



MIDWEST CITY  
MEETING AGENDAS FOR  
February 13, 2018

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**STAFF BRIEFING**

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

February 13, 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, Memorial Hospital Authority, and the Special Economic Development Authority meeting for February 13, 2018.



## **CITY OF MIDWEST CITY COUNCIL AGENDA**

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

February 13, 2018 – 7:00 PM

- A. CALL TO ORDER.
- B. OPENING BUSINESS.
- Invocation by Vaughn Sullivan
  - Pledge of Allegiance by Jr. ROTC Cadets Renee McBride-Rogers and Braxton Male
  - Community-related announcements and comments
- C. CONSENT AGENDA. These items are placed on the Consent Agenda so the Council members, by unanimous consent, can approve routine agenda items by one motion. If any item proposed does not meeting with the approval of all Council members, 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 January 23, 2018; and the special meeting of January 30, 2018, all as submitted. (City Clerk - S. Hancock)
  2. Discussion and consideration of the approval of a Medical Retirement Application made by Mr. Tufuola Tima through the Oklahoma Municipal Retirement Fund (Human Resources - C. Wilson).
  3. Discussion and consideration of accepting the park design within the Original Mile. (Community Development - B. Harless)
  4. Discussion and consideration of entering into a project agreement for Federal-aid Project Number TAP3-3269(004)AG, State Job Number 33269(04), with the Oklahoma Department of Transportation to receive federal funds in the amount of \$69,600 to design the Rail w/ Trail; Multi-Use Trail from Air Depot Boulevard to Quinlan Park along the abandoned rail corridor owned by ODOT (Phase 3). (Community Development - P. Menefee)
  5. Discussion and consideration of approving and entering into the National Museum of the United States Air Force Static Display Program 2018 Loan Agreement, SDA0241 with the United States of America, represented by the National Museum of the United States Air Force, for the T-38A 61-0817 aircraft on static display in Bicentennial Park for the period from April 1, 2018 through March 31, 2019. (Public Works Director - V. Sullivan)
  6. Discussion and consideration of accepting a letter of intent (LOI) from the Tinker YMCA for the use of Fred Myers Civic Baseball Park and Reed Baseball Park to provide little league baseball programming to the youth of eastern Oklahoma County and beyond. (Public Works - V. Sullivan)
  7. Discussion and consideration of reappointing Sherry Beard to the Midwest City Tree Board for another three-year terms ending on February 10, 2021. (Public Works - V. Sullivan)

8. Discussion and consideration of 1) declaring vehicle #14-02-32 (2005 GMC Sierra 1500 with fiberglass animal box) obsolete/surplus; and 2) authorizing disposal by public auction or sealed bid. (Police - B. Clabes)

D. DISCUSSION ITEMS.

1. Presentation from Insurance Services Office (ISO) and the State Insurance Commission Office on the most recent ISO evaluation. (Fire - B. Norton)
2. Discussion and Consideration of accepting an update regarding ongoing OG&E Street Lighting maintenance issues. (Public Works - V. Sullivan)
3. Discussion and consideration of a Resolution Approving and Authorizing the Conveyance of Certain Real Property and Assignment of Project Agreements Pertaining to the Midwest City Downtown Redevelopment Project by the City of Midwest City, a municipal corporation, to the Midwest City Economic Development Authority, a public trust; Approving and Authorizing the Transfers, Conveyances, and Assignments described herein; Approving and Authorizing the Execution of such instruments, agreements, assignments, and other documents as may be necessary or appropriate to effectuate the approvals and authorizations contained in this Resolution; and Containing Other Provisions Relating Thereto. (City Manager - G. Henson)

- 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 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. 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**

January 23, 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.

Mayor Matt Dukes called the meeting to order at 6:02 PM with the following members present: Councilmembers \*Susan Eads, Pat Byrne, Rick Dawkins, Sean Reed, and Christine Allen; and City Clerk Sara Hancock. Absent: Jeff Moore.

#### **DISCUSSION.**

#### **Clarification of agenda items, handouts, and presentation of new or additional information for items on the City Council agenda for January 23, 2018.**

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

\*Councilmember Eads arrived at 6:19 PM.

Mayor Dukes adjourned the meeting at 6:27 PM.

ATTEST:

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

January 23, 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.

Mayor Matt Dukes called the meeting to order at 7:01 PM with the following members present: Councilmembers: \*Susan Eads, Pat Byrne, Rick Dawkins, \*Sean Reed, Christine Allen, and Jeff Moore; and City Clerk Sara Hancock. Absent: none.

**Opening Business.** Public Works Director, Vaughn Sullivan, opened with the invocation; followed by the Pledge of Allegiance led by ROTC Cadets Alexys Broderick. Council and staff made community-related announcements. The Mayor presented a proclamation to retiree, Dana Kirkland.

The Mayor asked for a recess. Dawkins made a motion to recess, seconded by Allen. The Council recessed from the City Council at 7:13 PM and proceeded to the Memorial Hospital Authority. The Council returned to the City Council meeting at 7:41 PM.

**Consent Agenda.** Dawkins made a motion to approve the Consent Agenda, as submitted, except for items 7 and 14, seconded by Reed. Voting aye: Eads, Byrne, Dawkins, Reed, Allen, Moore, and Mayor Dukes. Nay: none. Absent: none. Motion carried.

1. Discussion and consideration of approving the minutes of the staff briefing and regular meeting of January 9, 2018, both as submitted.
2. Discussion and consideration of accepting the City Manager's Report for the month of December 2017.
3. Discussion and consideration of supplemental budget adjustments to the following fund for FY 2017-2018, increase: Police Impound Fees Fund, expenses/Police (62) \$6,000. Fire Fund, revenue/Miscellaneous (00) \$1,500; expenses/Fire (64) \$1,500.
4. Discussion and consideration of 1) acceptance of an Association of Central Oklahoma Governments Public Fleet Conversion grant in the amount of \$49,834.00; 2) approving and entering into a Public Fleet Conversion Grant Contract with ACOG to establish the terms and conditions of the grant for the provision of reimbursement of certain costs incurred for the purchase of one (1) new, dedicated compressed natural gas (CNG) vehicle and 3) authorization of the Mayor and/or City Manager to enter into the necessary contracts/agreements to implement the grant.
5. Discussion and consideration of renewing the agreement with the City of Harrah for animal care services for the remaining portion of fiscal year 2017-18.
6. Discussion and consideration of renewing the agreement with the City of Nicoma Park for animal care services for the remaining portion of fiscal year 2017-18.

7. **Discussion and consideration of designating an approximately 9 acre area of SCIP Recreational Trail located at 7250 N.W. 23rd as a Monarch butterfly preserve.** Katy Hawk, 701 S. Timber Ln., spoke with Council. Dawkins made a motion to approve the item, but correcting the address to say N.E. 23<sup>rd</sup>, seconded by Allen. Voting aye: Eads, Byrne, Dawkins, Reed, Allen, Moore, and Mayor Dukes. Nay: none. Absent: none. Motion carried.
8. Discussion and consideration of approving and entering into a contract in an amount not to exceed \$8, 000 for fiscal year 2017/2018 with Jay D. Collins to establish the terms and condition under which he shall serve as the Volunteer Income Tax Assistance Center Coordinator.
9. Discussion and consideration of accepting a grant of Permanent Easement from Sooner Rose L.L.C., across a parcel of land located within the corporate boundaries of Midwest City in Block One (1) Lot Five (5) of Sooner Rose Addition to the Southwest Quarter (SW/4) of Section Four (4), Township Eleven (11) North Range Two (2) West of the Indian Meridian, Oklahoma County, Oklahoma.
10. Discussion and consideration of approving and entering into a engineering contract funding agreement for Federal-aid Project Number STPG -255F (336) AG, State Job Number 31475(04), with the Oklahoma Department of Transportation to receive federal funds in the amount of \$200,000.00 for the City Wide Striping and Pavement Marking Project.
11. Discussion and consideration of a resolution requesting land located on the NE corner of Air Depot Blvd and NE 23rd from Oklahoma County for the purposes of future trail and infrastructure projects.
12. Discussion and consideration of entering into and approving an amendment to the Agreement for Professional Engineering Services with Cowan Group Engineering in the amount of \$9,600 for the preparation of engineered construction plans for the Mid-American Trail pedestrian bridge.
13. Discussion and consideration of reappointing Allen Clark and Charlie Hartley to the Builders Advisory Board for additional three-year terms.
14. **Discussion and consideration of appointing Adrian Aires to the Midwest City Park and Recreation Board for a three-year term ending on January 12, 2021.** Eads made a motion to correct the spelling of Ms. Ayers name to Adrienne Ayers and appoint her, seconded by Allen. Voting aye: Eads, Byrne, Dawkins, Reed, Allen, Moore, and Mayor Dukes. Nay: none. Absent: none. Motion carried.

### **Discussion Items.**

1. **(PC-1929) Public hearing with discussion and consideration of approval of the revised Preliminary Plat of the Turtlewood Addition described as a part of the SE/4 of Section 7, T-11-N, R-1-W.** Staff and visitors addressed the Council: John Earle, 2305 S. Webster; Bo Peeler, 2302 S. Webster Dr.; Chris Anderson, SMC Consulting Engineers, 8515 W. OKC; and Muhammad Khan, SMC Consulting Engineers. Reed made a motion to approve the revised preliminary plat, as submitted, seconded by Moore. Voting aye: Byrne, Dawkins, Reed, Allen, Moore, and Mayor Dukes. Nay: Eads. Absent: none. Motion carried.

\* Councilmember Reed left the meeting at 8:00 PM and returned at 8:02 PM.

\* Councilmember Eads left the meeting at 8:49 PM.

**2. (PC-1933) Public hearing with discussion and consideration of approval of the Oakwood Landing Final Plat for the property described as a tract of land lying in the NE/4 of section 31, T-12-N, R-1-W, of the Indian Meridian, City of Midwest City, Oklahoma County, Oklahoma.** Staff and visitors addressed the Council: Chris Ruslier, 10907 Sara Ct. and Brad Reed, Crafton Tull, 300 Pointe Pkwy. Blvd., Yukon, OK. Reed made a motion to approve the final plat, as submitted, seconded by Dawkins. Voting aye: Byrne, Dawkins, Reed, Allen, Moore, and Mayor Dukes. Nay: none. Absent: Eads. Motion carried.

**3. (PC-1934) Public hearing with discussion and consideration of approval of the Replat of Lot 6 Block 8 of the Pointon City Second Addition described as a part of the NE/4 of Section 6, T-11-N, R-1-W.** Reed made a motion to approve the replat, as submitted, seconded by Moore. Voting aye: Byrne, Dawkins, Reed, Allen, Moore, and Mayor Dukes. Nay: none. Absent: Eads. Motion carried.

\* Councilmember Eads returned at 8:51 PM.

**4. (PC-1935) Public hearing with discussion and consideration of an ordinance to redistrict from PUD, Planned Unit Development to O-2, General Office, for the property described as Lot 1, Block 1 of the Arbor Plaza Addition, located at 9244 E. Reno Avenue.** Byrne made a motion to approve Ordinance 3329, seconded by Allen. Voting aye: Eads, Byrne, Dawkins, Reed, Allen, Moore. Nay: none. Absent: Mayor Dukes. Abstain: none. Motion carried.

\* Mayor Dukes excused himself during this item, due to affiliation.

**5. Discussion and consideration of the Police and Fire quarterly reports associated with the Matrix and ESCI Studies, respectively.** Dawkins made a motion to accept the reports, as submitted, seconded by Byrne. Voting aye: Eads, Byrne, Dawkins, Reed, Allen, Moore, and Mayor Dukes. Nay: none. Absent: none. Motion carried.

**New Business/Public Discussion.**

There was no new business or public discussion.

**Adjournment.**

There being no further business, Mayor Dukes adjourned the meeting at 8:53 PM.

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MATTHEW D. DUKES, II, Mayor

ATTEST:

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



A notice for this special Midwest City Council meeting was filed with the City Clerk of Midwest City 48 hours prior to the meeting. Public notice of this agenda was accessible at least 24 hours before this meeting at City Hall and on the Midwest City website ([www.midwestcityok.org](http://www.midwestcityok.org)).

### **Special Midwest City Council Meeting Minutes**

January 30, 2018 – 6:00 PM

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

Mayor Matt Dukes called the meeting to order at 6:40 PM with the following members present: Councilmembers: Susan Eads, Pat Byrne, Rick Dawkins, Sean Reed, and Christine Allen; and City Clerk Sara Hancock. Absent: Jeff Moore.

#### **Discussion Items.**

- 1. Discussion and consideration of accepting the financial audit of the City of Midwest City as of and for the year ended June 30, 2017.** Jake Winkler with RSM spoke with the Council. Eads made a motion to accept the audit report, as submitted, seconded by Dawkins. Voting aye: Eads, Byrne, Dawkins, Reed, Allen, and Mayor Dukes. Nay: none. Absent: Moore. Abstain: none.
- 2. Discussion and consideration of a resolution relating to the incurring of indebtedness by the Trustees of the Midwest City Economic Development Authority, waiving competitive bidding and authorizing the sale of the bonds at a discount; approving a bond placement agreement; and authorizing such other documents as may be necessary or required.** Greg Nieto with The Baker Group spoke with the Council. Dawkins made a motion to change the bond placement agreement with the bond purchase agreement and to approve Resolution CC 2018-02, as submitted, seconded by Allen. Voting aye: Eads, Byrne, Dawkins, Reed, Allen, and Mayor Dukes. Nay: none. Absent: Moore. Abstain: none.
- 3. Discussion and consideration of a resolution relating to the incurring of indebtedness by the Trustees of the Midwest City Municipal Authority; approving a replenishment agreement; and authorizing such other documents as may be necessary or required.** Dawkins made a motion to approve Resolution 2018-03, as submitted, seconded by Reed. Voting aye: Eads, Byrne, Dawkins, Reed, Allen, and Mayor Dukes. Nay: none. Absent: Moore. Abstain: none.

#### **Adjournment.**

There being no further business, Mayor Dukes adjourned the meeting at 6:59 PM.

ATTEST:

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MATTHEW D. DUKES, II, Mayor

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



**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:** **February 13, 2018**

**RE:** Discussion and consideration of the approval of a Medical Retirement Application made by Mr. Tufuola Tima through the Oklahoma Municipal Retirement Fund (OMRF).

Mr. Tima has been employed with the City since March of 2012. Recently Mr. Tima was diagnosed with a debilitating medical issue. Mr. Tima's physician has certified that his condition has and will keep him from performing the essential functions of his position as a Operator III in the Water Plant. Under OMRF an employee can apply for a disability retirement, which will reduce Mr. Tima's tax liability.

Staff has received and reviewed the required documentation and recommends approval of this request.

This is a staff update

Catherine Wilson, Human Resources Director



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

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

Billy Harless, Community Development Director

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TO : Honorable Mayor and City Council

FROM : Billy Harless, Director

DATE : February 13, 2018

SUBJECT : Discussion and consideration of accepting the park design within the Original Mile.

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Anthony McDermid with TAP Architecture and Ken Boone with Ochsner Hare & Hare will do a 15 to 20 minute presentation of the design for the new park located below the cell tower at Town Center. Attached is the presentation the Original Mile Reinvestment Committee along with many members of the Park's Board and a large gathering of citizens was presented at the January 17<sup>th</sup> public meeting.

The Committee tasked Mr. McDermid and Mr. Boone with designing a "game changer" for this area. The challenges were to not only include a design for the 2.5 acres of land available below the cell tower, but also somehow connect the new park with Town Center and dovetail the design within the neighborhood. Additionally, the new park design should be a catalyst for redevelopment of the Original Mile. All this was to be accomplished within the constraints tied to Town Center and the tenants. Although the attached slide show will give some indication as to the intent of the design, it is exciting to hear and understand how these spaces can be used and the flexibility they provide for events, staff and our citizens. The presentation at the January 17<sup>th</sup> public meeting was well received and the response and comments from the meeting and from staff have been very positive.

If you have any questions, please don't hesitate to contact me at 739-1228.

Billy Harless, AICP  
Community Development Director

attachments



# Original Mile Park Master Plan Plan Presentation – January 17, 2018





Anthony McDermid



Ken Boone



Kelly Thompson



Darren Varner

• TAP ARCHITECTURE

• OCHSNER HARE & HARE

# Our Team



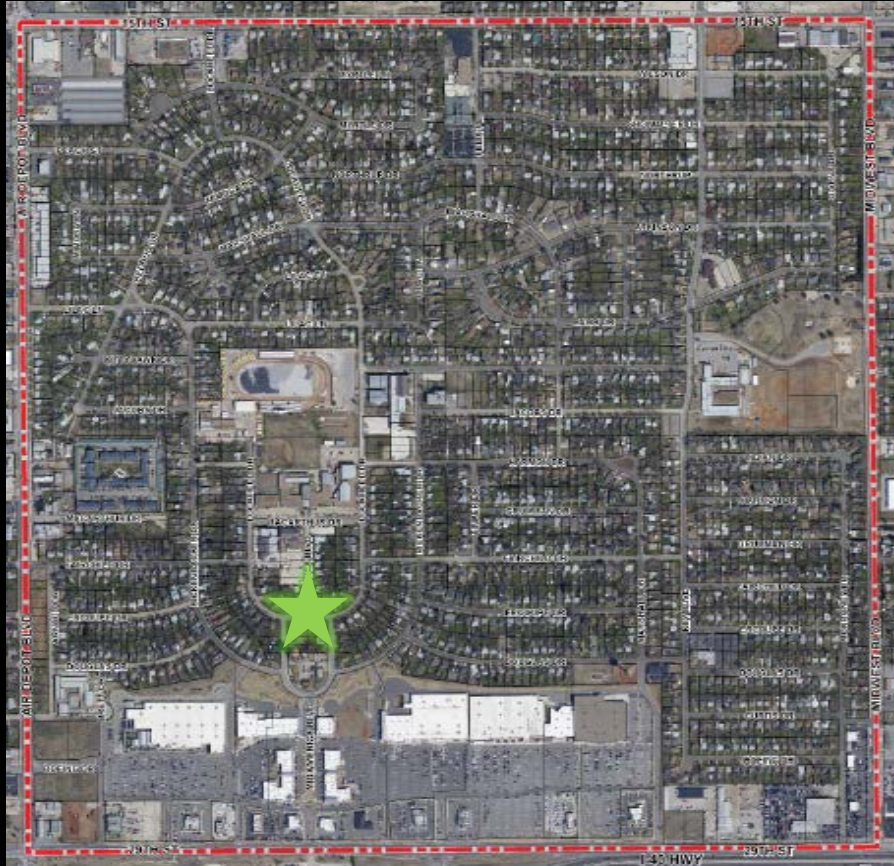
# PURPOSE

- SHOW PREFERRED CONCEPT PARK MASTER PLAN
- INDICATE PROPOSED PHASING
- DISCUSS AND ANSWER QUESTIONS

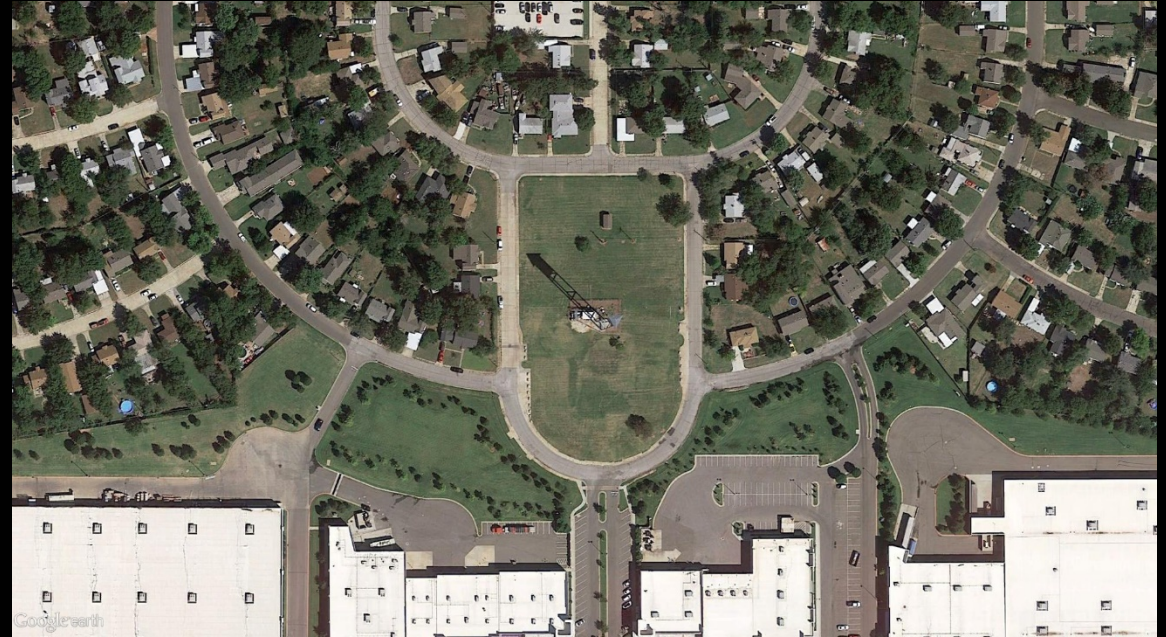
Tonight's Meeting



# BACKGROUND



Overall Original Mile



Original Mile Park and Surrounding Context

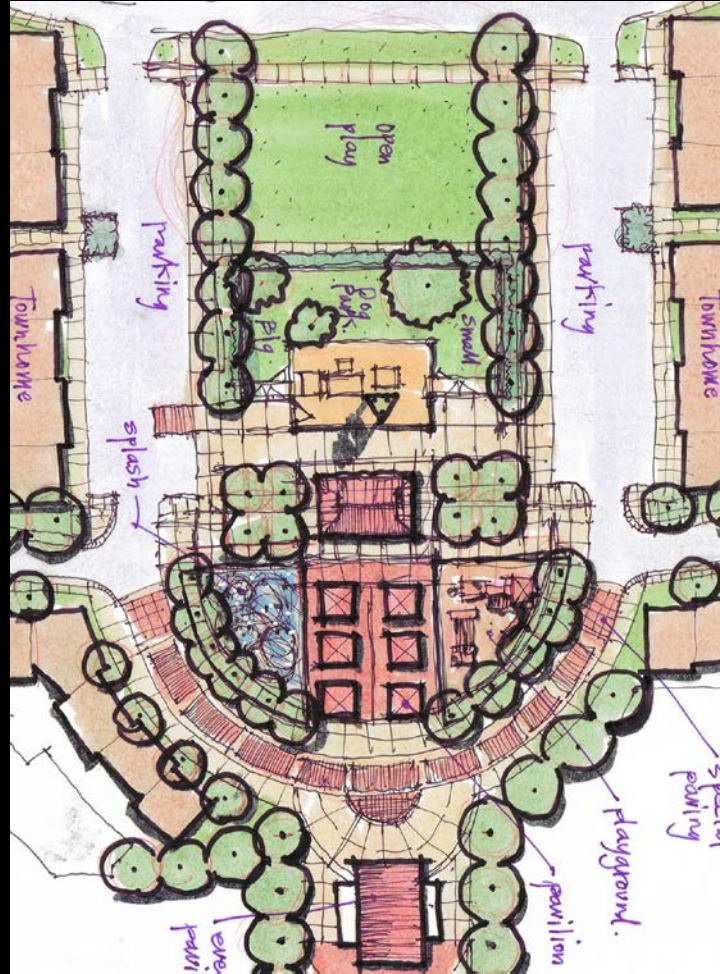
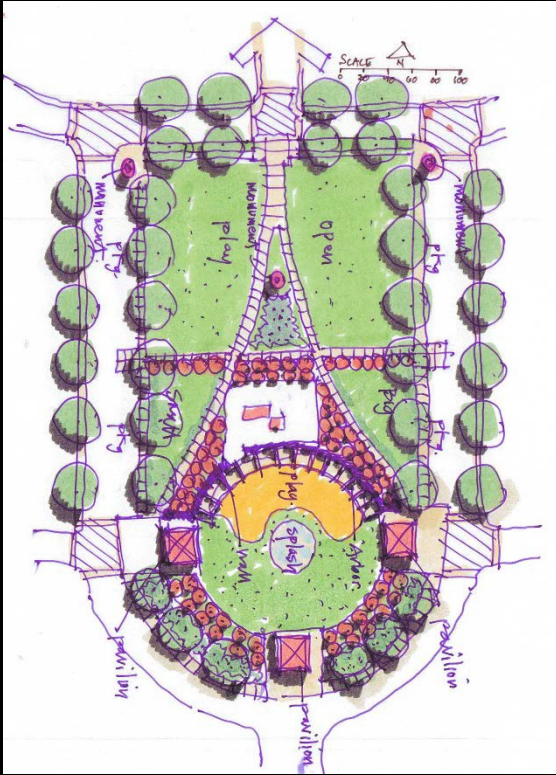
## Our Work To Date







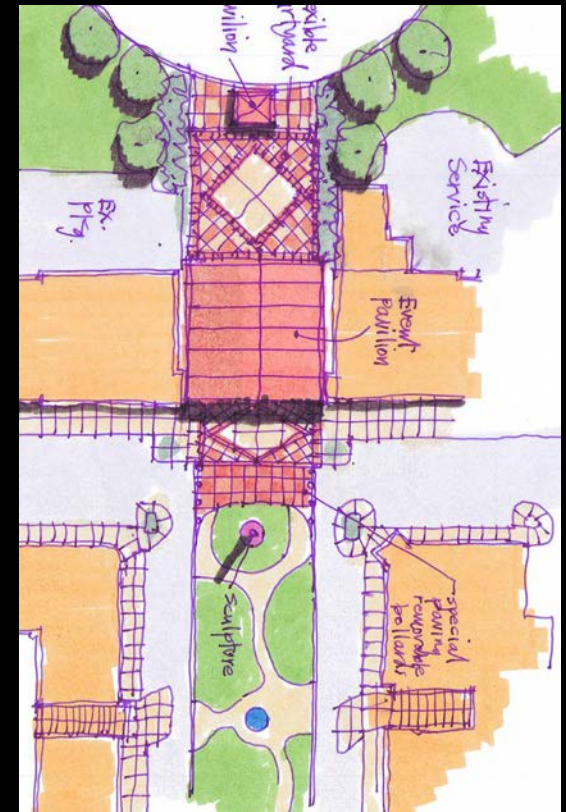
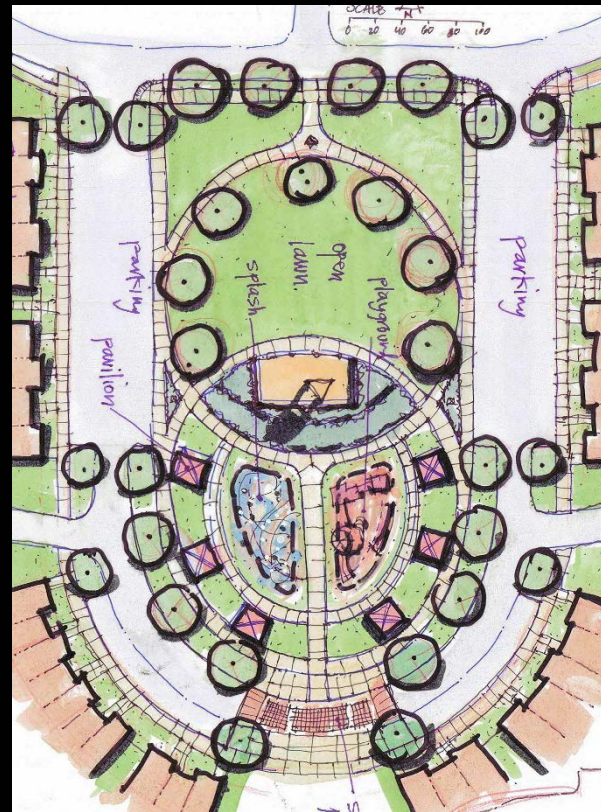
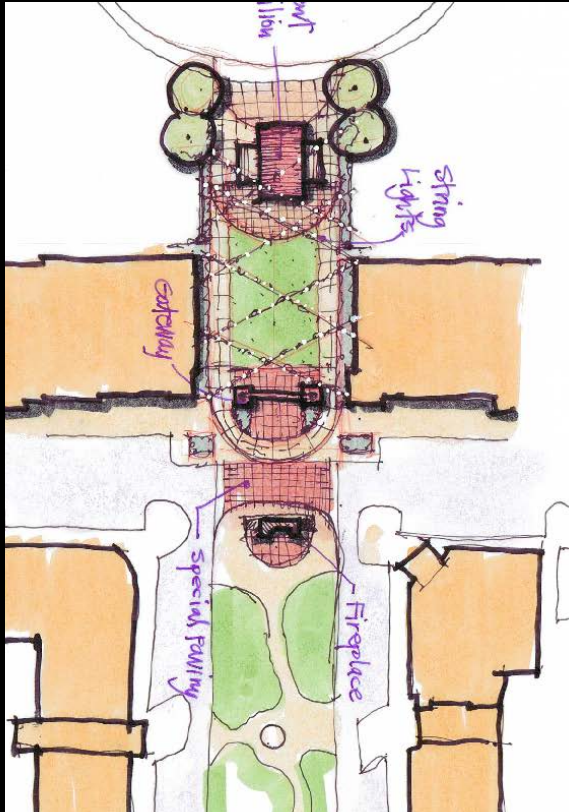
# CONCEPTS



Our Work To Date



# CONCEPTS



Our Work To Date

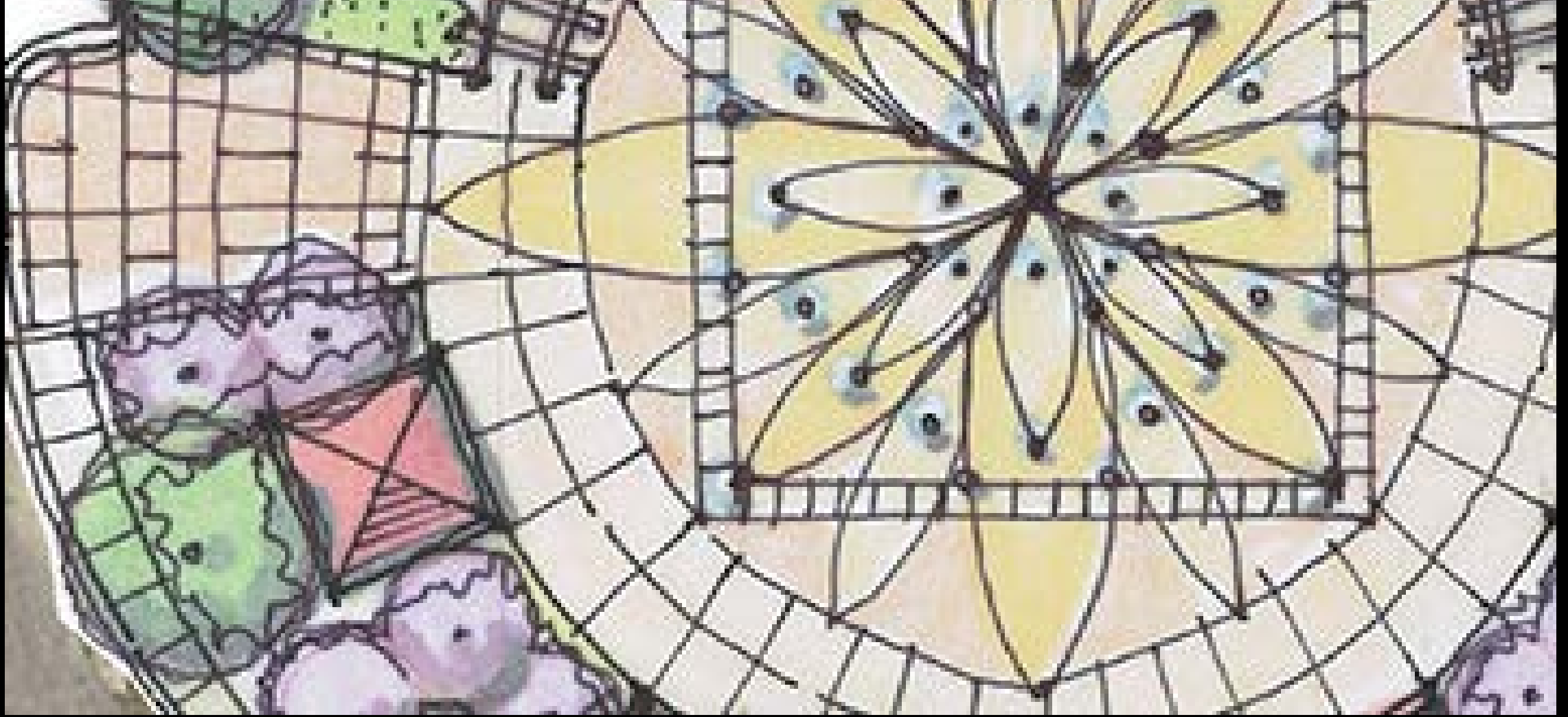


# KEY FEEDBACK

- Big Play Areas for open play, etc.
- Water Feature in middle (splashpad – photo op)
- Central Walkway (leading you into the park from the north)
- Sidewalks and Connectivity
- Kids Playground
- Townhomes
- Pavilions
- Shade Trees/ Benches
- Dog Parks
- Covered areas
- String Lights

Our Work To Date





# The Master Plan



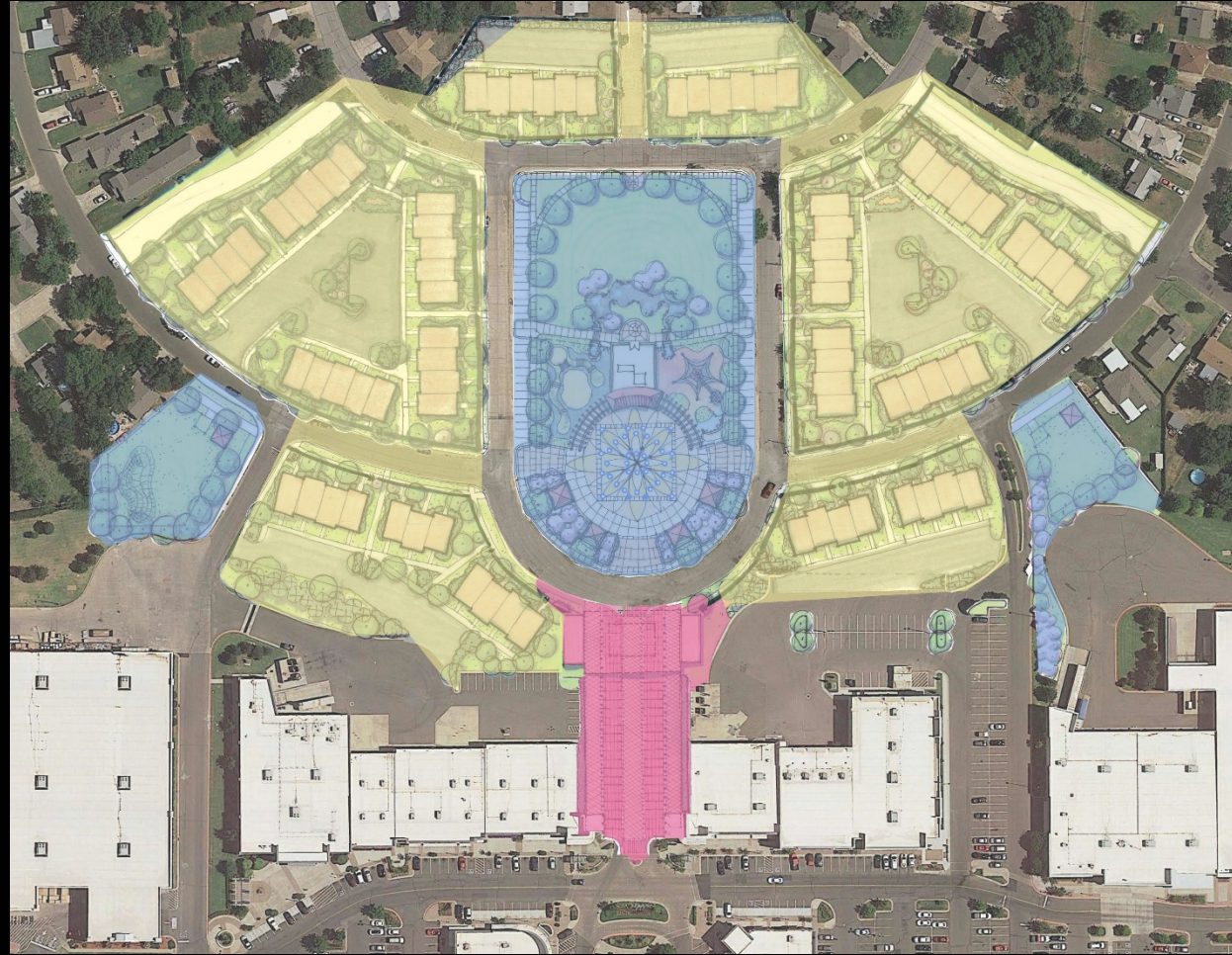
# OVERALL PLAN



# The Master Plan



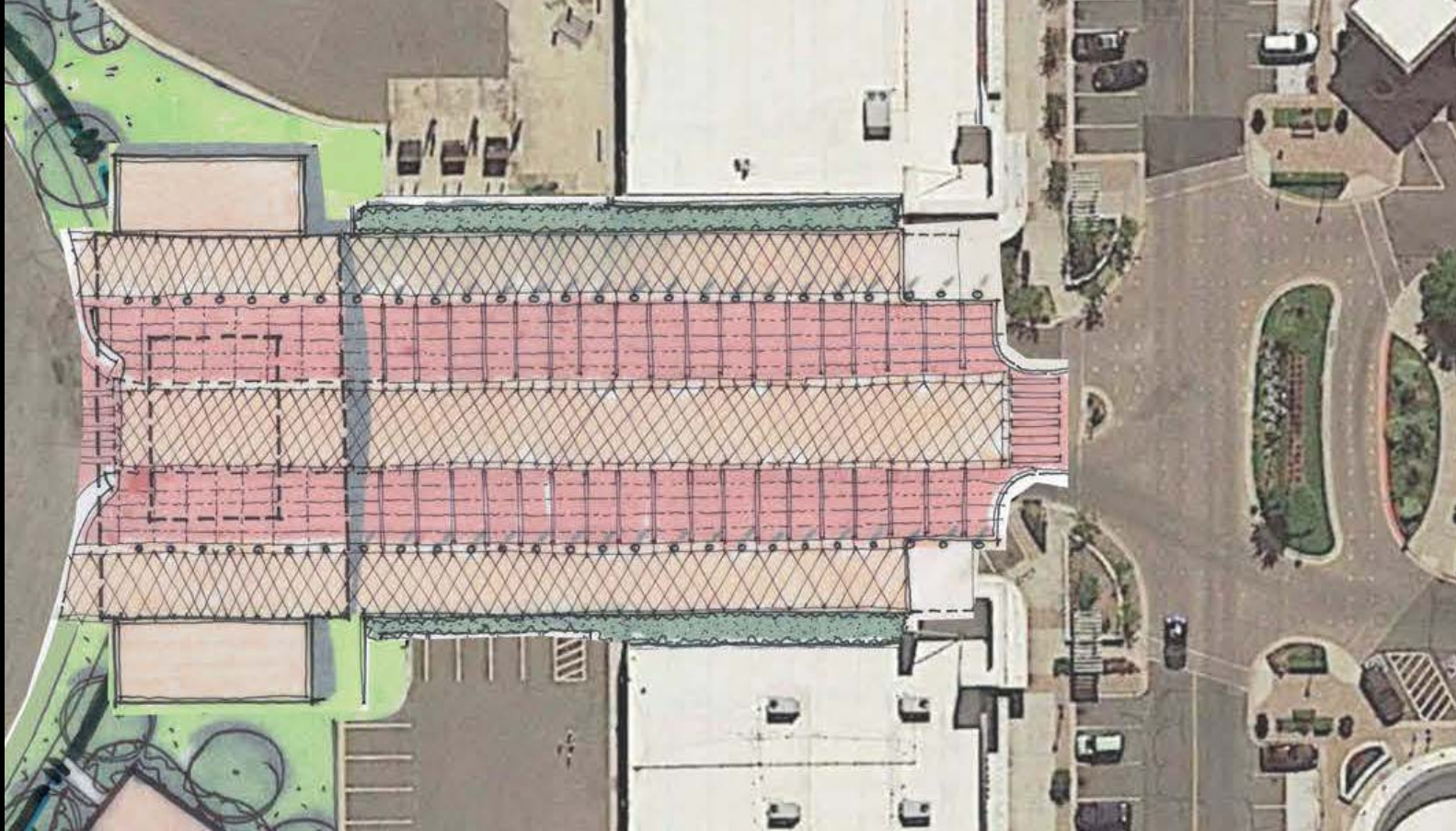
# PLAN DIAGRAM – THREE ZONES



## The Master Plan



# OVERALL PLAN



## Zone 1 – The Connector



# BLOW-UP PLAN



## Zone 1 – The Connector





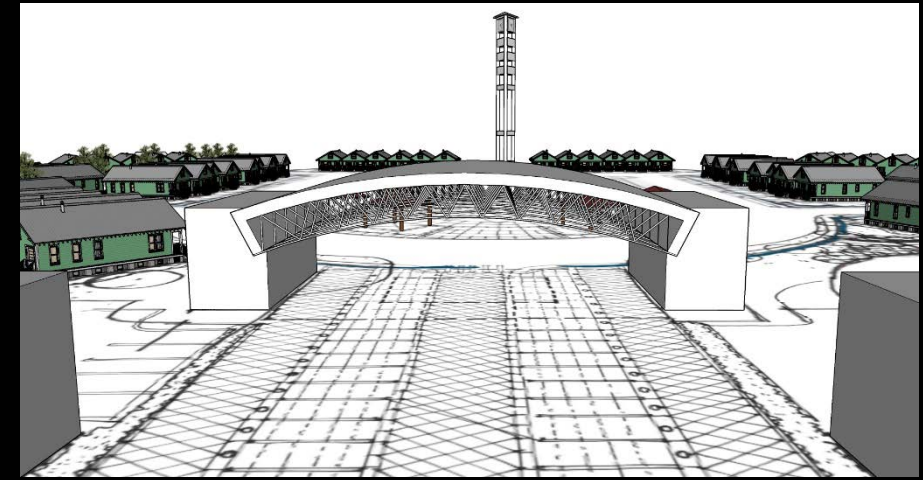
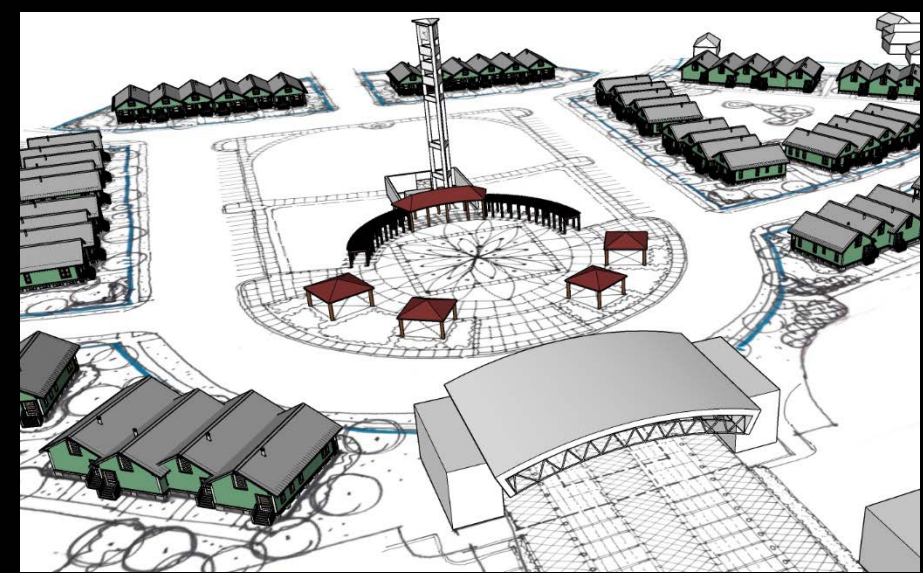
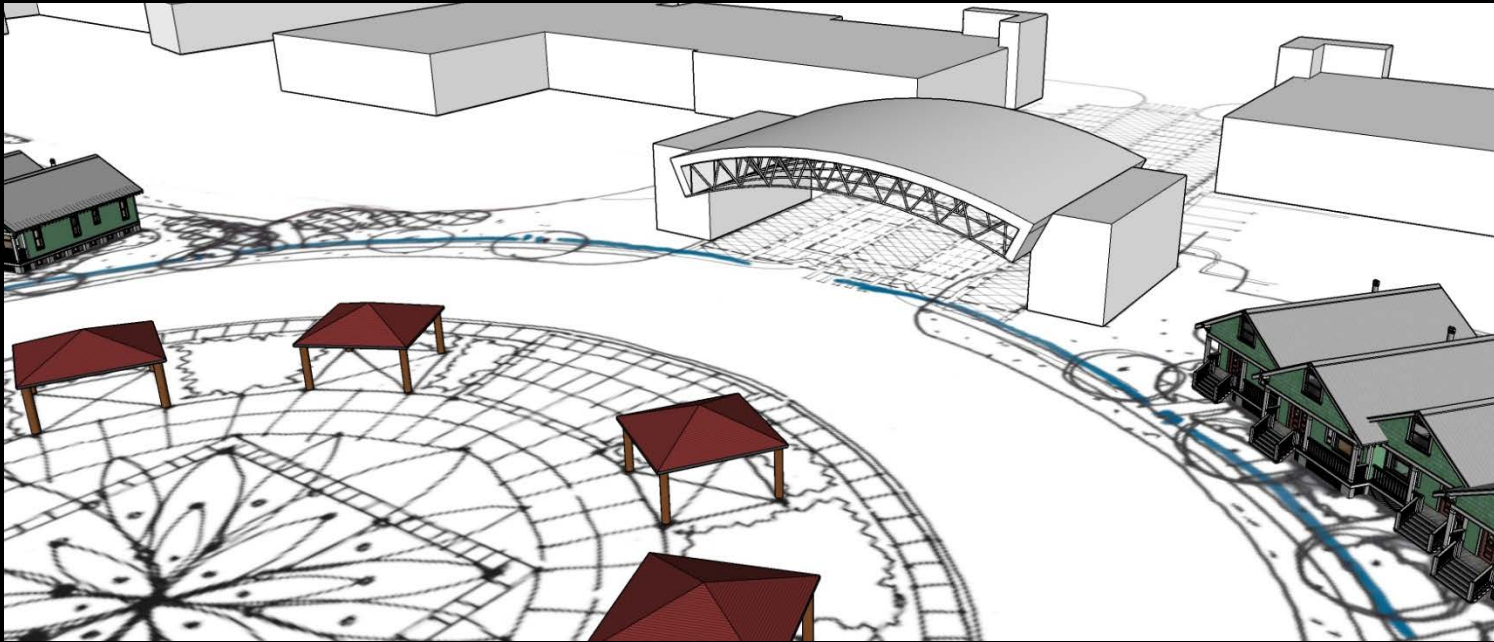
# HISTORY WALLS



## Zone 1 – The Connector



# 3D MODEL IMAGES



## Zone 1 – The Connector



# OVERALL PLAN



## Zone 2 – The Park



# BLOW-UP PLAN



## Zone 2 – The Park



# FEATURES — ADVENTURE PLAY STRUCTURE



Zone 2 — The Park



# FEATURES – TODDLER ADVENTURE ZONE



## Zone 2 – The Park



# FEATURES — PLAY STREAMBED



## Zone 2 — The Park



# FEATURES — CENTRAL POP JET SPLASH PAD



Zone 2 – The Park





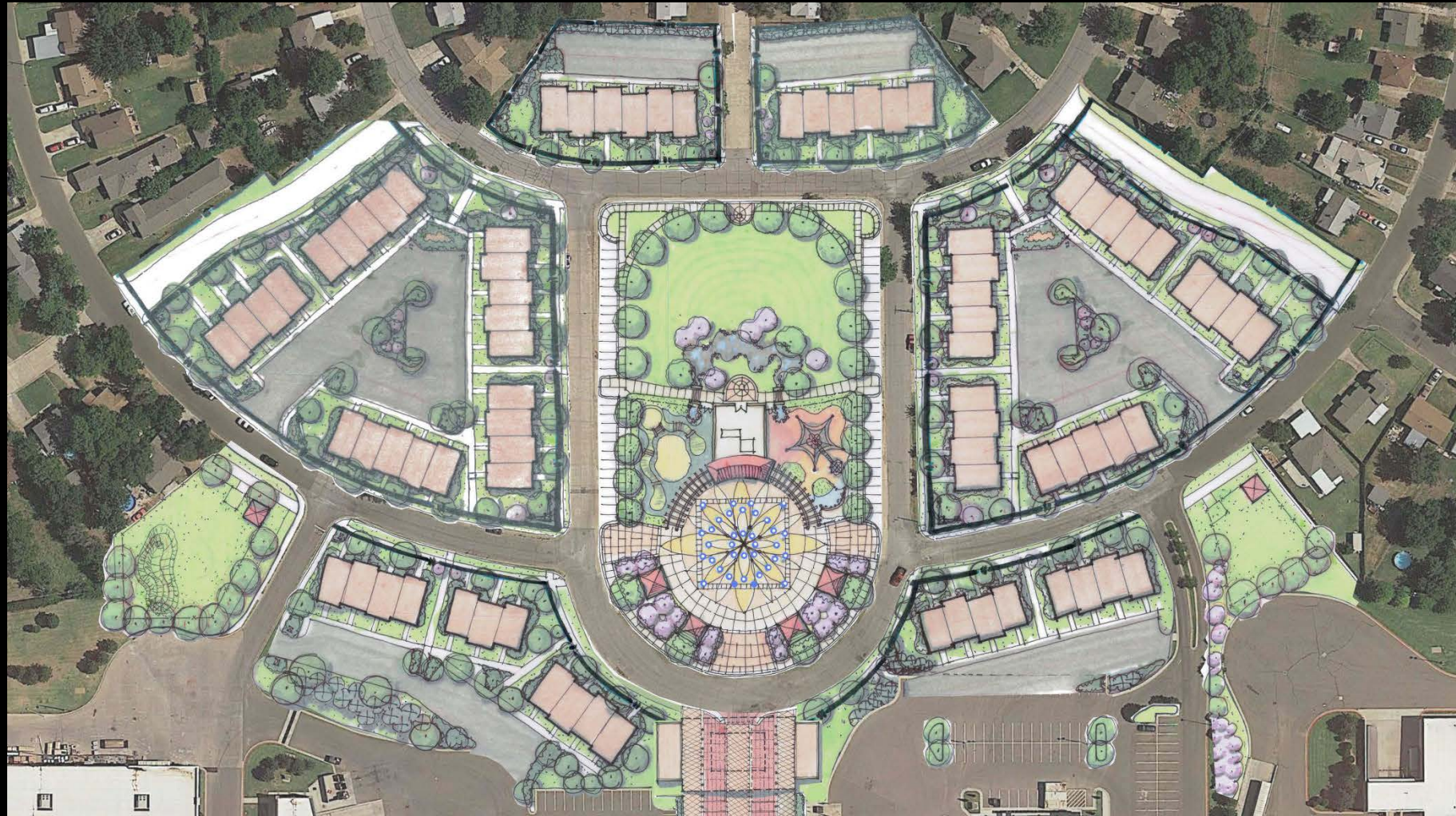
# FEATURES — SHELTERS



## Zone 2 – The Park



# OVERALL PLAN



## Zone 3 – The Redevelopment



# OPTION #1 – BIG DOG PARK/EXPANDED PARKING (34)



Short Term Alternatives



## OPTION #2 –EXPANDED FESTIVAL PARKING (139)



Short Term Alternatives



PHASE 1



Phasing Plan



# PHASE 2



## Overall Phasing Plan



# PHASE 3



## Overall Phasing Plan



# Questions?



Thank You!







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 : February 13th, 2018

SUBJECT : Discussion and consideration of entering into a project agreement for Federal-aid Project Number TAP3-3269(004)AG, State Job Number 33269(04), with the Oklahoma Department of Transportation to receive federal funds in the amount of \$69,600 to design the Rail w/ Trail; Multi Use Trail from Air Depot Boulevard to Quinlan Park along the abandoned rail corridor owned by ODOT. (Phase 3).

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The federal funds are needed for the engineering design plans for the proposed construction of the Rail w/ Trail; Multi Use Trail from Air Depot Boulevard to Quinlan Park. The preliminary estimate for the total design cost is \$87,000. This design will be funded by 80% federal funds, 20% local match. The city will be required to contribute \$17,400 to ODOT to cover design costs as required with the 20% local match provision.

Staff recommends approval.

Patrick Menefee, P.E.,  
City Engineer

Attachments

**ENGINEERING CONTRACT FUNDING AGREEMENT  
 BETWEEN  
 THE CITY OF MIDWEST CITY  
 AND  
 THE OKLAHOMA DEPARTMENT OF TRANSPORTATION  
 FOR DESIGN SERVICES INVOLVING  
 CITY OF MIDWEST CITY: RAIL WITH TRAIL PHASE 3  
 EC – 1819D  
 DESIGN JP# 32269(05) CONSTRUCTION JP# 33269(04)**

This agreement, made the day and year last written below, by and between the City of Midwest City, hereinafter referred to as the CITY, and the Department of Transportation of the State of Oklahoma, hereinafter referred to as the DEPARTMENT, is for the following intents and purposes and subject to the following terms and conditions, to wit:

WHEREAS, the OKLAHOMA DEPARTMENT OF TRANSPORTATION, ODOT, has authorized the expenditure of allocated federal STP funds toward the engineering of an eligible improvement for the CITY, specifically described as follows:

**Design Engineering Services**

Project Type	Div	County	JP No	Project No.	Highway	Work Type	Description	Fiscal Year	Federal Amt.	Total Amt.
ENHANCEMENT	04	OKLAHOMA	33269(05)	TAP3 - 3269 (004) AG	ENHAN	PEDESTRIAN IMPROVEMENTS	MIDWEST CITY: RAIL WITH TRAIL PHASE 3 (DESIGN FOR 33269(04))	2019	\$69,000	<b>\$87,000</b>

WHEREAS, the CITY requests authorization to contract for the described engineering services with **R.J. SHEARS COMPANY, P.C.** Professional Cooperation and a qualified consultant.

WHEREAS, the DEPARTMENT is of the opinion that the CITY is capable of administering the described engineering contract in a satisfactory manner;

NOW, THEREFORE, it is mutually agreed by the CITY and the DEPARTMENT that:

- 1) The CITY agrees to provide to the DEPARTMENT a fully executed, negotiated engineering contract by and between the CITY and the consulting engineer for the described engineering services. Said agreement shall include and encompass all current applicable Federal Highway Administration Contract Provisions.
- 2) The CITY agrees to comply with the DEPARTMENT’S current Guidelines for the Administration of Consultant Contracts, and hereby certifies that this engineering contract has been executed in full compliance with the aforementioned policy.
- 3) The CITY agrees to administer the execution of the engineering contract, and to submit the necessary certifications and DEPARTMENT claim forms for progress payments as designated

within the specific engineering contract.

- 4) Based on an negotiated COST PLUS not to exceed contract amount of **Eighty-Seven-Thousand-Dollars (\$87,000)**, it is agreed the project referenced above will be financed as follows in Paragraphs 5 and 6 below:
- 5) Federal STP funds shall be used to finance 80% of the federally participating engineering costs of **Sixty-Nine-Thousand-Six-Hundred- Dollars (\$69,600)**.
- 6) City funds provided by the City shall be provided to finance the balance of the eligible participating project engineering costs, estimated at **Seventeen-Thousand-Four-Hundred-Dollars (\$17,400)**, which shall be placed on deposit with the DEPARTMENT upon execution of this agreement.
- 7) The CITY shall be entirely responsible for the administration and completion of all work associated with this contract, through its consultant.
- 8) Progress payments will be made to the consultant by the DEPARTMENT upon receipt of a properly executed claim form, approved by the CITY, accompanied by suitable evidence of the completion of the work claimed, as detailed in the engineering contract.
- 9) It is further understood and agreed by the CITY that no State funds have been allocated towards this engineering contract.
- 10) The CITY agrees to hold the Federal Government and the DEPARTMENT harmless from, and shall process and defend at its own expense, all claims, demands, or suits, whether at law or equity brought against the CITY, the DEPARTMENT, or Federal Government, arising from the CITY's execution, performance, or failure to perform any of the provisions of this Agreement, or arising by reason of the participation of the DEPARTMENT or Federal Government in the project, PROVIDED, nothing herein shall require the CITY to reimburse the DEPARTMENT or Federal Government for damages arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of the Federal Government or the DEPARTMENT.
- 11) When any alleged act, omission, negligence, or misconduct may be subject to the limitations, exemptions, or defenses which may be raised under the Governmental Tort Claims Act, 51 O.S. Sec. 151, et seq., all such limitations, exemptions, and defenses shall be available to and may be asserted by the CITY. No liability shall attach to the DEPARTMENT or Federal Government except as expressly provided herein.
- 12) The City agrees to comply with Title VI of the Civil Rights Act of 1964, 78 O.S. § 252.42, 42 U.S.C. §§ 200d et seq., and all requirements imposed by or pursuant to 49 CFR, Part 21, "Nondiscrimination in Federally Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964."

IN WITNESS WHEREOF, the Deputy Director of the Department of Transportation, pursuant to authority vested in him by the Transportation Commission, has hereunto subscribed his name and the CITY has executed same pursuant to authority prescribed by law.

The CITY on this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, and the DEPARTMENT on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**CITY OF MIDWEST CITY**

APPROVED AS TO FORM AND LEGALITY

By \_\_\_\_\_  
CITY ATTORNEY

By \_\_\_\_\_  
MAYOR

By \_\_\_\_\_  
ATTEST: CITY CLERK

(SEAL): Approved - City of MIDWEST

**STATE OF OKLAHOMA**  
**DEPARTMENT OF TRANSPORTATION**

\_\_\_\_\_  
BY: LOCAL GOVERNMENT DIVISION

\_\_\_\_\_  
BY: DIRECTOR OF CAPITAL PROGRAMS

APPROVED AS TO FORM AND LEGALITY

APPROVED

\_\_\_\_\_  
BY: GENERAL COUNSEL

\_\_\_\_\_  
BY: DEPUTY DIRECTOR

**OKLAHOMA DEPARTMENT OF TRANSPORTATION**

**INVOICE**

**Make check PAYABLE, and MAIL TO:**

**Oklahoma Department of Transportation  
Comptroller Division  
200 N.E. 21<sup>st</sup> Street  
Oklahoma City, Oklahoma 73105-3204**

To: City of Midwest City

Department Invoice No 33269(05)  
January 16, 2018

Project Type	Div	County	JP No	Project No.	Highway	Work Type	Description	Fiscal Year	Federal Amt.	Total Amt.
ENHANCEMENT	04	OKLAHOMA	33269(04)	TAP3 -3269 (004) AG	ENHAN	PEDESTRIAN IMPROVEMENTS	MIDWEST CITY: RAIL WITH TRAIL PHASE 3 (DESIGN FOR 33269(04))	2019	\$69,600	<b>\$87,000</b>

Design JP# 33269(05)

Construction JP# 33269(04)

Description – Explanation of Charge	Quantity	Price Each	Total
Due Date: <u>Upon Receipt</u>			
Total Estimated Design Services:			\$87,000.00
Less Federal Share			(\$69,600.00)
Less Sponsor Initial Deposit			(\$0.00)
Local Share Due			\$17,400.00
<b>Accounting Use Only</b>		<b>Invoice Total</b>	\$17,400.00

Distribution:

City  
Remit with Payment  
Division Project File  
Comptroller Division



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

## Memorandum

To: Honorable Mayor and Council

From: Vaughn K. Sullivan, Public Works Director

Date: February 13, 2018

Subject: Discussion and consideration of approving and entering into the National Museum of the United States Air Force Static Display Program 2018 Loan Agreement, SDA0241 with the United States of America, represented by the National Museum of the United States Air Force, for the T-38A 61-0817 aircraft on static display in Bicentennial Park for the period from April 1, 2018 through March 31, 2019.

Renewal of this agreement is required by the National Museum of the Air Force on an annual basis. The agreement allows the City of Midwest City to continue to display the T-38 aircraft, on loan from the Air Force, in Bicentennial Park.

Staff recommends approval.

Vaughn K. Sullivan  
Public Works Director

Attachment: Agreement with attachments

**NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF)  
STATIC DISPLAY LOAN PROGRAM**

**2018 LOAN AGREEMENT, SDA0241**

**1.0. Parties.** The United States of America or "the Government," represented by the National Museum of the United States Air Force (NMUSAF), and collectively referred to hereinafter as "the Lender," hereby establishes with the **CITY OF MIDWEST CITY**, hereinafter called "the Borrower," incorporated and operating under the laws of the State/Country of **OK** and located at **MIDWEST CITY**, a Loan Agreement hereinafter called "the Agreement" for U.S. Air Force (USAF) historical property. This Agreement is entered pursuant to Public Law 80-421 [10 United States Code (USC) §2572], and any amendments thereto, and is effective for the period commencing 1 April 2018 and ending 31 March 2019. This Agreement is not transferable.

**2.0. Borrower Obligations/Costs.** The Borrower has applied, in writing, for the loan of USAF historical property, and hereby agrees to be responsible for all arrangements and, in accordance with 10 USC §2572, is required to pay all costs, charges and expenses incident to the loan of this property, including, but not limited to, the cost of preparation, demilitarization, hazardous material removal, disassembly, packing, crating, handling, maintenance, repair, restoration, transportation and all other actions incidental to the use and/or movement of the loaned property to or from the Borrower's location.

**3.0. Loaned Property.** The NMUSAF shall loan to the Borrower the historical property identified in the inventory report, which has been included in the loan package and is incorporated into this Agreement by reference as if fully rewritten herein (hereinafter the "Property"). The Borrower accepts the Property on an "as is, where is" basis, and the Lender makes no warranties, expressed or implied, as to the Property's condition, fitness for any particular purpose, or other warranty of any kind.

**4.0 Loan Conditions.**

**4.1.** The Borrower agrees that the Property shall be used for static display purposes only. Loaned aerospace vehicles will not be flown or restored to flying condition under any circumstance, nor will they be licensed with the Federal Aviation Administration (FAA). The Borrower shall not remove any parts from loaned aircraft except as directed in paragraph 4.2. Relocation of the Property for temporary special events (parades, ceremonies, air shows, etc.) is not authorized under any circumstances. No decorations of any type, for any purpose (special event, seasonal display, ceremonies, etc.) are authorized to be displayed on any of the Property. The Property shall not be used in a manner that provides the appearance of endorsement by the USAF of any non-federal entity or political candidate, or the expression of a political viewpoint of any kind. The Property shall not be used for political purposes of any kind or as part of a political event, including, but not limited to, advertising or promotion of a political event, or as background for a political debate, speech or other political event.

**4.2.** The Borrower agrees to allow the Lender to remove parts from loaned aerospace vehicles for the NMUSAF or military requirements, upon written direction from the NMUSAF. Such parts are generally internal in nature and removal or replacement should not alter the external aesthetic appearance of the aerospace vehicle.

**4.3.** The Borrower shall not part with possession of the Property or any component of the Property in any manner to any third party either directly or indirectly. The Borrower shall not enter into any negotiations with a third party regarding any future disposition of the loaned material, in whole or in part.

**4.4.** The Borrower agrees to all of the following: to use the Property in a careful and prudent manner; to not modify the Property in any manner, without prior written permission of the Lender, which would alter the original form, design, or the historical significance of said Property; to perform routine maintenance to include, but not limited to, annual upkeep, periodic painting, tire inflation, repair of damage, day-to-day care and management of the Property, so as to provide an acceptable appearance and to not reflect negatively on the Lender; and to display and protect the Property in accordance with the instructions set forth in Attachments 1 and 2, which are incorporated into this Agreement by reference as if fully rewritten herein.

**4.5.** The Borrower agrees that any additions, modifications or alterations that improve the Property become part of said Property and are owned by the NMUSAF.

**4.6.** Interior access to loaned aerospace vehicles (cockpit, cargo areas, etc.) for purposes other than maintenance or restoration work by persons other than staff or authorized maintenance personnel is prohibited. This is to ensure not only the integrity and preservation of the aircraft, but more importantly, the safety and security of the public.

**5.0. Use as Security, Sale or Lease.** The Borrower agrees not to use the Property as security for any loan, and not to sell, lease, rent, lend or exchange the Property under any circumstances.

**6.0. Professional Photography.** The Borrower shall not make or allow the use of the Property for any commercial purpose, including, but not limited to, use of the Property for still photography, motion picture, television or video production, without prior written approval from the Lender. Casual photography or motion video created by visitors for personal or non-promotional use is permitted.

**7.0. Incident Reporting.** The Borrower shall within one (1) working day of discovery, notify the Lender of any instance of loss, damage or destruction of the Property.

**8.0. Title.** The Borrower shall obtain no interest in the Property by reason of this Agreement and title shall remain in the Lender at all times.

**9.0. Receipt, Custody & Liability.**

**9.1.** This Agreement shall be executed prior to the Borrower accepting physical custody of the Property or on or before 1 April 2018.

**9.2.** The Borrower agrees to provide a receipt to the Lender at the time it assumes physical custody of the Property (unless the Property is already in its possession).

**9.3.** The Borrower agrees that it is strictly liable for up to the full replacement value (FRV) of the Property, as identified in the inventory report, and to accept such liability upon assuming physical custody of the Property or execution of this Agreement, whichever occurs first.

**9.4.** The Borrower agrees that the FRV of the Property is as identified in the inventory report and waives any right to contest the FRV in any legal proceeding. In the event any item of historical property does not have an FRV identified in the inventory report, the FRV shall be determined at the sole discretion of the NMUSAF.

**9.5.** The Borrower agrees that if the Property, or any portion thereof, has been irreparably damaged, destroyed or stolen the NMUSAF may direct the Borrower to either replace the Property with



an historical item of equal value to the satisfaction of the NMUSAF or require monetary reimbursement equaling the FRV. In the event of less than total loss to the Property, or any portion thereof, the Borrower agrees to repair/replace the damage to the Property to the satisfaction of the NMUSAF or reimburse the NMUSAF for the full value of the damage, as determined by the NMUSAF. The election of a remedy under this subparagraph is at the sole discretion of the NMUSAF. This subparagraph is not intended to waive or limit the Government's rights and remedies, legal or equitable, and the Government reserves all such rights and remedies.

9.6. The Borrower agrees to place the Property on exhibit within ninety (90) days from the date it takes physical custody, or as otherwise mutually agreed upon.

#### **10.0. Borrowers Responsibilities.**

##### **10.1. As allowed by Oklahoma law, (Initial \_\_\_\_ )**

The Borrower agrees to indemnify, hold harmless, and defend the Lender from and against all claims, demands, actions, liabilities, judgments, costs, and attorney's fees, arising out of, claimed on account of, or in any manner predicated upon personal injury, death, or property damage caused by or resulting from possession and/or use of the Property.

10.2. The Borrower agrees to report, as requested, to the Lender on the condition and location of the Property. Further, the Borrower agrees to allow authorized Department of Defense representatives access to the Borrower's records and facilities to assure accuracy of information provided by the Borrower and compliance with the terms of this Agreement.

10.3. The Borrower agrees to return said Property to the Lender on termination of this Agreement or earlier, if it is determined that the Property is no longer required, at no expense to the Lender. In the event of a partial termination, the Borrower agrees to the return of all items of the Property subject to the partial termination, at no expense to the Lender.

#### **11.0. Initial Loan Agreement Requirements.**

11.1. The Borrower agrees to furnish the Lender a CD/DVD containing digital images of the Property within fifteen (15) days of taking physical possession of the Property. The image file name must be the accession number for that item (e.g. SD-2000-0123.JPG). For aircraft and ballistic missiles, images will include views showing all external surfaces including tail number and all accessible interior areas including instrument panels, avionics racks and equipment, aircrew, passenger, cargo and payload compartments, wheel wells, and bomb bays. Digital images for all other artifacts will be of sufficient detail to ensure positive identification of each object.

11.2. The Borrower shall arrange insurance coverage for the Property on an all-risk, wall-to-wall basis, at a minimum, for an amount that equals the total agreed upon FRV for all items in the inventory report, plus any additional amount to cover the inventory that does not have an identified FRV, so long as the Property remains in its possession. The Borrower further agrees to furnish the Lender proof of said insurance. For Borrowers with private insurance coverage, proof shall constitute a copy of the insurance certificate from the commercial provider, noting any deductible, and showing coverage up to the FRV of the Property and any additional coverage for Property that does not have an FRV identified in the inventory report. For self-insured organizations, proof shall constitute a written and signed statement attesting to its ability to reimburse the Government for the FRV of the Property (as identified in the inventory report and/or as determined by the NMUSAF).

## **12.0. Annual Loan Renewal Requirements.**

**12.1.** The Borrower agrees to furnish the Lender a CD/DVD containing digital images of the Property. The image name must be the accession number for that item (e.g. SD-2000-0123.JPG). Digital images of aircraft and missiles will provide general views to include sufficient detail to show the overall condition and tail number of the airframe. Digital images for all other artifacts will be of sufficient detail to ensure positive identification of each object and its current condition.

**12.2.** The Borrower agrees to furnish the Lender proof of insurance as required in subparagraph 11.2 for each renewal period.

**12.3.** The Borrower agrees to furnish a signed inventory as provided by the Lender with the annual renewal package, which accurately reflects the Property in its possession. Discrepancies in the inventory provided by the Lender shall be noted on the inventory report by the Borrower to the extent that such notes accurately reflect the current inventory held by the Borrower. In the event of a dispute, the Lender shall make the final determination of the current inventory on or near the renewal date and document the NMUSAF records accordingly.

## **13.0. Display/Maintenance Requirements.**

**13.1.** No aircraft will be renovated, reconfigured, painted, have markings changed, or tail number altered, or any parts added, removed, or replaced as part of a planned restoration effort without prior written approval from the NMUSAF.

**13.2.** The Borrower agrees that all aircraft, missiles and artifacts on display will have an identification sign adjacent to each display. For aircraft and missiles note the type, model, and serial number. If the aircraft or missile has been reconfigured, markings changed, or serial number altered after acquisition for display purposes, it will be stated on the sign and noted in all records as follows:

“The (item) on display is actually (nomenclature), Serial No. \_\_\_\_\_, but painted and marked to depict (nomenclature), Serial No. \_\_\_\_\_, assigned to the (Unit and/or person) in (location or theater) during (year).”

**13.3.** The sign will state that the item is part of the NMUSAF collection as follows:

"This (artifact/object) is on loan from the National Museum of the United States Air Force."

**13.4.** For aircraft on which the serial number has been altered for display purposes with prior written approval, the mission, design and series (e.g. F-100C or F-4C) along with the original serial number will be stenciled in two inch letters using contrasting paint colors on the fuselage under the horizontal stabilizers.

**13.5.** All record keeping will reflect the true serial number.

## **14.0. Radioactive Components.**

**14.1.** Completion of Section 2 of Air Force Form 3580, (USAF Museum Aerospace Vehicle Static Display Acceptance Condition and Safety Certificate), or comparable certification indicating that a complete radioactive material survey has been accomplished shall be included in the official file.

14.2. In accordance with Attachment 1, ("NMUSAF Loan and Static Display Programs' Instructions for Preparation and Maintenance of Aerospace Vehicles"), if radioactive items are determined to have been installed or reinstalled during later inspections, the Borrower will pay the cost of removal of the radioactive items and any decontamination required.

**15.0. Loan Termination.**

15.1. The Borrower agrees to return said property to the NMUSAF on termination of this Agreement or earlier, if it is determined that the property is no longer required, at no expense to the NMUSAF.

**15.2. The failure of the Borrower to observe any of the conditions set forth in this Agreement and Attachments 1 and 2 thereto shall be sufficient cause for the Lender to terminate the loan and repossess the Property.** Repossession of all or any part of the Property by the Lender shall be made at no cost to the Government; the Borrower shall be responsible for paying all maintenance, freight, storage, crating, handling, transportation and other costs or charges attributable to such repossession.

15.3. In the event the loan is terminated for any reason, the provisions of this Agreement will remain in effect until all of the Property, or in the event of a partial termination that portion of the Property at issue, has been relocated and in a condition that is satisfactory to the NMUSAF.

15.4. Termination of the loan and subsequent repossession of all or any part of the Property at the option of the Borrower shall require no less than thirty (30) days advance notice to the Lender in writing. This requirement may be waived by the Lender only through the provision of a written waiver to the Borrower prior to the return of the Property.

15.5. The Lender reserves the right not to renew this Agreement, in all or part, and to recall the Property if required by the Lender to meet the requirements of the NMUSAF, Wright-Patterson AFB, OH or for other military requirements. The Lender will provide a written thirty (30) day notice of intent to recall to the Borrower. In the event of recall, movement of the recalled Property from the Borrower's site will be accomplished at the Lender's expense.

**16.0. Dispute Resolution.** In the event a dispute arises between the parties over the terms and conditions of this Agreement reasonable attempts will be undertaken to resolve the matter through negotiation between the parties or persons appointed, in writing, by the parties. This Agreement shall be construed and interpreted in accordance with Federal law. If any provision herein is held unlawful or otherwise unenforceable by the Court any remaining provisions shall be considered divisible and remain in full force and effect. In the further event that negotiations fail to reach a resolution, the parties agree that the Federal District Court of the western district of Oklahoma in Oklahoma City, Oklahoma. (Initial \_\_\_)

Executed on behalf of the Lender this Twenty-Fourth Day of January, 2018, at Wright-Patterson AFB Ohio.

By: **SHAW.MELISSA.L.1** Digitally signed by  
**268824703** SHAW.MELISSA.L.1268824703  
MELISSA SHAW Date: 2018.01.24 08:47:54 -05'00'

Title: Static Display Program Administrator

Agency: National Museum of the United States Air Force

Address: NMUSAF/MUC  
1100 Spatz St  
Wright-Patterson AFB OH 45433-7102

Telephone: (937) 255-8839 Fax Number: (937) 656-4081

Email: melissa.shaw@us.af.mil

#### ACCEPTANCE

The Borrower, through its authorized representative, hereby accepts responsibility of the Property subject to the terms and conditions contained in this Agreement set forth above. The Borrower certifies that they have read, understand and acknowledge that concealing a material fact and/or making a fraudulent statement in dealing with the federal government may constitute a violation of federal law in accordance with 18 USC §1001.

Executed on behalf of the Borrower this 13th day of February 2018, at Midwest City Council Chambers

City of Midwest City  
(Name of Borrower/Organization)

By: \_\_\_\_\_  
(Signature)

Matthew Dukes II, Mayor  
(Typed or Printed Name & Title)

Address: 100 N Midwest Blvd

Midwest City, OK 73110

Telephone: 405-739-1061 Fax Number: 405-739-1090

Email: vsullivan@midwestcityok.org

## ATTACHMENT 1

### NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF) LOAN AND STATIC DISPLAY PROGRAMS

#### INSTRUCTIONS FOR PREPARATION AND MAINTENANCE OF AEROSPACE VEHICLES

##### SECTION A - GENERAL

###### A. Information:

1. This instruction covers the requirements for the preparation and preservation of aerospace vehicles for static display by an organization borrowing an aerospace vehicle from the National Museum of the United States Air Force (NMUSAF).
2. These requirements are designed to return and/or maintain the aerospace vehicle in as near original configuration as possible and to render them suitable for display.
3. Generally, all reconditioning, repairing, and refinishing will be accomplished in accordance with current Air Force directives and instructions and in a manner that would not modify it in any way, thereby altering the original form, design, or the historical significance of, said property. Deviations from this standard must be requested in writing and approved by NMUSAF.

###### B. Security Requirements:

1. Aerospace vehicles on display and undergoing preparation for display shall be kept secure from unsupervised personnel. Aerospace vehicles will be maintained with sufficient security to ensure that it is protected from vandalism and theft or unauthorized removal of components.
2. Any theft or unauthorized removal of components shall be immediately reported to the local law enforcement agency and by the next working day to NMUSAF. This must be followed by a report of the investigation of the incident within 30 days.
3. All canopies, doors, access hatches, and access plates, except for one entrance door, will be permanently sealed shut by any of the following methods to prevent unauthorized entry:
  - a. Bolting through the hatch to internal crossbars placed across the opening. These can be fabricated from sturdy steel strapping or channel iron.
  - b. Riveting the door securely to the jamb section.
  - c. Attaching hasps internally and securing with inside padlock.

d. Whatever method is employed to secure doors and access hatches, the crevices remaining will be filled with caulking compound or elastic putty to prevent internal damage from rain, snow, dust and ice. The access door that is not permanently sealed must be secured by a hasp welded or riveted in place. Multiple locks (two or three) are preferable, each with separate key or combination. This technique will reduce the possibility of unauthorized access but will provide emergency entrance for authorized personnel.

### **C. Maintenance Records:**

1. Whenever items are permanently removed, the removal and disposition of such items shall be annotated on a maintenance log or AF Form 3581 (available from NMUSAF).

2. All work items that are accomplished shall be listed and signed off on a maintenance log (AF Form 3581, available from the NMUSAF).

3. Utilizing the maintenance log, a detailed accounting will be maintained by the borrower of all items removed or installed with the date of installation/removal and the name of the individual accomplishing the work.

4. Copies of all maintenance records must be returned to NMUSAF/MUC with the annual loan renewal process for preservation.

## **SECTION B - REQUIREMENTS**

### **A. Prepare Powerplant for Display:**

1. Disconnect and drain all water and oil lines, tanks, valves, and pumps. Reconnect lines and reinstall plugs after draining (if applicable).

2. Clean excess oil and grease from exterior components of engines (if applicable).

3. Check powerplant cowling for corrosion and damage. Repair and refinish as necessary for display.

4. Install intake and exhaust protective covers. Use standard covers if available or suitable substitutes.

5. Clean and preserve propeller(s). Treat any affected areas and refinish to standard configuration.

### **B. Prepare Landing Gear:**

1. Clean and preserve strut.

2. Clean all wheels and other landing gear components.

3. Check and remove corrosion. Repaint to standard configuration.
4. Check all tires for excessive wear and adjust pressure as required.
5. Secure all retractable landing gear in the down position with positive locking devices.

**C. Prepare Hydraulic Systems:**

Clean all exposed finished surfaces of actuating rods, hydraulic cylinders, locks, and valves. Other hydraulic equipment will be cleaned and coated with corrosion preventative compound.

**D. Prepare Electronic Systems:**

Leave all electronic equipment that is not reclaimed installed on the aerospace vehicle. Stow all connectors from equipment that has been removed.

**E. Prepare Airframe:**

1. Check airframe for corrosion and treat affected areas.
2. Clean all debris and foreign material from interior of fuselage.
3. Check airframe for external damage and repair.
4. Cover all openings that will allow the entrance of water or other foreign matter that may have a corrosive or other deteriorating effect. Use standard covers if available, or suitable substitutes. Additional protection may be incorporated for aerospace vehicles displayed outside.
5. Check all fuselage, wing, and empennage drain holes for obstructions. Aerospace vehicles displayed outside may necessitate additional drain holes to ensure proper drainage. Drain holes should be periodically probed to ensure they are not obstructed. Inspect for water trapped in lower portions of fuselage. If water is present, comply with instructions contained in applicable technical order for removal and correction.
6. Clean and treat lavatory and relief facilities (if applicable).
7. Check all astrodomes and plastic panels for crazing and damage. Repair and/or replace as necessary. Clean all plastic panels thoroughly with soap and water.

**F. Prepare Control Surfaces:**

1. Check all metal control surfaces for corrosion and treat-affected areas.
2. Check all control surfaces for external damage and repair areas as necessary.
3. Inspect all fabric-covered control surfaces, repair or re-cover as necessary.

4. Check all control surfaces, attaching mechanisms for loose rivets and/or sheared bolts and make necessary repairs.

5. Secure all moveable surfaces in a neutral position with positive locking devices.

#### **G. Radiation Safety:**

**No radioactive components will be reinstalled by the borrowing organization.** If radioactive items are found reinstalled during later inspections, the borrowing organization will pay the cost of removal of the radioactive items and any decontamination required.

#### **H. Final Preparation:**

1. Secure aerospace vehicles by attaching tie down restraints to surface attaching points and to major structural parts of the item. Tie down restraints, including surface attaching points, should be of sufficient strength to withstand the expected wind condition for the locality.

2. Place aerospace vehicles on surface concrete or asphalt of sufficient strength to support its weight. This will not apply if the recipient, with the written permission of the NMUSAF, has mounted the aerospace vehicle on a pylon attached to its structural members.

3. Aerospace vehicles that are normally supported on pneumatic tires must be placed on display stands. Tires should be inflated and or checked to maintain normal tire shape.

4. Remove all antenna wires that could serve as a bird roost.

5. Install bird proofing on all aerospace vehicle openings, including intake and exhaust covers.

6. Flag or cover protruding objects of a hazardous nature.

#### **I. Coordination:**

1. Deviation from the procedures outlined in this attachment must be requested in writing and require written approval prior to deviation.

2. No aerospace vehicles will be renovated, reconfigured, have markings changed, or tail number altered, or any parts added, removed, or replaced as part of a planned restoration effort without prior written approval from the NMUSAF.



## ATTACHMENT 2

### NATIONAL MUSEUM OF THE UNITED STATES AIR FORCE (NMUSAF) LOAN AND STATIC DISPLAY PROGRAMS

#### INSTRUCTIONS FOR THE CARE OF ARTIFACTS

##### **A. Information:**

1. These general guidelines are provided to fulfill the NMUSAF's obligation to ensure the preservation of the collection and to define the responsibilities of organizations that retain historical property for display.

2. Under normal circumstances, artifacts will not be made available from the NMUSAF unless the basic measures for preservation and conservation have already been accomplished. However, regardless of the state of preservation at the time of receipt, an assessment must be made and all appropriate measures taken to ensure continued preservation of historical property. All items must be properly prepared for exhibition, placed in a safe environment and inspected periodically.

##### **B. General Guidelines for Artifacts:**

1. All artifacts must be protected from harmful exposure and maintained in a stable environment. Preservative treatments and mounting techniques will vary with each item depending on its material(s), condition and display method. The following are some general guidelines:

a. When displaying an artifact never modify it in such a way as to alter or compromise its integrity, authenticity or uniqueness. Retain its natural characteristics.

b. Provide appropriate physical security against vandalism or theft through the use of locked or sealed display cases. The artifact's intrinsic value should determine the security measures required.

c. Good housekeeping and environmental control are essential for the long term care of museum artifacts.

2. Contact the NMUSAF Conservator for guidance if needed.

**C. Damage Threats to Artifacts:** The threats of damage or deterioration to artifacts generally come from four sources:

1. People – The greatest threat to the continued survival of an artifact comes from people. This is a result of mishandling the artifact resulting in mechanical breakage, soiling from unprotected hands (fingerprints), improper cleaning methods and incorrect attempts at preservation or repairs (making it 'look' better). Unfortunately, theft must also be included in this category.

2. Light – Light, a form of radiation, damages many materials, especially fabrics. This damage is first observed as the fading of colors followed by the gradual breakdown of the material. The most harmful portion of the light spectrum is ultra-violet (UV). Protecting from UV is accomplished by avoidance of natural sunlight or artificial light such as florescent and halogen. The use of Light Emitting Diodes (LED) is the preferred standard in museum exhibits. Normal incandescent lighting is low in UV radiation.

a. All historical property on loan from the NMUSAF that is on interior exhibit will not be exposed to light level which exceeds 200 lux or 20 foot-candles from any source. The acceptable level for most artifacts falls between 50 and 200 lux or 5 and 20 foot-candles. Sensitive artifacts, such as artwork, photographs and textiles should have their intensity levels adjusted toward lower limits and/or limited exposure time. There is a reciprocity law between intensity (lux) and time of exposure: Ten hours of exposure at 50 lux has the same damaging effect as 1 hour at 500 lux.

b. Protection for UV is accomplished by avoidance or shielding. Shielding of UV producing light sources, such as direct or diffused sunlight and all fluorescent lighting, requires UV Plexiglas, solar screen, blackout curtains or UV filtering sleeves. All UV filtering media have a life span of about 10 years, after which they must be changed to maintain their effectiveness.

3. Environment – The most common environmental threats are heat and humidity. Ideally, an artifact is displayed at a constant temperature of 68 degrees and 50% relative humidity. Of the two, humidity is the most destructive. Excessive heat and humidity may create a favorable environment for the growth of molds and fungus as well as rust/corrosion. Rapid changes in temperature and humidity should be avoided.

4. Insect/Pest – Insects and pests can be highly destructive. The first line of defense is the cleanliness of the facility. Careful monitoring and frequent inspection will provide early detection of infestation. If and when an infestation is detected many methods of pest removal are destructive to artifacts. If an artifact is exposed to infestation, contact the NMUSAF Conservator.

**D. Conservation:** Adherence to the guidelines for preservation of artifacts will go a long way to ensure their longevity. In rare instances, some conservation measures may be needed. Contact the NMUSAF Conservator for guidance. Do not attempt to treat an artifact on your own.

**E. Storage:** All attempts should be made to place artifacts on exhibit as soon as possible. Environmental control, good housekeeping and periodic inspections are essential to the proper storage of artifacts. Textiles shall be stored flat when possible and laid out on acid free tissue

paper. Well padded hangers should be used if textiles are hung for display. Storage on shelves shall be loose with no piling or stacking of artifacts and all shelving covered with acid free tissue. If shelving is wood, it shall be sealed to deter transfer of acid from wood to artifacts. Cabinets are preferable to open storage as they discourage theft, dust and insect problems.

**F. Handling:** Wear cotton, nitrile or latex gloves while handling artifacts. Two hands should be used to handle or carry artifacts to reduce risk of dropping. Carry only one artifact at a time. Do not carry or lift artifacts by handles or weakest point.

**G. Display:** Displaying an artifact can be very detrimental if not done properly. Cases should be designed to incorporate UF-3 or UF-5 Plexiglas to shield artifacts from UV light. Cases should be ventilated to allow air exchange and openings filtered to prevent entry of insects. All interior surfaces of wooden cases should be properly sealed. All artifacts should be buffered from acidic display materials. Never alter an artifact to fit a case or to facilitate mounting. Use mannequins that do not place undue stress on uniforms. Do not force garments on to mannequins. Keep cases clean and place them in areas away from direct sun and extremes in temperature and humidity.

**H. Shipping:** Damage to artifacts can occur during shipping. Use appropriate packing materials to protect the artifact during transit. Consult the NMUSAF to arrange shipping.

NATIONAL MUSEUM OF THE U.S. AIR FORCE

RCS: HAF-HO(A) 8801

Loan Account Number SDA0241

26-Dec-17

ACCESSION #	NOMENCLATURE	VOUCHER #
SD-2000-0385	AIRCRAFT, T-38A, 61-0817	

I certify that the above listed items shown on Pages 1 through 1  
have been accounted for with any discrepancies so noted.

Signature: \_\_\_\_\_ 02-13-2018 \_\_\_\_\_  
(Historical Property Custodian) (Date)  
**Matthew Dukes**  
Typed or Printed Name  
**Mayor**  
Typed or Printed Title



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

## MEMORANDUM

**TO:** Honorable Mayor and Council

**FROM:** Vaughn Sullivan, Public Works Director

**DATE:** February 13, 2018

**SUBJECT:** Discussion and consideration of accepting a letter of intent (LOI) from the Tinker YMCA for the use of Fred Myers Civic Baseball Park and Reed Baseball Park to provide little league baseball programming to the youth of eastern Oklahoma County and beyond.

In an effort to find a suitable partner for operation of the City's youth baseball facilities, on December 8, 2017 Parks and Recreation staff mailed out requests for proposal (RFP) to several youth sports organizations in the metro. We received written responses from Chad Strickland, Tinker YMCA and Oklahoma Spartans Youth Sports Club. On January 10, 2018 a committee made up of staff and Park Board members conducted interviews. The committee is recommending that city staff negotiate a lease with the Tinker YMCA for the operation of our youth baseball facilities.

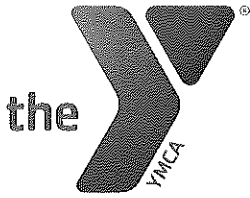
Acceptance of the attached LOI will allow the YMCA and City staff to negotiate a lease while going forward with league enrollment, facility preparation and operational planning activities.

Staff recommends approval.

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Vaughn Sullivan  
Community Services Director

Attachment: YMCA Letter of Intent



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

February 5, 2018

City of Midwest City  
Public Works Department  
100 N Midwest Boulevard  
Midwest City, OK 73110

Dear Mr. Vaughn Sullivan:

This letter confirms the Midwest City YMCA intent to assume operation of the Midwest City baseball program at Civic Park and Marion Reed Baseball Complex on/about February 26, 2018 contingent upon approval of the YMCA of Greater Oklahoma City Board of Directors. The board is scheduled to meet on/about February 22. In the interim, the Midwest City YMCA will negotiate in good faith with the City of Midwest City on terms of the partnership to be signed after board approval is received. Depending upon the board's approval registration will begin on February 23, 2018

Stephanie P. Wilson  
Executive Director  
swilson@ymcaokc.org



**MIDWEST CITY YMCA**  
2817 NORTH WOODCREST DRIVE, MIDWEST CITY, OK 73110  
P 405 733 9622 F 405 733 9626 YMCAOKC.ORG





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

### **Memorandum**

To: Honorable Mayor and Council

From: Vaughn K. Sullivan, Public Works Director

Date: February 13, 2018

Subject: Discussion and consideration of reappointing Sherry Beard to the Midwest City Tree Board for another three-year terms ending on February 10, 2021.

The Tree Board is a Mayor appointed, Council approved Board.

Sherry Beard's term on the Tree Board ends on February 14, 2018. The Mayor has nominated her to continue to serve as she has been a valuable asset to the Board.

Action is at the discretion of the Council.

Vaughn K. Sullivan  
Public Works Director



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

TO: Honorable Mayor and City Council

FROM: Brandon Clabes, Police Chief

DATE: February 13, 2018

SUBJECT: Discussion and consideration of 1) declaring vehicle #14-02-32 (2005 GMC Sierra 1500 with fiberglass animal box) obsolete/surplus; and 2) authorizing disposal by public auction or sealed bid.

The vehicle has been replaced with new equipment.

Staff recommends approval

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Brandon Clabes, Chief of Police





DISCUSSION ITEMS



## MEMO

**To:** Honorable Mayor and City Council

**From:** Bert Norton, Fire Chief

**Date:** February 13, 2018

**Subject:** Presentation from Insurance Services Office (ISO) and the State Insurance Commission Office on the most recent ISO evaluation.

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In June of 2017, ISO (Insurance Services Office) conducted their regularly cycled evaluation of Midwest City to determine the proper PPC (Public Protection Classification). A representative from both ISO and the State Insurance Commissioners office would like to make a presentation on the results of that most recent survey.



Bert Norton  
Fire Chief



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

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To: Guy Henson, City Manager  
RE: ISO Grading 2017  
Date: January 11, 2018

Mr. Henson,

On June 20, 2017, ISO conducted their regular four year cycle survey of the City as it pertains to the Public Protection Classification program. As noted in previous years this survey examines the 9-1-1 and communication systems, the fire department, and the water capabilities of the community. I am happy to report we have once again maintained an ISO Class 1 rating for the third time in a row (2005, 2013, 2017).

In recent years ISO has made some changes or modifications to their methodology and survey. The most recent change deals with the coverage of hydrants throughout the community. Previously (2013) a community only had to prove that 85% of the community had a hydrant within 1000' of a structure. For 2017, ISO now requires 100% of structures to have a hydrant within 1000' for the Class 1 designation. Midwest City has 93.2% of all areas of the city covered with hydrants. Of the remaining 6.8% less than half of that has structures. These structures will receive a "1Y" designation. That means they are within 5 miles of a fire station but more than 1000' from a hydrant, but with automatic aid from Choctaw, 4,000 gallons of water can be delivered to that location. Those properties that fall within that narrow "1Y" gap could experience higher premiums than the other 95+% of structures within the city limits. Areas within this gap with no structures have no effect unless a building is constructed and a hydrant is not installed.

The second item to address is the statement ISO makes that "fire station 1 is not recognized". In order for a fire station to be recognized with ISO an engine (not a ladder) must be housed in the building. Our primary response apparatus at fire station one is both a ladder and an engine. ISO demands staffing of 6 per truck type so a ladder/engine would have required an unrealistic number of 12 instead of 6. I feel ISO was lenient in their survey by grading us with a ladder only in that location instead of a combo ladder/engine thus requiring half the staffing at that location. ISO was able to do this because they recognize a need for only 1 ladder in our community and the remaining five engine locations deployment analysis satisfied adequate performance in how we operate. It should be noted that this 5 station view from ISO may very well have been a large reason we maintained our Class 1 instead of dropping down to a 2.

Overall the City improved 1.12 points over the previous 2013 grading and that alone was an absolutely outstanding accomplishment for any department in any State. The fire department is only half the survey, so I appreciate the support provided by Mike Bower and his team as well as Vaughn Sullivan and Robert Streets and their on-going efforts to provide the highest level of service to our citizens as reflected in this survey. The combined efforts and good working relationships are indicative on how we are able to maintain an ISO Class 1.

Bert Norton, Fire Chief  
Midwest City Fire Department

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## Midwest City Fire Department

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



1000 Bishops Gate Blvd. Ste 300  
Mt. Laurel, NJ 08054-5404

t1.800.444.4554 Opt.2  
f1.800.777.3929

December 18, 2017

Mr. Guy Henson, City Manager  
Midwest City FPSA  
100 N. Midwest Blvd  
Midwest City, Oklahoma, 73110

RE: Midwest City Fpsa, Oklahoma County, Oklahoma  
Public Protection Classification: 01/1Y  
Effective Date: April 01, 2018

Dear Mr. Guy Henson,

We wish to thank you and Mr. Bert Norton for your cooperation during our recent Public Protection Classification (PPC) survey. ISO has completed its analysis of the structural fire suppression delivery system provided in your community. The resulting classification is indicated above.

If you would like to know more about your community's PPC classification, or if you would like to learn about the potential effect of proposed changes to your fire suppression delivery system, please call us at the phone number listed below.

Please note that as part of our analysis it was determined that the following fire station(s) did not meet the minimum requirements for recognition: Midwest City Fire Station 1 is not recognized.

ISO's Public Protection Classification Program (PPC) plays an important role in the underwriting process at insurance companies. In fact, most U.S. insurers – including the largest ones – use PPC information as part of their decision-making when deciding what business to write, coverage's to offer or prices to charge for personal or commercial property insurance.

Each insurance company independently determines the premiums it charges its policyholders. The way an insurer uses ISO's information on public fire protection may depend on several things – the company's fire-loss experience, ratemaking methodology, underwriting guidelines, and its marketing strategy.

Through ongoing research and loss experience analysis, we identified additional differentiation in fire loss experience within our PPC program, which resulted in the revised classifications. We based the differing fire loss experience on the fire suppression capabilities of each community. The new classifications will improve the predictive value for insurers while benefiting both commercial and residential property owners. We've published the new classifications as "X" and "Y" – formerly the "9" and "8B" portion of the split classification, respectively. For example:

- A community currently graded as a split 6/9 classification will now be a split 6/6X

classification; with the "6X" denoting what was formerly classified as "9."

- Similarly, a community currently graded as a split 6/8B classification will now be a split 6/6Y classification, the "6Y" denoting what was formerly classified as "8B."
- Communities graded with single "9" or "8B" classifications will remain intact.
- Properties over 5 road miles from a recognized fire station would receive a class 10.

PPC is important to communities and fire departments as well. Communities whose PPC improves may get lower insurance prices. PPC also provides fire departments with a valuable benchmark, and is used by many departments as a valuable tool when planning, budgeting and justifying fire protection improvements.

ISO appreciates the high level of cooperation extended by local officials during the entire PPC survey process. The community protection baseline information gathered by ISO is an essential foundation upon which determination of the relative level of fire protection is made using the Fire Suppression Rating Schedule.

The classification is a direct result of the information gathered, and is dependent on the resource levels devoted to fire protection in existence at the time of survey. Material changes in those resources that occur after the survey is completed may affect the classification. Although ISO maintains a pro-active process to keep baseline information as current as possible, in the event of changes please call us at 1-800-444-4554, option 2 to expedite the update activity.

ISO is the leading supplier of data and analytics for the property/casualty insurance industry. Most insurers use PPC classifications for underwriting and calculating premiums for residential, commercial and industrial properties. The PPC program is not intended to analyze all aspects of a comprehensive structural fire suppression delivery system program. It is not for purposes of determining compliance with any state or local law, nor is it for making loss prevention or life safety recommendations.

If you have any questions about your classification, please let us know.

Sincerely,

*Alex Shubert*

Alex Shubert  
Manager -National Processing Center

cc: Mr. Mike Bower, Emergency Manager, Midwest City Emergency Operations Center  
Mr. Robert Streets, Water Superintendent, Midwest City Water Department  
Mr. Bert Norton, Chief, Midwest City Fire Department

**Public Protection Classification  
(PPC™)**

**Summary Report**

**Midwest City FPSA**

**OKLAHOMA**

**Prepared by**

**Insurance Services Office, Inc.  
1000 Bishops Gate Blvd., Ste. 300  
P.O. Box 5404  
Mt. Laurel, New Jersey 08054-5404  
1-800-444-4554**

**Report Created December 2017**

**Effective April 1, 2018**

## Background Information

### Introduction

ISO collects and evaluates information from communities in the United States on their structure fire suppression capabilities. The data is analyzed using our Fire Suppression Rating Schedule (FSRS) and then a Public Protection Classification (PPC™) grade is assigned to the community. The surveys are conducted whenever it appears that there is a possibility of a PPC change. As such, the PPC program provides important, up-to-date information about fire protection services throughout the country.

The FSRS recognizes fire protection features only as they relate to suppression of first alarm structure fires. In many communities, fire suppression may be only a small part of the fire department's overall responsibility. ISO recognizes the dynamic and comprehensive duties of a community's fire service, and understands the complex decisions a community must make in planning and delivering emergency services. However, in developing a community's PPC grade, only features related to reducing property losses from structural fires are evaluated. Multiple alarms, simultaneous incidents and life safety are not considered in this evaluation. The PPC program evaluates the fire protection for small to average size buildings. Specific properties with a Needed Fire Flow in excess of 3,500 gpm are evaluated separately and assigned an individual PPC grade.

A community's investment in fire mitigation is a proven and reliable predictor of future fire losses. Statistical data on insurance losses bears out the relationship between excellent fire protection – as measured by the PPC program – and low fire losses. So, insurance companies use PPC information for marketing, underwriting, and to help establish fair premiums for homeowners and commercial fire insurance. In general, the price of fire insurance in a community with a good PPC grade is substantially lower than in a community with a poor PPC grade, assuming all other factors are equal.

ISO is an independent company that serves insurance companies, communities, fire departments, insurance regulators, and others by providing information about risk. ISO's expert staff collects information about municipal fire suppression efforts in communities throughout the United States. In each of those communities, ISO analyzes the relevant data and assigns a PPC grade – a number from 1 to 10. Class 1 represents an exemplary fire suppression program, and Class 10 indicates that the area's fire suppression program does not meet ISO's minimum criteria.

ISO's PPC program evaluates communities according to a uniform set of criteria, incorporating nationally recognized standards developed by the National Fire Protection Association and the American Water Works Association. A community's PPC grade depends on:

- **Needed Fire Flows**, which are representative building locations used to determine the theoretical amount of water necessary for fire suppression purposes.
- **Emergency Communications**, including emergency reporting, telecommunicators, and dispatching systems.
- **Fire Department**, including equipment, staffing, training, geographic distribution of fire companies, operational considerations, and community risk reduction.
- **Water Supply**, including inspection and flow testing of hydrants, alternative water supply operations, and a careful evaluation of the amount of available water compared with the amount needed to suppress fires up to 3,500 gpm.

## Data Collection and Analysis

ISO has evaluated and classified over 46,000 fire protection areas across the United States using its FSRS. A combination of meetings between trained ISO field representatives and the dispatch center coordinator, community fire official, and water superintendent is used in conjunction with a comprehensive questionnaire to collect the data necessary to determine the PPC grade. In order for a community to obtain a grade better than a Class 9, three elements of fire suppression features are reviewed. These three elements are Emergency Communications, Fire Department, and Water Supply.

A review of the **Emergency Communications** accounts for 10% of the total classification. This section is weighted at **10 points**, as follows:

- Emergency Reporting 3 points
- Telecommunicators 4 points
- Dispatch Circuits 3 points

A review of the **Fire Department** accounts for 50% of the total classification. ISO focuses on a fire department's first alarm response and initial attack to minimize potential loss. The fire department section is weighted at **50 points**, as follows:

- Engine Companies 6 points
- Reserve Pumpers 0.5 points
- Pump Capacity 3 points
- Ladder/Service Companies 4 points
- Reserve Ladder/Service Trucks 0.5 points
- Deployment Analysis 10 points
- Company Personnel 15 points
- Training 9 points
- Operational considerations 2 points
- Community Risk Reduction 5.5 points (in addition to the 50 points above)

A review of the **Water Supply** system accounts for 40% of the total classification. ISO reviews the water supply a community uses to determine the adequacy for fire suppression purposes. The water supply system is weighted at **40 points**, as follows:

- Credit for Supply System 30 points
- Hydrant Size, Type & Installation 3 points
- Inspection & Flow Testing of Hydrants 7 points



There is one additional factor considered in calculating the final score – **Divergence**.

Even the best fire department will be less than fully effective if it has an inadequate water supply. Similarly, even a superior water supply will be less than fully effective if the fire department lacks the equipment or personnel to use the water. The FSRS score is subject to modification by a divergence factor, which recognizes disparity between the effectiveness of the fire department and the water supply.

The Divergence factor mathematically reduces the score based upon the relative difference between the fire department and water supply scores. The factor is introduced in the final equation.

### **PPC Grade**

The PPC grade assigned to the community will depend on the community's score on a 100-point scale:

<b>PPC</b>	<b>Points</b>
1	90.00 or more
2	80.00 to 89.99
3	70.00 to 79.99
4	60.00 to 69.99
5	50.00 to 59.99
6	40.00 to 49.99
7	30.00 to 39.99
8	20.00 to 29.99
9	10.00 to 19.99
10	0.00 to 9.99

The classification numbers are interpreted as follows:

- Class 1 through (and including) Class 8 represents a fire suppression system that includes an FSRS creditable dispatch center, fire department, and water supply.
- Class 8B is a special classification that recognizes a superior level of fire protection in otherwise Class 9 areas. It is designed to represent a fire protection delivery system that is superior except for a lack of a water supply system capable of the minimum FSRS fire flow criteria of 250 gpm for 2 hours.
- Class 9 is a fire suppression system that includes a creditable dispatch center, fire department but no FSRS creditable water supply.
- Class 10 does not meet minimum FSRS criteria for recognition, including areas that are beyond five road miles of a recognized fire station.

## New PPC program changes effective July 1, 2014

We have revised the PPC program to capture the effects of enhanced fire protection capabilities that reduce fire loss and fire severity in Split Class 9 and Split Class 8B areas (as outlined below). This new structure benefits the fire service, community, and property owner.

### New classifications

Through ongoing research and loss experience analysis, we identified additional differentiation in fire loss experience within our PPC program, which resulted in the revised classifications. We based the differing fire loss experience on the fire suppression capabilities of each community. The new PPC classes will improve the predictive value for insurers while benefiting both commercial and residential property owners. Here are the new classifications and what they mean.

### Split classifications

When we develop a split classification for a community — for example 5/9 — the first number is the class that applies to properties within 5 road miles of the responding fire station and 1,000 feet of a creditable water supply, such as a fire hydrant, suction point, or dry hydrant. The second number is the class that applies to properties within 5 road miles of a fire station but beyond 1,000 feet of a creditable water supply. We have revised the classification to reflect more precisely the risk of loss in a community, replacing Class 9 and 8B in the second part of a split classification with revised designations.

### What's changed with the new classifications?

We've published the new classifications as "X" and "Y" — formerly the "9" and "8B" portion of the split classification, respectively. For example:

- A community currently displayed as a split 6/9 classification will now be a split 6/6X classification; with the "6X" denoting what was formerly classified as "9".
- Similarly, a community currently graded as a split 6/8B classification will now be a split 6/6Y classification, the "6Y" denoting what was formerly classified as "8B".
- Communities graded with single "9" or "8B" classifications will remain intact.

Prior Classification	New Classification
1/9	1/1X
2/9	2/2X
3/9	3/3X
4/9	4/4X
5/9	5/5X
6/9	6/6X
7/9	7/7X
8/9	8/8X
9	9

Prior Classification	New Classification
1/8B	1/1Y
2/8B	2/2Y
3/8B	3/3Y
4/8B	4/4Y
5/8B	5/5Y
6/8B	6/6Y
7/8B	7/7Y
8/8B	8/8Y
8B	8B

**What's changed?**

As you can see, we're still maintaining split classes, but it's how we represent them to insurers that's changed. The new designations reflect a reduction in fire severity and loss and have the potential to reduce property insurance premiums.

**Benefits of the revised split class designations**

- To the fire service, the revised designations identify enhanced fire suppression capabilities used throughout the fire protection area
- To the community, the new classes reward a community's fire suppression efforts by showing a more reflective designation
- To the individual property owner, the revisions offer the potential for decreased property insurance premiums

**New water class**

Our data also shows that risks located more than 5 but less than 7 road miles from a responding fire station with a creditable water source within 1,000 feet had better loss experience than those farther than 5 road miles from a responding fire station with no creditable water source. We've introduced a new classification —10W— to recognize the reduced loss potential of such properties.

**What's changed with Class 10W?**

Class 10W is property-specific. Not all properties in the 5-to-7-mile area around the responding fire station will qualify. The difference between Class 10 and 10W is that the 10W-graded risk or property is within 1,000 feet of a creditable water supply. Creditable water supplies include fire protection systems using hauled water in any of the split classification areas.

**What's the benefit of Class 10W?**

10W gives credit to risks within 5 to 7 road miles of the responding fire station and within 1,000 feet of a creditable water supply. That's reflective of the potential for reduced property insurance premiums.

**What does the fire chief have to do?**

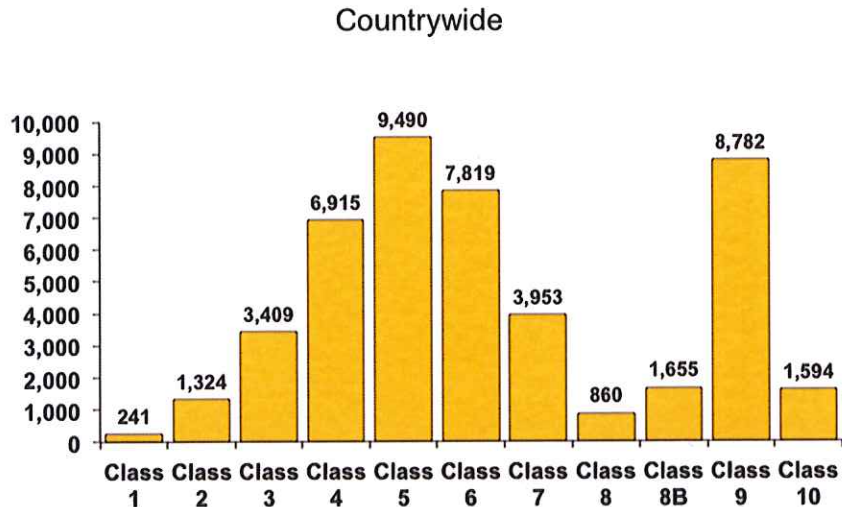
Fire chiefs don't have to do anything at all. The revised classifications went in place automatically effective July 1, 2014 (July 1, 2015 for Texas).

**What if I have additional questions?**

Feel free to contact ISO at 800.444.4554 or email us at [PPC-Cust-Serv@iso.com](mailto:PPC-Cust-Serv@iso.com).

## Distribution of PPC Grades

The 2017 published countrywide distribution of communities by the PPC grade is as follows:



## Assistance

The PPC program offers help to communities, fire departments, and other public officials as they plan for, budget, and justify improvements. ISO is also available to assist in the understanding of the details of this evaluation.

The PPC program representatives can be reached by telephone at (800) 444-4554. The technical specialists at this telephone number have access to the details of this evaluation and can effectively speak with you about your questions regarding the PPC program. What's more, we can be reached via the internet at [www.isomitigation.com/talk/](http://www.isomitigation.com/talk/).

We also have a website dedicated to our Community Hazard Mitigation Classification programs at [www.isomitigation.com](http://www.isomitigation.com). Here, fire chiefs, building code officials, community leaders and other interested citizens can access a wealth of data describing the criteria used in evaluating how cities and towns are protecting residents from fire and other natural hazards. This website will allow you to learn more about the PPC program. The website provides important background information, insights about the PPC grading processes and technical documents. ISO is also pleased to offer Fire Chiefs Online — a special, secured website with information and features that can help improve your PPC grade, including a list of the Needed Fire Flows for all the commercial occupancies ISO has on file for your community. Visitors to the site can download information, see statistical results and also contact ISO for assistance.

In addition, on-line access to the FSRs and its commentaries is available to registered customers for a fee. However, fire chiefs and community chief administrative officials are given access privileges to this information without charge.

To become a registered fire chief or community chief administrative official, register at [www.isomitigation.com](http://www.isomitigation.com).

## PPC Review

ISO concluded its review of the fire suppression features being provided for Midwest City FPSA. The resulting community classification is **Class 01/1Y**.

If the classification is a single class, the classification applies to properties with a Needed Fire Flow of 3,500 gpm or less in the community. If the classification is a split class (e.g., 6/XX):

- The first class (e.g., "6" in a 6/XX) applies to properties within 5 road miles of a recognized fire station and within 1,000 feet of a fire hydrant or alternate water supply.
- The second class (XX or XY) applies to properties beyond 1,000 feet of a fire hydrant but within 5 road miles of a recognized fire station.
- Alternative Water Supply: The first class (e.g., "6" in a 6/10) applies to properties within 5 road miles of a recognized fire station with no hydrant distance requirement.
- Class 10 applies to properties over 5 road miles of a recognized fire station.
- Class 10W applies to properties within 5 to 7 road miles of a recognized fire station with a recognized water supply within 1,000 feet.
- Specific properties with a Needed Fire Flow in excess of 3,500 gpm are evaluated separately and assigned an individual classification.

FSRS Feature	Earned Credit	Credit Available
<b>Emergency Communications</b>		
414. Credit for Emergency Reporting	3.00	3
422. Credit for Telecommunicators	4.00	4
432. Credit for Dispatch Circuits	3.00	3
<b>440. Credit for Emergency Communications</b>	<b>10.00</b>	<b>10</b>
<b>Fire Department</b>		
513. Credit for Engine Companies	6.00	6
523. Credit for Reserve Pumpers	0.50	0.50
532. Credit for Pump Capacity	3.00	3
549. Credit for Ladder Service	3.91	4
553. Credit for Reserve Ladder and Service Trucks	0.00	0.50
561. Credit for Deployment Analysis	8.46	10
571. Credit for Company Personnel	8.75	15
581. Credit for Training	8.73	9
730. Credit for Operational Considerations	2.00	2
<b>590. Credit for Fire Department</b>	<b>41.35</b>	<b>50</b>
<b>Water Supply</b>		
616. Credit for Supply System	29.74	30
621. Credit for Hydrants	2.99	3
631. Credit for Inspection and Flow Testing	7.00	7
<b>640. Credit for Water Supply</b>	<b>39.73</b>	<b>40</b>
<b>Divergence</b>	<b>-3.33</b>	<b>--</b>
<b>1050. Community Risk Reduction</b>	<b>4.51</b>	<b>5.50</b>
<b>Total Credit</b>	<b>92.26</b>	<b>105.50</b>

## **Emergency Communications**

Ten percent of a community's overall score is based on how well the communications center receives and dispatches fire alarms. Our field representative evaluated:

- Communications facilities provided for the general public to report structure fires
- Enhanced 9-1-1 Telephone Service including wireless
- Computer-aided dispatch (CAD) facilities
- Alarm receipt and processing at the communication center
- Training and certification of telecommunicators
- Facilities used to dispatch fire department companies to reported structure fires

	<b>Earned Credit</b>	<b>Credit Available</b>
414. Credit Emergency Reporting	<b>3.00</b>	<b>3</b>
422. Credit for Telecommunicators	<b>4.00</b>	<b>4</b>
432. Credit for Dispatch Circuits	<b>3.00</b>	<b>3</b>
<b>Item 440. Credit for Emergency Communications:</b>	<b>10.00</b>	<b>10</b>

### **Item 414 - Credit for Emergency Reporting (3 points)**

The first item reviewed is Item 414 "Credit for Emergency Reporting (CER)". This item reviews the emergency communication center facilities provided for the public to report fires including 911 systems (Basic or Enhanced), Wireless Phase I and Phase II, Voice over Internet Protocol, Computer Aided Dispatch and Geographic Information Systems for automatic vehicle location. ISO uses National Fire Protection Association (NFPA) 1221, *Standard for the Installation, Maintenance and Use of Emergency Services Communications Systems* as the reference for this section.

<b>Item 410. Emergency Reporting (CER)</b>	<b>Earned Credit</b>	<b>Credit Available</b>
<p><b>A./B. Basic 9-1-1, Enhanced 9-1-1 or No 9-1-1</b></p> <p>For maximum credit, there should be an Enhanced 9-1-1 system, Basic 9-1-1 and No 9-1-1 will receive partial credit.</p>	<b>20.00</b>	<b>20</b>
<p><b>1. E9-1-1 Wireless</b></p> <p>Wireless Phase I using Static ALI (automatic location identification) Functionality (10 points); Wireless Phase II using Dynamic ALI Functionality (15 points); Both available will be 25 points</p>	<b>25.00</b>	<b>25</b>
<p><b>2. E9-1-1 Voice over Internet Protocol (VoIP)</b></p> <p>Static VoIP using Static ALI Functionality (10 points); Nomadic VoIP using Dynamic ALI Functionality (15 points); Both available will be 25 points</p>	<b>25.00</b>	<b>25</b>
<p><b>3. Computer Aided Dispatch</b></p> <p>Basic CAD (5 points); CAD with Management Information System (5 points); CAD with Interoperability (5 points)</p>	<b>15.00</b>	<b>15</b>
<p><b>4. Geographic Information System (GIS/AVL)</b></p> <p>The PSAP uses a fully integrated CAD/GIS management system with automatic vehicle location (AVL) integrated with a CAD system providing dispatch assignments.</p> <p>The individual fire departments being dispatched <u>do not</u> need GIS/AVL capability to obtain this credit.</p>	<b>15.00</b>	<b>15</b>
<p><b>Review of Emergency Reporting total:</b></p>	<b>100.00</b>	<b>100</b>

**Item 422- Credit for Telecommunicators (4 points)**

The second item reviewed is Item 422 "Credit for Telecommunicators (TC)". This item reviews the number of Telecommunicators on duty at the center to handle fire calls and other emergencies. All emergency calls including those calls that do not require fire department action are reviewed to determine the proper staffing to answer emergency calls and dispatch the appropriate emergency response. The 2013 Edition of NFPA 1221, *Standard for the Installation, Maintenance and Use of Emergency Services Communications Systems*, recommends that ninety-five percent of emergency calls shall be answered within 15 seconds and ninety-nine percent of emergency calls shall be answered within 40 seconds. In addition, NFPA recommends that eighty percent of emergency alarm processing shall be completed within 60 seconds and ninety-five percent of alarm processing shall be completed within 106 seconds of answering the call.

To receive full credit for operators on duty, ISO must review documentation to show that the communication center meets NFPA 1221 call answering and dispatch time performance measurement standards. This documentation may be in the form of performance statistics or other performance measurements compiled by the 9-1-1 software or other software programs that are currently in use such as Computer Aided Dispatch (CAD) or Management Information System (MIS).

<b>Item 420. Telecommunicators (CTC)</b>	<b>Earned Credit</b>	<b>Credit Available</b>
<p><b>A1. Alarm Receipt (AR)</b></p> <p>Receipt of alarms shall meet the requirements in accordance with the criteria of NFPA 1221</p>	<b>20.00</b>	<b>20</b>
<p><b>A2. Alarm Processing (AP)</b></p> <p>Processing of alarms shall meet the requirements in accordance with the criteria of NFPA 1221</p>	<b>20.00</b>	<b>20</b>
<p><b>B. Emergency Dispatch Protocols (EDP)</b></p> <p>Telecommunicators have emergency dispatch protocols (EDP) containing questions and a decision-support process to facilitate correct call categorization and prioritization.</p>	<b>20.00</b>	<b>20</b>
<p><b>C. Telecommunicator Training and Certification (TTC)</b></p> <p>Telecommunicators meet the qualification requirements referenced in NFPA 1061, <i>Standard for Professional Qualifications for Public Safety Telecommunicator</i>, and/or the Association of Public-Safety Communications Officials - International (APCO) <i>Project 33</i>. Telecommunicators are certified in the knowledge, skills, and abilities corresponding to their job functions.</p>	<b>20.00</b>	<b>20</b>
<p><b>D. Telecommunicator Continuing Education and Quality Assurance (TQA)</b></p> <p>Telecommunicators participate in continuing education and/or in-service training and quality-assurance programs as appropriate for their positions</p>	<b>20.00</b>	<b>20</b>
<b>Review of Telecommunicators total:</b>	<b>100.00</b>	<b>100</b>



### **Item 432 - Credit for Dispatch Circuits (3 points)**

The third item reviewed is Item 432 "Credit for Dispatch Circuits (CDC)". This item reviews the dispatch circuit facilities used to transmit alarms to fire department members. A "Dispatch Circuit" is defined in NFPA 1221 as "A circuit over which an alarm is transmitted from the communications center to an emergency response facility (ERF) or emergency response units (ERUs) to notify ERUs to respond to an emergency". All fire departments (except single fire station departments with full-time firefighter personnel receiving alarms directly at the fire station) need adequate means of notifying all firefighter personnel of the location of reported structure fires. The dispatch circuit facilities should be in accordance with the general criteria of NFPA 1221. "Alarms" are defined in this Standard as "A signal or message from a person or device indicating the existence of an emergency or other situation that requires action by an emergency response agency".

There are two different levels of dispatch circuit facilities provided for in the Standard – a primary dispatch circuit and a secondary dispatch circuit. In jurisdictions that receive 730 alarms or more per year (average of two alarms per 24-hour period), two separate and dedicated dispatch circuits, a primary and a secondary, are needed. In jurisdictions receiving fewer than 730 alarms per year, a second dedicated dispatch circuit is not needed. Dispatch circuit facilities installed but not used or tested (in accordance with the NFPA Standard) receive no credit.

The score for Credit for Dispatch Circuits (CDC) is influenced by monitoring for integrity of the primary dispatch circuit. There are up to 0.90 points available for this Item. Monitoring for integrity involves installing automatic systems that will detect faults and failures and send visual and audible indications to appropriate communications center (or dispatch center) personnel. ISO uses NFPA 1221 to guide the evaluation of this item. ISO's evaluation also includes a review of the communication system's emergency power supplies.

**Item 432 "Credit for Dispatch Circuits (CDC)" = 3.00 points**

## **Fire Department**

Fifty percent of a community's overall score is based upon the fire department's structure fire suppression system. ISO's field representative evaluated:

- Engine and ladder/service vehicles including reserve apparatus
- Equipment carried
- Response to reported structure fires
- Deployment analysis of companies
- Available and/or responding firefighters
- Training

	<b>Earned Credit</b>	<b>Credit Available</b>
513. Credit for Engine Companies	<b>6.00</b>	6
523. Credit for Reserve Pumpers	<b>0.50</b>	0.5
532. Credit for Pumper Capacity	<b>3.00</b>	3
549. Credit for Ladder Service	<b>3.91</b>	4
553. Credit for Reserve Ladder and Service Trucks	<b>0.00</b>	0.5
561. Credit for Deployment Analysis	<b>8.46</b>	10
571. Credit for Company Personnel	<b>8.75</b>	15
581. Credit for Training	<b>8.73</b>	9
730. Credit for Operational Considerations	<b>2.00</b>	2
<b>Item 590. Credit for Fire Department:</b>	<b>41.35</b>	<b>50</b>

## **Basic Fire Flow**

The Basic Fire Flow for the community is determined by the review of the Needed Fire Flows for selected buildings in the community. The fifth largest Needed Fire Flow is determined to be the Basic Fire Flow. The Basic Fire Flow has been determined to be 3500 gpm.

### **Item 513 - Credit for Engine Companies (6 points)**

The first item reviewed is Item 513 "Credit for Engine Companies (CEC)". This item reviews the number of engine companies, their pump capacity, hose testing, pump testing and the equipment carried on the in-service pumpers. To be recognized, pumper apparatus must meet the general criteria of NFPA 1901, *Standard for Automotive Fire Apparatus* which include a minimum 250 gpm pump, an emergency warning system, a 300 gallon water tank, and hose. At least 1 apparatus must have a permanently mounted pump rated at 750 gpm or more at 150 psi.

The review of the number of needed pumpers considers the response distance to built-upon areas; the Basic Fire Flow; and the method of operation. Multiple alarms, simultaneous incidents, and life safety are not considered.

The greatest value of A, B, or C below is needed in the fire district to suppress fires in structures with a Needed Fire Flow of 3,500 gpm or less: **5 engine companies**

- a) **5 engine companies** to provide fire suppression services to areas to meet NFPA 1710 criteria or within 1½ miles.
- b) **3 engine companies** to support a Basic Fire Flow of 3500 gpm.
- c) **3 engine companies** based upon the fire department's method of operation to provide a minimum two engine response to all first alarm structure fires.

The FSRS recognizes that there are **5 engine companies** in service.

The FSRS also reviews Automatic Aid. Automatic Aid is considered in the review as assistance dispatched automatically by contractual agreement between two communities or fire districts. That differs from mutual aid or assistance arranged case by case. ISO will recognize an Automatic Aid plan under the following conditions:

- It must be prearranged for first alarm response according to a definite plan. It is preferable to have a written agreement, but ISO may recognize demonstrated performance.
- The aid must be dispatched to all reported structure fires on the initial alarm.
- The aid must be provided 24 hours a day, 365 days a year.

FSRS Item 512.D "Automatic Aid Engine Companies" responding on first alarm and meeting the needs of the city for basic fire flow and/or distribution of companies are factored based upon the value of the Automatic Aid plan (up to 1.00 can be used as the factor). The Automatic Aid factor is determined by a review of the Automatic Aid provider's communication facilities, how they receive alarms from the graded area, inter-department training between fire departments, and the fire ground communications capability between departments.

For each engine company, the credited Pump Capacity (PC), the Hose Carried (HC), the Equipment Carried (EC) all contribute to the calculation for the percent of credit the FSRS provides to that engine company.

**Item 513 "Credit for Engine Companies (CEC)" = 6.00 points**

#### **Item 523 - Credit for Reserve Pumpers (0.50 points)**

The item is Item 523 "Credit for Reserve Pumpers (CRP)". This item reviews the number and adequacy of the pumpers and their equipment. The number of needed reserve pumpers is 1 for each 8 needed engine companies determined in Item 513, or any fraction thereof.

**Item 523 "Credit for Reserve Pumpers (CRP)" = 0.50 points**

#### **Item 532 – Credit for Pumper Capacity (3 points)**

The next item reviewed is Item 532 "Credit for Pumper Capacity (CPC)". The total pump capacity available should be sufficient for the Basic Fire Flow of 3500 gpm. The maximum needed pump capacity credited is the Basic Fire Flow of the community.

**Item 532 "Credit for Pumper Capacity (CPC)" = 3.00 points**

#### **Item 549 – Credit for Ladder Service (4 points)**

The next item reviewed is Item 549 "Credit for Ladder Service (CLS)". This item reviews the number of response areas within the city with 5 buildings that are 3 or more stories or 35 feet or more in height, or with 5 buildings that have a Needed Fire Flow greater than 3,500 gpm, or any combination of these criteria. The height of all buildings in the city, including those protected by automatic sprinklers, is considered when determining the number of needed ladder companies. Response areas not needing a ladder company should have a service company. Ladders, tools and equipment normally carried on ladder trucks are needed not only for ladder operations but also for forcible entry, ventilation, salvage, overhaul, lighting and utility control.

The number of ladder or service companies, the height of the aerial ladder, aerial ladder testing and the equipment carried on the in-service ladder trucks and service trucks is compared with the number of needed ladder trucks and service trucks and an FSRS equipment list. Ladder trucks must meet the general criteria of NFPA 1901, *Standard for Automotive Fire Apparatus* to be recognized.

The number of needed ladder-service trucks is dependent upon the number of buildings 3 stories or 35 feet or more in height, buildings with a Needed Fire Flow greater than 3,500 gpm, and the method of operation.

The FSRS recognizes that there are **1 ladder companies** in service. These companies are needed to provide fire suppression services to areas to meet NFPA 1710 criteria or within 2½ miles and the number of buildings with a Needed Fire Flow over 3,500 gpm or 3 stories or more in height, or the method of operation.

The FSRS recognizes that there are **0 service companies** in service.

**Item 549 "Credit for Ladder Service (CLS)" = 3.91 points**

### **Item 553 – Credit for Reserve Ladder and Service Trucks (0.50 points)**

The next item reviewed is Item 553 “Credit for Reserve Ladder and Service Trucks (CRLS)”. This item considers the adequacy of ladder and service apparatus when one (or more in larger communities) of these apparatus are out of service. The number of needed reserve ladder and service trucks is 1 for each 8 needed ladder and service companies that were determined to be needed in Item 540, or any fraction thereof.

**Item 553 “Credit for Reserve Ladder and Service Trucks (CRLS)” = 0.00 points**

### **Item 561 – Deployment Analysis (10 points)**

Next, Item 561 “Deployment Analysis (DA)” is reviewed. This Item examines the number and adequacy of existing engine and ladder-service companies to cover built-upon areas of the city.

To determine the Credit for Distribution, first the Existing Engine Company (EC) points and the Existing Engine Companies (EE) determined in Item 513 are considered along with Ladder Company Equipment (LCE) points, Service Company Equipment (SCE) points, Engine-Ladder Company Equipment (ELCE) points, and Engine-Service Company Equipment (ESCE) points determined in Item 549.

Secondly, as an alternative to determining the number of needed engine and ladder/service companies through the road-mile analysis, a fire protection area may use the results of a systematic performance evaluation. This type of evaluation analyzes computer-aided dispatch (CAD) history to demonstrate that, with its current deployment of companies, the fire department meets the time constraints for initial arriving engine and initial full alarm assignment in accordance with the general criteria of in NFPA 1710, *Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments*.

A determination is made of the percentage of built upon area within 1½ miles of a first-due engine company and within 2½ miles of a first-due ladder-service company.

**Item 561 “Credit Deployment Analysis (DA)” = 8.46 points**

### **Item 571 – Credit for Company Personnel (15 points)**

Item 571 “Credit for Company Personnel (CCP)” reviews the average number of existing firefighters and company officers available to respond to reported first alarm structure fires in the city.

The on-duty strength is determined by the yearly average of total firefighters and company officers on-duty considering vacations, sick leave, holidays, “Kelley” days and other absences. When a fire department operates under a minimum staffing policy, this may be used in lieu of determining the yearly average of on-duty company personnel.

Firefighters on apparatus not credited under Items 513 and 549 that regularly respond to reported first alarms to aid engine, ladder, and service companies are included in this item as increasing the total company strength.

Firefighters staffing ambulances or other units serving the general public are credited if they participate in fire-fighting operations, the number depending upon the extent to which they are available and are used for response to first alarms of fire.

On-Call members are credited on the basis of the average number staffing apparatus on first alarms. Off-shift career firefighters and company officers responding on first alarms are considered on the same basis as on-call personnel. For personnel not normally at the fire station, the number of responding firefighters and company officers is divided by 3 to reflect the time needed to assemble at the fire scene and the reduced ability to act as a team due to the various arrival times at the fire location when compared to the personnel on-duty at the fire station during the receipt of an alarm.

The number of Public Safety Officers who are positioned in emergency vehicles within the jurisdiction boundaries may be credited based on availability to respond to first alarm structure fires. In recognition of this increased response capability the number of responding Public Safety Officers is divided by 2.

The average number of firefighters and company officers responding with those companies credited as Automatic Aid under Items 513 and 549 are considered for either on-duty or on-call company personnel as is appropriate. The actual number is calculated as the average number of company personnel responding multiplied by the value of AA Plan determined in Item 512.D.

The maximum creditable response of on-duty and on-call firefighters is 12, including company officers, for each existing engine and ladder company and 6 for each existing service company.

Chief Officers are not creditable except when more than one chief officer responds to alarms; then extra chief officers may be credited as firefighters if they perform company duties.

The FSRS recognizes **21.00 on-duty personnel** and an average of **0.00 on-call personnel** responding on first alarm structure fires.

**Item 571 “Credit for Company Personnel (CCP)” = 8.75 points**

**Item 581 – Credit for Training (9 points)**

<b>Training</b>	<b>Earned Credit</b>	<b>Credit Available</b>
<p><b>A. Facilities, and Use</b> For maximum credit, each firefighter should receive 18 hours per year in structure fire related subjects as outlined in NFPA 1001.</p>	<b>35.00</b>	<b>35</b>
<p><b>B. Company Training</b> For maximum credit, each firefighter should receive 16 hours per month in structure fire related subjects as outlined in NFPA 1001.</p>	<b>25.00</b>	<b>25</b>
<p><b>C. Classes for Officers</b> For maximum credit, each officer should be certified in accordance with the general criteria of NFPA 1021. Additionally, each officer should receive 12 hours of continuing education on or off site.</p>	<b>9.00</b>	<b>12</b>
<p><b>D. New Driver and Operator Training</b> For maximum credit, each new driver and operator should receive 60 hours of driver/operator training per year in accordance with NFPA 1002 and NFPA 1451.</p>	<b>5.00</b>	<b>5</b>
<p><b>E. Existing Driver and Operator Training</b> For maximum credit, each existing driver and operator should receive 12 hours of driver/operator training per year in accordance with NFPA 1002 and NFPA 1451.</p>	<b>5.00</b>	<b>5</b>
<p><b>F. Training on Hazardous Materials</b> For maximum credit, each firefighter should receive 6 hours of training for incidents involving hazardous materials in accordance with NFPA 472.</p>	<b>1.00</b>	<b>1</b>
<p><b>G. Recruit Training</b> For maximum credit, each firefighter should receive 240 hours of structure fire related training in accordance with NFPA 1001 within the first year of employment or tenure.</p>	<b>5.00</b>	<b>5</b>
<p><b>H. Pre-Fire Planning Inspections</b> For maximum credit, pre-fire planning inspections of each commercial, industrial, institutional, and other similar type building (all buildings except 1-4 family dwellings) should be made annually by company members. Records of inspections should include up-to date notes and sketches.</p>	<b>12.00</b>	<b>12</b>

**Item 580 “Credit for Training (CT)” = 8.73 points**

### Item 730 – Operational Considerations (2 points)

Item 730 “Credit for Operational Considerations (COC)” evaluates fire department standard operating procedures and incident management systems for emergency operations involving structure fires.

<b>Operational Considerations</b>	<b>Earned Credit</b>	<b>Credit Available</b>
<b>Standard Operating Procedures</b> The department should have established SOPs for fire department general emergency operations	<b>50</b>	<b>50</b>
<b>Incident Management Systems</b> The department should use an established incident management system (IMS)	<b>50</b>	<b>50</b>
<b>Operational Considerations total:</b>	<b>100</b>	<b>100</b>

Item 730 “Credit for Operational Considerations (COC)” = 2.00 points

### Water Supply

Forty percent of a community's overall score is based on the adequacy of the water supply system. The ISO field representative evaluated:

- the capability of the water distribution system to meet the Needed Fire Flows at selected locations up to 3,500 gpm.
- size, type and installation of fire hydrants.
- inspection and flow testing of fire hydrants.

	<b>Earned Credit</b>	<b>Credit Available</b>
616. Credit for Supply System	<b>29.74</b>	<b>30</b>
621. Credit for Hydrants	<b>2.99</b>	<b>3</b>
631. Credit for Inspection and Flow Testing	<b>7.00</b>	<b>7</b>
<b>Item 640. Credit for Water Supply:</b>	<b>39.73</b>	<b>40</b>



### **Item 616 – Credit for Supply System (30 points)**

The first item reviewed is Item 616 “Credit for Supply System (CSS)”. This item reviews the rate of flow that can be credited at each of the Needed Fire Flow test locations considering the supply works capacity, the main capacity and the hydrant distribution. The lowest flow rate of these items is credited for each representative location. A water system capable of delivering 250 gpm or more for a period of two hours plus consumption at the maximum daily rate at the fire location is considered minimum in the ISO review.

Where there are 2 or more systems or services distributing water at the same location, credit is given on the basis of the joint protection provided by all systems and services available.

The supply works capacity is calculated for each representative Needed Fire Flow test location, considering a variety of water supply sources. These include public water supplies, emergency supplies (usually accessed from neighboring water systems), suction supplies (usually evidenced by dry hydrant installations near a river, lake or other body of water), and supplies developed by a fire department using large diameter hose or vehicles to shuttle water from a source of supply to a fire site. The result is expressed in gallons per minute (gpm).

The normal ability of the distribution system to deliver Needed Fire Flows at the selected building locations is reviewed. The results of a flow test at a representative test location will indicate the ability of the water mains (or fire department in the case of fire department supplies) to carry water to that location.

The hydrant distribution is reviewed within 1,000 feet of representative test locations measured as hose can be laid by apparatus.

For maximum credit, the Needed Fire Flows should be available at each location in the district. Needed Fire Flows of 2,500 gpm or less should be available for 2 hours; and Needed Fire Flows of 3,000 and 3,500 gpm should be obtainable for 3 hours.

**Item 616 “Credit for Supply System (CSS)” = 29.74 points**

### **Item 621 – Credit for Hydrants (3 points)**

The second item reviewed is Item 621 "Credit for Hydrants (CH)". This item reviews the number of fire hydrants of each type compared with the total number of hydrants.

There are a total of 2682 hydrants in the graded area.

620. Hydrants, - Size, Type and Installation	Number of Hydrants
A. With a 6 -inch or larger branch and a pumper outlet with or without 2½ - inch outlets	2674
B. With a 6 -inch or larger branch and no pumper outlet but two or more 2½ -inch outlets, or with a small foot valve, or with a small barrel	0
C./D. With only a 2½ -inch outlet or with less than a 6 -inch branch	8
E./F. Flush Type, Cistern, or Suction Point	0

Item 621 "Credit for Hydrants (CH)" = 2.99 points

**Item 630 – Credit for Inspection and Flow Testing (7 points)**

The third item reviewed is Item 630 "Credit for Inspection and Flow Testing (CIT)". This item reviews the fire hydrant inspection frequency, and the completeness of the inspections. Inspection of hydrants should be in accordance with AWWA M-17, *Installation, Field Testing and Maintenance of Fire Hydrants*.

**Frequency of Inspection (FI):** Average interval between the 3 most recent inspections.

Frequency	Points
1 year	30
2 years	20
3 years	10
4 years	5
5 years or more	No Credit

**Note:** The points for inspection frequency are reduced by 10 points if the inspections are incomplete or do not include a flushing program. An additional reduction of 10 points are made if hydrants are not subjected to full system pressure during inspections. If the inspection of cisterns or suction points does not include actual drafting with a pumper, or back-flushing for dry hydrants, 20 points are deducted.

**Total points for Inspections = 4.00 points**

**Frequency of Fire Flow Testing (FF):** Average interval between the 3 most recent inspections.

<b>Frequency</b>	<b>Points</b>
5 years	40
6 years	30
7 years	20
8 years	10
9 years	5
10 years or more	No Credit

**Total points for Fire Flow Testing = 3.00 points**

**Item 631 "Credit for Inspection and Fire Flow Testing (CIT)" = 7.00 points**

**Divergence = -3.33**

The Divergence factor mathematically reduces the score based upon the relative difference between the fire department and water supply scores. The factor is introduced in the final equation.

**Community Risk Reduction**

	<b>Earned Credit</b>	<b>Credit Available</b>
1025. Credit for Fire Prevention and Code Enforcement (CPCE)	<b>1.73</b>	2.2
1033. Credit for Public Fire Safety Education (CFSE)	<b>1.73</b>	2.2
1044. Credit for Fire Investigation Programs (CIP)	<b>1.05</b>	1.1
<b>Item 1050. Credit for Community Risk Reduction</b>	<b>4.51</b>	<b>5.50</b>

<b>Item 1025 – Credit for Fire Prevention Code Adoption and Enforcement (2.2 points)</b>	<b>Earned Credit</b>	<b>Credit Available</b>
<b>Fire Prevention Code Regulations (PCR)</b>	<b>10.00</b>	<b>10</b>

Evaluation of fire prevention code regulations in effect.		
<b>Fire Prevention Staffing (PS)</b> Evaluation of staffing for fire prevention activities.	<b>3.81</b>	<b>8</b>
<b>Fire Prevention Certification and Training (PCT)</b> Evaluation of the certification and training of fire prevention code enforcement personnel.	<b>6.00</b>	<b>6</b>
<b>Fire Prevention Programs (PCP)</b> Evaluation of fire prevention programs.	<b>11.60</b>	<b>16</b>
<b>Review of Fire Prevention Code and Enforcement (CPCE) subtotal:</b>	<b>31.41</b>	<b>40</b>

<b>Item 1033 – Credit for Public Fire Safety Education (2.2 points)</b>	<b>Earned Credit</b>	<b>Credit Available</b>
<b>Public Fire Safety Educators Qualifications and Training (FSQT)</b> Evaluation of public fire safety education personnel training and qualification as specified by the authority having jurisdiction.	<b>10.00</b>	<b>10</b>
<b>Public Fire Safety Education Programs (FSP)</b> Evaluation of programs for public fire safety education.	<b>21.50</b>	<b>30</b>
<b>Review of Public Safety Education Programs (CFSE) subtotal:</b>	<b>31.50</b>	<b>40</b>

<b>Item 1044 – Credit for Fire Investigation Programs (1.1 points)</b>	<b>Earned Credit</b>	<b>Credit Available</b>
<b>Fire Investigation Organization and Staffing (IOS)</b> Evaluation of organization and staffing for fire investigations.	<b>8.00</b>	<b>8</b>
<b>Fire Investigator Certification and Training (IQT)</b> Evaluation of fire investigator certification and training.	<b>5.03</b>	<b>6</b>
<b>Use of National Fire Incident Reporting System (IRS)</b> Evaluation of the use of the National Fire Incident Reporting System (NFIRS) for the 3 years before the evaluation.	<b>6.00</b>	<b>6</b>
<b>Review of Fire Investigation Programs (CIP) subtotal:</b>	<b>19.03</b>	<b>20</b>

**Summary of PPC Review**

**for**

**Midwest City FPSA**

<b>FSRS Item</b>	<b>Earned Credit</b>	<b>Credit Available</b>
<b>Emergency Communications</b>		
414. Credit for Emergency Reporting	<b>3.00</b>	<b>3</b>
422. Credit for Telecommunicators	<b>4.00</b>	<b>4</b>
432. Credit for Dispatch Circuits	<b>3.00</b>	<b>3</b>
<b>440. Credit for Emergency Communications</b>	<b>10.00</b>	<b>10</b>
<b>Fire Department</b>		
513. Credit for Engine Companies	<b>6.00</b>	<b>6</b>
523. Credit for Reserve Pumpers	<b>0.50</b>	<b>0.5</b>
532. Credit for Pumper Capacity	<b>3.00</b>	<b>3</b>
549. Credit for Ladder Service	<b>3.91</b>	<b>4</b>
553. Credit for Reserve Ladder and Service Trucks	<b>0.00</b>	<b>0.5</b>
561. Credit for Deployment Analysis	<b>8.46</b>	<b>10</b>
571. Credit for Company Personnel	<b>8.75</b>	<b>15</b>
581. Credit for Training	<b>8.73</b>	<b>9</b>
730. Credit for Operational Considerations	<b>2.00</b>	<b>2</b>
<b>590. Credit for Fire Department</b>	<b>41.35</b>	<b>50</b>
<b>Water Supply</b>		
616. Credit for Supply System	<b>29.74</b>	<b>30</b>
621. Credit for Hydrants	<b>2.99</b>	<b>3</b>
631. Credit for Inspection and Flow Testing	<b>7.00</b>	<b>7</b>
<b>640. Credit for Water Supply</b>	<b>39.73</b>	<b>40</b>
<b>Divergence</b>	<b>-3.33</b>	<b>--</b>
<b>1050. Community Risk Reduction</b>	<b>4.51</b>	<b>5.50</b>
<b>Total Credit</b>	<b>92.26</b>	<b>105.5</b>

**Final Community Classification = 01/1Y**

INSURANCE SERVICES OFFICE, INC.  
**HYDRANT FLOW DATA SUMMARY**

City Midwest City Fpsa

County Oklahoma(Oklahoma),

OKLAHOMA  
 State (35)

Witnessed by: Insurance Services Office

Date: Jun 27, 2017

TEST NO.	TYPE DIST.*	TEST LOCATION	SERVICE	FLOW - GPM $Q=(29.83(C(d^2)p^{0.5}))$			PRESSURE PSI		FLOW -AT 20 PSI		REMARKS***	MODEL TYPE	
				INDIVIDUAL HYDRANTS		TOTAL	STATIC	RESID.	NEEDED **	AVAIL.			
1.0		Brett & Boeing	Midwest City Water Department, Main	2490	0	0	2490	68	66	5500	13900		
10.0		Sunvalley & Greenwood	Midwest City Water Department, Main	2230	0	0	2230	82	73	3000	6300		
11.0		Tinker Diagonal & Hudiburg	Midwest City Water Department, Main	1280	0	0	1280	66	65	3000	10100		
12.0		N. Air Depot & Meadow Ln	Midwest City Water Department, Main	2490	0	0	2490	69	62	2500	7100		
12.1		N. Air Depot & Meadow Ln	Midwest City Water Department, Main	2490	0	0	2490	69	62	2250	7100		
13.0		MacArthur & Lockheed	Midwest City Water Department, Main	920	0	0	920	67	65	4000	5100		
13A		MacArthur & Lockheed	Midwest City Water Department, Main	920	0	0	920	67	65	2250	5100		
14.0		S. Midwest & General Senter	Midwest City Water Department, Main	1190	0	0	1190	78	76	2500	7300		
15.0		10200 S.E. 15th S/S	Midwest City Water Department, Main	3050	0	0	3050	65	50	2500	5500		
16.0		Key & Babb	Midwest City Water Department, Main	950	0	0	950	65	42	2000	1400		
17.0		Parklawn & National	Midwest City Water Department, Main	2610	0	0	2610	75	62	2000	5700		
18.0		Reno & Woodcrest	Midwest City Water Department, Main	2840	0	0	2840	93	91	1750	19800		
19.0		7901 N.E. 10th N/S	Midwest City Water Department, Main	1280	0	0	1280	98	96	2250	9300		
1A		Brett & Boeing	Midwest City Water Department, Main	2490	0	0	2490	68	66	2000	13900		
2.0		Will Rogers & Sheridan E.	Midwest City Water Department, Main	1300	0	0	1300	85	83	5000	8500		
20.0		10124 Issac East	Midwest City Water Department, Main	1930	0	0	1930	64	32	1500	2300		

THE ABOVE LISTED NEEDED FIRE FLOWS ARE FOR PROPERTY INSURANCE PREMIUM CALCULATIONS ONLY AND ARE NOT INTENDED TO PREDICT THE MAXIMUM AMOUNT OF WATER REQUIRED FOR A LARGE SCALE FIRE CONDITION.

THE AVAILABLE FLOWS ONLY INDICATE THE CONDITIONS THAT EXISTED AT THE TIME AND AT THE LOCATION WHERE TESTS WERE WITNESSED.

\*Comm = Commercial; Res = Residential.

\*\*Needed is the rate of flow for a specific duration for a full credit condition. Needed Fire Flows greater than 3,500 gpm are not considered in determining the classification of the city when using the Fire Suppression Rating Schedule.

\*\*\* (A)-Limited by available hydrants to gpm shown. Available facilities limit flow to gpm shown plus consumption for the needed duration of (B)-2 hours, (C)-3 hours or (D)-4 hours.

INSURANCE SERVICES OFFICE, INC.  
**HYDRANT FLOW DATA SUMMARY**

City Midwest City Fpsa

County Oklahoma(Oklahoma) State OKLAHOMA (35)

Witnessed by: Insurance Services Office

Date: Jun 27, 2017

TEST NO.	TYPE DIST.*	TEST LOCATION	SERVICE	FLOW - GPM			PRESSURE		FLOW -AT 20 PSI		REMARKS***	MODEL TYPE	
				INDIVIDUAL HYDRANTS	TOTAL		STATIC	RESID.	NEEDED **	AVAIL.			
21.0		N.E. 5th & Oakview	Midwest City Water Department, Main	1580	0	0	1580	76	20	1500	1600		
22.0		12440 Hastings	Midwest City Water Department, Main	2010	0	0	2010	80	70	1500	5300		
23.0		Westbury & Sheffield	Midwest City Water Department, Main	1060	0	0	1060	65	55	1000	2400		
24.0		St. Patrick & Roselawn	Midwest City Water Department, Main	1110	0	0	1110	60	57	1000	4500		
25.0		Oak Valley & Small Oaks	Midwest City Water Department, Main	3050	0	0	3050	788	46	1000	3100		
2A		Will Rogers & Sheridan E.	Midwest City Water Department, Main	1300	0	0	1300	85	83	3000	8500		
3.0		Elm & High School West	Midwest City Water Department, Main	1060	0	0	1060	71	68	4500	4900		
3A		Elm & High School West	Midwest City Water Department, Main	1060	0	0	1060	71	68	2000	4900		
4.0		S.E.15th & Douglas	Midwest City Water Department, Main	890	0	0	890	75	70	3000	3200		
4.1		S.E.15th & Douglas	Midwest City Water Department, Main	890	0	0	890	75	70	3000	3200		
5.0		S.E. 15th & Century	Midwest City Water Department, Main	1140	0	0	1140	76	74	2500	6900		
6.0		Maple & Vo Tech E/S	Midwest City Water Department, Main	1260	0	0	1260	77	75	3500	7700		
6.1		Maple & Vo Tech E/S	Midwest City Water Department, Main	1260	0	0	1260	77	75	2500	7700		
7.0		2001 S. Post North	Midwest City Water Department, Main	3050	0	0	3050	65	60	3500	10000		
8.0		S. Midwest & Reno W.	Midwest City Water Department, Main	1320	0	0	1320	86	85	3500	12700		
8.1		S. Midwest & Reno W.	Midwest City Water Department, Main	1320	0	0	1320	86	85	3000	12700		

THE ABOVE LISTED NEEDED FIRE FLOWS ARE FOR PROPERTY INSURANCE PREMIUM CALCULATIONS ONLY AND ARE NOT INTENDED TO PREDICT THE MAXIMUM AMOUNT OF WATER REQUIRED FOR A LARGE SCALE FIRE CONDITION.

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\*\*\* (A)-Limited by available hydrants to gpm shown. Available facilities limit flow to gpm shown plus consumption for the needed duration of (B)-2 hours, (C)-3 hours or (D)-4 hours.

INSURANCE SERVICES OFFICE, INC.  
**HYDRANT FLOW DATA SUMMARY**

City Midwest City Fpsa

County Oklahoma(Oklahoma),

OKLAHOMA  
 State (35)

Witnessed by: Insurance Services Office

Date: Jun 27, 2017

TEST NO.	TYPE DIST.*	TEST LOCATION	SERVICE	FLOW - GPM				PRESSURE		FLOW -AT 20 PSI		REMARKS***	MODEL TYPE
				INDIVIDUAL HYDRANTS			TOTAL	PSI		NEEDED **	AVAIL.		
								STATIC	RESID.				
9.0		Douglas & Joe B Barnes	Midwest City Water Department, Main	1340	0	0	1340	75	70	3000	4900		

THE ABOVE LISTED NEEDED FIRE FLOWS ARE FOR PROPERTY INSURANCE PREMIUM CALCULATIONS ONLY AND ARE NOT INTENDED TO PREDICT THE MAXIMUM AMOUNT OF WATER REQUIRED FOR A LARGE SCALE FIRE CONDITION.

THE AVAILABLE FLOWS ONLY INDICATE THE CONDITIONS THAT EXISTED AT THE TIME AND AT THE LOCATION WHERE TESTS WERE WITNESSED.

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\*\*\* (A)-Limited by available hydrants to gpm shown. Available facilities limit flow to gpm shown plus consumption for the needed duration of (B)-2 hours, (C)-3 hours or (D)-4 hours.



# INSURANCE SERVICES OFFICE, INC.

## Class 1 - 8 Summary Sheet

City: Midwest City  
 State: OKLAHOMA (35)  
 County: OKLAHOMA

Survey PPC: 1/1Y

Field Rep: Ken Stoops

Population: 58,000

Survey Date: 6/20/2017

Previous Survey Date: 9/19/2013

Emergency Communications	2013		2017		Max Credit
Credit for Emergency Reporting (CER):	3.00	100.00%	3.00	100.00%	3.00
Credit for Telecommunicators (CTC):	4.00	100.00%	4.00	100.00%	4.00
Credit for Dispatch Circuits (CDC):	2.85	95.00%	3.00	100.00%	3.00
Points for ECC:	9.85	98.50%	10.00	100.00%	10.00
Fire Department	2013		2017		Max Credit
Evaluation of Engine Companies (CEC):	4.95	82.50%	6.00	100.00%	6.00
Credit Reserve Pumpers (CRP):	0.39	78.00%	0.50	100.00%	0.50
Pump Capacity (CPC):	3.00	100.00%	3.00	100.00%	3.00
Credit Ladder/Service (CLS):	3.84	96.00%	3.91	97.75%	4.00
Equipment on Reserve Ladder-Service (CRLS):	0.00	0.00%	0.00	0.00%	0.50
Deployment (CD):	9.24	92.40%	8.46	84.60%	10.00
Company Personnel (CCP):	8.96	59.73%	8.75	58.33%	15.00
Training (CTC):	8.71	96.78%	8.73	97.00%	9.00
Operational Considerations (COC):	2.00	100.00%	2.00	100.00%	2.00
Points for FD:	41.09	82.18%	41.35	82.70%	50.00
Water Department	2013		2017		Max Credit
Capability of Water System (CSS):	29.19	97.30%	29.74	99.13%	30.00
Credit for Hydrants (CH):	3.00	100.00%	2.99	99.67%	3.00
Credit for Flow Testing (CFT):	7.00	100.00%	7.00	100.00%	7.00
Points for WD:	39.19	97.97%	39.73	99.33%	40.00
Community Risk Reduction	2013		2017		Max Credit
Fire Prevention Code and Enforcement (CPCE):	1.76	80.00%	1.73	78.64%	2.20
Public Fire Safety Education (CFSE):	1.47	66.82%	1.73	78.64%	2.20
Fire Investigation (CIP):	0.94	85.45%	1.05	95.45%	1.10
Points for CRR:	4.17	75.82%	4.51	82.00%	5.50

0.5 \* |(WD - 0.8 \* FD)| = Divergence

0.5 \* [39.19 - (0.8 \* 41.09)] = **-3.16**

Summary	2013		2017		Max Credit
Emergency Communications:	9.85	98.50%	10.00	100.00%	10
Fire Department:	41.09	82.18%	41.35	82.70%	50
Water Supply:	39.19	97.97%	39.73	99.33%	40
Divergence:	<b>-3.16</b>		<b>-3.33</b>		0
Extra Credit - Community Risk Reduction:	4.17	75.82%	4.51	82.00%	5.5
Total Creditable Points:	91.14	86.39%	92.26	87.45%	105.5



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

### Memorandum

To: Honorable Mayor and Council  
From: Vaughn K. Sullivan, Public Works Director  
Date: February 13, 2018  
Subject: Discussion and Consideration of accepting an update regarding ongoing OG&E Street Lighting maintenance issues.

The purpose of this memo is to review street lighting issues discussed with OG&E at a special Council sub-committee (Reed, Byrne and Eads) meeting held on October 18, 2017, and provide an update on progress associated with the action items agreed to between the council and OG&E personnel.

If you recall, there were several issues associated the maintenance of OG&E owned street lighting in Midwest City discussed at that meeting. Since the October 18<sup>th</sup> meeting, staff has conducted two additional meetings with OG&E personnel. The first meeting was conducted on October 23, 2017, and the agenda was simple; recap the action items discussed at the special council meeting of October 18, 2017 (For a summary of the discussion that took place at that recap meeting see the attached memo from me to Guy Henson, City Manager, dated October 24, 2017). The second meeting was between OG&E staff and Midwest City GIS, Community Development and Public Works staff. The meeting was conducted on December 20, 2017; once again the agenda was simple, recap discrepancies between OG&E and Midwest City street light GIS data bases and develop a resolution strategy. In spite of several attempts by city staff to remind OG&E personnel of the action items unresolved from previous meetings, there have been no additional meetings, discussions or resolutions associated with the action items outlined previously.

In addition, I can report that City staff completed a city-wide night time audit of street lighting in late January. The primary purpose of the audit was to update the street light outage log started in May of 2017 and log and report any newly observed street light outages to OG&E. I can report that approximately half of the lights reported as being off during May of 2017 were still off in January of 2018. However, we have seen contract repair crews working on street lighting in Midwest City over the past couple of weeks.

Please let me know if I can provide additional information.

Vaughn K. Sullivan, Public Works Director

Attachment: Street Lighting Meeting Recap Memo to Guy Henson, City Manager

Cc: Tim Lyon, Assistant City Manager



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

## Memorandum

To: J. Guy Henson, City Manager  
From: Vaughn K. Sullivan, Public Works Director  
Date: October 24, 2017  
Subject: Recap of Street Lighting Meeting with OG&E 10-23-17

The purpose of this memo is to recap staff's discussion with James Chapel from OG&E on Monday October 23rd. During the meeting we agreed to continue working together in order to accomplish the following objectives:

1. Establish better two-way communication associated with street light outages and their repairs. In an effort to establish communication objectives and protocols James Chapel will be arranging for Nicole Rhodes to meet with Public Works staff at the Public Works Administration offices soon. The objective of this meeting would be to develop personal relationships between city and OG&E staff and develop agreed amenable written progress reports for tracking street light problems and outages and repairs.
2. Establish a process for vetting OG&E street lighting GIS data. Once again, James Chapel will be arranging for Community Development to meet with the proper GIS representatives from OG&E in the near future.
3. Establish a process for obtaining mid-block easements required for mid-block lighting installations. Again, James Chapel will be arranging for Community Development staff to meet with the proper OG&E staff soon. The objective for this meeting would be the establishment of responsibilities and requirements for obtaining easements for mid-block lighting installation.
4. Establishment of S.E 15<sup>th</sup> from Post Road to Anderson lighting priorities and engineering schedule.

Actions items not yet resolved:

1. How often, and with what city personnel, will we audit reported repair claims by OG&E.
2. How will city staff proceed with determining the value of potential lighting rebates, development of a tracking system associated with light outage rebates and determination of appropriate city staff for development of logistics associated with tracking and administering the rebate program.

Please let me know if you need any additional information.

Vaughn K. Sullivan, Public Works Director

Cc: Tim Lyon, Assistant City Manager



**City Manager**  
100 N. Midwest Boulevard  
Midwest City, OK 73110  
[ghenson@midwestcityok.org](mailto:ghenson@midwestcityok.org)  
Office: 405.739.1204/Fax: 405.739.1208  
[www.midwestcityok.org](http://www.midwestcityok.org)

MEMORANDUM

TO: Honorable Mayor and Council

FROM: J. Guy Henson, City Manager

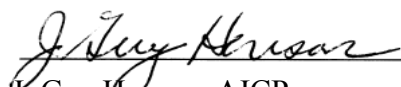
DATE: February 13, 2018

SUBJECT: Discussion and consideration of a resolution by the City Council of the City of Midwest City, Oklahoma approving and authorizing the conveyance of certain real property and assignment project agreements pertaining to the Midwest City Downtown Redevelopment Project by the City of Midwest City to the Midwest City Economic Development Authority; approving and authorizing the transfers, conveyances, and assignments described herein; approving and authorizing the execution of such instruments, agreements, assignments and other documents necessary to effectuate the approvals and authorizations contained herein; and containing other provisions relating thereto.

---

Please find attached a Resolution authorizing the conveyance of the Town Center property to the Midwest City Economic Development Authority. Legal Counsel will be available at the meeting to answer any questions.

The Quit Claim Deed referenced in the Resolution is attached and the Assignment will be provided under separate cover.

  
\_\_\_\_\_  
J. Guy Henson, AICP  
City Manager

**RESOLUTION 2018-\_\_\_\_\_**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF MIDWEST CITY, OKLAHOMA APPROVING AND AUTHORIZING THE CONVEYANCE OF CERTAIN REAL PROPERTY AND ASSIGNMENT PROJECT AGREEMENTS PERTAINING TO THE MIDWEST CITY DOWNTOWN REDEVELOPMENT PROJECT BY THE CITY OF MIDWEST CITY TO THE MIDWEST CITY ECONOMIC DEVELOPMENT AUTHORITY; APPROVING AND AUTHORIZING THE TRANSFERS, CONVEYANCES, AND ASSIGNMENTS DESCRIBED HEREIN; APPROVING AND AUTHORIZING THE EXECUTION OF SUCH INSTRUMENTS, AGREEMENTS, ASSIGNMENTS AND OTHER DOCUMENTS NECESSARY TO EFFECTUATE THE APPROVALS AND AUTHORIZATIONS CONTAINED HEREIN; AND CONTAINING OTHER PROVISIONS RELATING THERETO.**

**WHEREAS**, the Midwest City Economic Development Authority (“Authority”) was created by a Trust Indenture dated as of December 12, 2017, for the use and benefit of the City of Midwest City, Oklahoma (“City”), under authority of and pursuant to the provisions of Title 60, Oklahoma Statutes (Supp. 2017), Section 176 to 180.3, inclusive, as amended and supplemented, and other applicable statutes of the State of Oklahoma; and

**WHEREAS**, the Authority, by Resolution 2018-01, dated January 30, 2018, authorized the issuance of the Midwest City Economic Development Authority Revenue Bonds (Town Center Plaza Project) Taxable Refunding Series 2018 (“Bonds”) in an aggregate amount of not to exceed \$50,000,000.00, in order to refinance the outstanding debt of Sooner Town Center, L.L.C. and STC III, LLC (collectively, “Borrower”) initially used for the purpose of the development of the retail center located in the City known as the Town Center Plaza Project, to make additional improvements to the Town Center Plaza Project, and to pay costs in connection with the issuance of the Bonds and costs related to such financing; and

**WHEREAS**, as previously determined by the Authority, the Authority has ratified its finding and determination that the refinancing of and funding of improvements to the Town Center Plaza Project, making the loan to the Borrower, and issuance of the Bonds (“Project Financing”) by the Authority will lessen the burdens of government, further the implementation of the public welfare, and promote economic development within the City, which purposes are authorized and proper functions of the City, and the City hereby further finds, determines, and ratifies as follows:

- a. Among other powers, the Authority is authorized by the Trust Indenture to carry out redevelopment activities pursuant to the Oklahoma Constitution and Oklahoma Statutes, and the Project Financing is a redevelopment activity of the Authority as authorized by the Trust Indenture; and

b. The Town Center Plaza Project was developed, constructed, and has operated in the City by the Borrower on real property currently owned by the City pursuant to a ground lease dated October 26, 2004, as thereafter amended from time to time (“Ground Lease”); and

c. The Borrower’s current long-term financing for the Town Center Plaza Project (“Existing Loan”) matures on March 1, 2018, and efforts to secure new long-term financing have proven unsuccessful, and, if not paid when due, the Existing Loan will accrue future interest at the increased interest rate of 18% per annum (“Increased Interest Rate”) and will cause the Town Center Plaza Project to be subject to other remedies available to the lender under the Existing Loan; and

d. Rentals paid to the City pursuant to the Ground Lease are impacted by the interest rate paid applicable to loans financing the Town Center Plaza Project, and if the Increased Interest Rate is applied to the Town Center Plaza Project, ground rent paid to the City will be reduced by a significant amount, and the Town Center Plaza Project will otherwise be negatively impacted; and

e. The Town Center Plaza Project (i) is the core and primary retail area of the City, and in point of fact, is the town center of Midwest City, (ii) is a focal point of community pride and activity providing retail and service stores and facilities which enhance the quality of life for the City and its citizens, (iii) fosters and provides facilities for economic development with impact within and beyond its borders, (iv) is a significant revenue source for the City through Ground Lease payments and tax revenues, and (v) has been the object of significant public investment, the protection of which is in the public interest, all benefitting the City, its citizens, and the Authority (collectively, the “Town Center Public Impact”); and

f. Because of the Town Center Public Impact, including the loss of ground rental payments to the City, and prevention of application of the Increased Interest Rate under the Existing Loan, the Project Financing is in the public interest and is a public purpose, benefitting the City, its citizens, and the Authority; and

**WHEREAS**, the Authority, by Resolution 2018-02, dated February 6, 2018, approved the Non-Binding Term Sheet and Addendum to Non-Binding Term Sheet (collectively, “Term Sheet”), which describes the framework of the certain loan documents and security documents required in connection with the Project Financing, and authorized and directed legal counsel for the Authority to continue in the negotiation, drafting, and finalizing of additional loan and security documents consistent with the Term Sheet; and

**WHEREAS**, a Loan Agreement between the Authority and the Borrower dated as of February 1, 2018 pursuant to which the Authority will make a loan to Borrower evidencing the Project Financing (“Loan Agreement”) has been drafted consistent with the Term Sheet, the Borrower has indicated its approval of such Loan Agreement, and such Loan Agreement will be presented at a future meeting; and

**WHEREAS**, the loan will be secured by certain security documents to be executed or otherwise given by Borrower in favor of the Authority, including, a Promissory Note; a Leasehold Mortgage, Assignment of Rents and Security Agreement encumbering the Borrower’s leasehold interest in certain real and personal property; an Assignment of Leases and Rents; an Assignment of Contracts; an Account Control Agreement; a Non-Recourse Guaranty Agreement of Guarantors; UCC Financing Statements; and such other instruments, agreements, documents as are required, necessary, or appropriate in connection with the Project Financing (“Loan Documents”); and

**WHEREAS**, pursuant to the terms of the Trust Indenture between the Authority and BancFirst, Oklahoma City, Oklahoma, as Trustee and other documents in connection with the Bonds and Project Financing, the Authority will transfer and assign unto the Trustee, for the benefit of the Trustee, and in furtherance of the Trust Indenture, certain of the Loan Documents, including the Loan Agreement, Promissory Note, and Leasehold Mortgage; and

**WHEREAS**, in connection with the Project Financing and in support of the Town Center Public Impact, the City desires to (i) convey to the Authority fee simple title to the real property upon which the Town Center Plaza Project has been and developed and will continue to be developed and operated (“Real Property”) by means of a Quit Claim Deed (“Deed”), and such Deed is hereby presented at this meeting, and (ii) transfer and assign to the Authority all of the City’s right, title, and interest under the Ground Lease, the Redevelopment Agreement for the Town Center Plaza Project, as amended, and all other project related documents (“Town Center Plaza Project Agreements”) by virtue of an Assignment of the Midwest City Downtown Redevelopment Agreement and Any and All of the Project Assets and Related Agreements Pertaining to the Midwest City Downtown Redevelopment Project by the City of Midwest City to the Economic Development Authority (“Assignment”), and such Assignment is hereby presented at this meeting; and

**WHEREAS**, therefore, the City finds it appropriate, necessary, desirable and in the public interest to approve the conveyance of the Real Property to the Authority and to transfer and assign to the Authority all of its right, title, and interest under the Town Center Plaza Project Agreements, and to authorize the execution of the Deed and the Assignment, and all such instruments, documents, assignments, and agreements as may be necessary or appropriate in connection with the conveyances, transfers, and assignments described herein.

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MIDWEST CITY THAT EACH OF THE “WHEREAS” PROVISIONS APPEARING ABOVE ARE ADOPTED AND APPROVED, AND BE IT FURTHER RESOLVED:**

**SECTION 1. Approving and Authorizing Execution and Delivery of the Deed and Assignment.** The Deed and the Assignment are hereby approved. The Mayor and City Clerk, or in their absence, the Vice Mayor and/or Deputy City Clerk, are hereby authorized and directed on behalf of the City, subject to review and approval by legal counsel, to finalize, modify, execute, attest, seal, and deliver the Deed and the Assignment.

**SECTION 2. Authorizing Officers to Take Additional Actions Related to Deed and Assignment.** The Mayor and City Clerk, or in their absence, the Vice Mayor and/or Deputy City Clerk, are hereby authorized and directed, subject to review and approval by legal counsel, to execute, seal, attest, and deliver all such other documents, instruments, agreements, and amendments of documents, and to take such other action as may be necessary or appropriate in order to effectuate the approvals and authorizations contained in this Resolution.

**ADOPTED AND APPROVED** by the City Council of the City of Midwest City this \_\_\_\_ day of February, 2018.

**CITY OF MIDWEST CITY**

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

ATTEST:

\_\_\_\_\_  
City Clerk

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

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



**RECORDING REQUESTED BY AND  
WHEN RECORDED RETURN TO:**

**EXEMPT DOCUMENTARY STAMP TAX  
O.S. Title 68, Article 32, Section 3202, Paragraph 11**

(SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY)

**QUIT CLAIM DEED**

This QUIT CLAIM DEED is executed this \_\_\_\_\_ day of February, 2018, by the CITY OF MIDWEST CITY, a municipal corporation (“Grantor”), in favor of the MIDWEST CITY ECONOMIC DEVELOPMENT AUTHORITY, a public trust (“Grantee”).

The Grantor, for and in consideration of Ten Dollars (\$10.00) and other valuable consideration, the receipt and sufficiency of which is hereby acknowledged, does hereby quit claim, grant, bargain, sell and convey to Grantee all of Grantor’s rights, title, interest, estate, and every claim and demand, both at law and in equity, in and to that certain real property, situated in Oklahoma County, State of Oklahoma, as more particularly described on **Exhibit “A”** attached hereto (collectively, the “Property”).

TO HAVE AND TO HOLD the Property unto Grantee, its successors and assigns, forever, so that neither Grantor, nor any person in Grantor’s name and behalf, shall or will hereafter claim or demand any right or title to such Property or any part thereof, but Grantor and everyone claiming by or through Grantor shall by these presents be excluded and forever barred.

GRANTOR: CITY OF MIDWEST CITY,  
a municipal corporation

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

ATTEST:

\_\_\_\_\_  
SARA HANCOCK  
(City Clerk)

ACKNOWLEDGEMENT

STATE OF OKLAHOMA     )  
  )  
COUNTY OF OKLAHOMA    )     ss:

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2018, by Matthew D. Dukes, II, as Mayor of the City of Midwest City, a municipal corporation.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_  
My Commission Number: \_\_\_\_\_

(SEAL)

## **EXHIBIT A**

### PARCEL 1

All of Lots 1A, 2, 3A, 3B, 3C, and 4 and OUTPARCELS 2, 3, 4, 5, 6, 7, 8, 9, 11 and 12, all as shown on the plat of TOWN CENTER PLAZA SECTION 1, an addition to the City of Midwest City, Oklahoma County, Oklahoma, according to the plat thereof recorded in Book 63 of Plats, Page 87, and being a subdivision of a part of the South Half of Section 10, Township 11 North, Range 2 West of the Indian Meridian, Oklahoma County, Oklahoma. Said lots, when combined, containing an area of 69.3315 acres, more or less.

AND

### PARCEL 2

All of Lots 1, A, and OUTPARCEL 1, all as shown on the plat of TOWN CENTER PLAZA SECTION 2, an addition to the City of Midwest City, Oklahoma County, Oklahoma, according to the plat thereof recorded in Book 63 of Plats, Page 59, and being a subdivision of a part of the South Half of Section 10, Township 11 North, Range 2 West of the Indian Meridian, Oklahoma County, Oklahoma. Said lots, when combined, containing an area of 13.8925 acres, more or less.

The combined net area of PARCEL 1 and 2 is 83.224 acres more or less.



NEW BUSINESS/  
PUBLIC DISCUSSION





MUNICIPAL AUTHORITY  
AGENDA



**MIDWEST CITY MUNICIPAL AUTHORITY AGENDA**

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

February 13, 2018 - 7:01 PM

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.

A. CALL TO ORDER.

B. CONSENT AGENDA. These items are placed on the Consent Agenda so that trustees of the Midwest City Municipal Authority, by unanimous consent, can approve routine agenda items by one motion. If any item proposed on the Consent Agenda does not meet with approval of all trustees, or members of the audience wish to discuss a proposed item with the trustees, that item will be removed and heard in regular order.

1. Discussion and consideration of approving the minutes of the staff briefing and regular meeting of January 23, 2018; and the special meeting of January 30, 2018 as submitted. (Secretary - S. Hancock)

2. Discussion and consideration of supplemental budget adjustments to the following fund for FY 2017-2018, increase: Sanitation Fund, revenue/Intergovernmental (00) \$49,834. (Finance - C. Barron)

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**

January 23, 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.

Chairman Matt Dukes called the meeting to order at 6:27 PM with the following members present: Trustees Susan Eads, Pat Byrne, Rick Dawkins, Sean Reed, Christine Allen, and Jeff Moore; and Secretary Sara Hancock. Absent: none.

**Discussion.**

**Clarification of agenda items, handouts, and presentation of new or additional information for items on the Municipal Authority agenda for January 23, 2018.**

Staff briefed the Trustees on the agenda items. The Trustees had no questions or comments.

Chairman Dukes adjourned the meeting at 6:28 PM.

ATTEST:

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

January 23, 2018 – 7:01 PM

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

Chairman Matt Dukes called the meeting to order at 8:53 PM with the following members present: Trustees Susan Eads, Pat Byrne, Rick Dawkins, Sean Reed, Christine Allen, and Jeff Moore; and Secretary Sara Hancock. Absent: None.

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

1. Discussion and consideration of approving the minutes of the staff briefing and regular meeting of January 9, 2018, as submitted.
2. Discussion and consideration of accepting the report on the current financial condition of the Sheraton Midwest City Hotel at the Reed Center for the period ending December 31, 2017.

### **New Business/Public Discussion.**

There was no new business or public discussion.

### **Adjournment.**

There being no further business, Chairman Dukes adjourned the meeting at 8:54 PM.

ATTEST:

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

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

A notice for this special Midwest City Municipal Authority meeting was filed with the City Clerk of Midwest City 48 hours prior to the meeting. Public notice of this agenda was accessible at least 24 hours prior to the meeting at City Hall and on the Midwest City website ([www.midwestcityok.org](http://www.midwestcityok.org)).

## **Special Midwest City Municipal Authority Meeting Minutes**

January 30, 2018 – 6:00 PM

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

Chairman Matt Dukes called the meeting to order at 6:14 PM with the following members present: Trustees Susan Eads, Pat Byrne, Rick Dawkins, Sean Reed, and Christine Allen; and Secretary Sara Hancock. Absent: Jeff Moore.

### **Consent Agenda.**

- 1. Discussion and consideration of adopting a resolution relating to the incurring of indebtedness of an aggregate amount of not to exceed \$50,000,000.00 pursuant to the terms of the replenishment agreement with the Midwest City Economic Development Authority and Bancfirst, as Trustee; authorizing and approving a replenishment agreement and authorizing other documents and agreements as may be necessary or required; and containing other provisions relating thereto.** Greg Nieto with The Baker Group; John Weidman with Hilborne & Weidman; and John Williams with Williams, Box, Forshee & Bullard, P.C. spoke with the Trustees. Dawkins made a motion to adopt Resolution MA 2018-01 and the replenishment agreement, as submitted, seconded by Reed. Voting aye: Eads, Byrne, Dawkins, Reed, Allen, and Mayor Dukes. Nay: none. Absent: Moore. Motion carried.

### **Adjournment.**

There being no further business, Chairman Dukes adjourned the meeting at 6:38 PM.

ATTEST:

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MATTHEW D. DUKES, II, Chairman

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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: February 13, 2017

Subject: Discussion and consideration of supplemental budget adjustments to the following fund for FY 2017-2018, increase: Sanitation Fund, revenue/Intergovernmental (00) \$49,834.

The supplement is needed to budget revenue from ACOG Public Fleet Conversion Grant.

Christy Barron  
Finance Director

## SUPPLEMENTS

**February 13, 2018**

Fund SANITATION (190)		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	Intergovernmental	49,834			
		<u>49,834</u>	<u>0</u>	<u>0</u>	<u>0</u>

**Explanation:**  
 Budget ACOG Public Fleet Conversion Grant revenue. Expenses are already budgeted in Sanitation Fund as part of project 411801 (Automated Side Loader with CNG).



NEW BUSINESS/  
PUBLIC DISCUSSION





SPECIAL  
ECONOMIC DEVELOPMENT  
AUTHORITY AGENDA



# **MIDWEST CITY SPECIAL ECONOMIC DEVELOPMENT AUTHORITY AGENDA**

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

February 13, 2018 - 7:03 PM

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.

A. CALL TO ORDER.

B. DISCUSSION ITEMS.

1. Discussion and consideration of approving the minutes of the special meeting of February 6, 2018, all as submitted. (Secretary - S. Hancock)
2. Discussion and consideration of 1) a resolution approving the loan documents and other agreements as may be necessary or required associated with the loan by the Midwest City Economic Development Authority to Sooner Town Center, L.L.C. and STC III, LLC, related to the Town Center Plaza Project; and 2) authorizing the Chairman of the Midwest City Economic Development Authority to finalize and execute such loan documents; and containing other provisions relating thereto. (City Manager - G. Henson)

C. NEW BUSINESS/PUBLIC DISCUSSION. The purpose of the "Public Discussion Section" of the agenda is for members of the public to speak to the Authority on any Subject not scheduled on the Regular Agenda. The Authority shall make no decision or take any action, except to direct the City Manager to take action, or to schedule the matter for discussion at a later date. Pursuant to the Oklahoma Open Meeting Act, the Authority will not engage in any discussion on the matter until that matter has been placed on an agenda for discussion. **THOSE ADDRESSING THE AUTHORITY ARE REQUESTED TO STATE THEIR NAME AND ADDRESS PRIOR TO SPEAKING TO THE AUTHORITY.**

D. ADJOURNMENT.



DISCUSSION ITEMS





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

### **Special Midwest City Economic Development Authority Meeting Minutes**

February 6, 2018 – 6:00 PM

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

Chairman Matt Dukes called the meeting to order at 6:16 PM with the following members present: Trustees: Susan Eads, Pat Byrne, Rick Dawkins, Sean Reed, Christine Allen, and Jeff Moore; and Secretary Sara Hancock. Absent: none.

#### **Discussion Items.**

- 1. Discussion and consideration of approving the minutes of the special staff briefing and meeting of January 9, 2018; and the special meeting of January 30, 2018, all as submitted.** Dawkins made a motion to approve the minutes, as submitted. Voting aye: Eads, Byrne, Dawkins, Reed, Allen, Moore, and Mayor Dukes. Nay: none. Absent: none. Abstain: none
- 2. Discussion and consideration of adopting a resolution relating to the approval of the Non-Binding Term Sheet of the Midwest City Economic Development Authority Loan to Sooner Town Center, L. L.C. and STC III, L.L.C., related to the Town Center Plaza Project; authorizing the Chairman of the Authority to execute the Term Sheet; authorizing legal counsel to continue the negotiation of the terms and conditions of Loan Documents and other agreements as may be necessary or required, consistent with the Term Sheet, in preparation for approval and execution; and containing other provisions relating thereto.** Lisa Harden with the Center for Economic Development Law; Robert Collett with Sooner Town Center; Greg Neito with The Baker Group, and John Williams with Williams, Box, Forshee & Bullard, P.C. spoke with the Trustees. After lengthy discussion, Eads made a motion to adopt Resolution EDA 2018-02, and to authorize the Chairman to execute the Term Sheet including the addition of an addendum provided by the Authority. Voting aye: Eads, Byrne, Dawkins, Reed, Allen, Moore, and Chairman Dukes. Nay: none. Absent: none. Abstain: none

#### **Adjournment.**

There being no further business, Chairman Dukes adjourned the meeting at 8:08 PM.

ATTEST:

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

\_\_\_\_\_  
SARA HANCOCK, SECRETARY



**City Manager**  
100 N. Midwest Boulevard  
Midwest City, OK 73110  
[ghenson@midwestcityok.org](mailto:ghenson@midwestcityok.org)  
Office: 405.739.1204/Fax: 405.739.1208  
[www.midwestcityok.org](http://www.midwestcityok.org)

MEMORANDUM

TO: Honorable Mayor and Council

FROM: J. Guy Henson, City Manager

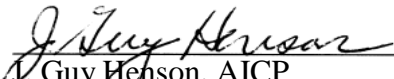
DATE: February 13, 2018

SUBJECT: Discussion and consideration of 1) a resolution approving the loan documents and other agreements as may be necessary or required associated with the loan by the Midwest City Economic Development Authority to Sooner Town Center, L.L.C. and STC III, LLC, related to the Town Center Plaza Project; and 2) authorizing the Chairman of the Midwest City Economic Development Authority to finalize and execute such loan documents; and containing other provisions relating thereto.

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Please find attached a Resolution approving an executing the loan agreement and authorizing the Chairman and Vice-Chairman, with the advice of legal counsel, to finalize such loan agreement and execute all closing documents, and such additional documents as may be necessary or appropriate in connection with the project financing.

As noted at the previous meeting, the loan agreement is not in final form as of the date of this memo. It will be transmitted to the Trustees under separate cover as soon as it is complete.

  
\_\_\_\_\_  
J. Guy Henson, AICP  
City Manager

**RESOLUTION 2018-\_\_\_\_\_**

**A RESOLUTION APPROVING THE LOAN DOCUMENTS AND OTHER AGREEMENTS AS MAY BE NECESSARY OR REQUIRED ASSOCIATED WITH THE LOAN BY THE MIDWEST CITY ECONOMIC DEVELOPMENT AUTHORITY TO SOONER TOWN CENTER, L.L.C. AND STC III, LLC, RELATED TO THE TOWN CENTER PLAZA PROJECT; AUTHORIZING THE CHAIRMAN OF THE MIDWEST CITY ECONOMIC DEVELOPMENT AUTHORITY TO FINALIZE AND EXECUTE SUCH LOAN DOCUMENTS; AND CONTAINING OTHER PROVISIONS RELATING THERETO.**

**WHEREAS**, the Midwest City Economic Development Authority (“Authority”) was created by a Trust Indenture dated as of December 12, 2017, for the use and benefit of Midwest City, Oklahoma (“City”), under authority of and pursuant to the provisions of Title 60, Oklahoma Statutes (Supp. 2017), Section 176 to 180.3, inclusive, as amended and supplemented, and other applicable statutes of the State of Oklahoma; and

**WHEREAS**, the Authority, by Resolution 2018-01, dated January 30, 2018, authorized the issuance of the Midwest City Economic Development Authority Revenue Bonds (Town Center Plaza Project) Taxable Refunding Series 2018 (“Bonds”) in an aggregate amount of not to exceed \$50,000,000.00, in order to refinance the outstanding debt of Sooner Town Center, L.L.C. and STC III, LLC (collectively, “Borrower”) initially used for the purpose of the development of the retail center located in the City known as the Town Center Plaza Project, to make additional improvements to the Town Center Plaza Project, and to pay costs in connection with the issuance of the Bonds and costs related to such financing; and

**WHEREAS**, as previously determined by the Authority, the Authority hereby ratifies its finding and determination that the refinancing of and funding of improvements to the Town Center Plaza Project, making the loan to the Borrower, and issuance of the Bonds (“Project Financing”) by the Authority will lessen the burdens of government, further the implementation of the public welfare, and promote economic development within the City, which purposes are authorized and proper functions of the City, and the Authority hereby further finds, determines, and ratifies as follows:

a. Among other powers, the Authority is authorized by the Trust Indenture to carry out redevelopment activities pursuant to the Oklahoma Constitution and Oklahoma Statutes, and the Project Financing is a redevelopment activity of the Authority as authorized by the Trust Indenture; and

b. The Town Center Plaza Project was developed, constructed, and has operated in the City by the Borrower on real property currently owned by the City (“Real Property”) pursuant to a ground lease dated October 26, 2004, as thereafter amended from time to time (“Ground Lease”); and

c. The Borrower's current long-term financing for the Town Center Plaza Project ("Existing Loan") matures on March 1, 2018, and efforts to secure new long-term financing have proven unsuccessful, and, if not paid when due, the Existing Loan will accrue future interest at the increased interest rate of 18% per annum ("Increased Interest Rate") and will cause the Town Center Plaza Project to be subject to other remedies available to the lender under the Existing Loan; and

d. Rentals paid to the City pursuant to the Ground Lease are impacted by the interest rate paid applicable to loans financing the Town Center Plaza Project, and if the Increased Interest Rate is applied to the Town Center Plaza Project, ground rent paid to the City will be reduced by a significant amount, and the Town Center Plaza Project will otherwise be negatively impacted; and

e. The Town Center Plaza Project (i) is the core and primary retail area of the City, and in point of fact, is the town center of Midwest City, (ii) is a focal point of community pride and activity providing retail and service stores and facilities which enhance the quality of life for the City and its citizens, (iii) fosters and provides facilities for economic development with impact within and beyond its borders, (iv) is a significant revenue source for the City through Ground Lease payments and tax revenues, and (v) has been the object of significant public investment, the protection of which is in the public interest, all benefitting the City, its citizens, and the Authority (collectively, the "Town Center Public Impact"); and

f. Because of the Town Center Public Impact, including the loss of ground rental payments to the City, and prevention of application of the Increased Interest Rate under the Existing Loan, the Project Financing is in the public interest and is a public purpose, benefitting the City, its citizens, and the Authority; and

**WHEREAS**, the Authority, by Resolution 2018-02, dated February 6, 2018, approved the Non-Binding Term Sheet and Addendum to Non-Binding Term Sheet (collectively, "Term Sheet"), which describes the framework of the certain loan documents and security documents required in connection with the Project Financing, and authorized and directed legal counsel for the Authority to continue in the negotiation, drafting, and finalizing of additional loan and security documents consistent with the Term Sheet; and

**WHEREAS**, a Loan Agreement between the Authority and the Borrower dated as of February 1, 2018 pursuant to which the Authority will make a loan to Borrower evidencing the Project Financing ("Loan Agreement") has been drafted consistent with the Term Sheet, the Borrower has indicated its approval of such Loan Agreement, and such Loan Agreement is hereby presented at this meeting; and

**WHEREAS**, the loan will be secured by certain security documents to be executed or otherwise given by Borrower in favor of the Authority, including, a Promissory Note; a Leasehold

Mortgage, Assignment of Rents and Security Agreement encumbering the Borrower's leasehold interest in certain real and personal property; an Assignment of Leases and Rents; an Assignment of Contracts; an Account Control Agreement; a Non-Recourse Guaranty Agreement of Guarantors; UCC Financing Statements; and such other instruments, agreements, documents as are required, necessary, or appropriate in connection with the Project Financing ("Loan Documents"); and

**WHEREAS**, pursuant to the terms of the Trust Indenture between the Authority and BancFirst, Oklahoma City, Oklahoma, as Trustee and other documents in connection with the Bonds and Project Financing, the Authority will transfer and assign unto the Trustee, for the benefit of the Trustee, and in furtherance of the Trust Indenture, certain of the Loan Documents, including the Loan Agreement, Promissory Note, and Leasehold Mortgage ("Assignments"); and

**WHEREAS**, in connection with the Project Financing and in support of the Town Center Public Impact, the City of Midwest City ("City") intends to (i) convey to the Authority fee simple title to the Real Property by Quit Claim Deed, and (ii) transfer and assign to the Authority all of the City's right, title, and interest under the Ground Lease, the Redevelopment Agreement for the Town Center Plaza Project, as amended, and all other project related documents by virtue of an Assignment of the Midwest City Downtown Redevelopment Agreement and Any and All of the Project Assets and Related Agreements Pertaining to the Midwest City Downtown Redevelopment Project and Assumption and Ratification of Assigned Redevelopment Agreements (collectively, the "Transfer Documents", which Transfer Documents, together with the Loan Documents and Assignments, are collectively referred to as the "Closing Documents"); and

**WHEREAS**, the Authority and Borrower are working in good faith to finalize the Closing Documents necessary to close the loan on or before February 28, 2018 in support of the Town Center Public Impact, including avoiding the loss of ground rental payments under the Ground Lease, and preventing application of the Increased Interest Rate under the Existing Loan; and

**WHEREAS**, therefore, in addition to the authorizations and approvals of the Authority set forth in Resolution No. 2018-01 and Resolutions No. 2018-02, and not in substitution thereof, the Authority finds it appropriate, necessary, and desirable to approve the Loan Agreement evidencing the Project Financing as required in connection with the issuance of the Bonds, to authorize the Chairman and Vice Chairman of the Authority, with the advice of legal counsel, to finalize such Loan Agreement, and to authorize the Chairman and Vice Chairman of the Authority to execute all Closing Documents, and such additional documents as may be necessary or appropriate in connection with the Project Financing.

**BE IT RESOLVED BY THE TRUSTEES OF THE MIDWEST CITY ECONOMIC DEVELOPMENT AUTHORITY THAT EACH OF THE "WHEREAS" PROVISIONS APPEARING ABOVE ARE ADOPTED AND APPROVED, AND BE IT FURTHER RESOLVED:**

**SECTION 1. Authorizing and Approving Execution and Delivery of the Loan Agreement and All Closing Documents Relating Thereto.** The Authority and its Trustees hereby authorize and approve the Loan Agreement between the Authority and the Borrower.

The Chairman and Secretary, or in their absence, the Vice Chairman and/or Assistant Secretary, are hereby authorized and directed on behalf of the Authority, subject to review and approval by counsel for the Authority, to finalize, modify, execute, attest, seal, and deliver or approve the Loan Agreement and all other Closing Documents.

**SECTION 2. Authorizing and Approving Execution and Delivery of Additional Documents Relating to the Loan Agreement.** The Chairman and Secretary, or in their absence, the Vice Chairman and/or Assistant Secretary, are hereby authorized and directed on behalf of the Authority, subject to review and approval by counsel for the Authority, to accept, receive, transfer assign, execute, seal, attest, and deliver all such other documents, instruments, certificates, materials, agreements, letters, certifications, and amendments of documents associated with the closing of the loan, and to take such other action as may be necessary or appropriate in order to effectuate the execution and closing of the loan and the documents and agreements related thereto, and as may be necessary or appropriate to implement this resolution, facilitate the Project Financing and issuance of the Bonds, and to carry out all prior authorizations related to the Town Center Plaza Project.

ADOPTED AND APPROVED by the Trustees of the Midwest City Economic Development Authority this \_\_\_\_ day of February, 2018.

MIDWEST CITY ECONOMIC DEVELOPMENT AUTHORITY

\_\_\_\_\_  
MATTHEW D. DUKES, II, Chairman of Trustees

ATTEST:

\_\_\_\_\_  
Secretary of Trustees

[SEAL]

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

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



NEW BUSINESS/  
PUBLIC DISCUSSION





MEMORIAL HOSPITAL  
AUTHORITY AGENDA





## **MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY AGENDA**

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

February 13, 2018 - 7:02 PM

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.

A. CALL TO ORDER.

B. DISCUSSION ITEMS.

1. Discussion and consideration of approving the minutes of the staff briefing and regular meeting of January 23, 2018; and the special meeting of January 30, 2018, as submitted. (Secretary - S. Hancock)

2. Discussion and consideration of action to reallocate assets, change fund managers or make changes in the Statement of Investment Policy, Guidelines and Objectives. (Secretary - S. Hancock)

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. EXECUTIVE SESSION.

1. Discussion and consideration of 1) entering into executive session, as allowed under 25 O.S. § 307(C)(10), to confer on matters pertaining to economic development, including the transfer of property, financing or the creation of a proposal to entice a business to remain or to locate within the City.

E. FURTHER INFORMATION.

1. Discussion and consideration of taking action on 1) the following Midwest City Memorial Hospital Authority Trust Board of Grantors' grant application recommendations:
- MWC Fire - Gas ID Analyzer for \$61,000, Gas Monitors for \$14,400, Triage Kits for \$12,808.44 and Child Passenger Safety Restraints for \$2,030.25;
  - MWC High School - B-1 Technology for \$90,444.60;
  - MWC Grant Dept. - Dana Brown Cooper Head Start for \$4,100;
  - MWC Public Works - Excavation Safety Response Unit for \$67,000 and Regional Trail Exercise Stations for \$15,000;
  - MWC Police - FARO Technologies for \$78,811;
  - MWC Com. Dev. - Ridgecrest Entrance Sign for \$2,200 and Drone for \$5,000;

- Carl Albert High School - Water Bottle Filling Stations for \$1,040.21 and Band Booster Trailer for \$22,500;
  - Oklahoma Earthbike Fellowship - SCIP Maintenance for \$4,500;
  - Friends of the OK History Center, Inc. - Restore & Interpret Historic C-47 for \$10,000;
  - MWC Senior Center - Aquarium Project for \$2,520;
  - The Eden Clinic, Inc. - Increased Medical Services for \$30,000; and
  - Autumn House, Inc. - Wireless System for \$26,645.50;
- and 2) authorizing distribution of the approved grant awards not to exceed \$450,000.00 for the 2017-18 fiscal year. (City Manager - G. Henson)

F. ADJOURNMENT.





DISCUSSION ITEMS



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

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**Discussion.**

**Clarification of agenda items, handouts, and presentation of new or additional information for items on the Hospital Authority agenda for January 23, 2018. "**

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

## MEMORANDUM

To: Honorable Chairman and Trustees

From: Sara Hancock, Secretary

Date: February 13, 2018

Subject: Discussion and consideration of 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, asked staff to put this item on each agenda in the event the Hospital Authority's investments need to be reallocated, an investment fund manager needs to be changed or changes need to be made to the Statement of Investment Policy on short notice.

Action is at the discretion of the Authority.

Sara Hancock

Sara Hancock, Secretary



NEW BUSINESS/  
PUBLIC DISCUSSION







EXECUTIVE SESSION





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FURTHER INFORMATION





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

## MEMORANDUM

To: Honorable Chairman and Trustees  
From: J. Guy Henson, Secretary  
Date: February 13, 2018  
Subject: Discussion and consideration of taking action on 1) the following Midwest City Memorial Hospital Authority Trust Board of Grantors' grant application recommendations:

- MWC Fire - Gas ID Analyzer for \$61,000, Gas Monitors for \$14,400, Triage Kits for \$12,808.44 and Child Passenger Safety Restraints for \$2,030.25;
- MWC High School - B-1 Technology for \$90,444.60;
- MWC Grant Dept. - Dana Brown Cooper Head Start for \$4,100;
- MWC Public Works - Excavation Safety Response Unit for \$67,000 and Regional Trail Exercise Stations for \$15,000;
- MWC Police - FARO Technologies for \$78,811;
- MWC Com. Dev. - Ridgecrest Entrance Sign for \$2,200 and Drone for \$5,000;
- Carl Albert High School - Water Bottle Filling Stations for \$1,040.21 and Band Booster Trailer for \$22,500;
- Oklahoma Earthbike Fellowship - SCIP Maintenance for \$4,500;
- Friends of the OK History Center, Inc. - Restore & Interpret Historic C-47 for \$10,000;
- MWC Senior Center - Aquarium Project for \$2,520;
- The Eden Clinic, Inc. - Increased Medical Services for \$30,000; and
- Autumn House, Inc. - Wireless System for \$26,645.50;

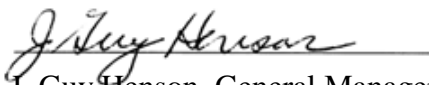
and 2) authorizing distribution of the approved grant awards not to exceed \$450,000.00 for the 2017-18 fiscal year. (City Manager - G. Henson)

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The Trust Board of Grantors (the Board) met on January 25, 2018 to consider funding for the grant applications submitted for the 2017-18 grant year with a funding allocation total of \$450,000.00.

The Authority received twenty-six eligible grant applications totaling \$1,251,476.35 in requests. The Board is recommending that eighteen grants totaling \$450,000.00 be funded in 2017-18. Last year, the Authority funded 13 grants for a total of \$450,000.00.

Attached you will find a spreadsheet of the twenty-six eligible 2017-18 grant applicants with the first round comments and rankings. The last spreadsheet is the Board's final recommendations after a group evaluation and lengthy discussion of the grants. Also attached are the unexecuted minutes of the January 25<sup>th</sup> meeting. Copies of the full grant applications are available in the City Manager's office or via Dropbox at your request.

  
J. Guy Henson, General Manager/Administrator

## 2017-18 Grant Submissions

	Applicant Name	Grant Title	Project summary/Purpose/Purchase	Desired Amount	Contact	Phone	Address	Email
1	MWC Police	FARO Technologies Hardware & Software	This is a portable scanner that will capture images of crime scenes, accidents etc...	\$78,811.00	Nicole Poplin	739-1313	100 N. Midwest Blvd., MWC, OK 73110	<a href="mailto:npoplin@midwestcityok.org">npoplin@midwestcityok.org</a>
2	The Eden Clinic, Inc	Increased Medical Services	Improve medical record keeping system.	\$30,000.00	Linda Cozadd	579-4673	1315 A Gateway Plaza, MWC, OK 73110	<a href="mailto:linda@edenclinic.tv">linda@edenclinic.tv</a>
3	MWC Fire	Gas ID Analyzer	Update the infrared analyzer equipment.	\$61,000.00	Bert Norton	739-1341	8201 E. Reno, MWC, OK 73110	<a href="mailto:bnorton@midwestcityok.org">bnorton@midwestcityok.org</a>
4	MWC Fire	Gas Monitors	Update front line gas monitors.	\$14,400.00	Bert Norton	739-1341	8201 E. Reno, MWC, OK 73110	<a href="mailto:bnorton@midwestcityok.org">bnorton@midwestcityok.org</a>
5	MWC Fire	Child Passenger Safety Restraints	Purchase of new child car seats.	\$3,533.15	Bert Norton	739-1341	8201 E. Reno, MWC, OK 73110	<a href="mailto:bnorton@midwestcityok.org">bnorton@midwestcityok.org</a>
6	MWC Fire	Triage Kits	Purchase of 36 kits.	\$12,808.44	Bert Norton	739-1341	8201 E. Reno, MWC, OK 73110	<a href="mailto:bnorton@midwestcityok.org">bnorton@midwestcityok.org</a>
7	MWC Fire	Rescue Boat, Harnesses, & Rope	Purchasing equipment to create an effective water rescue team.	\$25,103.00	Bert Norton	739-1341	8201 E. Reno, MWC, OK 73110	<a href="mailto:bnorton@midwestcityok.org">bnorton@midwestcityok.org</a>
8	Carl Albert High School	Water Bottle Filling Stations	Purchase of nine fountain stations.	\$9,361.87	Krystal Ross	739-1726	2009 S. Post Rd, MWC, OK 73130	<a href="mailto:kross@mid-del.net">kross@mid-del.net</a>
9	MWC HS Museum, Inc.	Vietnam Memorial Project	Build a memorial for MWC HS alumni Vietnam Veterans.	\$179,860.88	Bob Osmond	642-0277	2101 Pearson Dr., MWC, OK 73110	<a href="mailto:rosmond03@att.net">rosmond03@att.net</a>
10	Tinker Home Away From Home	Christmas Party	Supplies and food for the party.	\$8,387.91	Pam Kloiber	503-5041	12908 Doriath Way, OKC, OK 73145	<a href="mailto:pamkloiber@aol.com">pamkloiber@aol.com</a>
11	OK Home & Community Education Inc	Parking Lot Improvement/ Install	Installation of an asphalt parking lot for the farmers market.	\$17,000.00	Kathryn Wells	543-7496	P.O. Box 50042, MWC, OK 73140	<a href="mailto:andrew.stober@live.com">andrew.stober@live.com</a>
12	Autumn House, Inc.	Installation of Wireless System	Installation of equipment and Wiring to establish WIFI.	\$26,645.50	Shari Lopp	732-0644	500 Adair Blvd., MWC, OK 73110	<a href="mailto:autumnhouse@coxinet.net">autumnhouse@coxinet.net</a>
13	Carl Albert Home Run Club	Carl Albert Baseball Outfield Fence	Installation of a metal outfield fence.	\$70,000.00	Dusty Alexander	972-989-1442	12155 Tuscany Redge Rd, MWC, OK 73130	<a href="mailto:tdbrown71@hotmail.com">tdbrown71@hotmail.com</a>
14	Carl Albert Home Run Club	Carl Albert Baseball Grandstand Awning	Installation of a metal awning over the existing bleachers at Bill Tipton field at Carl Albert.	\$160,000.00	Dusty Alexander	972-989-1442	12155 Tuscany Redge Rd, MWC, OK 73130	<a href="mailto:tdbrown71@hotmail.com">tdbrown71@hotmail.com</a>
15	MWC Public Works	Excavation Safety Response Unit	Purchasing and creation of an Excavation Safety Response Unit.	\$67,000.00	Vaughn Sullivan	739-1061	8730 SE 15th Street, MWC, OK 73110	<a href="mailto:vsullivan@midwestcityok.org">vsullivan@midwestcityok.org</a>
16	Carl Albert Band Booster	Titan Pride	Purchase of a "Kentucky" style Van Trailer.	\$30,000.00	Darryl Snow	623-7292	8008 Old Colony Rd., MWC, OK 73130	<a href="mailto:darryl.snow@gmail.com">darryl.snow@gmail.com</a>
17	Oklahoma Earthbike Fellowship	SCIP Maintenance	Purchase a shipping container and paint supplies.	\$4,500.00	Tegan Malone	506-4633	P.O. Box 2320 OKC, OK 73101	<a href="mailto:tegmalone@gmail.com">tegmalone@gmail.com</a>

## 2017-18 Grant Submissions

18	MWC Senior Center	Senior Center Aquarium Project	Installation of an aquarium at the Senior Center.	\$2,520.00	Kyle Parker	739-1200	8251 East Reno, MWC, OK 73110	<a href="mailto:kparker@midwestcityok.org">kparker@midwestcityok.org</a>
19	Friends of the OK History Center, Inc.	Restore & Interpret Historic C-47	Provide site security, interpretation, and recognition of donors.	\$15,000.00	Dan Provo	522-5380	800 Nazih Zuhdi Dr., OKC 73105	<a href="mailto:dprovo@sbcglobal.net">dprovo@sbcglobal.net</a>
20	MWC Com. Dev.	I-40 Spirit Lantern	Construction of the Spirit Lantern.	\$295,000.00	Billy Harless	739-1228	100 N. Midwest Blvd., MWC, OK 73110	<a href="mailto:bharless@midwestcityok.org">bharless@midwestcityok.org</a>
21	MWC Com. Dev.	Capital Infrastructure Plan	Hiring of a consultant to evaluate the City's current Capital Improvements Planning process.	\$20,000.00	Billy Harless	739-1228	100 N. Midwest Blvd., MWC, OK 73110	<a href="mailto:bharless@midwestcityok.org">bharless@midwestcityok.org</a>
22	MWC Com. Dev.	Drone	Purchase a drone, parts, software, and operational training.	\$5,000.00	Billy Harless	739-1228	100 N. Midwest Blvd., MWC, OK 73110	<a href="mailto:bharless@midwestcityok.org">bharless@midwestcityok.org</a>
23	MWC Com. Dev.	Ridgecrest Neighborhood Entrance Sign	Repairing and adding new signs marking the historic neighborhoods of Ridgecrest.	\$6,000.00	Billy Harless	739-1228	100 N. Midwest Blvd., MWC, OK 73110	<a href="mailto:bharless@midwestcityok.org">bharless@midwestcityok.org</a>
24	MWC Grant Dept.	Dana Brown Cooper Head Start - Facility Improvements	Purchase of a 10 x 12 storage building and riding lawn mower.	\$4,100.00	Terri Craft	739-1217	100 N. Midwest Blvd., MWC, OK 73110	<a href="mailto:tcraft@midwestcityok.org">tcraft@midwestcityok.org</a>
25	MWC Public Works	Regional Trail Exercise Stations	Purchase and installation of nine individual exercise units.	\$15,000.00	Vaughn Sullivan	739-1061	8730 SE 15th Street, MWC, OK 73110	<a href="mailto:vsullivan@midwestcityok.org">vsullivan@midwestcityok.org</a>
26	MWC High School	Keeping Bombers Brilliant with B-1 Technology	Purchase three laptop carts with printers, and thirty computers.	\$90,444.60	Stephanie Bailey	739-1741 x5203	213 Elm Street, MWC, OK 73110	<a href="mailto:sbailey@mid-del.net">sbailey@mid-del.net</a>
<b>Total Grant Application Requests:</b>				<b>\$1,251,476.35</b>				

#	Applicant	Desired Purchase	Amount Requested	Total Scores	Average Scores	BOG Evaluations Total Average of all Mentioned Funding Recommendations	BOG Evaluation Comments (Red = Question, Blue = Answers, Black = other comments)
1	MWC Police	FARO Technologies Hardware & Software	\$78,811.00	745	83	\$58,905.50	<p><b>Comment:</b> "Expensive, but worthwhile for our Police Dept."</p> <p><b>Question:</b> "Overtime and Manpower? We have on the average 2-5 fatality car accidents a year and 2 or less shooting fatalities a year, right?", and "How much current OT do they use for this?"</p> <p><b>Answer:</b> "[FARO] ...can be utilized for a variety of crime scenes and not just limited to homicides and fatality wrecks. Most medium size and large agencies are moving towards this technology because it provides the most accurate measurements associated with any crime scene and is of such advanced nature, that it makes our current "Total Station" archaic. We can no longer update and invest in the "Total Station" because the system is outdated and old. The OK County District Attorney's office has strongly suggested we find money within our budget to transition to the FARO system [because] --the information provided [by FARO] for court prosecution and presentation is rarely rebutted. It will save manpower and overtime because one person, properly trained can operate [it], whereas currently it takes multiple people to operate the "Total System."</p>
2	The Eden Clinic, Inc.	Increased Medical Services	\$30,000.00	648	72	\$8,333.33	<p><b>Comments:</b> A) "Partial funding \$15-\$20K." B) "Got \$10K last year...needed services." C)"Should partner with others to fully fund this project. Recommend \$10,000." D) "Willing to take less - other sources of funding have been utilized. Clinic is providing valuable service for community."</p> <p><b>Question:</b> "Do we support religious based?" <b>Answer:</b> Yes</p> <p><b>Question:</b> "How many patients do they see?" <b>Answer:</b> "The number of patient/clients we serve at MWC continues to increase every year! In fact, we had more patients at MWC in 2017 than we had in Norman and we've only been in MWC since 2012. 463 Unique/new Patients Served, and 674 Patient Visits, and 89 STI (sexually transmitted infection) testing and treatment."</p>
3	MWC Fire	Gas ID Analyzer	\$61,000.00	725	91	\$61,000.00	<p><b>Comment:</b> "Worthwhile for MWC."</p> <p><b>Question:</b> "Did not address other funding sources. How will they Measure the success?"</p> <p><b>Answer:</b> "These have been purchased by the Homeland Security in the past. This equipment is going to be outdated and Homeland Security does not have the funding to replace this. We have not identified another funding source for this as we are trying to plan for the future and we know that this will be obsolete and parts will not be available. This is the first time that we have looked at a source to replace the current equipment."</p>
4	MWC Fire	Gas Monitors	\$14,400.00	723	90	\$7,200.00	<p><b>Comment:</b> "Recommend funding the #3 Gas ID Analyzer, not both...zero funding."</p> <p><b>Question:</b> "Did not address other possible funding discrepancy - are we funding 4 or 6?"</p> <p><b>Answer:</b> "We have received these in the past from UASI. These monitors are also breaking down and do not have parts to repair these. UASI is no longer a funding source as they have disbanded due to no more federal funding. We have one on each of the fire trucks that we have in service."</p>
5	MWC Fire	Child Passenger Safety Restraints	\$3,533.15	665	83	\$2,230.88	<p><b>Comments:</b> A) "Provides car seats. Although worthwhile, they are consumable...zero funding." B) "Suggest funding for 2 chairs in each category as to assess real need...\$1,857.21" C) "Recommend \$3,533.15." D) "They should partner with community groups or local retailers." E) "Helps the ones in the community that can least afford to help themselves ...minimal expense to help many in our community." F) "A little dramatic."</p> <p><b>Question:</b> "Word of mouth? Will this spread so that many will request free seats?"</p> <p><b>Answer:</b> "...these are there for the residents...that come in and they have a seat but for some reason it cannot be installed because it does not meet the criteria, then we will make the seat available to them..."</p> <p><b>Question:</b> "Could they partner with car seat manufacturers? Or target Wal-Mart? Is that scale necessary?"</p> <p><b>Answer:</b> "We have not reached out to them to do this. We have partnered in the past with Safe Kids and they will only give them out to us when there is an event that is scheduled here in MWC. We have received money from Wal-Mart in the past but we typically use that money to help purchase handouts for the schools during fire prevention month."</p>

6	MWC Fire	Triage Kits	\$12,808.44	700	88	\$12,808.44	<p><b>Comments:</b> A) "It is good to fund the startup costs for this even though they will probably have to be refilled... consumables." B) "Could do few kits if needed."</p> <p><b>Question:</b> "Lifespan of Kits...when will these need to be replaced?"</p> <p><b>Answer:</b> "The Triage Kits are partially a consumable. The bags are reusable, but most of the contents are not."</p> <p><b>Question:</b> "Could do few kits if needed." <b>Answer:</b> "Yes. If there are limited number funds available."</p> <p><b>Question:</b> "Curious as to how they determined 6 large/30 small kits?"</p> <p><b>Answer:</b> "We have 6 large kits and each engine would have a triage kit. The 30 smaller kits would be divided up to 4 on each fire truck (24), and the remaining 6 would allow one to be placed on the shift commanders vehicle, the safety officers truck, and the 4 fire prevention vehicles."</p> <p><b>Question:</b> "Who is responsible for the funds? Do other agencies (EMS) have triage kits that could be used?"</p> <p>They all respond to mass casualties. Seems like this could be shared."</p> <p><b>Answer:</b> "If we are successful in getting this funding through the grant then we will be able to get the kits refilled from the ambulance and the hospital as equipment is used. This equipment is for mass casualty types of events. We have seen several incidents around us and we want to be prepared in the event that we have something like this. The ambulance does have a mass casualty unit that was given to them from the Department of Homeland Security. We will be the first ones there to begin to triage multiple patients until that unit is able to be deployed."</p>
7	MWC Fire	Rescue Boat, Harnesses, & Rope	\$25,103.00	535	67	\$8,367.67	<p><b>Comments:</b> A) "Recommend funding some other MWC Fire requests for greater impact...zero funding." B) "Suggest resubmitting when we have a 'lake'."</p> <p><b>Questions:</b> A) "How many times would this be used?" B) "Need more specific dates for need- How many times needed in the last 5 years?" C) "How often is this needed? D) Could they share with Del City or others?"</p> <p><b>Answer:</b> "I hope that we will never need it. But we know that there have been times when we did have severe flooding...and we know that there are plans in the future that we will have a lake...at the corner of NE 10th and Sooner. We are just trying to make the plans for it in the future. We will use it several times a year for training. This item will be just like the Haz-Mat trailer that we will not use on a regular basis, but when we need it, we have it and do not need to depend on other cities and their resources when the time arises."</p> <p><b>Question:</b> "Why the extra \$5000?"</p> <p><b>Answer:</b> "Ropes, and other water safety components that will be used in the event there is no way to launch the boat such as the creek behind station 1."</p>
8	Carl Albert High School	Water Bottle Filling Stations	\$9,361.87	716	80	\$3,483.72	<p><b>Comments:</b> A) "Innovative request." B) "Recommend paying for one at \$967.43. School Foundation has a plan in place to raise money for all the schools, and maybe they could come back next year if everything doesn't get funded. *Maybe we could fund one for each school?" C) "Fund 5 stations...it would great if they could partner with someone to fund the others. Recommend funding \$6,000." D) "Only benefits CAHS students, but it's a great idea." E) "Willing to take less."</p> <p><b>Question:</b> "Why only one school? Why not entire district?"</p> <p><b>Answer:</b> "The School District would need to put in a grant application for the entire district."</p>
9	MWC HS Museum, Inc.	Vietnam Memorial Project	\$179,860.88	479	53	\$30,000.00	<p><b>Comments:</b> A) "This project was considered last year." B) "Not needed...Veterans Memorial already exists." C) "This is so expensive. Couldn't we erect some smaller monument at the site of our existing Veterans Memorial listing all MWC residents killed in Vietnam? This is for just one high school...zero funding or minimal amount for existing Veterans Memorial monument." D) "A lot of money for one project for one school!" and "Should enlist Alumni to raise future funds needed." E) "Definitely need to have other sources of funding. Is there a need for this?" F) "Funded by various sources." G) "Wow, \$179,000 for a 2nd Veterans Park? We have one on Douglas?"</p>
10	Tinker Home Away From Home	Christmas Party	\$8,387.91	538	60	\$4,178.66	<p><b>Comments:</b> A) "Nice request, but consumable expenses. Not of permanent benefit to MWC...zero funding." B) "Should partner with other community groups to get the balance needed - A great project." C) "Possibly fund \$6714.63" D) "Believe in supporting are military, but this is for one event. Better way to utilize money?" E) "Seems to be an expensive party."</p>
11	OK Home & Community Education Inc.	Parking Lot Improvement/ Install	\$17,000.00	687	76	\$13,500.00	<p><b>Comments:</b> A) "I have concerns about long term use." B) "Limited City value, but with a paved parking lot, it may encourage more farmers to participate and residents to stop and purchase items." C) "Should reach out for more community support - much needed concept - finance most." D) "No mention of other funding sources." E) "Benefits community. Could bring others here if we offer a large Farmer's Market." F) "Not open all year? How much of an impact?"</p>



12	Autumn House, Inc.	Installation of Wireless System	\$26,645.50	625	69	\$10,161.38	<b>Comments:</b> A) "Limited City impact...zero funding." B) "Everyone needs Wi-Fi." C) "This would definitely benefit residents and employees of Autumn House, but does it really benefit the community at large? Would like discussion." D) "Low income seniors are the most vulnerable."
13	Carl Albert Home Run Club	Carl Albert Baseball Outfield Fence	\$70,000.00	625	69	\$46,666.67	<b>Comments:</b> A) "Only for one high school...limited community impact...zero funding." B) "I think they should select one of these two applications to be fully funded or we should fund half of both projects." C) "Only impacts CAHS Baseball." D) "Greatly needed. Enhances neighborhood, increase safety (no other funds)." E) "One school." <b>Questions:</b> A) "The request is \$25,000 higher than the top bid. [Why?];" and B) "Bid is \$41,085, but asking \$70K difference [Why?]" C) "\$70,000 vs \$43,000 on the estimates...where is the rest going?" <b>Answer:</b> "After we talked with the contractors, we decided on that amount for any un-seen cost that may come up with the project. The awning is a pretty large structure and an engineer firm will have to draw it up prior to any construction. The same with the fence, but we should be ok with the amount for the bid."
14	Carl Albert Home Run Club	Carl Albert Baseball Grandstand Awning	\$160,000.00	618	69	\$26,666.67	<b>Comments:</b> A) "The budget request far exceeds the amount indicated in the bids." B) "Limited overall community impact...zero funding." C) "I wish there was some way to give something to each school for sports because they have had so many cuts." D) "I think they should select one of these two applications to be fully funded or we should fund half of both projects." E) "How about seeking funding from high profile athletes from Carl Albert?" F) "Would be a great benefit, but so much money." G) "Nonprofits also do fundraisers, or sell hats as a fundraiser." <b>Questions:</b> A) "Why \$160K vs 125k [indicated on bid]?" and B) "Where is there Homerun Club?" <b>Answer:</b> A) "After we talked with the contractors, we decided on that amount for any un-seen cost that may come up with the project. The awning is a pretty large structure and an engineer firm will have to draw it up prior to any construction...we should be ok with the amount for the bid. We just don't have any way to raise extra dollars for the improvements. We would send any money left, with proof of what was spent back to the Hospital board" B) "The Home Run Club is the parents of all the boys that play baseball at Carl Albert HS. The board members like myself and 4 others just over see everything. It's our Baseball booster club."
15	MWC Public Works	Excavation Safety Response Unit	\$67,000.00	783	87	\$67,000.00	<b>Comments:</b> A) "Much needed protection for PWA." B) "This is a necessity for safety of workers and should be part of City budget." C) "Seems important for safety." C) "Will benefit many." D) "A little over my head, but it keeps people safe."
16	Carl Albert Band Booster	Titan Pride	\$30,000.00	645	72	\$20,000.00	<b>Comments:</b> A) "Well written, worthwhile project, but limited community impact." B) "Same issue of funding one school and one program." C) "This should be a High School students, parents, and alumni project." D) "Good cause, represent the community well -doesn't impact many." E) "The band parents shot down the Superintendent's proposal for a combined stadium during one of his town hall's prior to the last band election. This proposal states the bond \$ is going towards facilities improvement instead. A combined stadium for all Mid-Del Schools could have also provided adequate selfish transportation of all bands. It was a gorgeous facility. 1 stadium-1 bus-1 trailer-all schools. You shot it down for "traditions."
17	Oklahoma Earthbike Fellowship	SCIP Maintenance	\$4,500.00	705	78	\$3,500.00	<b>Comments:</b> "Reasonable request." <b>Question:</b> A) "Where will this be placed? B) Will it be a target of theft or vandalism?" <b>Answer:</b> "Vaughn Sullivan mentioned putting it west of the trail-head parking lot and we [concur]...Additionally, the shipping container will have a tamper proof container lock. The only other way to gain access would be to cut through the metal."
18	MWC Senior Center	Senior Center Aquarium Project	\$2,520.00	663	74	\$2,520.00	<b>Comments:</b> A) "Ok as long as it is maintained and seniors visiting the site find it pleasing." B) "This is a small money request, but feel like they have such a nice facility that I don't know if this would add that much." C) "Excellent project." D) "Aquariums are beautiful and relaxing, but can be expensive to maintain, although says staff will. I need educating on benefits for community at large (no other funding)." <b>Questions:</b> "I need educating on benefits for community at large..."; and "Have they considered a therapy dog program ran by volunteers, the library next door does it?" <b>Answer:</b> "...We have many programs and activities, as well as a meal program that we offer Monday through Friday each week. We provide more than 6,000 services to seniors in our community each month. This includes things like card games, dominoes, quilting, painting, bingo, Tai-Chi, daily exercise classes, a fitness room, walking programs, Bible study, 3 nightly dances, education groups, the DAV, AARP, and a grief support group, taught by a licensed therapist. We believe the adage that "movement is life", and we try to embrace that and provide many opportunities for seniors to exercise the heart, mind, body, and soul"; and "Yes, we have talked about a dog therapy program, but it is not within our budget."

19	Friends of the OK History Center, Inc.	Restore & Interpret Historic C-47	\$15,000.00	705	78	\$15,000.00	<p><b>Comments:</b> A) "Hopefully this will help to complete the project." B) "We already gave to this overall project. Would like to see the funds be granted for new projects." C) "Zero people on the Board from MWC proper? 2nd phase - 175K last year-need more background info on \$75K- No actual estimates."</p> <p><b>Questions:</b> What is the contingency budget of \$5,325?</p> <p><b>Answer:</b> "This is to take care of unknown costs (i.e. additional sheet metal repairs from a storm last year)"</p>
20	MWC Com. Dev.	I-40 Spirit Lantern	\$295,000.00	512	57	\$125,000.00	<p><b>Comments:</b> A) "This would be more than half what we have to spend. I don't know the impact it would have." B) "Quite a large amount, should determine a way to co-op the balance of this funding with another agency." C) "I like this grant, but would rather fund more grants than this one." D) "Really like this. Perhaps fund some, but not all?" E) "Overpriced - nice looking - but more urgent needs, plus - Hudiberg Drive?" F) "Do a joint thing with the base- this looks like a tornado siren."</p> <p><b>Question:</b> "Can they get partial funding elsewhere?"</p> <p><b>Answer:</b> "It would be very difficult due to the timing issues involved."</p>
21	MWC Com. Dev.	Capital Infrastructure Plan	\$20,000.00	672	75	\$20,000.00	<p><b>Comments:</b> A) "Developing a long-term vision and process for determining MWC's construction is important." B) "I would like some input from Mr. Henson on this one!" C) "Zero estimates from a consultant or other options such as training a current employee via conference attendance. Incomplete."</p> <p><b>Question:</b> "Can Mr. Henson give us some insight on this?"</p> <p><b>Answer:</b> "Yes, he will expand on this at the meeting."</p> <p><b>Question:</b> "Zero estimates from a consultant or other options such as training a current employee via conference attendance. Are there plans for either of these?"</p> <p><b>Answer:</b> "The Capital Infrastructure Plan has been part of conversation for a number of years and staff has attended conferences and training concerning CIP. To properly evaluate and produce a CIP or CIP process, it is vital that a outside unbiased professional structure these."</p>
22	MWC Com. Dev.	Drone	\$5,000.00	706	78	\$5,000.00	<p><b>Comments:</b> A) "Useful tool for MWC...this drone should be available to Fire and police departments as well." B) "Multiple uses/benefits." C) "Incomplete package."</p> <p><b>Question:</b> "How much use would it be...being so near to TAFB?"</p> <p><b>Answer:</b> "It would be used often. Staff has already had conversations with TAFB and they don't mind the City's use of a drone as long as we notify them before flights."</p> <p><b>Question:</b> "What is the actual drone prices?"</p> <p><b>Answer:</b> "As with a lot of technology, prices are changing as technology advances. We would like to buy the most advanced drone, camera and software at the time of funding which is approximately \$4,500 to 4,900."</p> <p><b>Question:</b> "How many man hours of training?"</p> <p><b>Answer:</b> "Since the date the grant application was submitted, the city's new GIS Coordinator is a licensed drone pilot. We would train other staff in house for about 40 hrs before taking the pilot's test."</p>
23	MWC Com. Dev.	Ridgecrest Neighborhood Entrance Sign	\$6,000.00	720	80	\$4,833.33	<p><b>Comments:</b> A) "This is in keeping with our efforts to enhance pride within the City." B) "Like the idea of at least repairing original at \$2500." C) "It's an eyesore. Needs to be replaced." D) "A good thing for the community, but so many other worthy applications - I would be in favor of funding if enough money left." E) "(At least they had estimates) 100% decorative."</p> <p><b>Question:</b> "Why can't the neighborhood association raise their own monies for the sign through dues and fundraisers?"</p> <p><b>Answer:</b> They certainly could.</p>
24	MWC Grant Dept.	Dana Brown Cooper Head Start - Facility	\$4,100.00	788	88	\$4,100.00	<p><b>Comments:</b> A) "Worthwhile project." B) "Does it really help community at large?" C) "Great proposal-well thought out and provides service to an area in great need!!"</p>
25	MWC Public Works	Regional Trail Exercise Stations	\$15,000.00	738	82	\$15,000.00	<p><b>Comments:</b> A) "I frequently see people utilizing those stations currently in existence." B) "Very worthwhile for community." C) "No one uses the one at 15th and Century now. Move next to the walking trails is a better option to combat obesity or hold more nutrition seminars at the library for free."</p> <p><b>Question:</b> "Is the City going to be liable for injuries that occur to individuals using the equipment?"</p> <p><b>Answer:</b> "No. We already have exercise equipment and playground equipment all over town and the good news is the Oklahoma tort claim laws protect us, as long as these pieces of equipment are properly maintained. As is our current practice with existing equipment, these pieces will be added to our regular inspect and repair regimen."</p>

26	MWC High School	Keeping Bombers Brilliant with B-1 Technology	\$90,444.60	790	88	\$65,222.30	<p><b>Comments:</b> A) "This request has merit. Although it benefits just one high school, the request is reasonable. Recommend we fund as much as we can."                  B) "[Fund enough for]...2 laptops with 30 computers." C) "...very detailed proposal."  <b>Question:</b> "Are there possible grants through HP or other sources?"  <b>Answer:</b> "I am not certain...[due to] time constraints, [this] it is the only one I attempted."  <b>Question:</b> "Retention in the community?"  <b>Answer:</b> "I do not know. When I closed my grant, I stated that 'I hope that they will have pride in where they came from and return to Midwest City as educated young adults who want to raise their families here and send their children to their alma mater, MCHS' but, I do not know a number or a way to tabulate this; it is a hope. When I wrote that sentence, I was thinking of myself and my colleagues who are products of Mid-Del Schools and returned to the district, which for MCHS, it is about 25% of the faculty and staff."</p>
			\$1,251,476.35			\$640,678.53	

**2017-18 Board's Proposed Grant Recipients**

<b>Grant Applicant</b>		<b>Recommended Amount to Fund</b>
O Y E'Hktg	I cu'F "Cpcn  gt	&83.22202
O Y E'Hktg	I cu'O qpkqtu"	&36.62202
O Y E'J ki j 'Uej qqn	Mggr kpi 'Dqo dgtu'Dtkrkpv'y kj 'D/3'Vej pqmi {	& 2.666082
O Y E'I tcpv'F gr v0	F cpc'Dtqy p'Eqqr gt'J gcf 'Uctv//Hckrkv{ 'K r tqxgo gpw	&6.32202
O Y E'Hktg	Vtkci g'Mku"	&34.: 2: 066
O Y E'Rwdrle"Y qtmu	Gzecxckqp"Uchgv{ 'Tgur qpug"Wpkv	&89.22202
O Y E'Hktg	Ej kf 'Rcuugpi gt'Uchgv{ 'Tgurtckpu	&4.25207
O Y E'Rqrleg	HCTQ"Vej pqmi kgu'J ctf y ctg'( 'Uqhy ctg	&9: .: 3302
O Y E'Rwdrle"Y qtmu	Tgi kqpcn'Vtckl'Gzgtekug'Ucvkqpu	&37.22202
O Y E'Ego 0F gx0'	Tkf i getguv'P gki j dqtj qqf 'Gpvtcepeg'Uki p	&4.42202
Ectri'Crldgtv'J ki j 'Uej qqn	Y cvgt 'Dqwg'Hkripi 'Ucvkqpu	&3.26203
O Y E'Ego 0F gx0'	F tqpg"	&7.22202
Qmcj qo c'Gctj dkn'Hgmy uj kr	UEK'O ckpvcpeg	&6.72202
Hkpf u'qh'y g'QM'J kvqt { 'Egpvgt. "kpe0	Tguvgtg'( 'kpvtr tgv'J kvqtke'E/69	&32.22202
O Y E'Ugpkqt'Egpvgt	Ugpkqt'Egpvgt'Cs wctkwo 'Rtqlgev	&4.74202
Vj g'Gf gp'Erkple. "kpe0	kpetgcugf 'O gf lecn'Ugtxlegu"	&52.22202
Ectri'Crldgtv'Dcpf 'Dqqvgt	Vkcp'Rtkf g	&44.72202
Cwwv p'J qwug. "kpe0	kpvncv'kqp'qh'Y ktgruu'U{ uvgo	&48.867072
<b>Meeting date: January 25, 2018</b>		<b>\$450,000.00</b>

P qvleg"qh'vj ku'ur gekn'O kf y guv'Ekv 'O go qtken'J qur kcn'cwj qtkv 'Vtwu'Dqctf "qh'I tcvqtu'o ggkpi 'y cu' hngf 'y kj 'vj g'Ekv 'Engtm'qh'O kf y guv'Ekv 'cpf 'eqr kgu'qh'vj g'ci gpf c'ht'vj ku'o ggkpi 'y gtg'r quwgf 'cv'Ekv 'J cni'cpf "qp'vj g'Ekv 'qh'O kf y guv'Ekv 'y gdukg. "ceeguukdrg"v'vj g'r wdike'ht'cv'hcuv'6: 'j qwtu'kp'cf xcpeg' qh'vj g'o ggkpi 0'

**MINUTES OF SPECIAL MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY**  
**TRUST BOARD OF GRANTORS MEETING**

Lcpwct { "47."423: "/7-52'r 0 0'

Vj ku'ur gekn'o ggkpi 'y cu'j grf 'kp'vj g'ugeqpf 'hmq'eqphgtgpeg'tqqo 'qh'Ekv 'J cm'O kf y guv'Ekv 'Eqwv' " qh'Qm'j qo c."cpf "Ucwg'qh'Qm'j qo c0"

Xleg/Ej ckto cp "Uj gtt { "Dgckf "ecmgf 'vj g'o ggkpi "v'q'qtf gt "cv'7<69"RO 'y kj 'vj g'hmqy kpi 'o go dgtu' r tgu'p'Ugetgct { 'Vtgcuwgt 'F ctc'O eI rco gt { . 'Ej ctrgu'O eF cf g. , , Rco 'F ko unk' , Lq { eg'Lcemqp. " Uj gkr 'Tqug. 'O ctek 'Eqppgt. 'cpf 'Co { 'Qwq0Cdugpv'<Ej ckto cp \*Xcecpv'r qukkap+'cpf 'P cpe { "Tleg0" , 'Lq { eg'Lcemqp'ectkxgf 'cv'7<73"RO 0'

**Discussion Items.**

30 **Discussion and consideration of approving the June 22, 2017, as submitted.** F ko unk'o cf g'c" o qvqp'v'cr r tqxg'vj g'o kpwgu. "cu'wdo kwgf . 'ugeqpf gf 'd { 'O eF cf g0Xqkpi 'c { g<'O eF cf g. 'F ko unk' O eI rco gt { . 'Lcemqp. 'Tqug. 'Eqppgt. 'Qwq. 'cpf 'Xleg/Ej ckto cp 'Dgckf 0P c { <'pqp0Cdugpv'<Ej ckto cp \*Xcecpv'r qukkap+'cpf 'P cpe { "Tleg0O qvqp'ectkxgf 0"

40 **Discussion and consideration of 1) electing a new Chairman for a six-month term fulfilling, resigning Chairman John Cauffiel's spot; and 2) electing any other vacant offices. "**

3+'O eF cf g'o cf g'c"o qvqp'v'cr r qkv'Uj gtt { "Dgckf "cu'Ej ckto cp. 'ugeqpf gf 'd { 'Qwq0Xqkpi 'c { g<' O eF cf g. 'F ko unk' O eI rco gt { . 'Lcemqp. 'Tqug. 'Eqppgt. 'Qwq. 'cpf 'Ej ckto cp 'Dgckf 0P c { <'pqp0 Cdugpv'<Tleg0O qvqp'ectkxgf 0"

4+'Qwq'o cf g'c"o qvqp'v'cr r qkv'Uj gkr 'Tqug'cu'Xleg/Ej ckto cp. 'ugeqpf gf 'd { 'F ko unk0Xqkpi 'c { g<' O eF cf g. 'F ko unk' O eI rco gt { . 'Lcemqp. 'Tqug. 'Eqppgt. 'Qwq. 'cpf 'Ej ckto cp 'Dgckf 0P c { <'pqp0 Cdugpv'<Tleg0O qvqp'ectkxgf 0"

60 **Discussion and consideration of reviewing the new evaluation process and making any necessary changes.** 'Chgt'o wej 'f kuewukqp. 'Tqug'o cf g'c"o qvqp'v'ej cpi g'vj g'r qkv'xcwgu'qh'vj g' gxcnw'v'q'hto "cu'hmqy u'<'C"? "32. 'D"? "32. 'E"? "37. 'F"? "37. 'H"? "62. 'ugeqpf gf 'd { 'Qwq0Xqkpi 'c { g<' O eF cf g. 'F ko unk' O eI rco gt { . 'Lcemqp. 'Tqug. 'Eqppgt. 'Qwq. 'cpf 'Ej ckto cp 'Dgckf 0P c { <'pqp0 Cdugpv'<Tleg0O qvqp'ectkxgf 0"

70 **Discussion and consideration of renaming the grant program.** F ko unk'o cf g'c"o qvqp'v'tgpco g' vj g'i tcv'r tqi tco 'v'q'O kf y guv'Ekv 'Eqo o vpkv' "K r tqxgo gpv'I tcv'Rtqi tco . 'ugeqpf gf 'd { O eI rco gt { 0Xqkpi 'c { g<'O eF cf g. 'F ko unk' O eI rco gt { . 'Lcemqp. 'Tqug. 'Eqppgt. 'Qwq. 'cpf 'Ej ckto cp 'Dgckf 0P c { <'pqp0Cdugpv'<Tleg0O qvqp'ectkxgf 0"

50 Discussion and consideration of reviewing the 2017-18 grant applications and determining a recommendation for funding of grants to the Hospital Authority Trustees in a total amount not to exceed \$450,000."

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Tqug'o cf g'c'o qvkap'vq'hwmf 'hwpf 'vj g'O Y E'Hktg'F gr ctvo gpv'cr r rdecvkpu'htq'vj g'%5<I cu'K" Cpcn| gt'htq"&83.222"cpf'vj g'%6<I cu'O qpkqtu'htq"&86.622."ugeqpf gf 'd{ 'Lcemuqp0Xqvki "c{ g<O eF cf g.'F ko unk'O eI rco gt{.'Lcemuqp."Tqug."Eqppgt."Qwq."cpf 'Ej ckt o cp'Dgcktf 0P c{ <pqpg0 C dugpv<Tleg00 qvkap'ecttkgf 0"

"

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, , Vtwv'g'F ko unk'gh'v'j g'o ggvkpi 'cv9-24'RO 'cpf 'tgwtpgf 'cv9-26'RO 0'

"

Qwq'o cf g'c'o qvkap'vq'hwf 'hwf 'j g'O kf y guv'Ekv{ 'Ugpkvt'Egpvt'%3: <'Cs wctkwo 'Rtqlgev'cr r rdecvkap' ht'&4.742.'ugeqpf gf 'd{ 'Eqppgt'0Xqkpi 'c{g<O eF cf g.'F ko unk' O eI rco gt {.'Lcemuq.'Tqug.'Eqppgt.' Qwq.'cpf 'Ej ckt o cp'Dgckf 0P c{<pqpg0C dugpv<Tleg0O qvkap'ecttkgf 0'

"

Qwq'o cf g'c'o qvkap'vq'hwf 'hwf 'Vj g'Gf gp'Enpe.'kpe0%4<'kpet gcugf 'O gf kcn'Ugtxlegu'cr r rdecvkap' ht'&52.222.'ugeqpf gf 'd{ 'O eF cf g'0Xqkpi 'c{g<O eF cf g.'F ko unk' O eI rco gt {.'Lcemuq.'Eqppgt.' Qwq.'cpf 'Ej ckt o cp'Dgckf 0P c{<Tqug0C dugpv<Tleg0O qvkap'ecttkgf 0'

"

Tqug'o cf g'c'o qvkap'vq'hwf 'hwf 'j g'EctnlCrdgtv%38<'Dcpf 'Dqqugt'Dcpf 'Vtckgt'cr r rdecvkap'for \$30,000,'ugeqpf gf 'd{ 'Eqppgt'0Xqkpi 'c{g<O eF cf g.'F ko unk' O eI rco gt {.'Lcemuq.'Tqug.'Eqppgt.' Qwq.'cpf 'Ej ckt o cp'Dgckf 0P c{<pqpg0C dugpv<Tleg0O qvkap'ecttkgf 0C'ht'j g'kpkcn'tqwpf 'qh'i tcv' tgeqo o gpf cvkpu.'j g'I tcvqtu'tgxkukgf 'j ku'kgo 'vq'cf lwv'j g'qxgtem'dwf i gv'vq'gs wcn'&672.2220 Eqppgt'o cf g'c'o qvkap'vq'tgtcev'j g'qtki kpcn'o qvkap'cpf 'qpn{ 'hwf '&44.722.'ugeqpf gf 'd{ 'Tqug'0 Xqkpi 'c{g<O eF cf g.'F ko unk' O eI rco gt {.'Lcemuq.'Tqug.'Eqppgt.'cpf 'Ej ckt o cp'Dgckf 0P c{< Qwq'0C dugpv<Tleg0O qvkap'ecttkgf 0'

"

Qwq'o cf g'c'o qvkap'vq'hwf 'hwf 'j g'Cwwo p'J qwug.'kpe0'kpuv'cvkqp'qh'Y ktgruu'U{ uvg'o " cr r rdecvkap'ht'&48.86702.'ugeqpf gf 'd{ 'F ko unk'0Xqkpi 'c{g<O eF cf g.'F ko unk' O eI rco gt {.' Lcemuq.'Eqppgt.'Qwq.'cpf 'Ej ckt o cp'Dgckf 0P c{<Tqug'0C dugpv<Tleg0O qvkap'ecttkgf 0'

"

**Adjournment.** "Vj gtg'dgkpi 'pq'ht'v'j gt'dwukpguu.'Ej ckt o cp'Dgckf 'cf lqwtpgf 'j g'o ggvkpi 'cv9-64'r 0 0'

aaa

CVVGVU< " " " " " UJ GTT[ 'DGCKF'.Ej ckt o cp"

aaa  
FCTC'O EI NCO GT[ . 'Ugetgvt { IVtgcwtgt"