is not put in this position.

The Board members addressed the following criteria for the variance as listed in Section 7.7.2 of

the Zoning Ordinance:

1. The application of the ordinance to the particular piece of property would create an unnecessary hardship. Is there a motion to make a finding of such an unnecessary hardship? Young made a motion that the application of the ordinance creates an unnecessary hardship. McDade seconded the motion. Voting aye: Young, Valanejad, Cook, McDade and Huskey. Voting nay: none.
2. Such conditions are peculiar to the particular piece of property. Is there a motion to make a finding of such peculiar condition? A motion was made by Young of a finding of such peculiar conditions. McDade seconded the motion. Voting aye: Young, Valanejad, Cook, McDade and Huskey. Voting nay: none.
3. Relief, if granted, would not cause substantial detriment to the public good, or impair the purposes and intent of the ordinance or the comprehensive plan. Is there a motion to make such a finding? A motion was made by McDade, seconded by Young, to make such a finding of no substantial detriment. Voting aye: Young, Valanejad, Cook, McDade and Huskey. Voting nay: none.
4. The variance, if granted, would be the minimum necessary to alleviate the unnecessary hardship. Is there a motion to make such a finding? A motion was made by Young, seconded by McDade. Voting aye: Young, Valanejad, Cook, McDade and Huskey. Voting nay: none.

A motion was made by McDade, seconded by Young, to allow the structure extending past the rear building line. Voting aye: Young, Valanejad, Cook, McDade and Huskey. Voting nay: none. Motion carried.

**2. (BA-399) Discussion and consideration of an application for a variance to the terms, standards and criteria for the masonry requirement for nonresidential uses within residential districts as outlined in Section 5.12(B)(3) of the Zoning Ordinance, for the property located at 1000 S. Midwest Blvd.**

Staff presented a general overview of the request. The applicant, David Kinser of Kinser Construction, 2925 Willow Branch Rd., was present. General discussion on this matter was held among the board members and staff. McDade asked for an explanation as to how requiring masonry materials would create an alley. The applicant provided an explanation and presented a drawing to the Board members. Valanejad asked why the new footing could not be poured right next to the existing footing. The applicant provided an explanation as to why that could not be done. Cook asked if he could put masonry materials on the outside to meet the requirement of 80%. The applicant stated that with the existing building, they are at approximately 73% masonry materials. They could add 4' of brick around the bottom of the building to get to 75% masonry materials. The applicant stated that it is difficult to get to the 80% requirement due to the doors and windows, however, staff pointed out that doors and windows are eliminated from the calculation. Ricky of 617 E. Steed asked where the new addition was going. The applicant showed him on a drawing. Tom Robbins of 908 Ruby Ln. was present to speak for the church. Mr. Robbins explained that the

applicant's hardship was the footing, however, the churches hardship is the cost of using masonry materials. They want a nice building and feel that the metal panels are a nice product. Connor of 1608 Shannon asked if the Board could specify that this particular type of material is required so it doesn't set a precedent for any metal panels that may be requested in the future. Huskey explained that it is still a variance from the code even with specific materials. Huskey asked church members and the applicant if they would like the Board to table the item in order for them to see if they can achieve the 80% requirement. Steve Holland addressed the Board and asked if they can get to 80% masonry materials with the existing building, do they have to have this heard next month if it is tabled or if they can proceed with plans. The Board explained that if the addition meets code, they do not have to come back next month if the item is tabled. Mike Scott of Midwest City asked for confirmation that the doors and windows are taken out of the calculation. Staff confirmed that is correct.

A motion was made by McDade, seconded by Young, to table the item to the June 5, 2018 BOA meeting to allow the applicants time to see if they can achieve the 80% masonry requirement. Voting aye: Young, Valanejad, Cook, McDade and Huskey. Voting nay: none. Motion carried.

C. **BOARD DISCUSSION:** None

D. **PUBLIC DISCUSSION:** None

There being no further business, a motion was made by Young, seconded by McDade, to adjourn the meeting. Voting aye: Young, Valanejad, Cook, McDade and Huskey. Nay: none. Motion carried.

The meeting adjourned at 6:59 P.M.

---

JESS HUSKEY, Chairman

KG

Notice of regular Midwest City Planning Commission meetings in 2018 was filed for the calendar year with the Midwest City Clerk prior to December 15, 2017 and copies of the agenda for this meeting were posted at City Hall at least 24 hours in advance of the meeting.

## **MINUTES OF MIDWEST CITY PLANNING COMMISSION MEETING**

**May 1, 2018 - 7:00 p.m.**

This regular meeting of the Midwest City Planning Commission was held in the Council Chambers, 100 North Midwest Boulevard, Midwest City, Oklahoma County, Oklahoma, on May 1, 2018 at 7:00 p.m., with the following members present:

Commissioners present: Stan Greil - Chairman  
Dean Hinton  
Jess Huskey  
Dee Collins  
Jim Smith  
Jim Campbell

Commissioner absent: Russell Smith

Staff present: Kellie Gilles, Planning Manager  
Billy Harless, Community Development Director  
Patrick Menefee, City Engineer  
Lora Gwartney, Associate Current Planner

The meeting was called to order by Chairman Greil at 7:05 p.m.

### **A. MINUTES:**

1. Motion was made by Huskey, seconded by Collins, to approve the minutes of the March 6, 2018 Planning Commission meeting as presented. Voting aye: J. Smith, Collins, Campbell, Greil, Hinton and Huskey. Nay: none. Motion carried.

### **B. NEW MATTERS:**

1. **(PC-1947) Public hearing with discussion and consideration of an ordinance to redistrict from R-6, Single Family Residential to C-3, Community Commercial, for the property described as a part of the SW/4 of Section 12, T-11-N, R-2-W, located at 2500 S. Douglas Blvd.**

Staff presented a brief overview of this item. The applicant, Chris Webster of California was present. There was general discussion about this item. A motion was made by Campbell, seconded by Huskey, to recommend approval of this item subject to staff comments. Voting aye: J. Smith, Collins, Campbell, Greil, Hinton and Huskey. Nay: none. Motion carried.



**2 (PC-1948) Discussion and consideration of approval of the Preliminary Plat of Johnson Homestead, described as a part of the NW/4 of Section 7, T11N, R1W, located at 10433 SE 21<sup>st</sup> Street.**

Staff presented a brief overview of this item. The applicant Byron Johnson of 10433 SE 21<sup>st</sup> Street, was present. There was general discussion about this item. Menefee explained that the City will ensure that there are no adverse effects on adjacent properties as a result of the proposed development. Additional information regarding drainage will be provided to the Council. A motion was made by Huskey, seconded by Campbell, to recommend approval of this item subject to all staff comments. Voting aye: J. Smith, Collins, Campbell, Greil, Hinton and Huskey. Nay: none. Motion carried.

**3 (PC-1949) Public hearing with discussion and consideration of approval of an ordinance to redistrict from R-6, Single Family Detached Residential, C-3, Community Commercial and I-2, Moderate Industrial to Planned Unit Development (PUD) governed by the I-2, Moderate Industrial District and a resolution to amend the Comprehensive Plan from OR/Office Retail to COMM, Commercial for the property described as a tract of land lying in the SW/4 of Section 12, T11N, R2W, of the Indian Meridian, City of Midwest City, Oklahoma County, Oklahoma, located at 9209, 9213 and 9233 SE 29<sup>th</sup> Street.**

Staff presented a brief overview of this item. The applicant, Daniel Van Winkle of 2305 Glenhaven, was present. There was general discussion about this item. The applicant stated that he is asking for a variance to the masonry requirement on the west and north sides as they will not be seen by the public. On the west side, there is a 15' retaining wall and a building 3' from the property line on that side, keeping it from view. On the north side, there are trees and will be a screening fence blocking the building from view. Collins asked if he could meet the requirement excluding the doors and windows. Staff and the applicant acknowledged it was approximately 50% masonry excluding doors and windows. A motion was made by Huskey, seconded by Hinton, to recommend approval of this item subject to staff comments including denial of the requested variance to allow 40% masonry materials. Voting aye: J. Smith, Collins, Campbell, Greil, Hinton and Huskey. Nay: none. Motion carried.

**4 (PC-1950) Discussion and consideration of approving and passing an ordinance amending Appendix A, Zoning Regulations, of the Midwest City Code; by amending Section 4, Use Unit Classifications and Regulations, Section 4.4.4 Commercial Use Unit Classifications and Regulations, Section 4.4.4 Alcoholic Beverage Retail Sales, Section 4.4.21 Convenience Sales and Personal Services, Section 4.4.22 Drinking Establishments: Sit Down, Alcoholic Beverages and Low Point Beer Permitted, Section 4.4.25 Eating Establishments: Fast-Foods, Low Point Beer Permitted, Section 4.4.27 Eating Establishments: Sit-Down, Low**

**Point Beer Permitted, Section 4.4.28 Eating Establishments: Sit-Down, Alcoholic Beverages and Low Point Beer Permitted, Section 4.4.29 Food and Beverage Retail Sales, Section 4.4.42 Participant Recreation and Entertainment: Indoor, Low Point Beer Permitted, Section 4.4.43 Participant Recreation and Entertainment Indoor, Alcoholic Beverages and Low Point Beer Permitted, renumbering all subsequent sections in the remainder of Section 4.4; by amending Section 4.9.2, Use Chart and providing for repealer and severability.**

Staff members presented a brief description of this item. A motion was made by Collins, seconded by Campbell, to recommend approval of this item. Voting aye: J. Smith, Collins, Campbell, Greil, Hinton and Huskey. Nay: none. Motion carried.

**C. COMMISSION DISCUSSION:** There was general discussion.

**D. PUBLIC DISCUSSION:** None

**E. FURTHER INFORMATION:** There were no items of further information for discussion.

There being no further matters before the Commission, motion to adjourn was made by Collins, seconded by Huskey. Voting aye: J. Smith, Collins, Campbell, Griel, Hinton and Huskey. Nay: none. Motion carried.

The meeting adjourned at 7:39 p.m.

---

Stan Greil, Chairman  
(KG)



**Memorandum**

TO: Honorable Mayor and Council

FROM: Sara Hancock, City Clerk

DATE: May 22, 2018

SUBJECT: Discussion and consideration of approving an ordinance amending the Midwest City Municipal Code, Chapter 2, Administration, by amending Article VIII, Purchasing, Section 2-116, Generally; Establishing an effective date; and providing for repealer and severability.

Currently the City Manager has the authority to contract for or purchase supplies, materials, equipment or personal services, or any combination thereof up to the amount of \$17,500.00. The change to this ordinance, will increase the amount to \$25,000.00

Staff recommends approval.

Sara Hancock  
Sara Hancock, City Clerk

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

**AN ORDINANCE AMENDING THE MIDWEST CITY MUNICIPAL CODE, CHAPTER 2, ADMINISTRATION, BY AMENDING ARTICLE VIII, PURCHASING, SECTION 2-116, GENERALLY; ESTABLISHING AN EFFECTIVE DATE; AND PROVIDING FOR REPEALER AND SEVERABILITY**

BE IT ORDAINED BY THE COUNCL OF THE CITY OF MIDWEST CITY, OKLAHOMA:

**ORDINANCE**

**SECTION 1.** That Chapter 2, Administration, Article VIII, Purchasing, Section 2-116, Generally, is hereby amended to read as follows:

Section 2-116. Generally.

- (a) For the purpose of this article every contract for, or purchase of supplies, materials, equipment or personal services, or any combination thereof, for more than twenty-five thousand dollars (\$ 25,000.00) shall require the prior approval of the city council, and under no circumstances may such contract or purchase be made without obtaining the approval of the city council.
- (b) All purchases of supplies, materials, equipment or personal services, or any combination thereof, for the various departments and agencies of the city government of twenty-five thousand dollars (\$ 25,000.00), or less, shall be made by the city manager or other city personnel in accordance with the Charter and procedures established by the city manager.

**SECTION 2.** EFFECTIVE DATE. This ordinance shall be effective on and after the 13<sup>th</sup> day of July, 2018.

**SECTION 3.** REPEALER. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 4.** SEVERABILITY. If any section, sentence, clause or portion of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of the ordinance.

PASSED AND APPROVED by the Mayor and Council of the City of Midwest City, Oklahoma, on the \_\_\_\_\_ day of \_\_\_\_\_, 2018.

THE CITY OF MIDWEST CITY, OKLAHOMA

\_\_\_\_\_  
MATTHEW D. DUKES, II, Mayor

ATTEST:

\_\_\_\_\_  
SARA HANCOCK, City Clerk

APPROVED as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
PHILIP W. ANDERSON, City Attorney

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

**AN ORDINANCE AMENDING THE MIDWEST CITY MUNICIPAL CODE, CHAPTER 2, ADMINISTRATION, BY AMENDING ARTICLE VIII, PURCHASING, SECTION 2-116, GENERALLY; ESTABLISHING AN EFFECTIVE DATE; AND PROVIDING FOR REPEALER AND SEVERABILITY**

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MIDWEST CITY, OKLAHOMA:

**ORDINANCE**

**SECTION 1.** That Chapter 2, Administration, Article VIII, Purchasing, Section 2-116, Generally, is hereby amended to read as follows:

Section 2-116. Generally.

- (a) For the purpose of this article every contract for, or purchase of supplies, materials, equipment or personal services, or any combination thereof, for more than ~~seventeen~~ twenty-five thousand ~~five hundred~~ dollars (~~\$17,500.00~~ 25,000.00) shall require the prior approval of the city council, and under no circumstances may such contract or purchase be made without obtaining the approval of the city council.
- (b) All purchases of supplies, materials, equipment or personal services, or any combination thereof, for the various departments and agencies of the city government of ~~seventeen~~ twenty-five thousand ~~five hundred~~ dollars (~~\$17,500.00~~ 25,000.00), or less, shall be made by the city manager or other city personnel in accordance with the Charter and procedures established by the city manager.

**SECTION 2.** EFFECTIVE DATE. This ordinance shall be effective on and after the 13<sup>th</sup> day of July, 2018.

**SECTION 3.** REPEALER. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 4.** SEVERABILITY. If any section, sentence, clause or portion of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of the ordinance.

PASSED AND APPROVED by the Mayor and Council of the City of Midwest City, Oklahoma, on the \_\_\_\_ day of \_\_\_\_\_, 2018.

THE CITY OF MIDWEST CITY, OKLAHOMA

\_\_\_\_\_  
MATTHEW D. DUKES, II, Mayor

ATTEST:





\_\_\_\_\_  
SARA HANCOCK, City Clerk

APPROVED as to form and legality this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
PHILIP W. ANDERSON, City Attorney



## MUNICIPAL AUTHORITY AGENDA

-  The 7:00 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](mailto: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](mailto: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 MUNICIPAL AUTHORITY AGENDA**

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

May 22, 2018 - 7:01 PM

- A. CALL TO ORDER.
- B. CONSENT AGENDA. These items are placed on the Consent Agenda so that 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 staff briefing and regular meeting of May 8, 2018, as submitted. (Secretary - S. Hancock)
  2. Discussion and consideration of supplemental budget adjustments to the following funds for FY 2017-2018, increase: Capital Improvements Revenue Bond Fund, revenue/Transfers In (00) \$100,000; expenses/Transfers Out (00) \$100,000. Customer Deposits Fund, revenue /Investment Interest (00) \$10,000; expenses/Transfers Out (00) \$10,000. Water Fund, revenue /Transfers In (00) \$10,000. (Finance - C. Barron)
  3. 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 April 30, 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.



CONSENT AGENDA





A notice for staff briefings of the 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](http://www.midwestcityok.org)).

**Midwest City Municipal Authority Staff Briefing Minutes**

May 8, 2018 – 6:00 PM

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

Acting Chairman Pat Byrne called the meeting to order at 6:34 PM with the following members present: Trustees Susan Eads, Sean Reed, Española Bowen, Christine Allen, and Jeff Moore; and Secretary Sara Hancock. Absent: Chairman Matt Dukes.

**Discussion.**

**Clarification of agenda items, handouts, and presentation of new or additional information for items on the Municipal Authority agenda for May 8, 2018.**

Trustees and Staff discussed individual agenda items.

Acting Chairman Byrne adjourned the meeting at 6:45 PM.

ATTEST:

\_\_\_\_\_  
PAT BYRNE, Acting Chairman

\_\_\_\_\_  
SARA HANCOCK, Secretary

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](http://www.midwestcityok.org)).

## **Midwest City Municipal Authority Minutes**

May 8, 2018 – 7:01 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. Acting Chairman Pat Byrne called the meeting to order at 7:33 PM with the following members present: Trustees Susan Eads, Española Bowen, Sean Reed, Christine Allen, and Jeff Moore; and Secretary Sara Hancock. Absent: Mayor Matt Dukes.

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

1. Discussion and consideration of approving the minutes of the staff briefing and regular meeting of April 24, 2018; and the special meeting of May 3, 2018, as submitted.
2. Discussion and consideration of approving and entering into an agreement in the amount of \$12,000 with Dr. Irvin L. Wagner, Professor of Music at University of Oklahoma, for a 50- piece concert band to provide the headliner entertainment in Regional Park as part of the 2018 Tribute to Liberty 4th of July celebration.
3. Discussion and consideration of approving and entering into an agreement with Western Enterprises, Inc. in the amount of \$22,500 to provide a fireworks production for the 4th of July celebration (Tribute To Liberty) at Joe B. Barnes Regional Park on July 4, 2018.
4. Discussion and consideration of approving an addendum to the Sponsorship and Marketing Consulting Agreement with STAAR Solutions in the amount of \$10,000 for additional services associated with the continued planning and execution of the City of Midwest City 2018 Made in Oklahoma Fest (MIO).
5. Discussion and consideration of declaring various obsolete items of municipal property surplus and authorizing their disposal by public auction, sealed bid or destruction, if necessary.

### **NEW BUSINESS/PUBLIC DISCUSSION.**

There was no new business or public discussion.

### **ADJOURNMENT.**

There being no further business, Acting Chairman Byrne closed the meeting at 7:34 PM.

ATTEST:

\_\_\_\_\_  
PAT BYRNE, Acting Chairman

\_\_\_\_\_  
SARA HANCOCK, Secretary



# The City of MIDWEST CITY

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100 N. MIDWEST BLVD \* MIDWEST CITY, OKLAHOMA 73110  
(405) 739-1240 \* FAX (405) 739-1247 \* TDD (405) 739-1359

## Memorandum

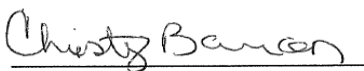
TO: Honorable Chairman and Trustees  
Midwest City Municipal Authority

FROM: Christy Barron, Finance Director

DATE: May 22, 2018

Subject: Discussion and consideration of supplemental budget adjustments to the following funds for FY 2017-2018, increase: Capital Improvements Revenue Bond Fund, revenue/Transfers In (00) \$100,000; expenses/Transfers Out (00) \$100,000. Customer Deposits Fund, revenue/Investment Interest (00) \$10,000; expenses/Transfers Out (00) \$10,000. Water Fund, revenue/Transfers In (00) \$10,000.

The first supplement is needed to increase budget for transfers between Capital Improvement Revenue Bond Fund and General Fund due to sales tax exceeding original projection for fiscal year 2017-2018. The second and third supplements are needed to increase budget for interest revenue and transfer from Customer Deposits Fund to Water Fund due to interest revenue exceeding original projection for fiscal year 2017-2018.



Christy Barron  
Finance Director

## SUPPLEMENTS

**May 22, 2018**

Fund CAPITAL IMPROVEMENT REVENUE BOND (250)		BUDGET AMENDMENT FORM Fiscal Year 2017-2018			
		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	100,000			
00	Transfers Out			100,000	
		100,000	0	100,000	0

**Explanation:**  
Increase budget for transfer in from General Fund and transfer out to General Fund due to sales tax exceeding original projection for fiscal year 2017-2018.

Fund CUSTOMER DEPOSITS (230)		BUDGET AMENDMENT FORM Fiscal Year 2017-2018			
		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	Investment Interest	10,000			
00	Transfers Out			10,000	
		10,000	0	10,000	0

**Explanation:**  
Increase budget for interest revenue and transfer out to Water Fund due to interest revenue exceeding original projection for fiscal year 2017-2018.

Fund WATER (191)		BUDGET AMENDMENT FORM Fiscal Year 2017-2018			
		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	10,000			
		10,000	0	0	0

**Explanation:**  
Increase budget for transfer in from Customer Deposits Fund due to interest revenue exceeding original projection for fiscal year 2017-2018.



THE CITY OF  
**MIDWEST CITY**

**MEMORANDUM**

TO: Honorable Chairman and Trustees  
Midwest City Municipal Authority

FROM: Tim Lyon, Assistant City Manager

DATE: May 22, 2018

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 April 30, 2018.

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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*

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Tim Lyon  
Assistant City Manager

Attachment (1)

**SHERATON MIDWEST CITY HOTEL AT THE REED CENTER**

<b>Fiscal Year 2017-2018</b>	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18
<b>Revenue</b>												
Budgeted (MTD)	345,872	508,778	430,804	639,312	424,595	308,205	303,680	379,330	547,825	<b>516,519</b>		
Actual (MTD)	324,600	469,661	409,957	620,373	440,973	298,992	237,909	395,947	529,803	<b>530,409</b>		
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	<b>4,404,920</b>		
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	<b>4,258,624</b>		
<b>Expenses</b>												
Budgeted (MTD)	345,872	474,833	419,305	526,754	414,341	383,878	389,188	392,180	494,172	<b>482,514</b>		
Actual (MTD)	398,222	466,528	391,915	410,925	430,597	434,233	326,576	366,587	482,215	<b>465,386</b>		
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	<b>4,349,291</b>		
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	<b>4,173,185</b>		
<b>Revenue vs. Expenses</b>												
Budgeted (MTD)	(26,254)	33,945	11,499	112,558	10,254	(75,373)	(85,508)	(12,850)	53,653	<b>34,005</b>		
Actual (MTD)	(73,622)	3,133	18,042	209,448	10,375	(135,242)	(88,666)	29,360	47,587	<b>65,023</b>		
Budgeted (YTD)	(26,254)	7,691	19,190	131,748	142,002	66,329	(19,179)	(32,029)	21,624	<b>55,629</b>		
Actual (YTD)	(73,622)	(70,489)	(52,447)	157,001	167,376	32,134	(56,532)	(27,172)	20,415	<b>85,439</b>		

<b>Key Indicators</b>												
Hotel Room Revenue	221,752	230,732	200,140	288,298	226,644	113,437	115,526	176,088	252,280	<b>272,253</b>		
Food and Banquet Revenue	92,293	208,368	176,594	273,393	152,717	159,911	119,416	189,070	238,866	<b>220,427</b>		

<b>Fiscal Year 2016-2017</b>	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17
<b>Revenue</b>												
Budgeted (MTD)	456,340	456,340	456,340	456,340	456,340	456,340	456,340	456,340	456,340	456,340	456,340	456,621
Actual (MTD)	430,970	420,241	481,316	571,284	465,481	270,078	289,607	438,034	529,524	489,852	461,692	463,169
Budgeted (YTD)	456,340	912,680	1,369,020	1,825,360	2,281,700	2,738,040	3,194,380	3,650,720	4,107,060	4,563,400	5,019,740	5,476,361
Actual (YTD)	430,970	851,211	1,332,527	1,903,811	2,369,292	2,639,370	2,928,977	3,367,011	3,896,535	4,386,387	4,848,080	5,311,249
<b>Expenses</b>												
Budgeted (MTD)	452,385	454,833	452,880	458,476	453,217	449,274	448,194	452,407	475,392	458,533	452,933	449,312
Actual (MTD)	422,001	445,980	446,293	514,505	467,175	374,710	372,928	411,386	449,017	447,813	465,261	470,813
Budgeted (YTD)	452,385	907,218	1,360,098	1,818,574	2,271,791	2,721,065	3,169,259	3,621,666	4,097,058	4,555,591	4,992,539	5,441,851
Actual (YTD)	422,001	867,982	1,314,275	1,828,780	2,295,955	2,670,665	3,043,593	3,454,978	3,903,996	4,351,809	4,817,070	5,287,882
<b>Revenue vs. Expenses</b>												
Budgeted (MTD)	3,955	1,507	3,460	(2,136)	3,123	7,066	8,146	3,933	(19,052)	(2,193)	3,407	7,309
Actual (MTD)	8,969	(25,740)	35,022	56,779	(1,694)	(104,632)	(83,320)	26,648	80,507	42,038	(3,568)	(7,644)
Budgeted (YTD)	3,955	5,462	8,922	6,786	9,909	16,975	26,121	29,054	10,002	7,809	27,201	34,510
Actual (YTD)	8,969	(16,771)	18,252	75,031	73,337	(31,295)	(114,615)	(87,967)	(7,460)	34,578	31,010	<b>23,366</b>



NEW BUSINESS/  
PUBLIC DISCUSSION





## MEMORIAL HOSPITAL AUTHORITY AGENDA



The 7:00 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](http://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](mailto: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 MEMORIAL HOSPITAL AUTHORITY AGENDA

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

May 22, 2018 - 7:02 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 staff briefing and regular meeting of May 8, 2018, as submitted. (Secretary - S. Hancock)
  2. Discussion and consideration of supplemental budget adjustments to the Hospital Authority Fund for FY 2017-2018, increase: Hospital Authority Fund, revenue/Transfers In (90) \$310,000; expenses/Transfers Out (90) \$310,000. (Finance - C. Barron)
- C. DISCUSSION ITEM.
1. Discussion and consideration of accepting the Hospital Authority Investment Performance Review for the period ending March 31, 2018 and action to reallocate assets, change fund managers or make changes in the Statement of Investment Policy, Guidelines and Objectives. (Hospital Authority - 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 entering into executive session as allowed under 25 O.S., § 307(B)(4) to be briefed on potential pending litigation. (City Manager - G. Henson)
- F. ADJOURNMENT.



CONSENT AGENDA



A notice for staff briefings of the 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](http://www.midwestcityok.org)).

**Midwest City Memorial Hospital Authority Staff Briefing Minutes**

May 8, 2018 – 6:00 PM

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

Acting Chairman Pat Byrne called the meeting to order at 6:45 PM with the following members present: Trustees Susan Eads, Sean Reed, Española Bowen, Christine Allen, and Jeff Moore; and Secretary Sara Hancock. Absent: Chairman Matt Dukes.

**Discussion.**

**Clarification of agenda items, handouts, and presentation of new or additional information for items on the Hospital Authority agenda for May 8, 2018.**

Trustees and Staff discussed individual agenda items.

Acting Chairman Byrne adjourned the meeting at 6:48 PM.

ATTEST:

\_\_\_\_\_  
PAT BYRNE, Acting Chairman

\_\_\_\_\_  
SARA HANCOCK, Secretary

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](http://www.midwestcityok.org)).

### Midwest City Memorial Hospital Authority Minutes

May 8, 2018 – 7:02 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.

Acting Chairman Pat Bryne called the meeting to order at 7:34 PM with the following members present: Trustees: Susan Eads, Española Bowen, Sean Reed, Christine Allen, and Jeff Moore; and Secretary Sara Hancock. Absent: Chairman Matt Dukes.

#### CONSENT AGENDA.

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

1. Discussion and consideration of approving the minutes of the staff briefing and regular meeting of April 24, 2018, and the special meeting of May 3, 2018, as submitted.
2. Discussion and consideration of renewing the Lease Agreement with Independent School District No. 52 of Oklahoma County, Oklahoma to lease the ArtzPlace building, located at 1730 Center Drive, for \$5,168 per month for fiscal year 2018-19.
3. Discussion and consideration of approving the Termination of the Reversion Right for the Sooner Rose Phase II Theatre Development Finance Assistance Agreement as requested by Midwest City Warren Theatre, Inc.

#### DISCUSSION ITEMS.

1. **Discussion and consideration of appointing a Ward 6 nominee to the Board of Grantors replacing Nancy Rice, who is terming out, for a four-year term ending on April 26, 2022.** Moore made a motion to appoint Wade Moore, seconded by Allen. Voting aye: Eads, Bowen, Reed, Allen, Moore, and Acting Chairman Byrne. Nay: none. Absent: Chairman Dukes. Motion carried.
2. **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 was taken.

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

EXECUTIVE SESSION.

1. **Discussion and consideration of entering into executive session as allowed under 25 O. S., § 307(B)(4) to be briefed on potential pending litigation.** At 7:36 PM, Eads made a motion to go into executive session, seconded by Bowen. Voting aye: Eads, Bowen, Reed, Allen, Moore, and Acting Chairman Byrne. Nay: none. Absent: Chairman Dukes. Motion carried.

Bowen made a motion to exit executive session and return to open session, seconded by Allen. Voting aye: Eads, Bowen, Reed, Allen, Moore, and Acting Chairman Byrne. Nay: none. Absent: Chairman Dukes. Motion carried. The Trustees returned to open session at 8:18 PM. No action was taken.

ADJOURNMENT.

There being no further business, Acting Chairman Byrnes adjourned the meeting at 8:18 PM.

ATTEST:

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PAT BYRNE, Acting Chairman

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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

J. Guy Henson  
*General Manager/  
Administrator*

*Trustees*

Matthew D. Dukes II  
Daniel McClure Jr.  
Pat Byrne  
Rick Dawkins  
M. Sean Reed  
Christine Allen  
Jeff Moore

*Board of Grantors*

Sherry Beaird  
John Cauffiel  
Marcia Conner  
Pam Dimski  
Dara McGlamery  
Joyce Jackson  
Charles McDade  
Nancy Rice  
Sheila Rose

### **MEMORANDUM**

TO: Honorable Chairman and Trustees

FROM: Christy Barron, Treasurer/Finance Director

DATE: May 22, 2018

SUBJECT: Discussion and consideration of supplemental budget adjustments to the Hospital Authority Fund for FY 2017-2018, increase: Hospital Authority Fund, revenue/Transfers In (90) \$310,000; expenses/Transfers Out (90) \$310,000.

The first supplement is needed to increase budget for transfer from Compounded Principal Division to Discretionary Division due to increase in market value of investments over original fiscal year 2017-2018 projection. The second supplement is needed to increase budget for transfer from Loan Reserve Division to In Lieu/ROR/Misc. Division due to excess investment interest revenue over original fiscal year 2017-2018 projection.

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Christy Barron  
Finance Director

## SUPPLEMENTS

**May 22, 2018**

Fund HOSPITAL AUTHORITY (425)		BUDGET AMENDMENT FORM Fiscal Year 2017-2018			
		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	Transfers In	300,000			
90	Transfers Out			300,000	
		300,000	0	300,000	0

**Explanation:**  
Increase budget for transfer from Compounded Principal (9010) to Discretionary (9050) due to increase in market value of investments over original fiscal year 2017-2018 projection.

Fund HOSPITAL AUTHORITY (425)		BUDGET AMENDMENT FORM Fiscal Year 2017-2018			
		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	Transfers In	10,000			
90	Transfers Out			10,000	
		10,000	0	10,000	0

**Explanation:**  
Increase budget for transfer from Loan Reserve (9020) to In Lieu/ROR/Misc. (9060) due to excess investment interest revenue over original fiscal year 2017-2018 projection.



DISCUSSION ITEM







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

## MEMORANDUM

To: Honorable Chairman and Trustees

From: J. Guy Henson, General Manager/Administrator

Date: May 22, 2018

Subject: Discussion and consideration of accepting the Hospital Authority Investment Performance Review for the period ending March 31, 2018 and action to reallocate assets, change fund managers or make changes in the Statement of Investment Policy, Guidelines and Objectives.

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Jim Garrels, President, Fiduciary Capital Advisors, will be present at the meeting to present the Performance Review. Any need to reallocate assets, change fund managers or make changes to the Investment Policy Guidelines and Objectives will be addressed at the meeting.

Action is at the discretion of the Authority.

J. Guy Henson  
General Manager/Administrator

**MIDWEST CITY  
MEMORIAL HOSPITAL AUTHORITY  
INVESTMENT PERFORMANCE REVIEW  
PERIODS ENDING  
MARCH 31, 2018**

**MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY  
COMPOSITE VS. POLICY PORTFOLIO  
PERIODS ENDING 3-31-18**

	QTR		YTD		1 Year		3 Years	
	Return	Rank	Return	Rank	Return	Rank	Return	Rank
Total Fund Composite	0.40	32	0.40	32	12.41	28	7.81	24
Policy Portfolio*	-0.75	54	-0.75	54	10.08	43	6.37	52

	5 Years		10 Years		From 12-31-96		From 9-30-96	
	Return	Rank	Return	Rank	Return	Rank	Return	Rank
Total Fund Composite	9.62	22	7.23	33	7.59	25	7.73	28
Policy Portfolio*	8.41	49	6.77	48	7.03	39	7.24	41

\* 75% S&P 500, 15% BARCLAYS CAPITAL AGG, 10% 90-day U.S. T-bill

*This report is based on information we believe to be reliable but can in no way guarantee as to its accuracy or completeness. Past performance is no guarantee of future results.*

**MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY  
RETURN SUMMARY  
PERCENTILE RANKS  
PERIODS ENDING 3-31-18**

	QTR		YTD		1 Year		3 Years		5 Years		10 Years		From 12-31-96	
	Return	Rank	Return	Rank	Return	Rank	Return	Rank	Return	Rank	Return	Rank	Return	Rank
<b>Vs. 100% Equity Universe</b>														
<b>Total Equity</b>	<b>0.75</b>	<b>30</b>	<b>0.75</b>	<b>30</b>	<b>16.73</b>	<b>27</b>	<b>11.29</b>	<b>4</b>	<b>13.70</b>	<b>16</b>	<b>9.22</b>	<b>47</b>	<b>7.85</b>	<b>66</b>
Active - Equity	3.14	14	3.14	14	21.20	14	12.33	8	14.79	10	8.73	60	7.34	77
Passive - Equity	-0.77	51	-0.77	51	13.98	39	10.78	17	13.17	22	9.58	38	8.16	55
S&P 500	-0.76	51	-0.76	51	13.99	39	10.78	17	13.31	20	9.49	40	8.18	54
<b>Vs. 100% Fixed Income Universe</b>														
<b>Total Fixed Income</b>	<b>-1.42</b>	<b>78</b>	<b>-1.42</b>	<b>78</b>	<b>1.04</b>	<b>60</b>	<b>1.13</b>	<b>60</b>	<b>1.75</b>	<b>46</b>	<b>3.49</b>	<b>50</b>	<b>5.08</b>	<b>25</b>
Active - Fixed	-1.33	74	-1.33	74	0.78	69	1.04	65	1.65	50	3.41	52	5.18	22
Passive - Fixed	-1.47	80	-1.47	80	1.30	52	1.27	54	1.90	41	3.73	47	5.06	27
BBC Aggregate	-1.46	80	-1.46	80	1.20	56	1.20	56	1.82	43	3.63	48	5.07	27
BBC G/C	-1.58	86	-1.58	86	1.38	50	1.22	55	1.84	43	3.65	48	5.12	24
90 Day US T-Bill	0.35	14	0.35	14	1.07	60	0.49	86	0.31	90	0.31	99	2.12	99

**MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY  
RETURN SUMMARY  
PERIODS ENDING 3-31-18**

	QTR		YTD		1 Year		3 Years		5 Years		10 Years		Fr 12-31-96	
	Return	Rank	Return	Rank	Return	Rank	Return	Rank	Return	Rank	Return	Rank	Return	Rank
<b>Vs. 100% Equity Universe</b>														
<b>Growth Funds</b>														
Harbor Capital Appreciation	4.32	8	4.32	8	28.79	3	14.02	3	17.24	2	*17.86	*3	(12/31/12)	--
T. Rowe Price New America	4.41	8	4.41	8	25.51	6	13.58	4	16.62	3	*17.56	*4	(12/31/12)	--
S&P 500	-0.76	51	-0.76	51	13.99	39	10.78	17	13.31	20	*14.83	*21	(12/31/12)	--
<b>Vs. 100% Equity Universe</b>														
Vanguard Mid Cap Growth	4.05	9	4.05	9	19.64	18	6.13	82	11.27	55	9.93	31	*9.39	*24 (12/03)
S&P 500	-0.76	51	-0.76	51	13.99	39	10.78	17	13.31	20	9.49	40	*8.48	*48 (12/03)
PrimeCap Odyssey Agg. Growth	11.53	1	11.53	1	36.84	1	18.01	1	22.07	1	*24.39	*1	(12/31/12)	--
S&P 500	-0.76	51	-0.76	51	13.99	39	10.78	17	13.31	20	*14.83	*21	(12/31/12)	--
<b>Vs. 100% Equity Universe</b>														
<b>Value Funds</b>														
Dodge & Cox Stock	-1.75	69	-1.75	69	10.76	62	10.88	16	13.34	20	*17.39	*10	(9/30/11)	--
S&P 500	-0.76	51	-0.76	51	13.99	39	10.78	17	13.31	20	*16.37	*24	(9/30/11)	--
Vanguard Equity Income	-2.54	82	-2.54	82	10.45	65	10.19	25	11.75	45	*13.46	*48	(12/31/12)	--
S&P 500	-0.76	51	-0.76	51	13.99	39	10.78	17	13.31	20	*14.83	*21	(12/31/12)	--
<b>Vs. 100% Fixed Income Universe</b>														
<b>Active Fixed Income Composite</b>	<b>-1.33</b>	<b>74</b>	<b>-1.33</b>	<b>74</b>	<b>0.78</b>	<b>69</b>	<b>1.04</b>	<b>65</b>	<b>1.65</b>	<b>50</b>	<b>3.41</b>	<b>52</b>	<b>5.18</b>	
Vanguard Short Term Inv. Grade	-0.51	42	-0.51	42	0.76	70	1.50	45	1.60	52	*2.09	*55	(9/30/11)	--
Vanguard Short Term Treasury	-0.21	30	-0.21	30	-0.10	93	0.46	87	0.52	85	*0.60	*92	(9/30/11)	--
BC Aggregate	-1.46	80	-1.46	80	1.20	56	1.20	56	1.82	43	*2.20	*54	(9/30/11)	--
Vanguard Int.Term Inv. Grade	-1.84	92	-1.84	92	0.93	64	1.77	38	2.31	31	4.71	22	*4.63	*18 (12/03)
BC Aggregate	-1.46	80	-1.46	80	1.20	56	1.20	56	1.82	43	3.63	48	*3.97	*37 (12/03)
Vanguard Int.Term Treasury	-1.28	72	-1.28	72	-0.41	96	0.47	87	0.86	75	3.01	59	*5.07	*28 (12/99)
Vanguard Long Term Treasury	-3.58	98	-3.58	98	3.10	21	0.20	93	3.11	15	5.65	9	*7.03	*4 (12/99)
BC Aggregate	-1.46	80	-1.46	80	1.20	56	1.20	56	1.82	43	3.63	48	*4.96	*33 (12/99)
BC G/C	-1.58	86	-1.58	86	1.38	50	1.22	55	1.84	43	3.65	48	5.12	24
Average Fixed Income Fund	-0.71	48	-0.71	48	1.80	40	1.72	39	1.79	44	3.51	50	4.47	51

**MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY**  
**RETURN SUMMARY**  
**PERIODS ENDING 3-31-18**  
**UNIVERSES BETA ADJUSTED**

	QTR		YTD		1 Year		3 Year		5 Year		10 Year		From 12-31-03	
	Return	Rank	Return	Rank	Return	Rank	Return	Rank	Return	Rank	Return	Rank	Return	Rank
<b>Vs. 100% Large Cap Growth Universe (Hi-Beta)</b>														
Harbor Capital Appreciation	4.32	25	4.32	25	28.79	9	14.02	13	17.24	12	*17.86	*13	(12/31/12)	--
Russell 1000 Growth	1.42	66	1.42	66	21.25	51	12.90	26	15.53	29	*16.76	*26	(12/31/12)	--
Average Large Cap Growth	1.04	75	1.04	75	17.16	76	9.76	73	12.80	75	*14.21	*74	(12/31/12)	--
<b>Vs. 100% Large Cap Growth Universe (Hi-Beta)</b>														
T. Rowe Price New America	4.41	24	4.41	24	25.51	23	13.58	19	16.62	17	*17.56	*18	(12/31/12)	--
Russell 1000 Growth	1.42	66	1.42	66	21.25	51	12.90	26	15.53	29	*16.76	*26	(12/31/12)	--
Average Large Cap Growth	1.04	75	1.04	75	17.16	76	9.76	73	12.80	75	*14.21	*74	(12/31/12)	--
<b>Vs. 100% Mid Cap Growth Universe (Mid-Beta)</b>														
Vanguard Mid Cap Growth	4.05	11	4.05	11	19.64	18	6.13	82	11.27	51	9.93	45	*9.39	*38 (12/03)
Russell Mid Growth	2.17	26	2.17	26	19.74	18	9.17	29	13.31	11	10.61	29	*10.02	*20 (12/03)
Average Mid Cap Growth	0.88	39	0.88	39	14.52	37	8.02	55	11.13	55	9.75	53	*8.94	*53 (12/03)
<b>Vs. 100% Mid Cap Growth Universe (Hi-Beta)</b>														
PrimeCap Odyssey Agg. Growth	11.53	1	11.53	1	36.84	1	18.01	1	22.07	1	*24.39	*1	(12/31/12)	--
Russell Mid Growth	2.17	53	2.17	53	19.74	45	9.17	32	13.31	19	*15.01	*23	(12/31/12)	--
Average Mid Cap Growth	0.88	65	0.88	65	14.52	62	8.02	55	11.13	61	*13.02	*61	(12/31/12)	--
<b>Vs. 100% Large Cap Value Universe (Hi-Beta)</b>														
Dodge & Cox Stock	-1.75	27	-1.75	27	10.76	43	10.88	6	13.34	6	*17.39	*8	(9/30/11)	--
Russell 1000 Value	-2.83	64	-2.83	64	6.95	80	7.88	44	10.78	56	*15.07	*54	(9/30/11)	--
Average Large Cap Value	-2.14	34	-2.14	34	9.88	52	7.54	50	10.72	57	*14.53	*66	(9/30/11)	--
<b>Vs. 100% Large Cap Value Universe (Lo-Beta)</b>														
Vanguard Equity Income	-2.54	63	-2.54	63	10.45	31	10.19	4	11.75	15	*13.46	*18	(12/31/12)	--
Russell 1000 Value	-2.83	70	-2.83	70	6.95	71	7.88	36	10.78	41	*12.72	*37	(12/31/12)	--
Average Large Cap Value	-2.14	46	-2.14	46	9.88	35	7.54	45	10.72	43	*12.53	*45	(12/31/12)	--

**MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY  
PERIODS ENDING 3-31-18**

**MIDWEST CITY COMPOSITE VS. POLICY PORTFOLIO**

	1 Year	3 Years	5 Years	10 Years	From 9-30-96
Alpha	0.45	0.37	0.30	0.12	0.12
Beta	0.85	1.07	1.05	1.01	1.00
R - squared	0.90	0.98	0.98	0.99	0.98
STD for Composite	3.43	6.47	5.96	11.97	11.58
STD for Policy Portfolio*	4.04	6.01	5.65	11.74	11.48

\* 75% S&P 500, 15% BARCLAYS CAPITAL AGG, 10% 90-day U.S. T-bill

**MIDWEST CITY COMPOSITE VS. S&P 500**

	1 Year	3 Years	5 Years	10 Years	From 9-30-96
Alpha	-0.32	-0.76	-0.90	-0.71	-0.35
Beta	0.64	0.87	0.83	0.75	0.70
R - squared	1.00	0.94	0.91	0.96	0.95
STD for Composite	3.43	6.47	5.96	11.97	11.59
STD for S&P 500	5.39	7.18	6.85	15.69	16.24

**MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY  
ASSET ALLOCATION  
PERIOD ENDED 3-31-18**

	Domestic Equity	Foreign Equity	US Bond	Cash	Total	Percent of Total	Target	Range
Blackrock Equity Index	41,124,004				41,124,004	43.6%		
Harbor Capital Appreciation	4,370,577				4,370,577	4.6%		
T. Rowe Price New America Gr.	3,735,307				3,735,307	4.0%		
Primecap Odyssey Agg Growth	5,576,532				5,576,532	5.9%		
Vanguard Mid Growth	3,591,852				3,591,852	3.8%		
Dodge & Cox Stock	5,566,114				5,566,114	5.9%		
Vanguard Equity Income	4,606,853				4,606,853	4.9%		
<b>TOTAL US EQUITY</b>	<b>68,571,239</b>				<b>68,571,239</b>	<b>72.8%</b>	<b>70.0%</b>	<b>20.0 - 85.0%</b>
Blackrock US Debt Index			8,450,609		8,450,609	9.0%		
Vanguard Short Tm. Treas.			1,237,922		1,237,922	1.3%		
Vanguard Short Tm. Inv. Gr.			1,348,955		1,348,955	1.4%		
Vanguard Int. Tm. Treas.			537,031		537,031	0.6%		
Vanguard Int. Tm. Inv. Gr.			1,791,751		1,791,751	1.9%		
Vanguard Long Tm. Treas.			670,020		670,020	0.7%		
<b>TOTAL US BOND</b>			<b>14,036,287</b>		<b>14,036,287</b>	<b>14.9%</b>	<b>30.0%</b>	<b>2.5 - 80.0%</b>
<b>TOTAL CASH</b>				<b>11,623,572</b>	<b>11,623,572</b>	<b>12.3%</b>	<b>0.0%</b>	<b>0.0 - 20.0%</b>
<b>TOTAL</b>	<b>68,571,239</b> <b>72.8%</b>	<b>0</b> <b>0.0%</b>	<b>14,036,287</b> <b>14.9%</b>	<b>11,623,572</b> <b>12.3%</b>	<b>94,231,098</b> <b>100.0%</b>		<b>100.0%</b>	

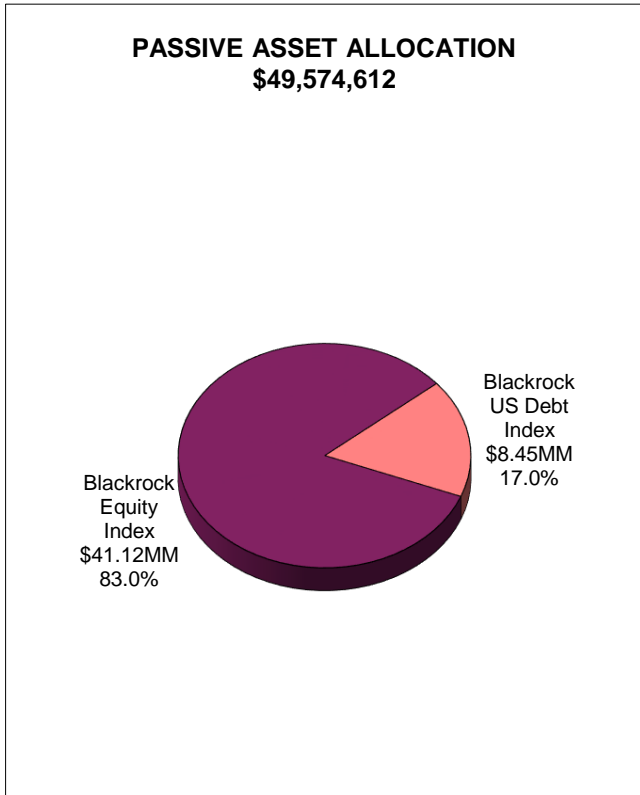
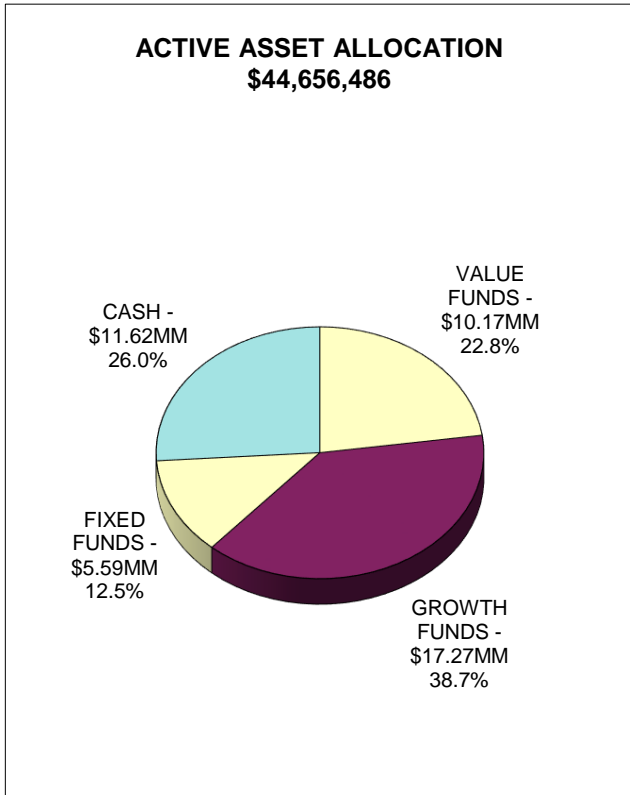
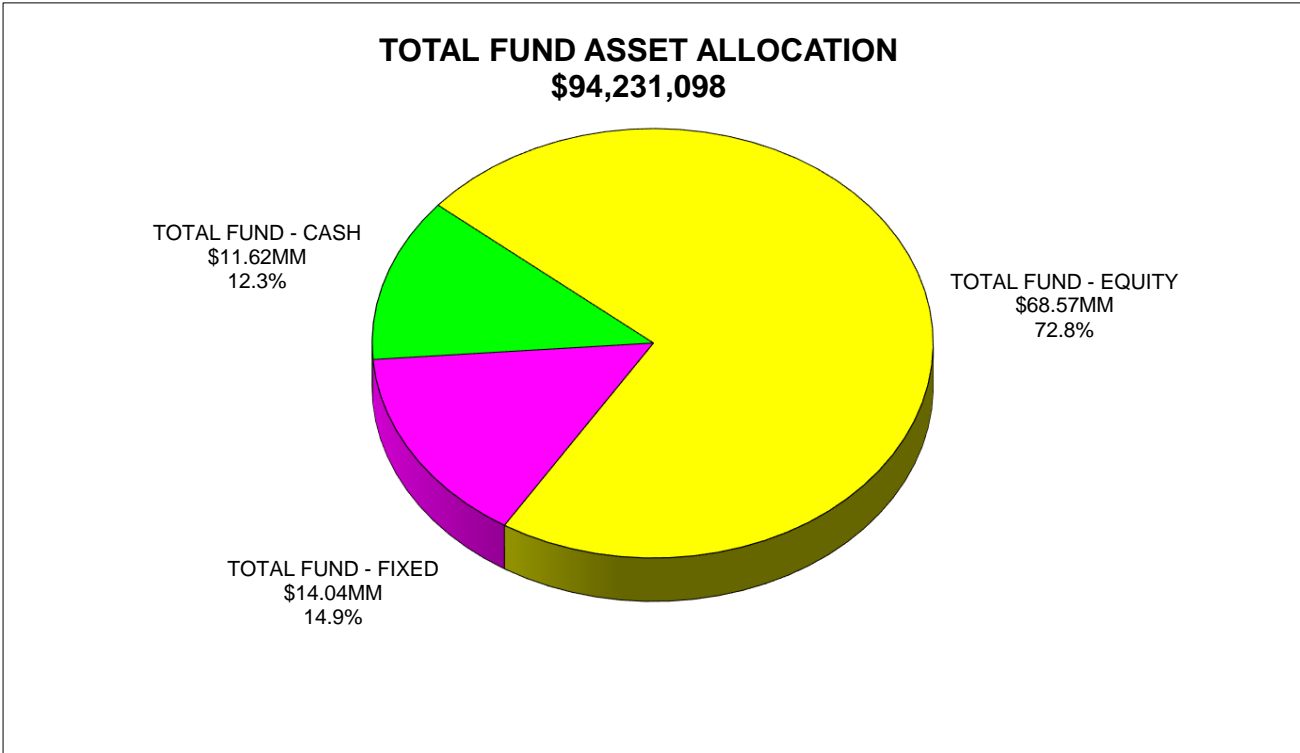


**MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY  
PERIOD ENDED 3-31-18**

<b>ALLOCATION CHANGE</b>			
	December 31, 2017	March 31, 2018	Change
Domestic Equity	68,059,050	68,571,239	512,188
Domestic Bond	14,239,336	14,036,287	-203,048
Cash	8,782,230	11,623,572	2,841,342
<b>TOTAL FUND</b>	<b>91,080,615</b>	<b>94,231,098</b>	<b>3,150,483</b>

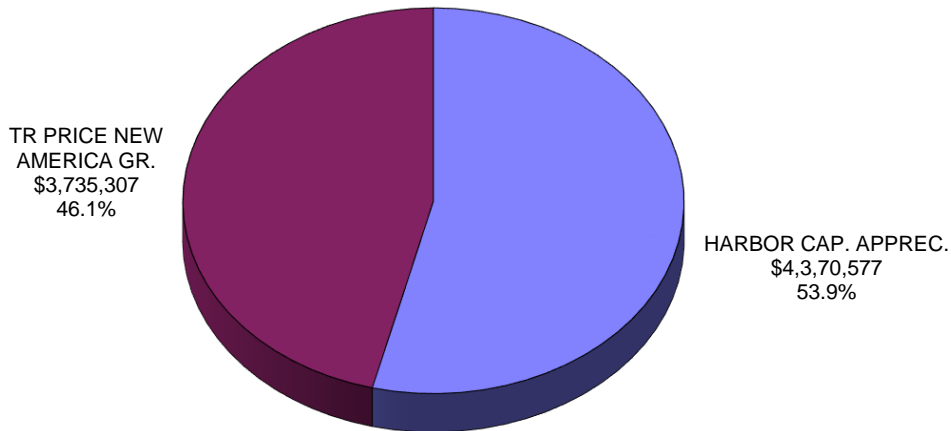
<b>ACTUAL vs. POLICY PORTFOLIO</b>			
	Actual Allocation	Policy Allocation	Allocation Range
Domestic Equity	72.8%	70.0%	20 - 85%
Domestic Bond	14.9%	30.0%	2.5 - 80%
Cash	12.3%	0.0%	0 - 20%

**MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY  
ASSET ALLOCATION  
PERIOD ENDED 3-31-18**

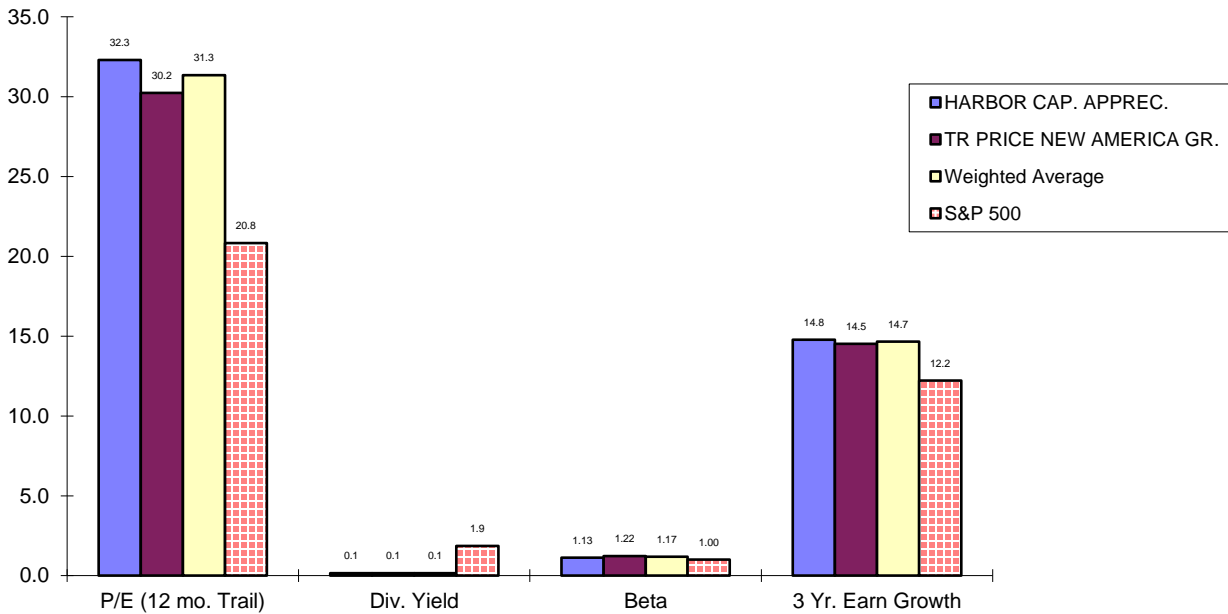


**MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY**  
**PERIOD ENDED 3-31-18**

**LARGE GROWTH FUNDS COMPOSITE ASSET ALLOCATION**  
**\$8,105,884**

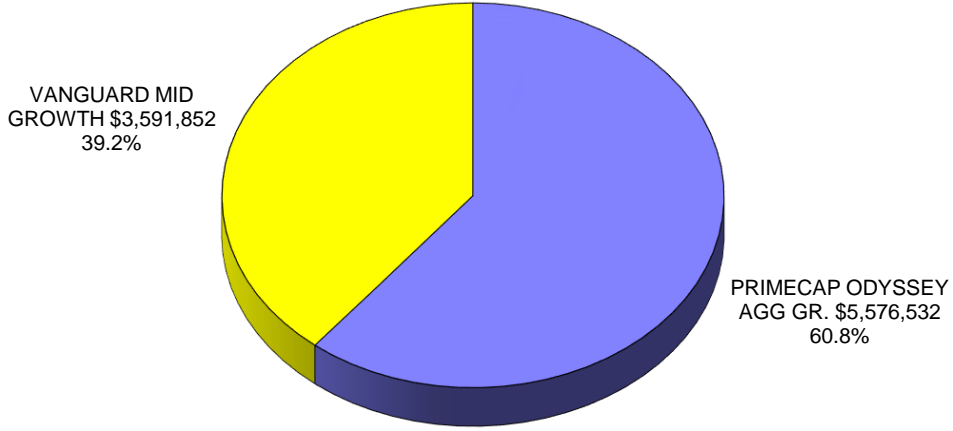


**LARGE GROWTH EQUITY CHARACTERISTICS v. S&P 500**

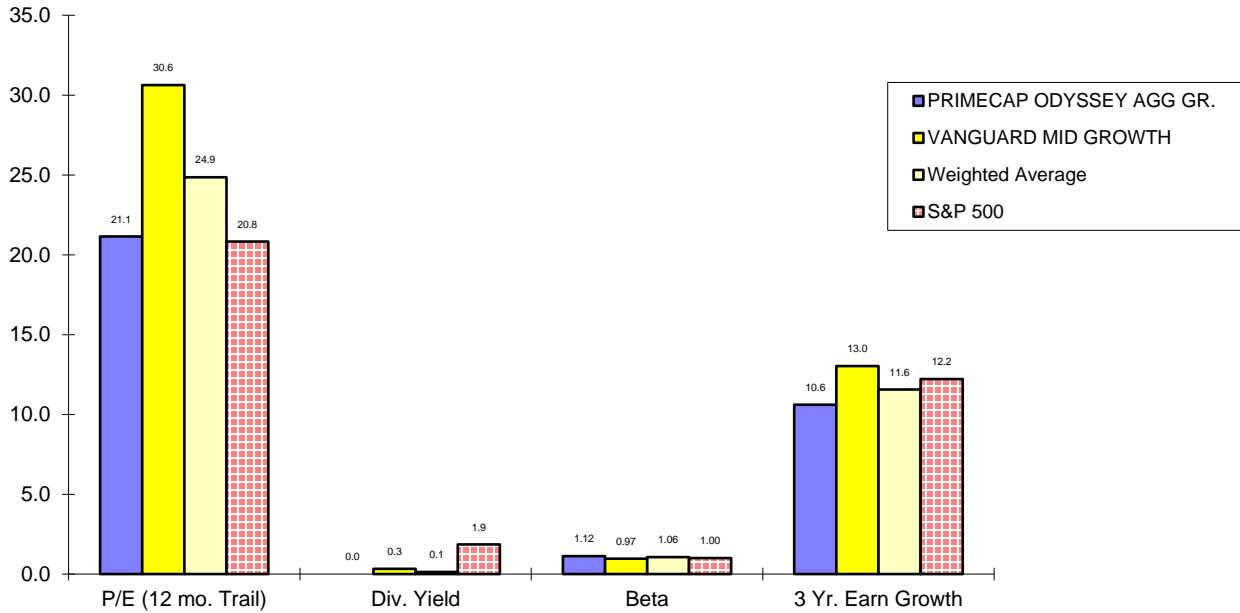


**MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY**  
**PERIODS ENDED 3-31-18**

**MID GROWTH FUNDS COMPOSITE ASSET ALLOCATION**  
**\$9,168,383**

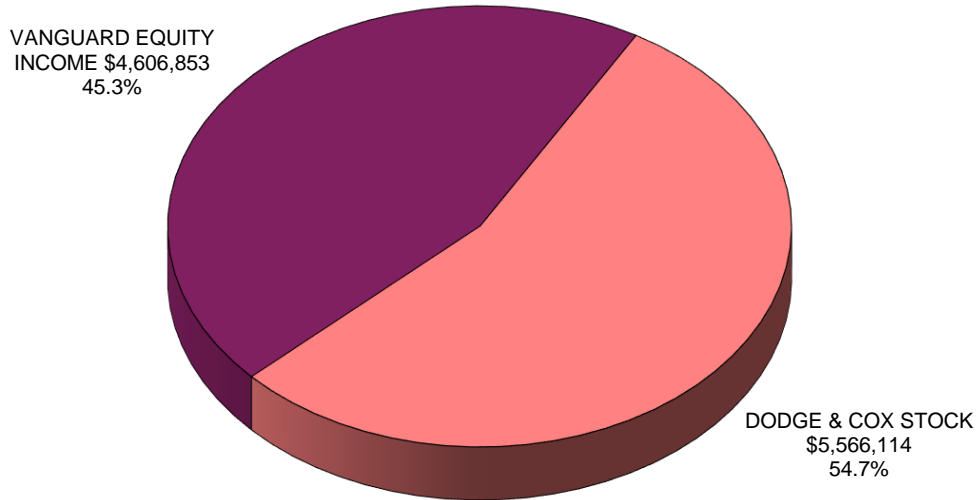


**MID GROWTH EQUITY CHARACTERISTICS v. S&P 500**

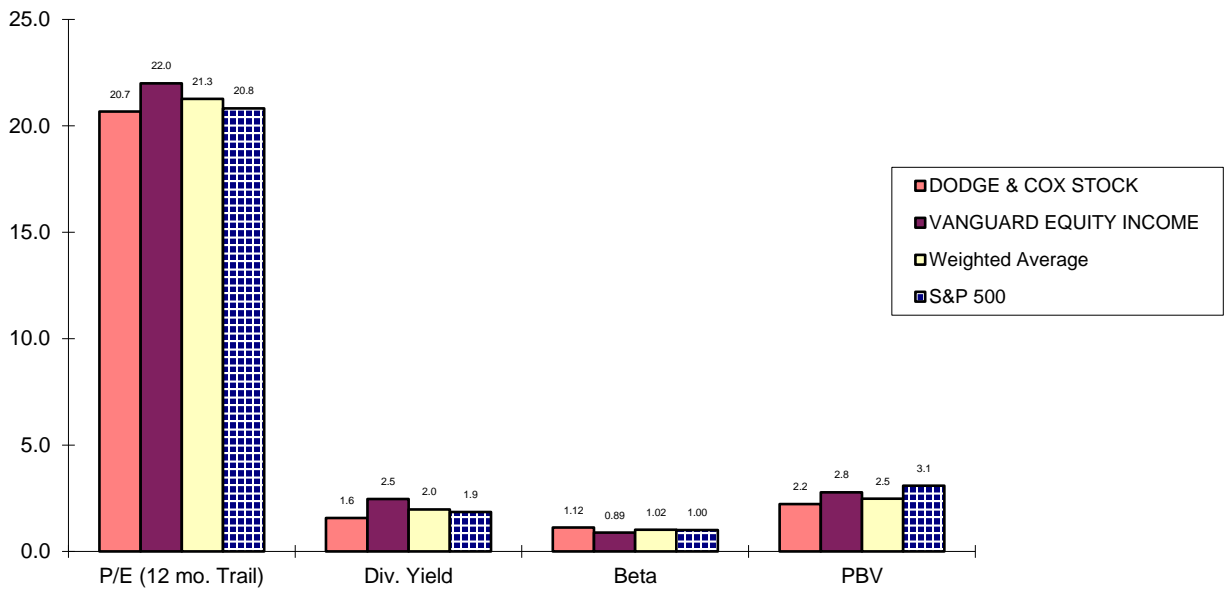


**MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY  
PERIOD ENDED 3-31-18**

**VALUE FUNDS COMPOSITE ASSET ALLOCATION  
\$10,172,967**

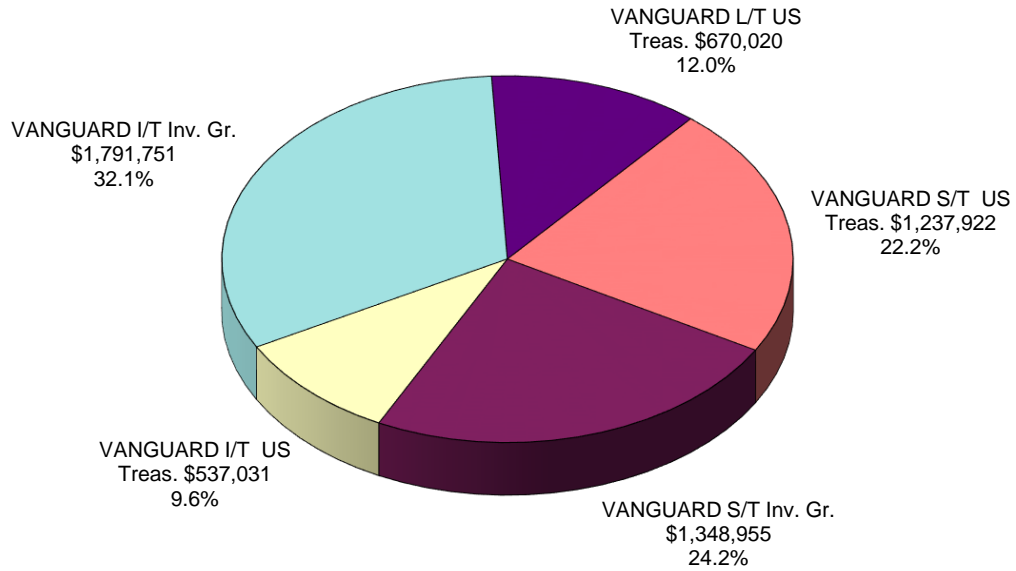


**VALUE EQUITY CHARACTERISTICS v. S&P 500**

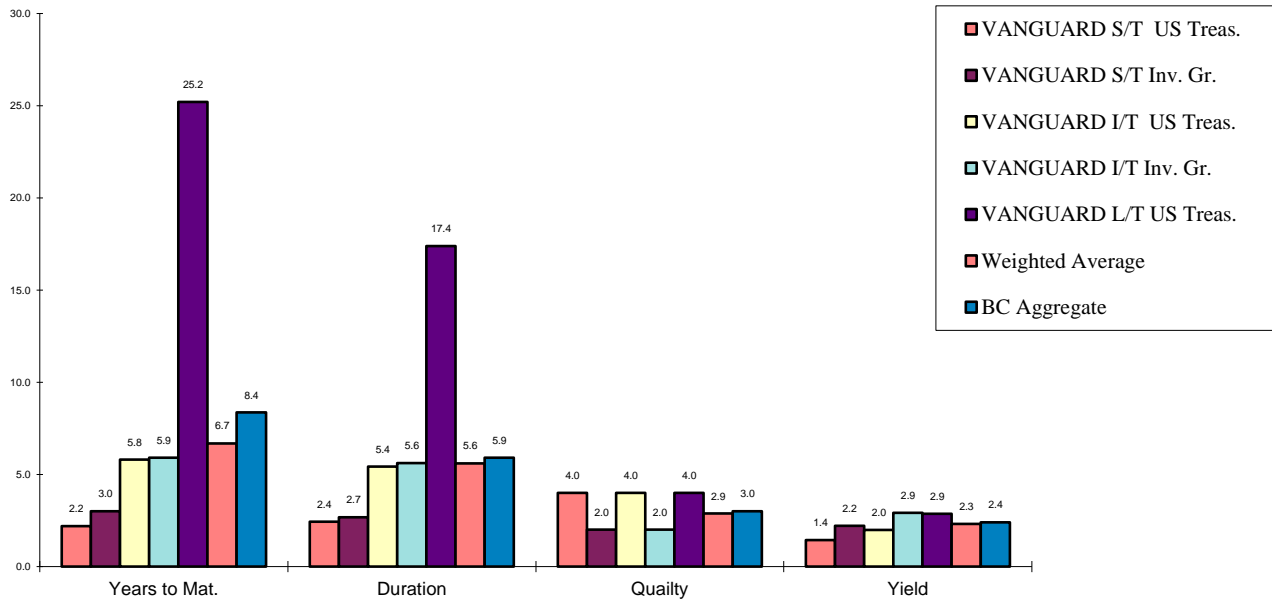


**MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY  
PERIOD ENDED 3-31-18**

**ACTIVE FIXED INCOME ASSET ALLOCATION  
\$5,585,679**



**ACTIVE FIXED INCOME CHARACTERISTICS**



Midwest City Memorial Hospital Authority

Market Value of Fund Plus Real Estate Investments

	Begin MV	Contributions	Gains/(Losses)	PERIOD Distributions For Real Estate Investments	PERIOD Real Estate Sales	Investment End of Period	% ROR	NET Distributions/Sales For Real Estate Investments	Total MV Including Real Estate
1996	0.00	40,000,000	1,894,724			41,894,724	5.00		41,894,724
1997	41,894,724	6,500,000	9,149,906			57,544,631	21.43		57,544,631
1998	57,544,631		10,313,934			67,858,566	17.96		67,858,566
1999	67,858,566		9,842,497	(892,504)		76,808,558	14.66	892,504	77,701,062
2000	76,808,558		1,255,636	(7,530,000)		70,534,196	1.61	8,422,504	78,956,700
2001	70,534,196		(3,474,570)	(17,000,001)	881,724	50,941,348	(4.96)	24,540,781	75,482,129
2002	50,941,348		(6,288,441)	(3,000,000)		41,645,681	(12.42)	27,540,781	69,186,462
2003	41,645,681		8,377,102	(7,000,000)	2,000,000	45,006,531	24.06	32,540,781	77,547,312
2004	45,006,531		5,328,106	(2,000,000)		48,318,461	12.32	34,540,781	82,859,242
2005	48,318,461		3,559,195	(27,212,736)	27,006,977	51,651,524	5.88	34,746,540	86,398,063
2006	51,651,524		7,786,194			59,433,416	15.11	34,746,540	94,179,956
2007	59,433,416		4,280,658	(3,300,000)		60,414,074	7.30	38,046,540	98,460,614
2008	60,414,074		(17,021,674)			43,392,400	(28.12)	38,046,540	81,438,940
2009	43,392,400		8,759,495			52,151,895	21.30	38,046,540	90,198,435
2010	52,151,895		6,528,733	(1,800,000)		56,880,628	9.32	39,846,540	96,727,168
2011	56,880,628		(1,072,322)			55,808,306	(1.79)	39,846,540	95,654,846
2012	55,808,306		7,553,650			63,361,956	13.60	39,846,540	103,208,496
2013	63,361,956		13,845,096			77,207,052	21.94	39,846,540	117,053,592
2014	77,207,052		5,844,036	(5,650,000)		77,401,088	8.46	45,496,540	122,897,628
2015	77,401,088		(143,659)			77,257,429	(0.12)	45,496,540	122,753,969
2016	77,257,429		5,782,378	(5,900,000)		77,139,807	7.84	51,396,540	128,536,347
2017	77,139,807		13,940,808			91,080,615	18.16	51,396,540	142,477,155
1q18	91,080,615	2,817,155	333,328			94,231,098	0.40	51,396,540	145,627,638
<b>TOTAL</b>		<b>49,317,155</b>	<b>96,374,810</b>	<b>(81,285,240)</b>	<b>29,888,701</b>	<b>94,231,098</b>		<b>51,396,540</b>	<b>145,627,638</b>

**9/30/96**  
**INCEPTION**  
**ROR: 7.73%**



NEW BUSINESS/  
PUBLIC DISCUSSION







EXECUTIVE SESSION





**City Manager**  
100 N. Midwest Boulevard  
Midwest City, OK 73110  
Office 405.739.1204  
[ghenson@midwestcityok.org](mailto:ghenson@midwestcityok.org)  
[www.midwestcityok.org](http://www.midwestcityok.org)

MEMORANDUM

TO: Honorable Chairman and Trustees  
Memorial Hospital Authority

FROM: J. Guy Henson, City Manager

DATE: May 22, 2018

SUBJECT: Discussion and consideration of entering into executive session as allowed under 25 O.S., § 307(B)(4) to be briefed on potential litigation.

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Appropriate information will be disbursed at the meeting.

A handwritten signature in blue ink, reading "J. Guy Henson", is written over a horizontal line.

J. Guy Henson, AICP  
City Manager