



MIDWEST CITY
MEETING AGENDAS FOR
October 25, 2016

Special Assistance requests – tcoplen@midwestcityok.org or 739-1002.
(Please provide no less than 24 hours' notice)
Special assistance request during a meeting call 739-1388.

STAFF BRIEFING

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

October 25, 2016 – 6:00 PM

DISCUSSION.

Clarification of agenda items, handouts, and presentation of new or additional information for items on the agendas for the City Council, Municipal Authority, and Hospital Authority for October 25, 2016.



CITY COUNCIL AGENDA



CITY OF MIDWEST CITY COUNCIL AGENDA

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

October 25, 2016 – 7:00 PM

- A. CALL TO ORDER.
- B. OPENING BUSINESS.
- Invocation - Community Services Director Vaughn Sullivan
 - Pledge of Allegiance - JROTC cadet 1st Lieutenant Malcolm Jones
 - Community-related announcements
- C. CONSENT AGENDA. These items are placed on the Consent Agenda so that the City Council, by unanimous consent, can approve routine agenda items by one motion. If any item proposed does not meet with approval of all Council members, or members of the audience wish to discuss an item, it will be removed and heard in regular order.
1. Discussion and consideration of approving the minutes of the staff briefing and regular meeting of October 11, 2016, as submitted. (City Clerk - S. Hancock)
 2. Discussion and consideration of accepting the City Manager's Report for the month of September 2016. (Finance - C. Barron)
 3. Discussion and consideration of supplemental budget adjustments to the following funds for FY 2016-2017, increase: General Gov't Sales Tax Fund, revenue/ Miscell-aneous (09) \$4,870; expenses/Street (09) \$4,870. Grants/Housing Activities Fund, revenue/Miscellaneous (37) \$12,058; expenses/Housing (37) \$12,058. Risk Fund, expenses/Risk Insurance (29) \$1,804,000. Grants Fund, revenue/Intergovernmental (57) \$140,000; expenses/Transfers Out (57) \$140,000. Capital Improvements Fund, revenue/Transfers In (00) \$140,000; expenses/Capital Improvements (57) \$140,000. (Finance - C. Barron)
 4. Discussion and consideration of accepting the monthly report on the City of Midwest City Employees' Health Benefits Plan by the City Manager and action as deemed necessary by the Council to maintain the plan.(Human Resources - C. Wilson)
 5. Discussion and consideration of adopting resolutions approving the City Manager, Assistant City Manager and Treasurer/Finance Director as authorized signatories on all City bank accounts and brokerage accounts. (Finance - C. Barron)
 6. Discussion and consideration of appointing Christy Barron as the City's treasurer for an indefinite term effective October 25, 2016. (City Manager - G. Henson)
 7. Discussion and consideration of accepting a grant of drainage easement from Post Rd 40, L.L.C. across certain property located within the corporate boundaries of Midwest City in the Northeast Quarter (NE/4) of Section Thirty-One (31), Township Twelve (12) North, Range One (1) West, of the Indian Meridian, Midwest City, Oklahoma County, Oklahoma. (Community Development – P. Menefee)

8. Discussion and consideration of 1) approving and entering into an agreement for FY 2017 with the Oklahoma Highway Safety Office to establish the terms and conditions of receiving a Metro Area Traffic Task Force grant (Primary Program Area: Impaired Driving) in the amount of \$44,000.00; and 2) authorizing the mayor and/or city manager to approve and execute the necessary and appropriate documents to effect the grant. (Police - B. Clabes)
9. Discussion and consideration of declaring Breston, a 9-year old police canine, surplus and authorizing his disposal by sealed bid. (Police Dept. - B. Clabes)
10. Discussion and consideration of 1) declaring various computer equipment obsolete items of city property on the attached list surplus; and 2) authorizing their disposal by public auction or sealed bid. (Information Technology - R. Rushing)

D. DISCUSSION ITEMS.

1. (PC – 1882) Public hearing with discussion and consideration of a request to amend the existing SPUD, Simplified Planned Unit Development, to allow additional uses for the property described as a part of lot 20, block 1 of the Country Estates Second Addition, located at 1701 S Midwest Blvd. (Community Development - B. Harless)
2. (PC – 1883) Public hearing with discussion and consideration of approval of an ordinance redistricting from R-6, Single Family Detached Residential to a Planned Unit Development (PUD) governed by the R-6, Single Family Detached Residential District, for the property described as a part of the SW/4 of Section 36, T-12-N, R-2-W, located along Charles Ave., north of E. Reno Ave. (Community Development - B. Harless)
3. (PC – 1884) Public hearing with discussion and consideration of approval of the Preliminary Plat of St. Charles Place for the property described as a part of the SW/4 of Section 36, T-12-N, R-2-W, located along Charles Ave., north of E. Reno Ave. (Community Development - B. Harless)
4. Discussion and consideration of appointing a new member to the ADA Transition Plan Committee to fill the vacancy created when April Hawkins moved out of town. (Continued from 10/11/16 meeting.) (Community Development - B. Harless)

E. NEW BUSINESS/PUBLIC DISCUSSION.

F. FURTHER INFORMATION.

1. Discussion and consideration of approving and passing an ordinance amending the Midwest City Municipal Code, Chapter 9, Buildings and Building Regulations, by amending Article VII, Sign Regulations, Section 9-391(i), Temporary Signs. (Neighborhood Services - M. Stroh)

G. ADJOURNMENT.



CONSENT AGENDA



Notice of regular staff briefings for the Midwest City Council was filed for the calendar year with the City Clerk of Midwest City and copies of the agenda for this meeting were posted at City Hall and on the City's website, accessible to the public for at least 24 hours in advance of this meeting.

MINUTES OF THE REGULAR STAFF BRIEFING FOR MIDWEST CITY COUNCIL

October 11, 2016 – 6:00 p.m.

This regular meeting was held in the Midwest City Council Conference Room on the second floor of City Hall, 100 N. Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma. The following members were present: Mayor Matt Dukes; Councilmembers **Daniel McClure Jr., Rick Dawkins, Pat Byrne, Christine Allen, and *Jeff Moore; and City Clerk Sara Hancock. Absent: Sean Reed.

Mayor Dukes called the meeting to order at 6:01 p.m.

*Councilmember Moore arrived at 6:04 p.m. and **Councilmember McClure left at 6:26 p.m.

DISCUSSION. Clarification of agenda items, handouts, and presentation of new or additional information for items on the City Council agenda for October 11, 2016. Mayor Dukes and City Manager Guy Henson made community-related announcements. Staff briefed the councilmembers on various items on the agenda, and the councilmembers sought clarification and discussed individual agenda items with staff.

The mayor closed the meeting at 6:29 p.m.

ATTEST:

MATTHEW D. DUKES, II, Mayor

SARA HANCOCK, City Clerk

Notice of regular Midwest City Council meetings was filed for the calendar year with the City Clerk of Midwest City and copies of the agenda for this meeting were posted at City Hall and on the City's website, accessible to the public for at least 24 hours in advance of the meeting.

MINUTES OF THE REGULAR MIDWEST CITY COUNCIL MEETING

October 11, 2016 – 7:00 p.m.

This regular meeting was held in the Midwest City Council Chambers at City Hall, 100 N. Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma. The following members were present: Mayor Matt Dukes; Councilmembers *Daniel McClure Jr., Pat Byrne, Rick Dawkins, Sean Reed, Christine Allen, and Jeff Moore; and City Clerk Sara Hancock. Absent: none. Mayor Dukes called the meeting to order at 7:00 p.m.

Opening Business. The meeting opened with the invocation by Public Works Director Vaughn Sullivan, followed by the Pledge of Allegiance led by JROTC Cadet Jonathan Hatch. *Councilman McClure arrived at 7:05 p.m. and left the meeting at 7:15 p.m. Mayor Dukes and City Manager Guy Henson made community-related comments and announcements.

Consent Agenda. Motion was made by Dawkins, seconded by Allen, to approve the items on the Consent Agenda, as submitted.

1. Discussion and consideration of approving the minutes of the staff briefing and regular meeting of September 27, 2016, as submitted.
2. Discussion and consideration of supplemental budget adjustments to the following funds for FY 2016-2017, increase: Police Capitalization Fund, revenue/ Miscellaneous (00) \$3,000; expenses/Police (62) \$3,000. Grants/Housing Fund, revenue/Inter- governmental (37) \$200,000; expenses/Housing (37) \$200,000.
3. Discussion and Consideration of accepting a Quit Claim Deed from the Board of County Commissioners of Oklahoma County to property located at 402 East Lockheed Drive within the corporate Boundaries of Midwest City in Block 031 Lot 027 of Atkinson Heights Addition to the Southwest Quarter (SW/4) of Section Ten (10) Township Eleven (11) North Range Two (2) West of the Indian Meridian in Oklahoma County, Oklahoma.
4. Discussion and consideration of entering into and approving an Agreement for Professional Surveying Services with Pinnacle Survey, Inc. in the amount of \$18,700 for a Topographic Survey located in various location of the Original Mile for the revitalization project.
5. Discussion and consideration of awarding the bid to and entering into a contract with Kinard Painting and Sandblasting, Inc. in the amount of \$127,000.00 for the Carl Albert Titan Tower Interior Painting Project.
6. Discussion and consideration of 1) approving and entering into engagement letters with Grant Thornton LLP in amounts not to exceed \$36,000 and \$38,000, respectively, to perform GAAP audits of Sooner Town Center, LLC and STC Lowe's LLC, and Sooner Town Center II, LLC for the calendar year ending December 31, 2014 and December 31, 2015; and 2)

approving and entering into engagement letters with Grant Thornton LLP in amounts not to exceed \$23,000 and \$25,000, respectively, to perform GAAP audits of Sooner Town Center II, LLC for the calendar year ending December 31, 2014 and December 31, 2015; and 3) approving and entering into engagement letters with Grant Thornton LLP in amounts not to exceed \$20,000 and \$20,000, respectively, to perform GAAP audits of Sooner Town Center III, LLC for the calendar year ending December 31, 2014 and December 31, 2015; and 4) authorizing the city manager to act on behalf of the City during the audits to provide information, oversee the audit process and make determinations as required.

7. Discussion and consideration of the reappointment of John Hill to the Electrical Board for an additional three-year term.
8. Discussion and consideration of 1) declaring one (1) Wacker Packer serial # 5051128 City Inventory No. 09-06-10, one (1) Grayco paint striping machine serial # GCAST-1102496 City Inventory No. 08-09-01, one (1) 1993 International swap dump truck model # 4900 serial # 1HTSDPPR3PH516071 City Inventory No. 09-03-13, one (1) Flatbed w/1000 gallon water tank for swap truck City Inventory No. 09-10-26, one (1) Sand spreader w/Kohler 15 H.P. engine for swap truck spreader serial # 27033 engine serial # 3229006021 City Inventory No. 09-05-03 and one (1) Dump bed for swap truck City Inventory No. 09-10-28 from the Street Department surplus property; and 2) authorizing disposal of all items by sealed bid or auction.
9. Discussion and consideration of 1) declaring one (1) Ricoh Black and White copier with scanner serial # K8664900224, Bridge Unit serial #J1557002021, Document Feeder serial #K7558208219 and Roland digital piano with stand serial #ZN04214 from the Parks and Recreation Departments surplus property; and 2) authorizing disposal of all by sealed bid or auction.
10. Discussion and consideration of supplemental budget adjustments to the following funds for FY 2016-2017, increase: Fire Capitalization Fund, revenue/Miscellaneous (00) \$9,317; expenses/Fire (64) \$9,317. Park & Recreation Fund, expenses/Park & Rec (06) \$14,184.

Voting aye: Dawkins, Byrne, Reed, Allen, Moore, and Mayor Dukes. Nay: none. Absent: McClure. Motion carried.

*Councilmember McClure returned to the meeting at 7:16 p.m.

Discussion Items.

1. **(CA-74) Discussion and consideration of an appeal by General Lighting and Sign Services section 9-386(c) of the Midwest City Sign Ordinance which only allows one freestanding sign per frontage for the property located at 5800 Tinker Diagonal.** Motion was made by Dawkins, seconded by Reed, to strike the appeal, per the applicants request. Voting aye: McClure, Byrne, Dawkins, Reed, Allen, Moore, and Mayor Dukes. Nay: none. Absent: none. Motion carried.

2. **Discussion and consideration of appointing a new member to the ADA Transition Plan Committee to fill the vacancy created when April Hawkins moved out of town.** Motion was made by McClure, seconded by Dawkins, to continue this item until the October 25, 2016 Council meeting. Voting aye: McClure, Byrne, Dawkins, Reed, Allen, Moore, and Mayor Dukes. Nay: none. Absent: none. Motion carried.

New Business/Public Discussion. Glen Goldschlager, 1409 Evergreen Cir., and James Harpin, 1250 N. Air Depot, addressed the Council.

Adjournment. There being no further business, Mayor Dukes adjourned the meeting at 7:27 p.m.

MATTHEW D. DUKES, II, Mayor

ATTEST:

SARA HANCOCK, City Clerk



**THE CITY OF
MIDWEST CITY**
Finance Department

MEMORANDUM

TO: Honorable Mayor and Council
FROM: Christy Barron, Finance Director
DATE: October 25, 2016
SUBJECT: Discussion and consideration of accepting the City Manager's Report for the month of September, 2016.

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

September had 3 pay periods causing a decline in the following funds:

General (10)	<\$226,173>
Police (20)	<\$340,858>
Fire (40)	<\$315,073>

Street and Alley (13) decreased due to the payment for the following project:

ROTO 15 th MW to Oelke	<\$376,076>
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Golf (197) had an operational loss of \$90,011 in September.

Capital Improvement Revenue Bond (250) decreased due to the payments for:

2011 semi-annual debt service interest (Hotel/Conf Center)	<\$434,450>
2011A semi-annual debt service interest (Sewer)	<\$731,981>

2002 G.O. Street Bond (269) decreased because of the payments to Oklahoma Department of

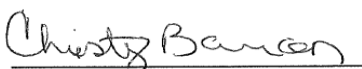
Transportation for:

15 th – Lynn Fry & Anderson	<\$1,868,000>
SE 15 th & MW Blvd Intersection	<\$183,924>

MWC Hospital Authority (425) activities for September:

Compounded Principal (9010)-unrealized gain on investment	\$254,809
Discretionary (9050)-unrealized gain on investment	\$43,307
(9050)-payment for SE 15 th /Sooner development	<\$585,486>

This item is at Council's discretion.



Christy Barron
Finance Director

City of Midwest City
Financial Summary by Fund
for Period Ending September, 2016
(Unaudited)

Fund Number	Fund Description	Assets	Liabilities	6-30-16 Fund Balance	Revenues	Expenditures	Gain or (Loss)	Fund Balance
9	GENERAL GOVERNMENT SALES TAX	1,739,376	-	1,930,025	129,219	(319,868)	(190,649)	1,739,376
10	GENERAL	4,465,572	(147,745)	4,671,897	9,242,526	(9,596,597)	(354,071)	4,317,827
11	CAPITAL OUTLAY RESERVE	897,946	-	893,700	4,246	-	4,246	897,946
13	STREET AND ALLEY FUND	678,839	(13,936)	1,775,423	139,116	(1,249,637)	(1,110,521)	664,902
14	TECHNOLOGY FUND	441,769	-	478,156	93,511	(129,898)	(36,387)	441,769
15	STREET LIGHT FEE	88,462	-	-	88,462	-	88,462	88,462
16	REIMBURSED PROJECTS	778,634	(184,121)	624,306	52,866	(82,659)	(29,793)	594,513
17	29TH & DOUGLAS PROPERTY	5,500,000	(181,059)	5,318,941	31,087	(31,087)	-	5,318,941
20	MWC POLICE DEPARTMENT	1,275,704	-	1,544,048	3,110,273	(3,378,617)	(268,344)	1,275,704
21	POLICE CAPITALIZATION	839,051	-	949,578	114,584	(225,112)	(110,528)	839,051
25	JUVENILE FUND	42,931	-	73,081	15,578	(45,729)	(30,151)	42,931
30	POLICE STATE SEIZURES	45,996	-	42,161	4,118	(284)	3,834	45,996
31	SPECIAL POLICE PROJECTS	53,535	-	48,259	5,276	-	5,276	53,535
33	POLICE FEDERAL PROJECTS	76,903	-	86,596	264	(9,957)	(9,693)	76,903
34	POLICE LAB FEE FUND	16,736	-	16,457	2,863	(2,584)	279	16,736
35	EMPLOYEE ACTIVITY FUND	18,142	-	17,714	528	(100)	428	18,142
36	JAIL	146,270	-	148,697	20,169	(22,597)	(2,428)	146,270
37	POLICE IMPOUND FEE	160,149	-	163,034	16,841	(19,727)	(2,885)	160,149
40	MWC FIRE DEPARTMENT	938,827	(4)	1,181,744	2,518,654	(2,761,575)	(242,921)	938,823
41	FIRE CAPITALIZATION	600,471	-	528,049	134,694	(62,272)	72,422	600,471
45	MWC WELCOME CENTER	352,844	(106)	348,868	56,281	(52,411)	3,870	352,738
46	CONV / VISITORS BUREAU	208,771	-	192,433	91,944	(75,605)	16,339	208,771
50	DRAINAGE TAX FUND	180,963	-	180,165	1,122	(325)	797	180,963
60	CAPITAL DRAINAGE IMP	436,000	-	417,629	114,501	(96,130)	18,371	436,000
61	STORM WATER QUALITY	881,684	-	918,411	192,851	(229,578)	(36,727)	881,684
65	STREET TAX FUND	1,282,485	-	1,231,886	111,108	(60,510)	50,599	1,282,485
70	EMERGENCY OPER FUND	634,797	-	658,058	99,592	(122,854)	(23,261)	634,797
75	PUBLIC WORKS ADMIN	295,695	-	283,928	244,413	(232,647)	11,766	295,695
80	INTERSERVICE FUND	148,385	-	183,485	553,395	(588,494)	(35,100)	148,385
81	SURPLUS PROPERTY	311,290	(240,345)	68,994	12,488	(10,537)	1,951	70,945
115	ACTIVITY FUND	268,834	-	269,707	29,505	(30,378)	(873)	268,834
123	PARK & RECREATION	613,465	-	552,750	135,673	(74,958)	60,715	613,465
141	COMM. DEV. BLOCK GRANT	15,156	-	15,156	119,738	(119,738)	0	15,156
142	GRANTS/HOUSING ACTIVITIES	178,410	(627)	188,674	8,245	(19,136)	(10,891)	177,783
143	GRANT FUNDS	128,221	(68,221)	60,000	56,501	(56,501)	-	60,000

City of Midwest City
Financial Summary by Fund
for Period Ending September, 2016
(Unaudited)

Fund Number	Fund Description	Assets	Liabilities	6-30-16 Fund Balance	Revenues	Expenditures	Gain or (Loss)	Fund Balance
157	CAPITAL IMPROVEMENTS	2,972,267	-	2,961,479	104,405	(93,617)	10,788	2,972,267
172	CAP. WATER IMP-WALKER	440,763	(18,694)	467,204	147,738	(192,874)	(45,136)	422,068
178	CONST LOAN PAYMENT REV	2,080,620	(4,392)	1,944,719	235,447	(103,938)	131,509	2,076,228
184	SEWER BACKUP FUND	81,343	-	81,039	385	(81)	304	81,343
186	SEWER CONSTRUCTION	5,925,339	(2,785,964)	3,101,034	383,166	(344,824)	38,342	3,139,375
187	UTILITY SERVICES	443,667	(924)	440,330	298,401	(295,988)	2,413	442,743
188	CAP. SEWER IMP.-STROTH	88,281	-	42,973	100,648	(55,340)	45,307	88,281
189	UTILITIES CAPITAL OUTLAY	1,677,777	(118,193)	1,575,337	49,990	(65,744)	(15,754)	1,559,584
190	MWC SANITATION DEPARTMENT	2,174,370	-	2,070,994	1,477,469	(1,374,092)	103,376	2,174,370
191	MWC WATER DEPARTMENT	804,753	-	559,333	1,810,261	(1,564,841)	245,420	804,753
192	MWC SEWER DEPARTMENT	1,107,887	-	1,130,962	1,359,463	(1,382,538)	(23,075)	1,107,887
193	MWC UTILITIES AUTHORITY	950,503	-	950,944	4,559	(5,000)	(441)	950,503
194	DOWNTOWN REDEVELOPMENT	3,847,244	(6,953)	3,749,062	341,399	(250,170)	91,230	3,840,291
195	HOTEL/CONFERENCE CENTER	414,757	(1,118,983)	(722,478)	1,332,527	(1,314,275)	18,252	(704,226)
196	HOTEL 4% FF&E	1,053,084	-	1,070,438	53,248	(70,601)	(17,353)	1,053,084
197	JOHN CONRAD REGIONAL GOLF	138,407	(3,979)	159,995	359,024	(384,592)	(25,568)	134,427
201	URBAN RENEWAL AUTHORITY	62,920	-	62,623	298	-	298	62,920
202	RISK MANAGEMENT	2,829,857	(37)	3,253,684	563,819	(987,683)	(423,863)	2,829,821
220	ANIMALS BEST FRIEND	79,357	-	74,490	6,393	(1,526)	4,867	79,357
225	HOTEL MOTEL FUND	-	-	-	162,422	(162,422)	-	-
230	CUSTOMER DEPOSITS	1,427,482	(1,427,482)	-	6,748	(6,748)	-	-
235	MUNICIPAL COURT	100,352	(100,352)	-	451	(451)	-	-
240	L & H BENEFITS	1,830,366	(144,229)	1,661,156	1,796,740	(1,771,759)	24,981	1,686,137
250	CAPITAL IMP REV BOND	3,388,161	(60,493,123)	(57,570,731)	3,651,362	(3,185,593)	465,768	(57,104,962)
269	2002 G.O. STREET BOND	736,530	(18,895)	3,064,713	9,906	(2,356,984)	(2,347,078)	717,635
310	DISASTER RELIEF	1,398,806	(184,669)	1,283,551	78,763	(148,177)	(69,414)	1,214,138
340	REVENUE BOND SINKING FUND	-	-	-	1,357,404	(1,357,404)	-	-
350	G. O. DEBT SERVICES	1,358,360	-	1,363,245	29,940	(34,825)	(4,885)	1,358,360
351	TAX INCREMENT FINANCING	-	(63,002)	(62,340)	-	(662)	(662)	(63,002)
425-9010	MWC HOSP AUTH-COMP PRINCIPAL	75,413,873	(9,791,538)	64,496,585	2,678,207	(1,552,458)	1,125,749	65,622,334
425-9020	MWC HOSP AUTH-LOAN RESERVE	2,870,607	(370,607)	2,500,000	13,925	(13,925)	-	2,500,000
425-9050	MWC HOSP AUTH-DISCRETIONARY	8,882,549	(10,538)	8,983,537	1,975,845	(2,087,370)	(111,525)	8,872,012
425-9060	MWC HOSP IN LIEU OF/ROR/MISC	3,885,873	(154,711)	3,700,541	573,504	(542,881)	30,623	3,731,164
	TOTAL	153,208,465	(77,653,429)	78,456,432	38,516,090	(41,417,485)	(2,901,395)	75,555,037



The City of MIDWEST CITY

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

Memorandum

TO: Honorable Mayor and Council

FROM: Christy Barron, Finance Director

DATE: October 25, 2016

Subject: Discussion and consideration of supplemental budget adjustments to the following funds for FY 2016-2017, increase: General Gov't Sales Tax Fund, revenue/Miscellaneous (09) \$4,870; expenses/Street (09) \$4,870. Grants/Housing Activities Fund, revenue/Miscellaneous (37) \$12,058; expenses/Housing (37) \$12,058. Risk Fund, expenses/Risk Insurance (29) \$1,804,000. Grants Fund, revenue/Intergovernmental (57) \$140,000; expenses/Transfers Out (57) \$140,000. Capital Improvements Fund, revenue/Transfers In (00) \$140,000; expenses/Capital Improvements (57) \$140,000. Downtown Redevelopment Fund, expenses/29th Street (92) \$82,000.

The first supplement is needed to budget transfer in of Street Department surplus property proceeds to be used to purchase a compactor plate and an equipment trailer. The second supplement is needed to budget insurance proceeds to be used to make repairs to property at 613 Crosby Blvd. The third supplement is needed to budget prior years' cash reserves per actuarial report in the Risk Fund. The fourth and fifth supplements are needed to budget receipt of Recreational Trails Program Grant in the Grants Fund and transfer out of proceeds to the Capital Improvements Fund to be used for design and constructions of the SCIP Recreational Trail. The sixth supplement is needed to budget agreements with Grant Thornton, LLP for audits of Sooner Town Center.

Christy Barron
Finance Director

SUPPLEMENTS
October 25, 2016

Fund GENERAL GOV'T SALES TAX (009)		BUDGET AMENDMENT FORM Fiscal Year 2016-2017			
		Estimated Revenue		Budget Appropriations	
Dept Number	Department Name	Increase	Decrease	Increase	Decrease
09	Miscellaneous	4,870			
09	Street			4,870	
		4,870	0	4,870	0
Explanation: Budget transfer in of Street Dept. surplus property proceeds to be used to purchase one new compactor plate (\$1,875) and one new equipment trailer (\$2,995).					

Fund GRANTS/HOUSING ACTIVITIES (142)		BUDGET AMENDMENT FORM Fiscal Year 2016-2017			
		Estimated Revenue		Budget Appropriations	
Dept Number	Department Name	Increase	Decrease	Increase	Decrease
37	Miscellaneous	12,058			
37	Housing			12,058	
		12,058	0	12,058	0
Explanation: Budget insurance proceeds to be used to make repairs on property at 613 Crosby Blvd.					

Fund RISK (202)		BUDGET AMENDMENT FORM Fiscal Year 2016-2017			
		Estimated Revenue		Budget Appropriations	
Dept Number	Department Name	Increase	Decrease	Increase	Decrease
29	Risk Insurance			1,804,000	
		0	0	1,804,000	0
Explanation: Budget prior years' case reserves according to actuarial report: worker's comp \$1,560,000, general liability \$244,000. Funding to come from fund balance.					

Fund GRANTS (143)		BUDGET AMENDMENT FORM Fiscal Year 2016-2017			
		Estimated Revenue		Budget Appropriations	
Dept Number	Department Name	Increase	Decrease	Increase	Decrease
57	Intergovernmental	140,000			
57	Transfers Out			140,000	
		140,000	0	140,000	0
Explanation: Budget receipt of Recreational Trails Program Grant and transfer out to Capital Improvements Fund.					

SUPPLEMENTS
October 25, 2016

Fund CAPITAL IMPROVEMENTS (157)		BUDGET AMENDMENT FORM Fiscal Year 2016-2017			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
00	Transfers In	140,000			
57	Capital Improvements			140,000	
		140,000	0	140,000	0
Explanation:					
Budget transfer in of Recreational Trails Program Grant proceeds from Grants Fund to be used for the design and construction of a recreational trail along Soldier Creek between Mid America Park and NE 23rd Street (the SCIP Recreational Trail).					

Fund DOWNTOWN REDEVELOPMENT (194)		BUDGET AMENDMENT FORM Fiscal Year 2016-2017			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
92	29th Street			82,000	
		0	0	82,000	0
Explanation:					
Budget agreements with Grant Thornton, LLP for audits of Sooner Town Center. Funding to come from fund balance.					



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: October 25, 2016

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

This item is placed on the agenda at the request of the Council. Attached to this memo is information regarding the current financial condition of the City Employees' Health Benefits Plan for the month of July - September 2016.

This is a staff update

Catherine Wilson, Human Resources Director

REPORT OF THE EMPLOYEES' HEALTH BENEFIT PLAN FOR FISCAL YEAR 2016-2017												
FISCAL YEAR 2016-2017	Jul -16	Aug - 16	Sep - 16**	Oct - 16	Nov - 16	Dec - 16	Jan - 17	Feb - 17	Mar - 17**	Apr - 17	May - 17	Jun - 17
PLAN INCOME												
Budgeted (MTD)	572,353	572,353	572,353	572,363	572,363	572,363	572,363	572,363	572,363	572,363	572,363	572,363
Actual (MTD)	531,527	538,079	727,097									
Budgeted (YTD)	572,353	1,144,706	1,717,059									
Actual (YTD)	531,527	1,069,606	1,796,703									
PLAN CLAIMS/ADMIN COSTS	Jul -16	Aug - 16	Sep - 16	Oct - 16	Nov - 16	Dec - 16	Jan - 17	Feb - 17	Mar - 17	Apr - 17	May - 17	Jun - 17
Budgeted (MTD)	559,896	559,896	559,896	559,896	559,896	559,896	559,896	559,896	559,896	559,896	559,896	559,896
Actual (MTD)	629,294	570,126	572,340									
Budgeted (YTD)	559,896	1,119,792	1,679,688									
Actual (YTD)	629,294	1,199,420	1,771,760									
EXCESS INCOME vs. EXPENDITURES	Jul -16	Aug - 16	Sep - 16	Oct - 16	Nov - 16	Dec - 16	Jan - 17	Feb - 17	Mar - 17	Apr - 17	May - 17	Jun - 17
Budgeted (MTD)	40,826	12,457	12,457	12,467	12,467	12,467	12,467	12,467	12,467	12,467	12,467	12,467
Actual (MTD)	-97,767	-32,047	154,757									
Budgeted (YTD)	12,457	24,914	37,371									
Actual (YTD)	-97,767	-129,814	24,943									
FISCAL YEAR 2015-2016	Jul -15	Aug - 15	Sep - 15	Oct - 15	Nov - 15	Dec - 15	Jan - 16	Feb - 16	Mar - 16	Apr - 16	May - 16	Jun - 16
PLAN INCOME												
Budgeted (MTD)	530,920	530,920	530,920	663,615	530,920	530,920	530,920	530,920	530,920	663,615	530,920	530,920
Actual (MTD)	537,739	532,037	534,342	718,473	539,926	534,845	549,498	529,364	556,672	729,630	631,135	556,148
Budgeted (YTD)	530,920	1,061,840	1,592,760	2,256,375	2,787,295	3,318,215	3,849,135	4,380,055	4,910,975	5,574,590	6,105,510	6,636,430
Actual (YTD)	537,739	1,069,776	1,604,118	2,322,591	2,862,517	3,397,362	3,946,860	4,476,224	5,032,896	5,762,526	6,393,661	6,949,809
PLAN CLAIMS/ADMIN COSTS	Jul -15	Aug - 15	Sep - 15	Oct - 15	Nov - 15	Dec - 15	Jan - 16	Feb - 16	Mar - 16	Apr - 16	May - 16	Jun - 16
Budgeted (MTD)	560,232	700,290	560,232	560,232	700,290	560,232	560,232	700,290	560,232	560,232	700,290	560,232
Actual (MTD)	475,229	793,029	497,060	581,637	804,651	647,170	583,231	613,736	471,664	592,649	694,747	480,354
Budgeted (YTD)	560,232	1,260,522	1,820,754	2,380,986	3,081,276	3,641,508	4,201,740	4,902,030	5,462,262	6,022,494	6,722,784	7,283,016
Actual (YTD)	475,229	1,268,258	1,765,318	2,346,955	3,151,606	3,798,776	4,382,007	4,995,743	5,467,407	6,060,056	6,754,803	7,235,157
EXCESS INCOME vs. EXPENDITURES	Jul -15	Aug - 15	Sep - 15	Oct - 15	Nov - 15	Dec - 15	Jan - 16	Feb - 16	Mar - 16	Apr - 16	May - 16	Jun - 16
Budgeted (MTD)	-29,312	-169,370	-29,312	103,383	-169,370	-29,312	-29,312	-169,370	-29,312	103,383	-169,370	-29,312
Actual (MTD)	62,510	-260,992	37,282	136,836	-264,725	-112,325	-33,733	-84,372	85,008	136,981	-63,612	75,794
Budgeted (YTD)	-29,312	-198,682	-227,994	-124,611	-293,981	-323,293	-352,605	-521,975	-551,287	-447,904	-617,274	-646,586
Actual (YTD)	62,510	-198,482	-161,200	-24,364	-289,089	-401,414	-435,147	-519,519	-434,511	-297,530	-361,142	-285,348

Current Fund Balance: \$1,168,3247

Sept. 2016 \$1,782,450

Sept. 2015 \$1,384,218

Sept. 2014 \$736,803

Sept. 2013 \$1,696,241

****NOTE: Sept. 2016 and Mar. 2017 are months in which there are Three Payrolls of Revenue into the Plan**



The City of MIDWEST CITY

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

Memorandum

TO: Honorable Mayor and Council

FROM: Christy Barron, Finance Director

DATE: October 25, 2016

Subject: Discussion and consideration of adopting resolutions approving the City Manager, Assistant City Manager and Treasurer/Finance Director as authorized signatories on all City bank accounts and brokerage accounts.

Updated resolutions are needed to add the new Treasurer/Finance Director to City bank accounts and brokerage accounts.

Christy Barron
Finance Director

Attachments: Proposed Resolutions

**MIDWEST CITY, OKLAHOMA
RESOLUTION NO. 2016-_____**

A RESOLUTION OF THE CITY OF MIDWEST CITY DESIGNATING THE CITY MANAGER, ASSISTANT CITY MANAGER AND THE TREASURER/FINANCE DIRECTOR AS SIGNATORIES ON ALL CURRENT AND FUTURE CITY BANK ACCOUNTS, AND REQUIRING A MINIMUM OF TWO AUTHORIZED SIGNATORIES TO ESTABLISH OR CLOSE ANY CITY BANK ACCOUNT

WHEREAS, The City Manager, Assistant City Manager and the Treasurer/Finance Director are the appropriate positions to have access to the city's funds; and

WHEREAS, The City has continuing and on-going financial obligations which it must meet and satisfy; and

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

SECTION 1. The City Manager, Assistant City Manager and the Treasurer/Finance Director shall be, until changed by resolution, the duly authorized signatories on any and all of the City's existing bank accounts.

SECTION 2. The City Manager, Assistant City Manager and the Treasurer/Finance Director will also be duly authorized signatories on any accounts which may be established or closed on the City's behalf in the future with the restriction that a minimum of two authorized signatories are required to establish or close any City bank account.

SECTION 3. The City Manager, Assistant City Manager and the Treasurer/Finance Director are also authorized to sign checks and transact other banking business for all City accounts.

PASSED AND APPROVED by the Mayor and Council of Midwest City, Oklahoma this 25th day of October, 2016.

CITY OF MIDWEST CITY, OKLAHOMA

Mayor

ATTEST:

City Clerk

APPROVED as to form and legality this 25th day of October, 2016.

Acting City Attorney

**MIDWEST CITY, OKLAHOMA
RESOLUTION NO. 2016-_____**

A RESOLUTION OF THE CITY OF MIDWEST CITY DESIGNATING THE CITY MANAGER, ASSISTANT CITY MANAGER AND THE TREASURER/FINANCE DIRECTOR AS SIGNATORIES ON ALL CURRENT AND FUTURE BROKERAGE ACCOUNTS, AND REQUIRING A MINIMUM OF TWO AUTHORIZED SIGNATORIES TO ESTABLISH OR CLOSE ANY CITY BROKERAGE ACCOUNT

WHEREAS, The City Manager, Assistant City Manager and the Treasurer/Finance Director are the appropriate positions to have access to the city's investments; and

WHEREAS, The City has continuing and on-going investment needs which it must address to maximize investment earnings; and

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

SECTION 1. The City Manager, Assistant City Manager and the Treasurer/Finance Director shall be, until changed by resolution, the duly authorized signatories on any and all of the City's existing brokerage accounts.

SECTION 2. The City Manager, Assistant City Manager and the Treasurer/Finance Director will also be duly authorized signatories on any brokerage accounts which may be established or closed on the City's behalf in the future with the restriction that a minimum of two authorized signatories are required to establish or close any City brokerage account.

SECTION 3. The City Manager, Assistant City Manager and the Treasurer/Finance Director will also be authorized and empowered to transfer, endorse, sell, assign, set over and deliver any and all shares of stock, options, bonds, debentures, notes, evidences of indebtedness or other securities standing in the name of or owned by the City.

SECTION 4. The City Manager, Assistant City Manager and the Treasurer/Finance Director will also be fully authorized and empowered to purchase stocks, bonds, debentures, notes, evidences of indebtedness and other securities, and to make, execute, and deliver, any and all written instruments necessary or proper to effectuate the authority hereby conferred.

PASSED AND APPROVED by the Mayor and Council of Midwest City, Oklahoma this 25th day of October, 2016.

CITY OF MIDWEST CITY, OKLAHOMA

Mayor

ATTEST:

City Clerk

APPROVED as to form and legality this 25th day of October, 2016.

City Attorney



City Manager
100 N. Midwest Boulevard
Midwest City, OK 73110
office 405.739.1204

MEMORANDUM

TO: Honorable Mayor and Council

FROM: J. Guy Henson, City Manager

DATE: October 25, 2016

SUBJECT: Discussion and consideration of appointing Christy Barron as the City's treasurer for an indefinite term effective October 25, 2016.

Article IV, Department of Finance, Fiscal Affairs, Section 2, City treasurer; Office created, duties, of the City's charter requires that the Council appoint the city treasurer for an indefinite term. Staff recommends appointing Christy Barron to replace Judy Siemens as the City's treasurer effective October 25, 2015.

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

J. Guy Henson, AICP
City Manager



The City of
MIDWEST CITY
COMMUNITY DEVELOPMENT DEPARTMENT -
ENGINEERING DIVISION

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

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

TO : Honorable Mayor and City Council

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

DATE : October 25, 2016

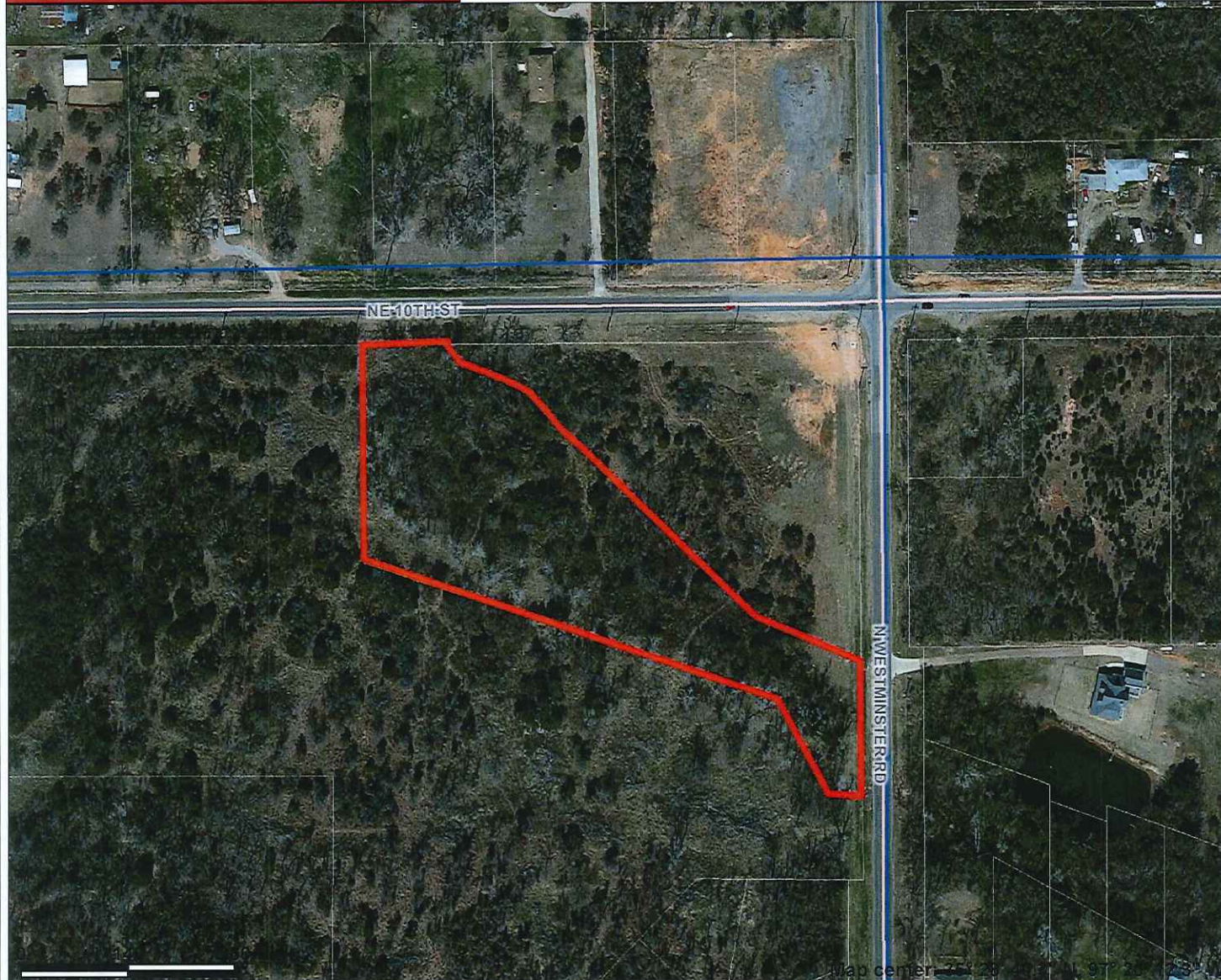
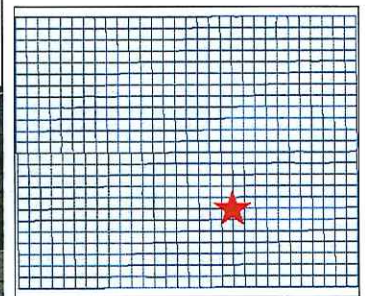
SUBJECT : Discussion and consideration of accepting a grant of drainage easement from Post Rd 40, L.L.C. across certain property located within the corporate boundaries of Midwest City in the Northeast Quarter (NE/4) of Section Thirty-One (31), Township Twelve (12) North, Range One (1) West, of the Indian Meridian, Midwest City, Oklahoma County, Oklahoma. (Community Development – P. Menefee)

The drainage easement is needed in connection with the Oakwood Landing Subdivision.

Staff recommends approval.

Patrick Menefee, P.E.
City Engineer

Attachments



Legend

- Sections
- Streets
- Parcels
- North Canadian River
- Rivers & Creeks
- Lakes
- Aerials (flown Feb 28th - March 23rd, 2011)
- County Background



Scale: 1:2,443

This map is a user generated static output from an Internet mapping site and is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. THIS MAP IS NOT TO BE USED FOR NAVIGATION.

RETURN TO CITY CLERK
100 N. Midwest Boulevard
Midwest City, OK 73110

Project: 15600800
Parcel No. 168532475

GRANT OF PERMANENT EASEMENT

KNOW ALL BY THESE PRESENTS:

That Post Rd 40, LLC, Dean Hazen, Member & Manager, (“Grantor”), of Orange, County California, P.O. Box 388 – Seal Beach, California, 90740, or on behalf of any future owner of referenced property, for good and valuable consideration, the receipt of which is hereby acknowledged, Grantor does hereby grant, bargain, sell and convey unto the City of Midwest City, a municipal corporation, a permanent easement (the “Easement”) across, over and under the following described parcel of land situated in Oklahoma County, State of Oklahoma, to-wit:

See Exhibit “A”

This Easement is granted for the purpose of enabling the City of Midwest City, its officers, agents, contractors and employees to go upon, layout, construct, change, and/or build improvement(s) upon the Easement and includes the permanent right of ingress and egress for employees, tools and equipment of the City of Midwest City, its officers, agents and contractors and employees.

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

Grantor hereby covenants and warrants that at the time of the delivery of this Easement that the above-described real estate and premises are free of any liens and claims, whatsoever, and that they will, so long as this Easement is in full force and effect, defend the same unto the City of Midwest City against all claiming to the contrary.

As indicated on attached Exhibit “A”, the Easement is indicated to consume 4.129 Acres of the overall 7.4385 acres (approximately 55.5%) of Grantor’s referenced property, with Grantor, per the attached Exhibit “B”, having generally proposed as follows:

1. The Easement area would be left in it’s current natural state;
2. The adjacent subdivision owner’s Detention Pond (scheduled to be installed west of Grantor’s parcel) would be enlarged, to Midwest City’s acceptance, to satisfy the needs of Grantor, or any future owner of Grantor’s property, at any time in future, upon an owner developing Parcel No. 168532475, or portion thereof; or alternatively;

3. The City of Midwest City, in consideration of Grantor herein conveying upward to 55.5% of Grantor's property to Midwest City Easement, Midwest City herein agrees to authorize Grantor, or any future owner, that upon developing Grantor's property, that Midwest City will allow Grantor, or any subsequent property owner, the authority to utilize a portion of the Easement for a Detention Pond, therein, eliminating the requirement for Grantor, or any future owner, or owners, to be required to additionally utilize a further portion of Grantor's remaining 3.3 Acres for a Detention Pond.

WITNESS the hands of the parties this 5 day of October, 2016.

Post Rd 40, LLC

Dean Hazen
Dean Hazen, Member & Manager

STATE OF HAWAII)
)ss.
COUNTY OF HAWAII)

Before me, the undersigned Notary Public in and for the state and county aforesaid, on this day of Oct. 5, 2016, personally appeared Dean Hazen, to me known to be the identical person who executed the within and foregoing instrument, and acknowledged to me that he executed the same as a free and voluntary act and deed for the uses and purposes herein set forth.

WITNESS, my hand and seal this 5th day of Oct., 2016. LD

My Commission expires: 11-1-2017

Notary certification attached

L KINOSHITA
NOTARY PUBLIC

Approved by City Attorney _____ Date: _____

Approved by City Council _____ Date: _____

LD

NOTARY PUBLIC CERTIFICATION

L. Kinoshita Third Circuit

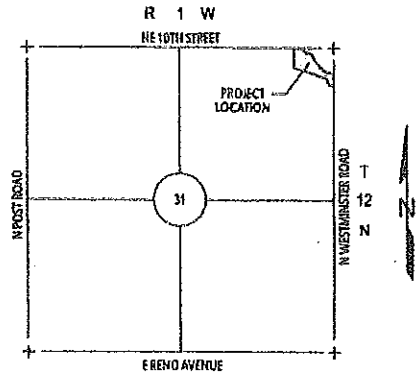
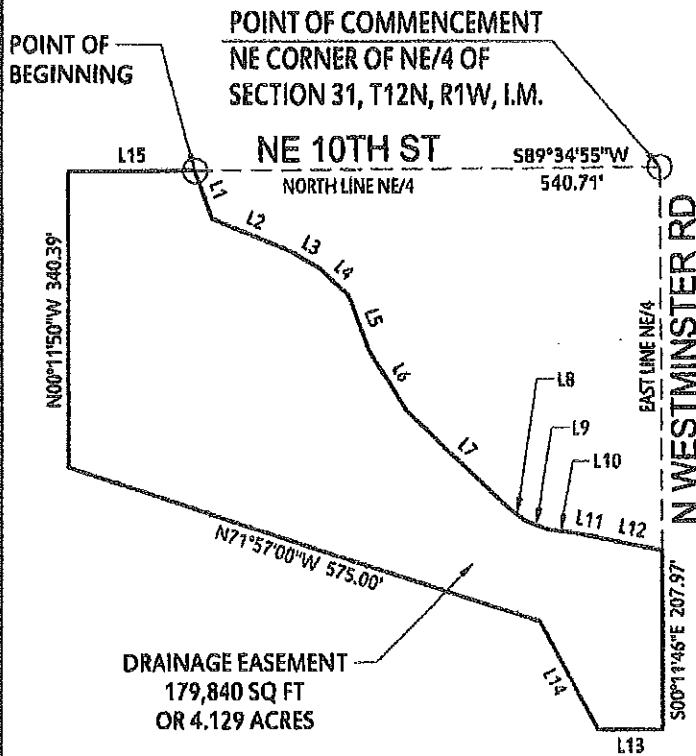
Doc. Description: Grant of
Permanent Easement

No. of Pages: 5 Date of Doc 10-5-16

A. H. Quetz 10-5-16
Notary Signature Date

LS

A. H. Quetz



LOCATION MAP
SCALE: 1" = 3000'

Line Table		
Line #	Direction	Length
L1	S19°51'38"E	58.58'
L2	S68°07'46"E	97.04'
L3	S60°26'17"E	41.27'
L4	S47°09'30"E	46.32'
L5	S20°02'53"E	68.39'
L6	S31°41'57"E	82.35'
L7	S46°28'00"E	161.47'
L8	S52°23'34"E	25.90'
L9	S69°39'12"E	24.65'
L10	S81°59'05"E	35.01'
L11	S79°29'49"E	24.47'
L12	S78°20'38"E	77.85'
L13	S89°48'08"W	75.00'
L14	N28°20'49"W	143.94'
L15	N89°34'55"E	148.30'

LEGAL DESCRIPTION

A tract of land situate within a portion of the Northeast Quarter (NE/4) of Section Thirty-One (31), Township Twelve North (T12N), Range One West (R1W) of the Indian Meridian (I.M.), City of Midwest City, Oklahoma County, Oklahoma, being more particularly described by metes and bounds as follows:

Commencing at the Northeast corner of said NE/4; thence S89°34'55"W along the North line of said NE/4 a distance of 540.71 feet to the POINT OF BEGINNING; thence

S19°51'38"E a distance of 58.58 feet; thence S68°07'46"E a distance of 97.04 feet; thence S60°26'17"E a distance of 41.27 feet; thence S47°09'30"E a distance of 46.32 feet; thence S20°02'53"E a distance of 68.39 feet; thence S31°41'57"E a distance of 82.35 feet; thence S46°28'00"E a distance of 161.47 feet; thence S52°23'34"E a distance of 25.90 feet; thence S69°39'12"E a distance of 24.65 feet; thence S81°59'05"E a distance of 35.01 feet; thence S79°29'49"E a distance of 24.47 feet; thence S78°20'38"E a distance of 77.85 feet; thence S00°11'46"E a distance of 207.97 feet; thence S89°48'08"W a distance of 75.00 feet; thence N28°20'49"W a distance of 143.94 feet; thence N71°57'00"W a distance of 575.00 feet; thence N00°11'50"W a distance of 340.39 feet to a point on the North line of said NE/4; thence N89°34'55"E along said North line a distance of 148.30 feet to the POINT OF BEGINNING.

Said tract contains 179,840 Square Feet or 4.129 Acres more or less.

SCALE: 1" = 200'

GRAPHIC SCALE IN FEET



BASIS OF BEARING = NORTH LINE OF THE NE/4 OF SECTION 31, T12N, R1W, I.M. (S89°34'55"W)

Jennifer L. Whitey
 Jennifer L. Whitey, RPLS 1517
 9/21/16
 Date



ATTACHMENT A

DRAINAGE EASEMENT	
 Crafton Tull architecture engineering surveying 405 787 6270 405 787 6274 www.craftontull.com	SHEET NO.: 1 of 1 DATE: 09/20/2016 PROJECT NO.: 15600800

Exhibit "A"

J. Whitey
 827



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

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Brandon Clabes, Chief of Police

DATE: October 25, 2016

SUBJECT: Discussion and consideration of 1) approving and entering into an agreement for FFY 2017 with the Oklahoma Highway Safety Office to establish the terms and conditions of receiving a Metro Area Traffic Task Force grant (Primary Program Area: Impaired Driving) in the amount of \$44,000.00; and 2) authorizing the mayor and/or city manager to approve and execute the necessary and appropriate documents to effect the grant.

The Midwest City Police Department requests that you enter into an agreement for FFY 2017 with the Oklahoma Highway Safety Office for a grant for the City of Midwest City in the amount of \$44,000.00 which will fund overtime enforcement in support of the state and national goals to reduce the incidence of impaired driving in the community. The grant carries special conditions which are to be met during the duration of the agreement. These conditions require that all expenditures be encumbered by the City of Midwest City Police Department and then be reimbursed through the Oklahoma Highway Safety Office. Grant contract period is from October 1, 2016 to September 30, 2017.

Staff recommends approval.

Brandon Clabes
Chief of Police

Attachments

Grant Agreement Summary – Part 1

Title of Contract: Midwest City Impaired Driving Enforcement

OHSO Project Number: AL-17-03-05-14 **Award Amount:** \$44,000.00 **CFDA Number:** 20.6000000
FAIN Number: 18X9204020OK17

OHSO Project Number: **Award Amount:** **CFDA Number:**
FAIN Number:

TOTAL AWARD: \$44,000.00

Project Period: Oct 01, 2016 – Sep 30, 2017 **Primary Program Area:** Impaired Driving

Organization: Midwest City Police Department
Address: 100 N. Midwest Blvd.
City: Midwest City **State:** OK **Zip:** 73110
FEI Number: 736027530 **DUNS Number:** 077326601
Project Director: Joel Warner **Title:** Lieutenant
Phone Number: (405) 739-1332 **Fax Number:** (405) 739-1398

Project Goals:
 To decrease the number of alcohol/drug-related KAB crashes in Midwest City from 8 in 2014 to 5 in 2017. (Source OHSO crash facts data)

Problem Identification:
 Midwest City is a suburb east of Oklahoma City with a geographical area of 26 square miles. According to the Oklahoma Department of Commerce's Population Estimates by Place, Midwest City is the 8th largest city in the state of Oklahoma, with a population estimated at 54,371. It is a central location for industrial trade and a large number of commuters pass through the city limits due to the close proximity to Tinker Air Force Base. Statistics indicate a direct correlation between traffic citations and crashes. When fewer citations are issued, there are more crashes. In addition, crash severity is increased when impaired driving is involved. According to the OHSO's 2013 crash data, Midwest City worked a total of 1361 crashes with 140 of those resulting in injury and or death. Of those 140 KAB crashes, 14 were alcohol related.

Project Description:
 The Midwest City Police Department will conduct overtime enforcement in support of State and National goals to reduce the incidence of impaired driving in their community. This will be accomplished through enhanced enforcement efforts using officers working in an overtime capacity to identify impaired driving violations.
 The Project Director will utilize all data and reference sources available to identify those times and locations having a significant crash rate involving impaired drivers, including but not limited to crash reports, arrest records and public complaints. Officers will be assigned to work high visibility enforcement (HVE) and saturation patrols in identified areas throughout the city of Midwest City, specifically Interstate 40, US Highway 62 and the major street arteries that cross the city particularly East Reno Avenue, SE 15th Street and SE 29th Street. Saturation Patrols and/or Sobriety Checkpoints will be conducted on a quarterly basis as part of the cooperation with ENDUI task force efforts as much as possible. Public Information and Education (PI&E) activities will be conducted on a regular basis as part of the HVE effort to inform and educate the public on the dangers of impaired driving as well as the agency's ongoing efforts to deter this activity. Increased activity will be directed toward the two designated statewide impaired driving mobilizations occurring around Labor Day in September and the holiday period in the month of December.

The Midwest City Police Department will employ the following evidence-based strategies in conducting grant related activities:
 1) High Visibility Saturation Patrols
 2) High Visibility Sobriety Checkpoints

Grant Agreement Summary – Part 1

3) Integrated Enforcement

Funding is provided for out-of-state travel for project personnel to attend Lifesavers Conference to learn new and improved strategies in impaired driving enforcement and submit a report to the OHSO to assist in statewide planning efforts.

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

In addition, the grantee agrees to the following:

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

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

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

Start of Project Number	Program Area	CFDA No.	Award Name	Section No.
AL	Alcohol	20.6000000	State and Community Highway Safety	402
DE	Driver Education	20.6000000	State and Community Highway Safety	402
MC	Motorcycle Safety	20.6000000	State and Community Highway Safety	402
OP	Occupant Protection	20.6000000	State and Community Highway Safety	402
PS	Pedestrian Safety	20.6000000	State and Community Highway Safety	402
PT	Police Traffic Services	20.6000000	State and Community Highway Safety	402
RH	Railroad/Highway Crossings	20.6000000	State and Community Highway Safety	402
SE	Speed Enforcement	20.6000000	State and Community Highway Safety	402
TR	Traffic Records	20.6000000	State and Community Highway Safety	402
164AL	164 Transfer Funds	20.6080000	Minimum Penalties for Repeat Offender for Driving While Intoxicated	164
M2	MAP 21 405b OP Low	20.6160000	Occupant Protection	405b

Grant Agreement Summary – Part 1

M3	MAP 21 405c Data Program	20.6160000	State Traffic Safety Information Systems Improvements	405c
M5	MAP 21 405d Impaired Driving Mid	20.6160000	Impaired Driving Countermeasures	405d
M9	MAP 21 405f Motorcycle Programs	20.6160000	Motorcyclist Safety	405f

Budget Summary Projections

Cost Category Items	1st Quarter			2nd Quarter		
	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.
I. Personnel						
A. Salaries	\$2,955.00	\$2,955.00	\$3,927.00	\$2,955.00	\$2,955.00	\$2,955.00
B. Benefits	\$245.00	\$245.00	\$325.00	\$245.00	\$245.00	\$245.00
II. Travel						
A. In-State Travel	\$0	\$0	\$0	\$0	\$0	\$0
B. Out-of-State Travel	\$0	\$0	\$0	\$0	\$0	\$2,000.00
III. Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0
IV. Contractual Costs	\$0	\$0	\$0	\$0	\$0	\$0
V. Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Monthly Total	\$3,200.00	\$3,200.00	\$4,252.00	\$3,200.00	\$3,200.00	\$5,200.00

	3rd Quarter			4th Quarter			Annual Total
	Apr	May	Jun	Jul	Aug	Sep	
I. Personnel							
A. Salaries	\$2,308.00	\$3,924.00	\$3,001.00	\$3,001.00	\$3,925.00	\$3,925.00	\$38,766.00
B. Benefits	\$191.00	\$325.00	\$249.00	\$249.00	\$325.00	\$325.00	\$3,214.00
II. Travel							
A. In-State Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
B. Out-of-State Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$2,000.00
III. Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
IV. Contractual Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
V. Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Monthly Total	\$2,499.00	\$4,249.00	\$3,260.00	\$3,250.00	\$4,250.00	\$4,250.00	\$44,000.00

10/09/2016

Activity/Milestones Projections

MILESTONE PROJECTIONS

Activity #	Project #	Description	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			Total
			Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug	Sep	
1	AL-17-03-05-14	Hours of overtime impaired driving enforcement worked (based on OT rate of \$50/Hour)	64	64	85	64	64	64	50	85	65	65	85	85	840
2	AL-17-03-05-14	Number of DUI/DWI/APC arrests made (target is to average 1 arrest for every 12 hours)	5	5	7	5	5	5	4	7	5	5	7	7	67
3	AL-17-03-05-14	Number of other written contacts/arrests (do not include any DUI/DWI/APC arrests reported in the above milestone).													0
4	AL-17-03-05-14	Number of saturation patrols and/or sobriety checkpoints conducted or participated in.			1			1			1			1	4
5	AL-17-03-05-14	Number of P&E activities conducted (to include media contacts, traffic safety presentations, etc.)	1	1	1	1	1	1	1	1	1	1	1	1	12
6	AL-17-03-05-14	Project Director or designee to attend Project Director's Course conducted by OHSO.	1												1
7	AL-17-03-05-14	Submit narrative report on Lifesavers Conference with at least two recommendations for improving traffic safety efforts in Oklahoma.						1							1
															0
															0
															0
															0
															0
															0
															0
															0
															0
															0

Budget Detail Projections

Cost Category Item: I.A. 1		Project Number: AL-17-03-05-14				
Description: Salary for overtime enforcement (PI&E (rate not to exceed 1.5 times regular hourly rate unless contractually required and pre-approved by OHSO)						
OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual
\$2,955.00	\$2,955.00	\$3,927.00	\$2,955.00	\$2,955.00	\$2,955.00	\$18,702.00
APR	MAY	JUN	JUL	AUG	SEP	ANNUAL
\$2,308.00	\$3,924.00	\$3,001.00	\$3,001.00	\$3,925.00	\$3,925.00	\$38,786.00

Cost Category Item: I.B. 1		Project Number: AL-17-03-05-14				
Description: Benefits for overtime enforcement (rate not to exceed 7.65% unless contractually required and pre-approved by OHSO)						
OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual
\$245.00	\$245.00	\$325.00	\$245.00	\$245.00	\$245.00	\$1,550.00
APR	MAY	JUN	JUL	AUG	SEP	ANNUAL
\$191.00	\$325.00	\$249.00	\$249.00	\$325.00	\$325.00	\$3,214.00

Cost Category Item: II.B. 1		Project Number: AL-17-03-05-14				
Description: Out-of-State travel to the Lifesavers Conference, to include: registration, lodging, M&IE, and transportation expenses in accordance with the State Travel Reimbursement Act.						
OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual
					\$2,000.00	\$2,000.00
APR	MAY	JUN	JUL	AUG	SEP	ANNUAL
						\$2,000.00

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

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

Budget Detail Projections

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

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

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

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

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

Budget Detail Projections

**** SECTION 2 ****

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

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

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

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

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

Budget Detail Projections

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

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

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

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

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

General Provisions - Part II

REGULATIONS AND DIRECTIVES

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

1. Grantee agrees to implement the project in accordance with federal statutes, local statutes and regulations, as well as the policies and procedures established by the Oklahoma Highway Safety Office.
2. The State highway safety agency will comply with all Federal statutes and implementing regulations relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352), which prohibits discrimination on the basis of race, color or national origin (and 49 CFR Part 21); (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683 and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), and the Americans with Disabilities Act of 1990 (Pub. L. 101-336), as amended (42 U.S.C. 12101, et seq.), which prohibits discrimination on the basis of disabilities (and 49 CFR Part 27); (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. 6101-6107), which prohibits discrimination on the basis of age; (e) the Civil Rights Restoration Act of 1987 (Pub. L. 100-259), which requires Federal-aid recipients and all subrecipients to prevent discrimination and ensure nondiscrimination in all of their programs and activities; (f) the Drug Abuse Office and Treatment Act of 1972 (Pub. L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (g) the comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (Pub. L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (h) Sections 523 and 527 of the Public Health Service Act of 1912, as amended (42 U.S.C. 290dd-3 and 290ee-3), relating to confidentiality of alcohol and drug abuse patient records; (i) Title VIII of the Civil Rights Act of 1968, as amended (42 U.S.C. 3601, et seq.), relating to nondiscrimination in the sale, rental or financing of housing; (j) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (k) the requirements of any other nondiscrimination statute(s) which may apply to the application.
3. Hatch Act (Political Activity), 5 U.S.C. Sections 1501-1508 and 5 CFR Part 151.
4. Buy America Act, 23 U.S.C. 101.
5. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions:
 - (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
 - (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.
6. Certification Regarding Federal Lobbying; Certification for Contracts, Grant, Loans, and Cooperative Agreements. The undersigned certifies, to the best of his or her knowledge and belief, that:
 - (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence any officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.
 - (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for the influencing or

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

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

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

7. Equipment Purchased with Highway Safety Funds

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

To dispose of ANY equipment, the Grantee MUST:

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

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

Instructions for Lower Tier Certification

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

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

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

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

Specific Agreements - Part III

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

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

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

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

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

Reports should include, as a minimum, the following:

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

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

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

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

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

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

Printed Name of Chief Executive Officer: **J. Guy Henson (authorized signatory)**

Title: **City Manager**

Date: _____

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

Signature: _____
J. Guy Henson, City Manager



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

Memorandum

TO: Honorable Mayor and City Council

FROM: Brandon Clabes, Chief of Police

DATE: October 25, 2016

SUBJECT: Discussion and consideration of declaring Breston, a 9-year old police canine, surplus and authorizing his disposal by sealed bid.

The Midwest City Police Department requests the Council declare Breston, a 9-year old police canine, surplus and authorize his disposal by sealed bid. Sgt. Harbin's K-9 partner Breston began showing signs of pain caused by lingering injuries to his legs. Breston has had two surgeries on his legs during his career and has been favoring them heavily. Breston has also showed signs of age by his abnormal mannerisms on recent calls. Staff has come to the conclusion it is in the best interest of Breston's health and the City of Midwest City Police Department that he should retire. An agency of our size should have a minimum of two (2) K-9 officers for Patrol Operations. We have obtained a new dog and K-9 officer Sgt. Harbin, and the new dog both are currently in training. Disposal of Breston will be made through the sealed bid process.

Staff recommends approval.

Brandon Clabes
Chief of Police



Information Technology
100 N. Midwest Boulevard
Midwest City, OK 73110
Office 405.739.1374
Fax 405.869.8602

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Ryan Rushing, Information Technology Director

DATE: October 25, 2016

SUBJECT: Discussion and consideration of 1) declaring various computer equipment obsolete items of city property on the attached list surplus; and 2) authorizing their disposal by public auction or sealed bid.

The following computer equipment and peripheral devices are obsolete, defective or have been replaced.

Staff recommends approval

Ryan Rushing, Information Technology Director

CPU			
<i>INVENT #</i>	<i>MIS#</i>	<i>MANUFACTOR</i>	<i>SERIAL NUMBERS</i>
	708	Dell optiplex 380	J8S7FQ1
	723	Dell optiplex 380	HRQ2JQ1
	677	Dell optiplex 380	6DP5LM1
	649	Dell optiplex 380	87PRQL1
	620	Dell optiplex 360	DC3RGK1
MONITORS			
<i>INVENT #</i>	<i>MIS #</i>	<i>MANUFACTURE</i>	<i>SERIAL NUMBERS</i>
	n/a	Dell Monitor	CN-0V18WW-64180-218-39VU
	334	Dell Monitor	CN-0KU311-64180-855-2PFM
	272	Dell Monitor	CN-0TW956-64180-7AF-1GFA
	214	Dell Monitor	CN-0WH320-46633-6BO-5P7U
	264	Dell Monitor	CN-0CK630-64180-78U-OTRL
MISCELLANEOUS			
<i>Quantity</i>	<i>MIS #</i>	<i>Hardware Type</i>	<i>Serial Number</i>
1		HP 4050 Printer	USBB049952
1		Samsung SCX-4826FN	6675BALZ901336P



DISCUSSION ITEMS





The City of
MIDWEST CITY
COMMUNITY DEVELOPMENT DEPARTMENT

Billy Harless, Community Development Director

ENGINEERING DIVISION
Patrick Menefee, City Engineer
CURRENT PLANNING DIVISION
COMPREHENSIVE PLANNING
Anais Starr, Comprehensive Planner
BUILDING INSPECTION DIVISION
Charles Belk, Building Official
GIS DIVISION
Kathy Spivey, GIS Coordinator

To: Honorable Mayor and Council

From: Billy Harless, Community Development Director

Date: October 25, 2016

Subject: (PC – 1882) Public hearing with discussion and consideration of a request to amend the existing SPUD, Simplified Planned Unit Development, to allow additional uses for the property described as a part of lot 20, block 1 of the Country Estates Second Addition, located at 1701 S Midwest Blvd.

Dates of Hearing: Planning Commission – October 4, 2016
City Council – October 25, 2016

Owner: Tom Kilburn

Applicant: Tom Kilburn

Proposed Use: Insurance office (existing) and church (proposed)

Size:

The area of request has a frontage along S. Midwest Blvd. of approximately 185 ft and a depth of approximately 136.42 ft, containing an area of 17,428.35 square feet, more or less.

Development Proposed by Comprehensive Plan:

Area of Request – Office / Retail
North, and East – Office/Retail
South, and West – Low Density Residential

Zoning Districts:

Area of Request – SPUD, Simplified Planned Unit
North – C-3, Community Commercial
South and West – R-6, Single Family Detached Residential
East – C-3, Community Commercial

Land Use:

Area of Request – Commercial business
North – Parking lot, and commercial business
East – Commercial business
South, and West – Single family residences

Comprehensive Plan Citation:

Office/Retail Land Use

Retail land uses areas are intended to provide for a variety of retail trade, personal, and business services and establishments. Retail establishments generally require greater visibility than do other types of non-residential land uses (e.g., office, commercial).

Office uses include professional offices for lawyers, doctors, realtors, and other professionals. Office land uses are generally appropriate in all other non-residential areas of the City. Office development should be compatible with any adjacent residential area.

Municipal Code Citation:

2.26 SPUD, Simplified Planned Unit Development

2.25.1 General Provision

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

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

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

2.26.2 Intent and Purpose

The intent and purpose of the SPUD provisions are to ensure:

- (A) Innovative land development
Encourage innovative land development and protect the health, safety and welfare of the community.
- (B) Efficient use of land
Encourage efficient use of land, facilitate economic arrangements of buildings and circulation systems;
- (C) Appropriate limitations and compatibility
Maintain appropriate limitations on the character and intensity of use, assuring compatibility with adjoining and proximate properties, and following the guidelines of the comprehensive plan.

History:

1. (PC-1137) December 1990, This area was rezoned from R-1-D, Single Family Detached Residential to SPUD, Simplified Planned Unit Development governed by C-3, Community Commercial, with the only permitted use to be construction sales and services (no outdoor storage)
2. (PC-1306) March 1997, The SPUD, Simplified Planned Unit Development was amended to allow the following additional uses; administrative and professional offices, health clubs and medical services: restricted.
3. (PC-1441) March 2002, The SPUD, Simplified Planned Unit Development was amended to allow the additional use of a beauty shop
4. The Planning Commission recommended approval of this request 10/4/16.

Staff Comments:

Engineering Comments:

Note: This application is a request to amend an existing SPUD for a property that meets current engineering requirements. No new engineering improvements are required with this application.

Water Supply and Distribution

A six (6) inch public water main is located on the west side of Givens Drive in the street right-of-way adjacent to the west side of the area of request. A twelve (12) inch public water main is located on the west side of Midwest Boulevard in the street right-of-way adjacent to the west side of the area of request.

Extension of the water supply to serve this property is not required as outlined in Municipal Code 43-32.

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

Sanitary Sewerage Collection and Disposal

An eight (8) inch public sewer main is located on the east side of Givens Drive in the street right-of-way adjacent to the west side of the area of request. .

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

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

Streets and Sidewalks

Access to the area of request is available from Givens Drive and Midwest Boulevard. Givens Drive is classified as a local road in the 2008 Comprehensive Plan. Givens Drive is a two (2) lane, 26-foot wide, curbed, asphalt concrete roadway. Current code requires a total street right-of-way width of fifty feet (50) adjacent to the area of request and presently, Givens Drive has fifty (50) feet of right-of-way adjacent to and parallel to the west side of the area of request. Midwest Boulevard is classified as a secondary arterial in the 2008 Comprehensive Plan. Midwest Boulevard is a four (4) lane, 52-foot wide, curbed, asphalt concrete roadway. Current code requires a total street right-of-way width of one hundred feet (100) adjacent to the area of request and presently, Midwest Boulevard has one hundred (100) feet of right-of-way adjacent to and parallel to the east side of the area of request.

Street improvements are not required with this application.

Sidewalk is not required with this application.

Drainage and Flood Control, Wetlands, and Sediment Control

Drainage across the area of request is via overland flow from the west to the east. Currently, the area of request is developed with a business.

None of the area of request is affected by flood zone AE (the 100-year floodplain) as shown on the effective Flood Insurance Rate Map (FIRM) number 40109C0310H, dated December 12, 2009.

Drainage improvements are not required with this application.

Detention improvements are not required with this application.

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

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

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

Easements and Right-of-Way

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

Fire Marshal's Comments:

The fire department has reviewed this request. Any future uses must meet the requirements of Chapter 15 of the Municipal Code.

Plan Comments:

The existing use on this property is an insurance agency located in the front 925sqft of the building. The remaining 1000sqft of the building has a proposed use of a church. The applicant is requesting to amend the allowed uses within the approved SPUD governed by C-3, Community Commercial. The proposed uses for this site are as stated:

1. Administrative & Professional Offices
2. Business Support Services
3. Health Clubs
4. Medical Services: Restricted
5. Personal Services: Restricted
6. Repair Services: Consumer
7. Low-Impact Institutional

The required number of parking spaces for the 925sqft for office space is 4. The current number of parking spaces meets this minimum requirement. Parking requirements for a church are 1 space per 3 seats in the major place of assembly. Additional parking may be required for the new use of this site depending on the number of seats that will be needed in the major place of assembly.

The Planning Commission suggested that if additional parking is needed for the church use, that the applicant contact the owner of the building to the north to discuss entering into a cross-access agreement.

The applicant is proposing a monument sign to be erected on site at a future date. Any signage proposed for this parcel will be limited to one sign and must meet current code requirements.

Action Required: Approve or reject the ordinance to amend the allowed uses within the approved SPUD for the property located at 1701 S Midwest Blvd. subject to the staff comments contained herein and made a part of the PC-1882 file found in the October 25, 2016 agenda packet.

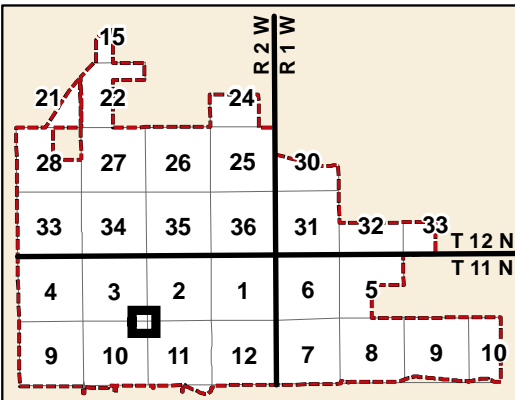
A handwritten signature in black ink, appearing to read "Billy Harless". The signature is fluid and cursive, with a long horizontal stroke at the end.

Billy Harless, AICP
Community Development Director

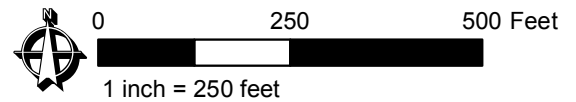
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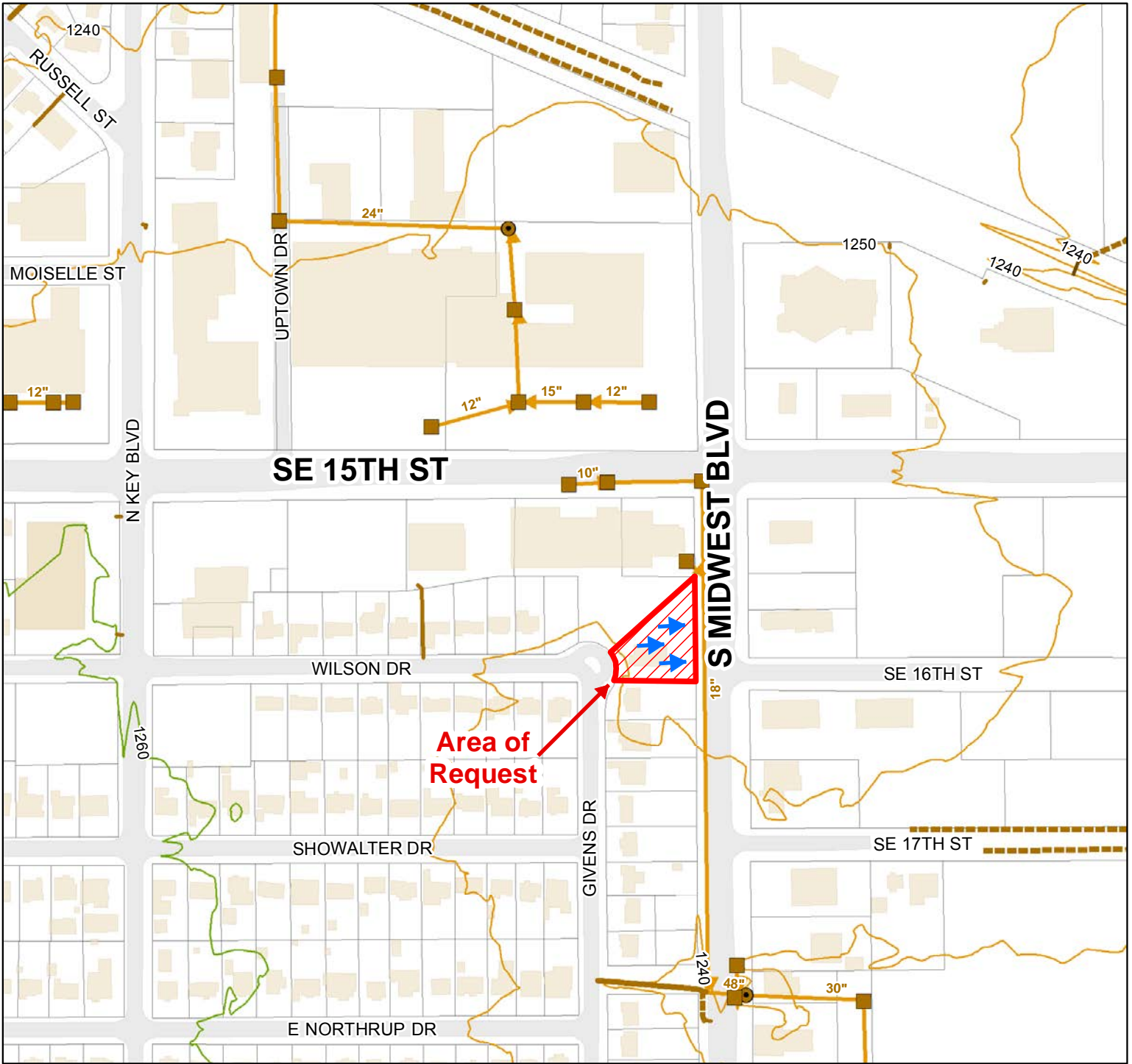
Locator Map



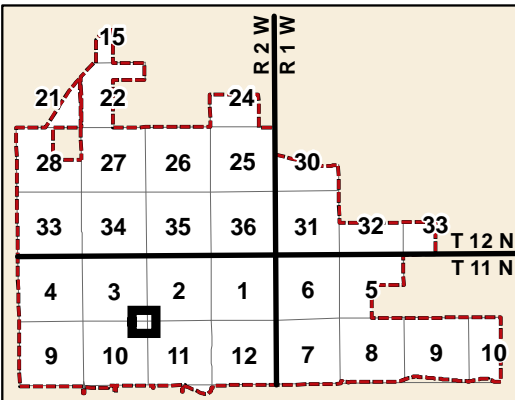
**2015 DOP (AERIAL) VIEW FOR
PC-1882
(NE/4, Sec. 10, T11N, R2W)**
















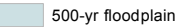
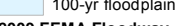


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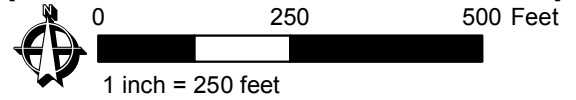
Locator Map



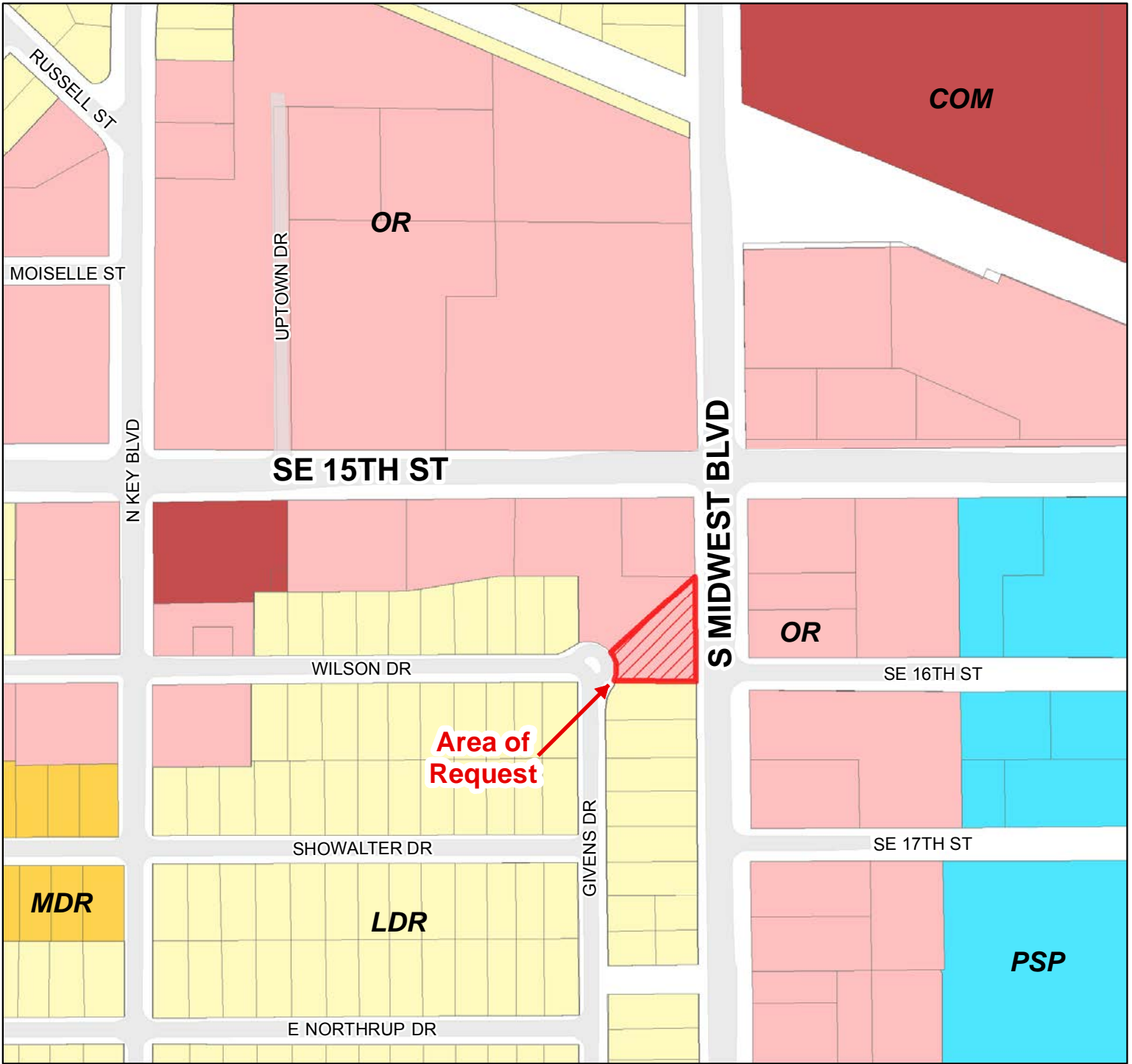
- Drainage Legend**
-  Curb Inlets
 -  Inlets
 -  Junction Box
 -  Culverts
 -  Flumes
 -  Developed Channels
 -  Trickle Channels
 -  Undeveloped Channels
 -  Storm Lines
 -  Creeks
- ELEVATION**
-  1166-1204 ft
 -  1204-1228 ft
 -  1228-1250 ft
 - 1250-1278 ft
 - 1278-1324 ft

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

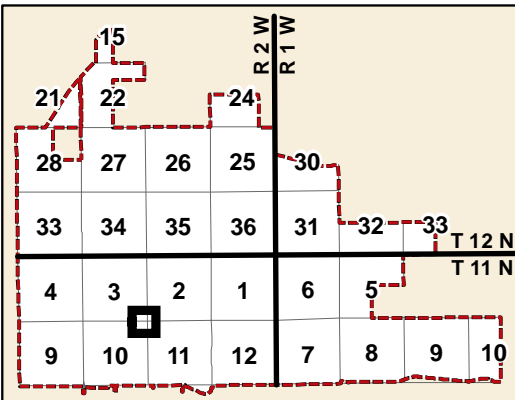
DRAINAGE LOCATION MAP FOR PC-1882 (NE/4, Sec. 10, T11N, R2W)













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Locator Map



Future Land Use Legend

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

**FUTURE LAND USE
MAP FOR
PC-1882**

(NE/4, Sec. 10, T11N, R2W)

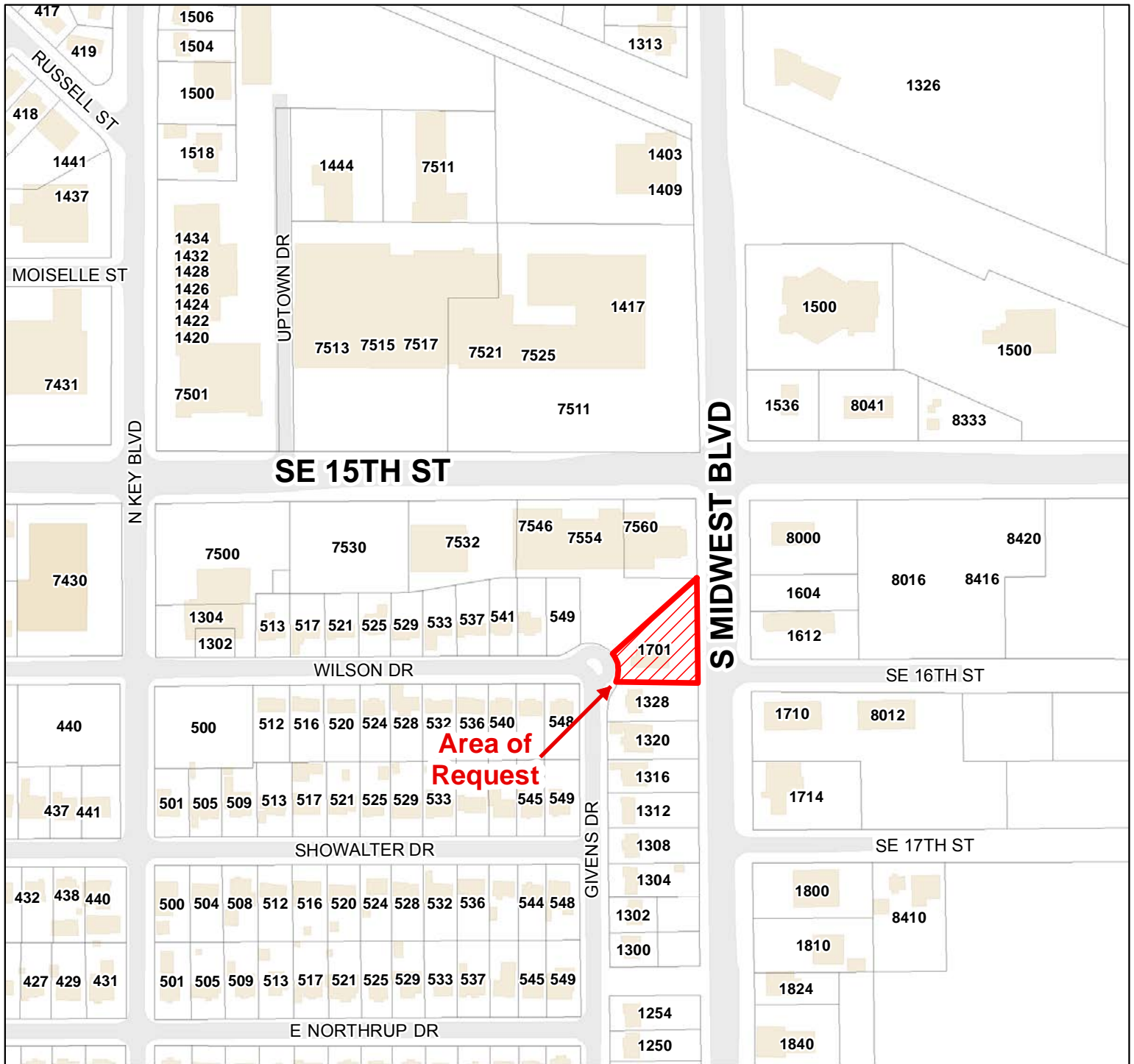


0 250 500 Feet

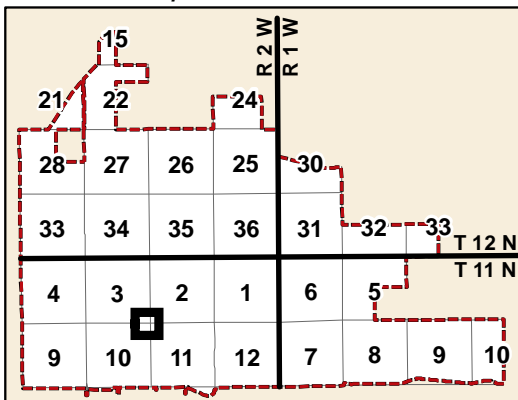


1 inch = 250 feet






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Locator Map



General Map Legend

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

**GENERAL MAP FOR
PC-1882
(NE/4, Sec. 10, T11N, R2W)**

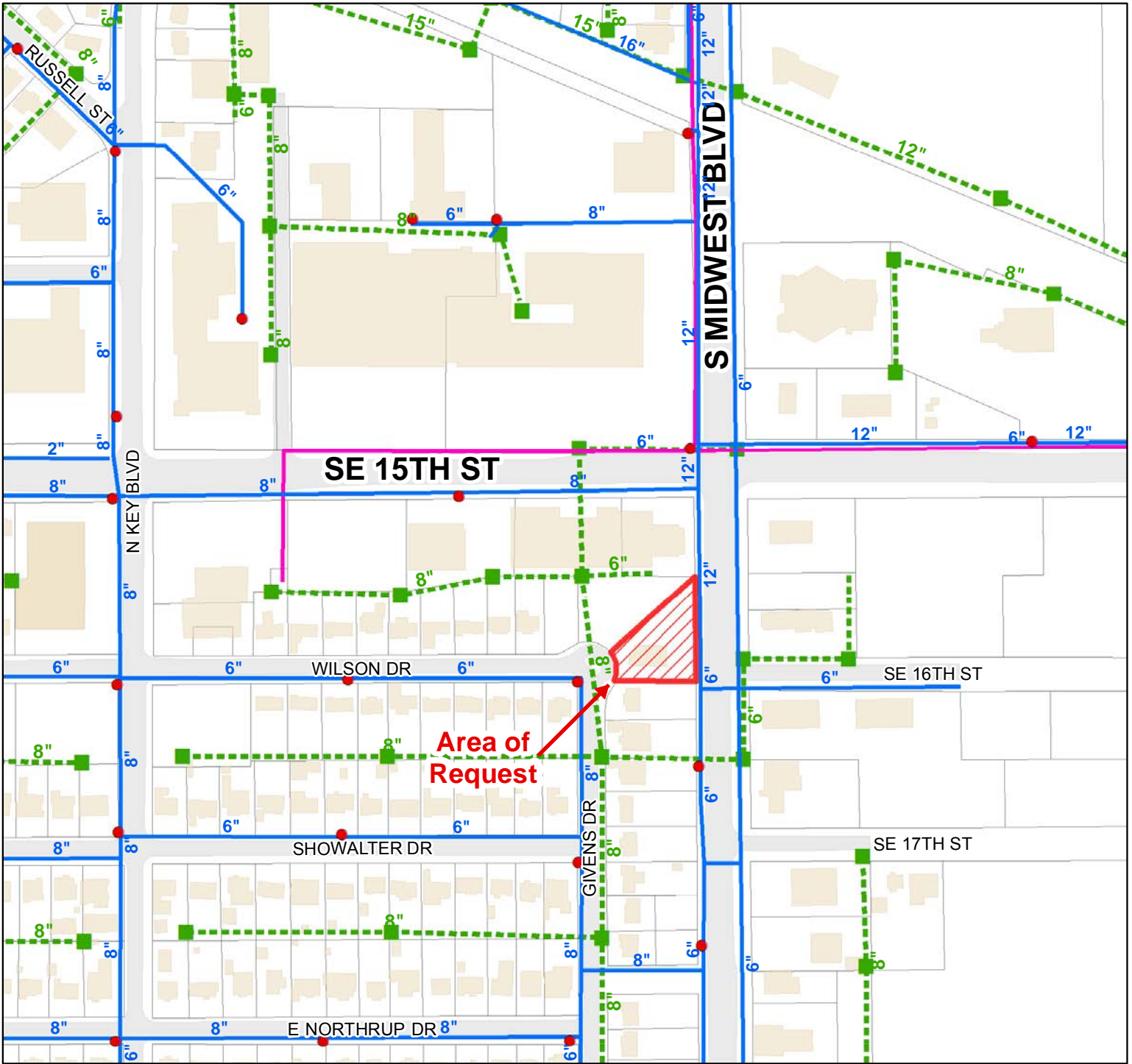


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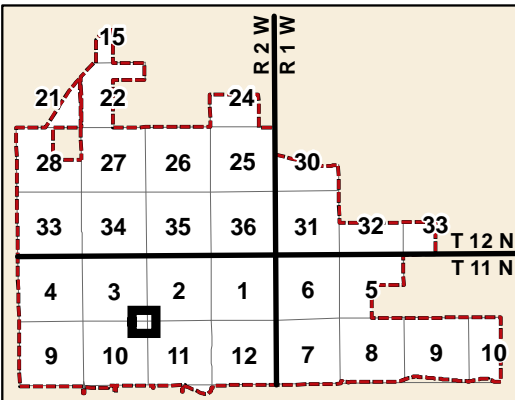


1 inch = 250 feet

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Locator Map



Water/Sewer Legend

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

WATER/SEWER LINE LOCATION MAP FOR PC-1882

(NE/4, Sec. 10, T11N, R2W)

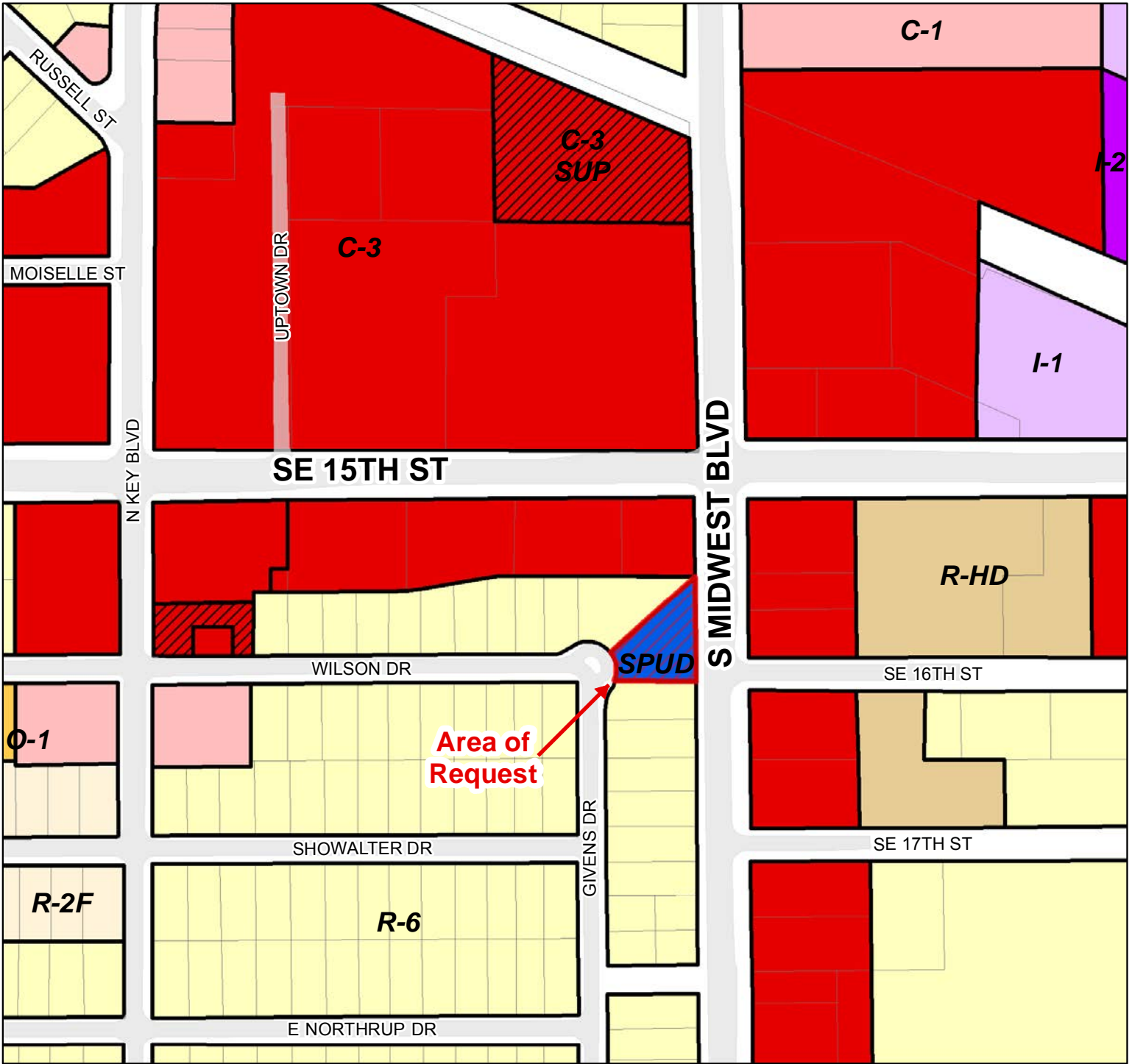


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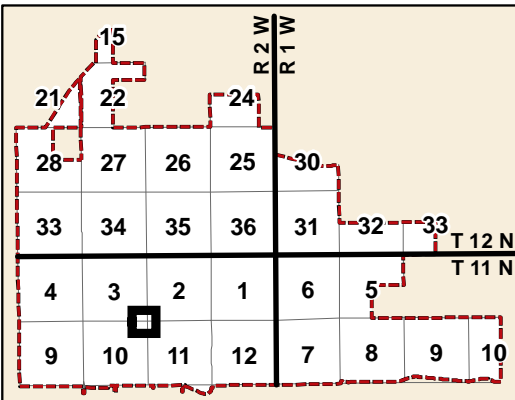


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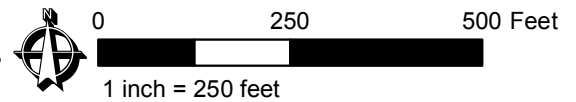
Locator Map



Current Zoning Legend

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

**ZONING MAP FOR
PC-1882
(NE/4, Sec. 10, T11N, R2W)**



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The City of
MIDWEST CITY
COMMUNITY DEVELOPMENT DEPARTMENT

Billy Harless, Community Development Director

ENGINEERING DIVISION
Patrick Menefee, City Engineer
CURRENT PLANNING DIVISION
Ron Green, Manager
COMPREHENSIVE PLANNING
Anais Starr, Comprehensive Planner
BUILDING INSPECTION DIVISION
Charles Belk, Building Official
GIS DIVISION
Kathy Spivey, GIS Coordinator

To: Honorable Mayor and City Council

From: Billy Harless, Community Development Director

Date: October 25, 2016

Subject: (PC – 1883) Public hearing with discussion and consideration of approval of an ordinance redistricting from R-6, Single Family Detached Residential to a Planned Unit Development (PUD) governed by the R-6, Single Family Detached Residential District, for the property described as a part of the SW/4 of Section 36, T-12-N, R-2-W, located along Charles Ave., north of E. Reno Ave.

Dates of Hearing: Planning Commission – October 4, 2016
City Council – October 25, 2016

Owner: Douglas Development Corp.

Applicant: Frank McClendon

Proposed Use: 37 single family residential lots

Size:

The area of request has a frontage along Charles Ave of approximately 1,060 ft and a depth of approximately 310 ft, containing an area of approximately 7.55 acres, more or less.

Development Proposed by Comprehensive Plan:

Area of Request – LDR, Low Density Residential
North, South, East and West – LDR, Low Density Residential

Zoning Districts:

Area of Request – R-6, Single Family Detached Residential
North, East and West – R-6, Single Family Detached Residential
South – SPUD, Simplified Planned Unit Development

Land Use:

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

Comprehensive Plan Citation:

Single-Family Detached (SFD) Land Use

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

Municipal Code Citation:

2.25 PUD, Planned Unit Development

2.25.1 General Provisions

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

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

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

2.25.2 Intent and Purpose

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

- (A) Innovative land development
Encourage innovative land development while maintaining appropriate limitations on the character and intensity of use, assuring compatibility with adjoining and proximate properties, and following the guidelines of the comprehensive plan.
- (B) Flexibility within developments
Permit flexibility within the development to maximize the unique physical features of the particular site.
- (C) Efficient use of land
Encourage efficient use of land, facilitate economic arrangements of buildings and circulation systems, and encourage diversified living environments and land uses.
- (D) Function, design and diversity
Achieve a continuity of function and design within the development and encourage diversified living environments and land uses.
- (E) Modifications to development requirements
Provide a vehicle for negotiating modifications in standard development requirements in order to both encourage innovative development and protect the health, safety and welfare of the community.

History:

1. This property has been zoned residentially since the adoption of the 1986 Zoning Map and has never been platted.
2. The Planning Commission recommended approval of this item subject to staff comments.

Staff Comments:

Engineer's Report:

Water Supply and Distribution

A six (6) inch public water main is located on the west side of Charles Avenue in the street right-of-way extending along the east side of the area of request.

Public water line improvements are not required with this application. However, public water line improvements are proposed and are part of the preliminary plat application for the area of request. The public water line extension requirements are addressed in PC-1884.

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

Sanitary Sewer Collection and Disposal

An eight (8) inch public sewer main is located on the east side of Charles Avenue in the street right-of-way extending along the east side of the area of request. An eight (8) inch public sewer main is located in a dedicated utility easement paralleling part of the western boundary of the area of request.

Public sewer line improvements are not required with this application. However, public sewer line improvements are proposed and are part of the preliminary plat application for the area of request. The public sewer line extension requirements are addressed in PC-1884.

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

Streets and Sidewalks

Access to the area of request is available from Charles Avenue. Charles Avenue is classified as a local street in the 2008 Comprehensive Plan. Charles Avenue is a two (2) lane, 22-foot wide, uncurbed, asphalt concrete roadway. Current code requires a total street right-of-way width of fifty (50) feet for a local street and presently, Charles Avenue has thirty (30) feet of right-of-way adjacent to and parallel to the east side of the area of request.

Right of way grants to the city are not required with this application. Public right of way dedications are proposed and are part of the preliminary plat application for the area of request. The required public right of way dedications are addressed in PC-1884.

Public street and sidewalk improvements are not required with this application. However, public street and sidewalk improvements are proposed and are part of the preliminary plat application for the area of request.

The public street and sidewalk requirements are addressed in PC-1884.

The applicant is requesting a variance in the P.U.D. to the city's barrier curb requirement, instead asking to install mountable curbs. Mountable curbs do not meet the City's current paving standards, therefore, staff recommends denying this variance.

Drainage and Flood Control, Wetlands, and Sediment Control

Drainage across the area of request is from the north to the south via overland flow. Currently, the area of request is undeveloped. The area of request is not affected by flood zone X (the 100-year floodplain) as shown on the effective Flood Insurance Rate map (FIRM) number 40109C0310H, dated December 12, 2009.

The applicant proposes to construct a detention pond to service the area of request as part of the preliminary plat application. The drainage improvement requirements are addressed in PC-1884.

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

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

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

Easements and Right-of-Way.

No additional rights-of-way and/or easements are required with this application. All easement and right of requirements are addressed with the preliminary plat application.

Fire Marshal's Report:

The Fire Marshal has reviewed this request. All future development must meet chapter 15 of the municipal code.

Plan Review Comments:

The intention of the proposed St. Charles Place PUD is to create a 37 home, single family residential subdivision.

The proposed PUD is governed by the R-6, Single Family Detached Residential Zoning District. No other uses are proposed within this request.

The Master Development Plan shows one proposed access point from Charles Ave.

Within the PUD, the applicant is requesting several variances to the Zoning Ordinance and Subdivision Regulations. The variance requests are as follows:

Required side yard setback – 7’
Requested side yard setback – 5’

The side yard setback was increased from 5’ to 7’ under the 2010 Zoning Ordinance. The primary purpose was to help with the need for retaining walls between lots. The area of request does not have a significant slope percentage. Staff is agreeable to this request.

Required “J” drives or minimum 15’ garage setback from building line
Requested – No “J” drives or garages setback 15’ from the building line
Staff is agreeable to this request. This requirement was included in the 2010 Zoning Ordinance to discourage builders from making the garages to focal point of homes. Staff has found that this proves difficult for smaller lots. The lots proposed in this development meet the minimum requirements of the Zoning Ordinance.

Required percentage of masonry materials for the exterior of homes – 85%, 100% facing a public street

Requested percentage of masonry materials for the exterior of homes – 70%
Staff is not agreeable to this request. This requirement has been upheld for new single family housing since the adoption of the 2010 Zoning Ordinance. Allowing this variance would set a precedent for future single family housing.
The Planning Commission recommended denial of this variance request.

All other requirements of the Zoning Ordinance including lot coverage, rear yard setbacks, landscaping, and parking must be met.

Action Required: Approve or reject the ordinance to redistrict to Planned Unit Development for the property as noted herein, subject to the staff comments and recommendations as found in the October 25, 2016 agenda packet and made a part of PC-1883 file.



Billy Harless, AICP
Community Development Director

KG

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

PUD- 1884

**DESIGN STATEMENT
FOR ST. CHARLES PLACE**

PREPARED BY:

- * Frank McLendon
- * *1723 W. Britton Road*
- * Oklahoma City, OK 73120
- * *(405) 657-7909/286-1949*
- * *mclendon,frank@yahoo.com*

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SECTION 1.0 INTRODUCTION

The Planned Unit Development (PUD) of St Charlees Place, consisting of 8.03 acres is located within the SW/4 of Section 36, Township 12N, Range 2W, of the Indian Meridian, Midwest City, Oklahoma County, Oklahoma. The subject property is generally located north of Reno Avenue and west of Charles Avenue.

SECTION 2.0 LEGAL DESCRIPTION

Commencing at the Southeast corner of the SW/4 of Section 36. township 12 north Range 2 West of the Indian Meridian; Thence N0°20'43"W along the East line of said SW/4 a distance of 260.00 feet; Thence S89°28'52"W and parallel with the South line of said SW/4 a distance of 20.00 feet to the Point of Beginning; ° Thence S89°28'52"W and parallel with the South line of said SW/4 a distance of 310.03 feet to a point on the East line of L.S. White Addition; Thence N0°21'08"W along the East line of said L.S. White Addition a distance of 1,060 feet to a point on the North line of the SE/4 of said SW/4; Thence N89°38'52"E along the North line of the SE/4 of said SW/4 a distance of 310.16 feet; Thence S0°20'43"E a distance of 1,060 feet to the Point of Beginning and containing 7.55 Acres More or Less.

SECTION 3.0 OWNER/DEVELOPER

The owner of this property described in Section 2.0 is Douglas Development Corporation. The developer of the property is Frank Middleton.

SECTION 4.0 SITE AND SURROUNDING AREA

The subject property is presently undeveloped. Surrounding properties are zoned and used for:

North: R-6 District and used for Single Family Residential*.
East: R-6 District and used for Single Family Residential*.
South: C-3 District and used for Commercial.
West: R-6 District and used for Single Family Residential*

The above surrounding properties include PUD _____ with a C-3 Commercial base district to the south and adjacent to the subject area.

SECTION 5.0 PHYSICAL CHARACTERISTICS

The elevation of the subject property is 1,247' to 1,269' MSE and the slope analysis reveals approximately one-third of the runoff drains from the southeast to the northwest and the remaining runoff drains from the northeast to the southwest. The subject property has mostly sandy loam soils characteristics and the tree cover on the property is approximately _____. This property is in the Soldier Creek drainage basin and there are 7.55 acres in the drainage area. None of the property is in the FEMA 100 year flood plain.

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

SECTION 6.0 CONCEPT

The concept for this PUD is R-6 Single Family Residential.

SECTION 6.1 DEVELOPMENT AND SUBDIVISION VARIATIONS

The following represents variations to the R-6 single Family Residential base zoning district or other sections of the Midwest City Zoning Ordinance:

Required Side Yard Setback - 7'
Requested Side Yard Setback - 5'

Required 'J' Drives or Minimum 15' Garage Setback from Building Line
Requested - No "J" Drive or Garage Setback

SECTION 7.0 SERVICE AVAILABILITY

7.1 STREETS

The nearest street to the north is E. Main Street which has a right-of-way width of 30 feet and is not paved to city standards. The nearest street to the east is N. Charles Avenue which has a right-of-way width of 30' and is not paved to local street standards. The nearest street to the south is Reno Avenue which has a right-of-way width of 100 feet and is paved to arterial street standards. The nearest street to the west is King Avenue which has a right-of-way width of 60 feet and is paved to not paved to city standards.

Developer proposes half-street improvements of N. Charles Avenue along the entire frontage of the proposed subdivision and grant a 20' right-of-way along the frontage of N. Charles Avenue.

Proposed streets in this Planned Unit Development shall be public and shall have right-of-way widths of fifty feet (50').

7.2 SANITARY SEWER

Sanitary sewer facilities for this property are available. An eight inch sanitary sewer main is located along the east right-of-way of N. Charles Avenue and along the west property line.

7.3 WATER

Water facilities for this property are available. An eight inch (8") water main is located along the west right-of-way of N. Charles Avenue. Extension of the waterline to serve all of the proposed lots within the subdivision

7.4 FIRE PROTECTION

The nearest fire station to this property is located at 7316 SE 15th Street approximately 2.0 miles to the southwest.

7.5 GAS SERVICE, ELECTRICAL SERVICE, AND TELEPHONE SERVICE

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

7.7 DRAINAGE

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

8.1 USE AND DEVELOPMENT REGULATIONS

The use and development regulations of the **R-6 Single Family Residential District** shall govern this PUD, except as herein modified, including accessory uses subject to their appropriate conditions and review procedures for public hearings where applicable, unless otherwise noted herein.

9.1 FAÇADE REGULATIONS

Exterior building wall finish on all structures, exclusive of windows and doors, shall consist of a minimum 70% brick veneer, rock or stone masonry.

9.2 LANDSCAPING REGULATIONS

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

9.3 PLATTING REGULATIONS

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

9.4 DRAINAGE REGULATIONS

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

9.5 ACCESS REGULATIONS

There shall be one access point from N. Charles Avenue in this PUD.

Streets or driveways on adjacent property within 200 feet of this Planned Unit Development shall be shown on the Master Development Plan.

Sidewalks shall be constructed within the subdivision at the time of home building activity in order to avoid damage to the sidewalk during home building.

Driveways will be straight to a garage located at the 25' building line.

9.6 ROOFING REGULATIONS

Every structure in this PUD shall have a minimum 7:12 roof pitch..

9.7 SETBACK REGULATIONS

Unless modified herein, side yard requirements in this PUD shall be the five feet (5').

9.8 COMMON AREAS

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

MASTER DEVELOPMENT PLAN
OF
ST. CHARLES PLACE

A PART OF THE SW/4 OF SECTION 36, T12N, R2W, I.M.
MIDWEST CITY, OKLAHOMA COUNTY, OKLAHOMA

B/L - BUILDING LIMIT LINE
U/E - UTILITY EASEMENT

LEGAL DESCRIPTION

Commencing at the Southwest corner of the SW/4 of Section 36, T12N-R2W I.M.; Thence N02°10'47"W along the East line of said SW/4 a distance of 200.00 feet Thence S09°38'52"W and parallel with the South line of said SW/4 a distance of 20 feet to the Point of Beginning Thence S89°38'52"W and parallel with the South line of said SW/4 a distance of 310.03 feet to a point on the East line of L.S. White Addition Thence N02°10'47"W along the East line of said L.S. White Addition a distance of 1000.00 feet to a point on the North line of the SE/4 of said SW/4 Thence N02°10'47"E a distance of 1000.00 feet to the SE/4 of said SW/4 a distance of 310.18 feet Thence S22°20'42"E a distance of 1000.00 feet to the Point of Beginning and containing 7.55 Acres more or less.

D/E - DRAINAGE EASEMENT
D/M/E - DRAINAGE AND UTILITY EASEMENT
R/W OR R.O.W. - RIGHT OF WAY
L.W.S. - LONG WATER SERVICE CONNECTION
D.W.S. - SHORT WATER SERVICE CONNECTION

NOTES
ALL CONSTRUCTION TO BE IN ACCORDANCE WITH MIDWEST CITY STANDARDS.
ALL LOTS TO BE SERVED WITH CITY WATER AND SEWER.
ALL RECORDS TO BE CONSTRUCTED ON SITE (NO MANUFACTURED HOUSING).
HIGHS TO HAVE A MINIMUM OF 1,000 SQUARE FEET PLUS 2 CAR (MAX) GARAGES.
WATER AND SEWAGE SERVICE MARKS WITHIN THE SUBDIVISION TO BE 4 INCH.

OWNERSHIP
CIVILIAN DEVELOPMENT CORPORATION
PHONE (405) 657-2929

DENSITY:
23 SINGLE FAMILY PERMITS PER ACRE - 4.75 RES PER ACRE
PAVING:
APPROX. 1,042.00 LF OF PC CONCRETE PAVING

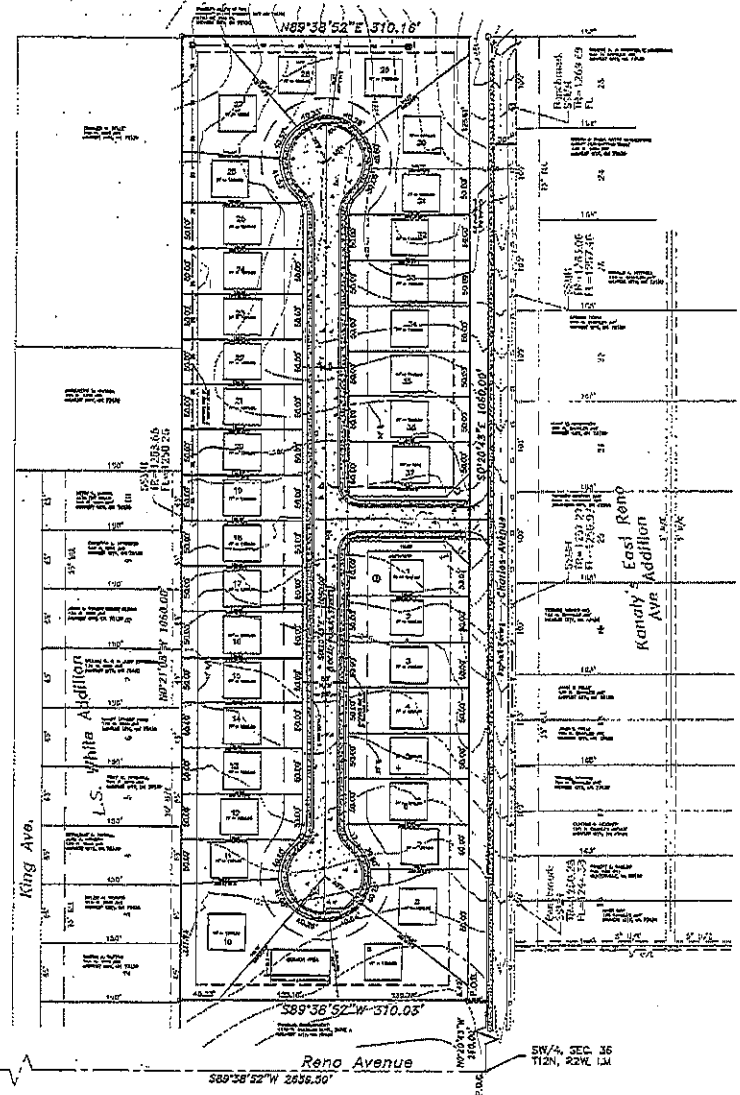
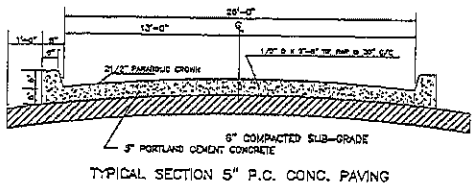
RECREATIONAL AREAS:
CONFORM WITH A 10' FOR STORM WATER DETENTION AS WELL AS A POSSIBLE RECREATIONAL AREA.
(APPROXIMATELY 0.10 ACRES)

SCHOOL DISTRICT:
MID-02

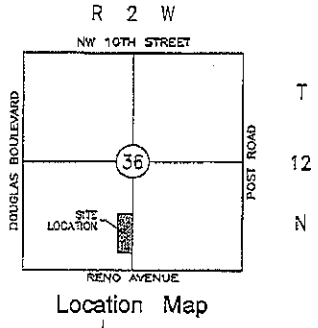
HOUSING ASSOCIATION
THE MAINTENANCE OF ALL COMMON AREAS/DRAINAGE EASEMENTS AND PUBLIC UTILITY EASEMENTS WILL BE THE RESPONSIBILITY OF A HOUSING ASSOCIATION

STATE OF OKLAHOMA, SS
COUNTY OF DELAWARE
BEFORE ME, THE UNDERSIGNED A NOTARY PUBLIC IN AND FOR THIS COUNTY AND STATE, PERSONALLY APPEARED THIS DAY TO ME JOHN W. GIBSON, FOSTER AND COMPANY, INC., ATTORNEYS AT LAW, AND DECLARED THAT HE IS THE OWNER OF THE ABOVE DESCRIBED PROPERTY AND THAT HE HAS FULL AND COMPLETE POWER AND AUTHORITY TO EXECUTE THIS INSTRUMENT AND TO CONVEY THE SAME AS HIS FREE AND VOLUNTARY ACT AND DEED ON THE

DAY OF _____ 2016.
MY COMMISSION EXPIRES _____



NO.	DESCRIPTION	DATE	BY
1	PRELIMINARY PLAN	7/28/15	JWG
2	FINAL PLAN	7/28/15	JWG



Basis of Bearing
South line SW/4
DATE: 7/28/15
SCALE: 1" = 60'

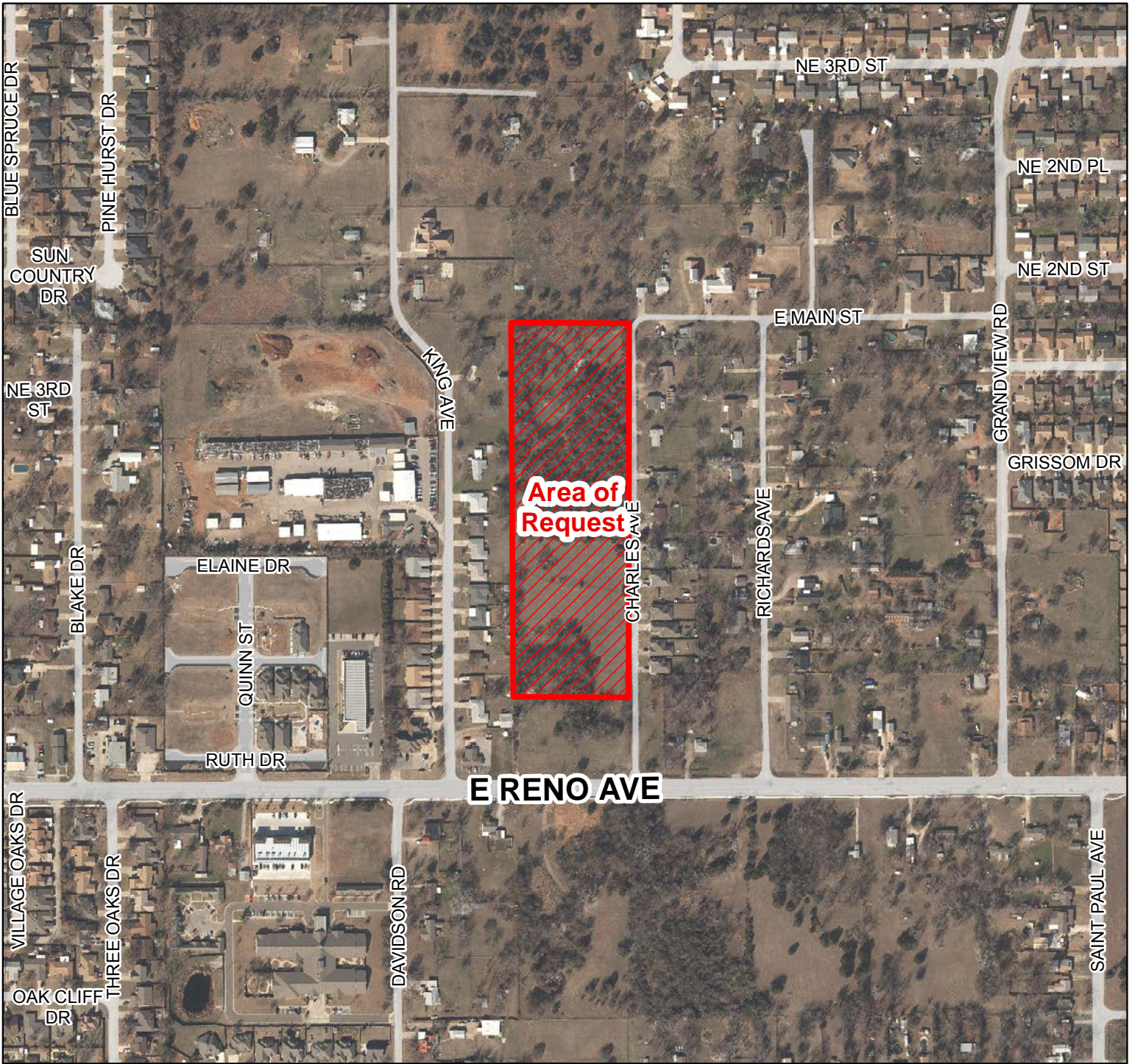
CURVE DATA:

CURVE NO.	RADIUS	ARC LENGTH	TANGENT	DELTA	CHORD LENGTH	CHORD BEARING
1	34.50	27.25	14.37	44°45'01"	26.54	N28°12'37"W
2	34.50	27.25	14.37	44°45'01"	26.54	N28°10'18"E
3	34.50	27.25	14.37	44°45'01"	26.54	N24°43'48"W
4	34.50	27.25	14.37	44°45'01"	26.54	N24°02'52"E

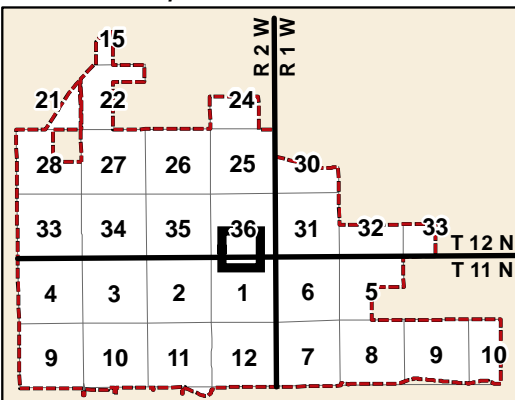
LINE DATA:

LINE NO.	LENGTH	BEARING
1	35.57	N45°20'58"W
2	35.14	N44°38'44"E

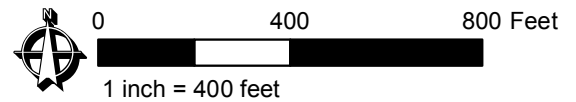
PRELIMINARY PLAN OF ST. CHARLES PLACE
Jackson & Jackson Engineering, Inc.
5350 S. Western Ave., Suite 223
Oklahoma City, OK 73108
Certificate of Authorization # 8770
Expires June 30, 2017
Phone: (405) 225-1978
Fax: (405) 274-2927



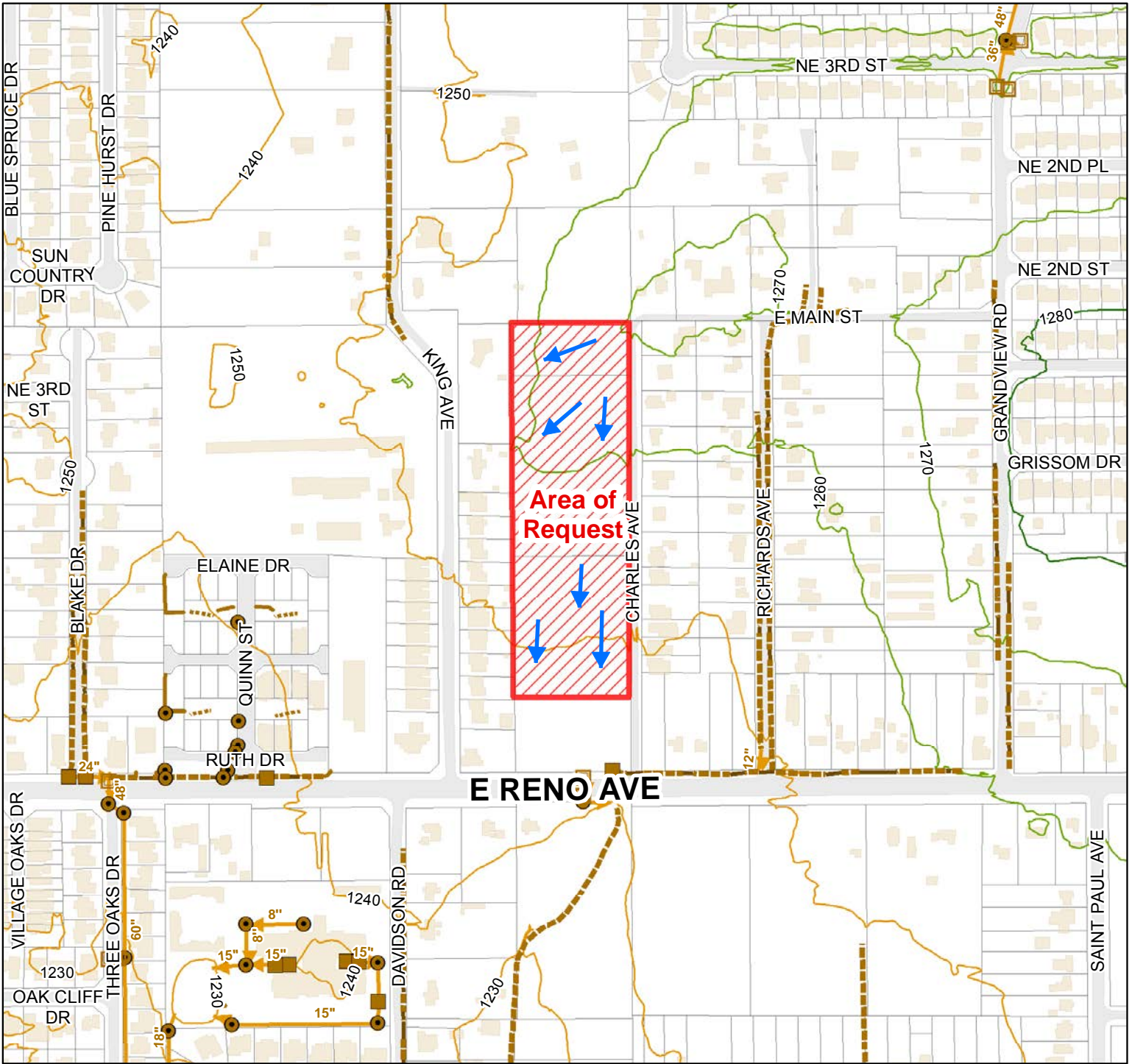
Locator Map



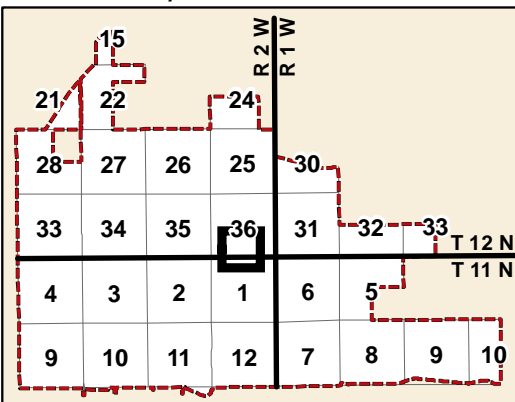
**2015 DOP (AERIAL) VIEW FOR
PC-1883 & PC-1884
(SW/4, Sec. 36, T12N, R2W)**



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Locator Map

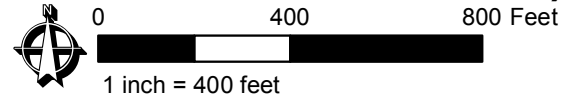


- Drainage Legend**
- Curb Inlets
 - Inlets
 - Junction Box
 - Culverts
 - Flumes
 - Developed Channels
 - Trickle Channels
 - Undeveloped Channels
 - Storm Lines
 - Creeks
- ELEVATION**
- 1166-1204 ft
 - 1204-1228 ft
 - 1228-1250 ft
 - 1250-1278 ft
 - 1278-1324 ft

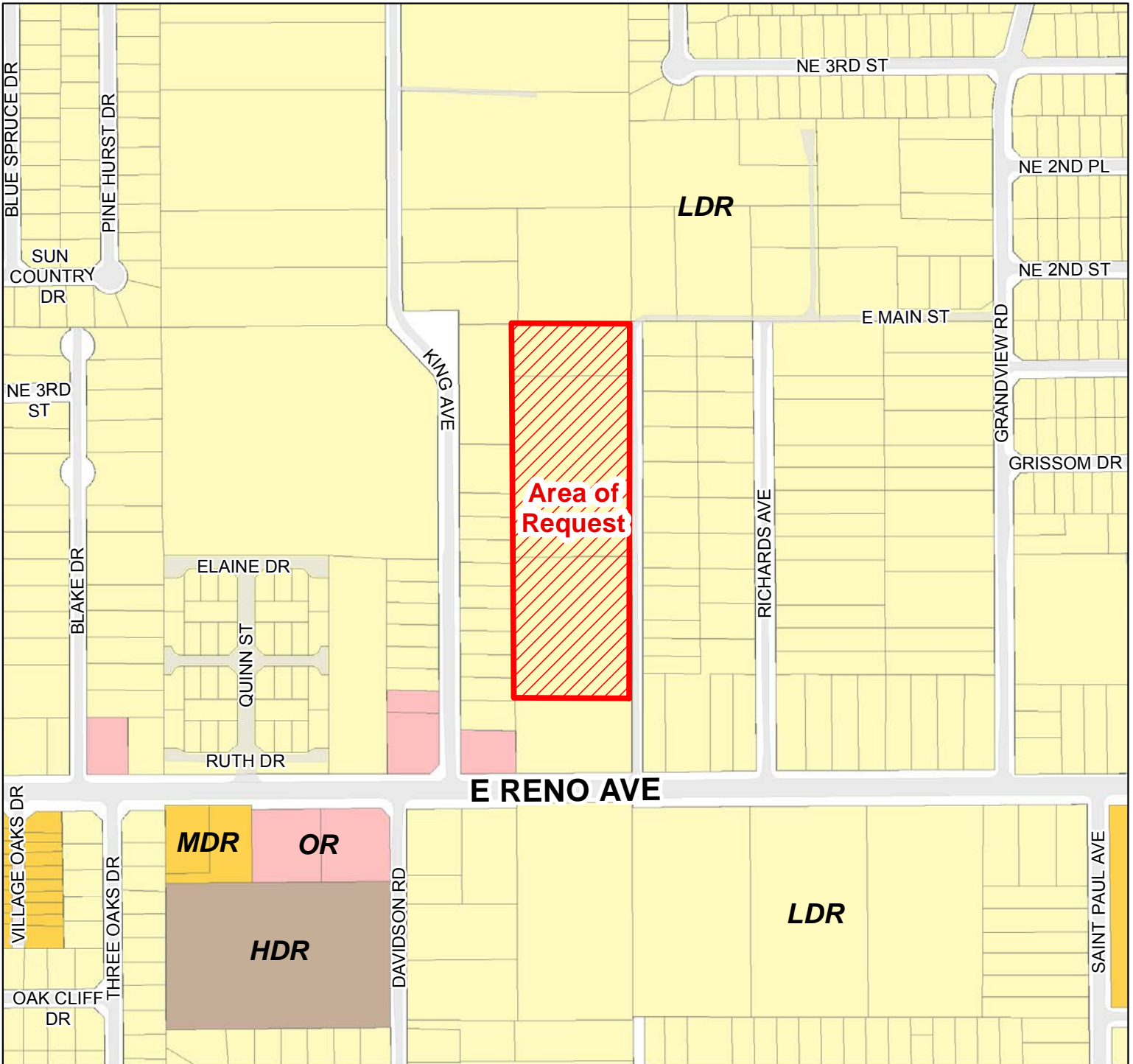
2009 FEMA Floodplains

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

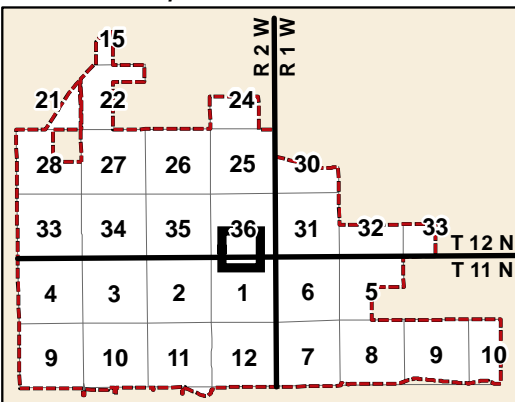
DRAINAGE LOCATION MAP FOR PC-1883 & PC-1884 (SW/4, Sec. 36, T12N, R2W)













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Locator Map



Future Land Use Legend

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

**FUTURE LAND USE
MAP FOR
PC-1883 & PC-1884
(SW/4, Sec. 36, T12N, R2W)**

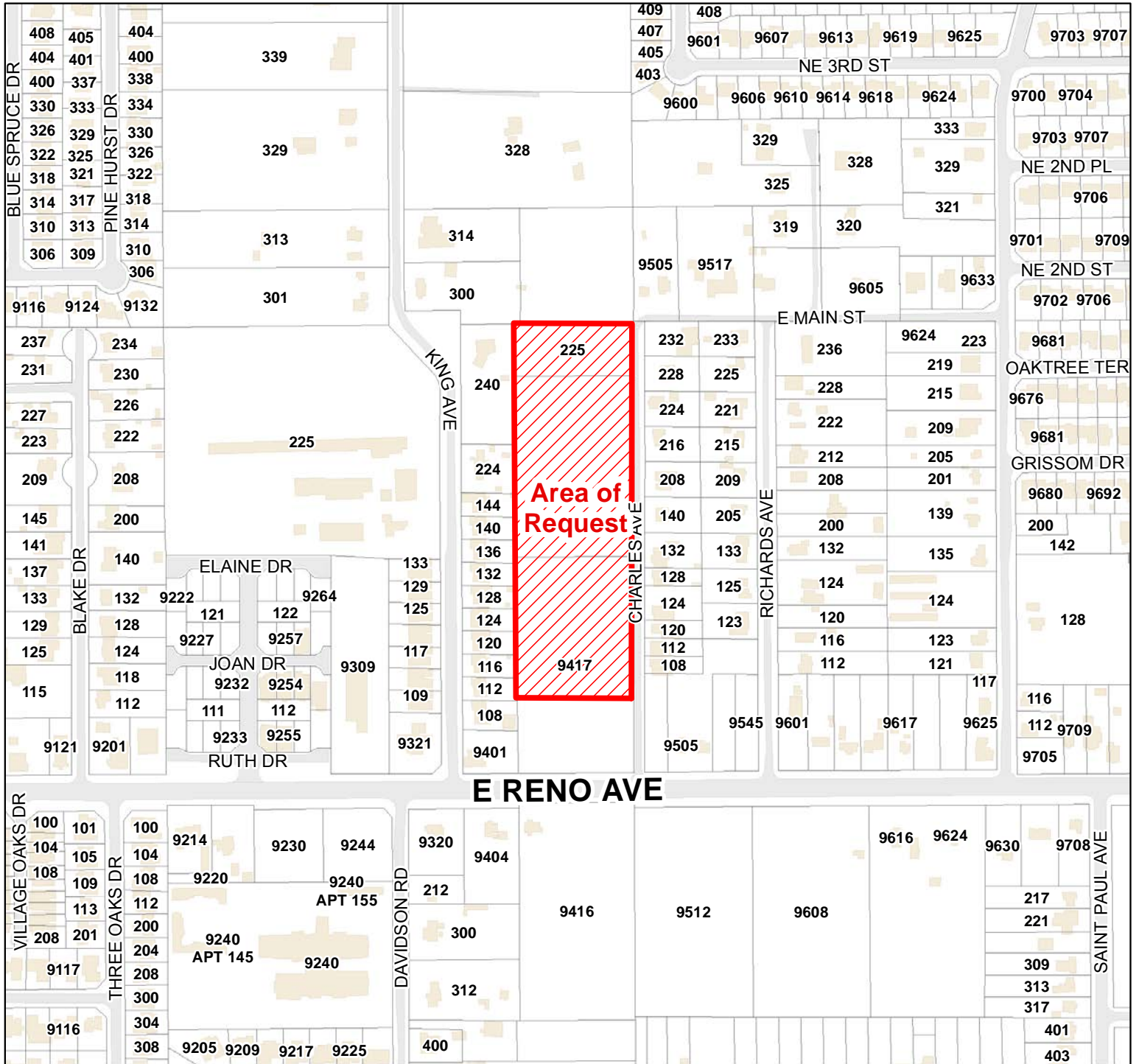


0 400 800 Feet

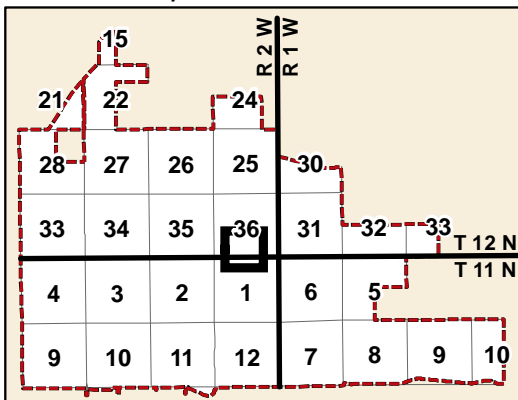


1 inch = 400 feet






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Locator Map



General Map Legend

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

**GENERAL MAP FOR
PC-1883 & PC-1884
(SW/4, Sec. 36, T12N, R2W)**

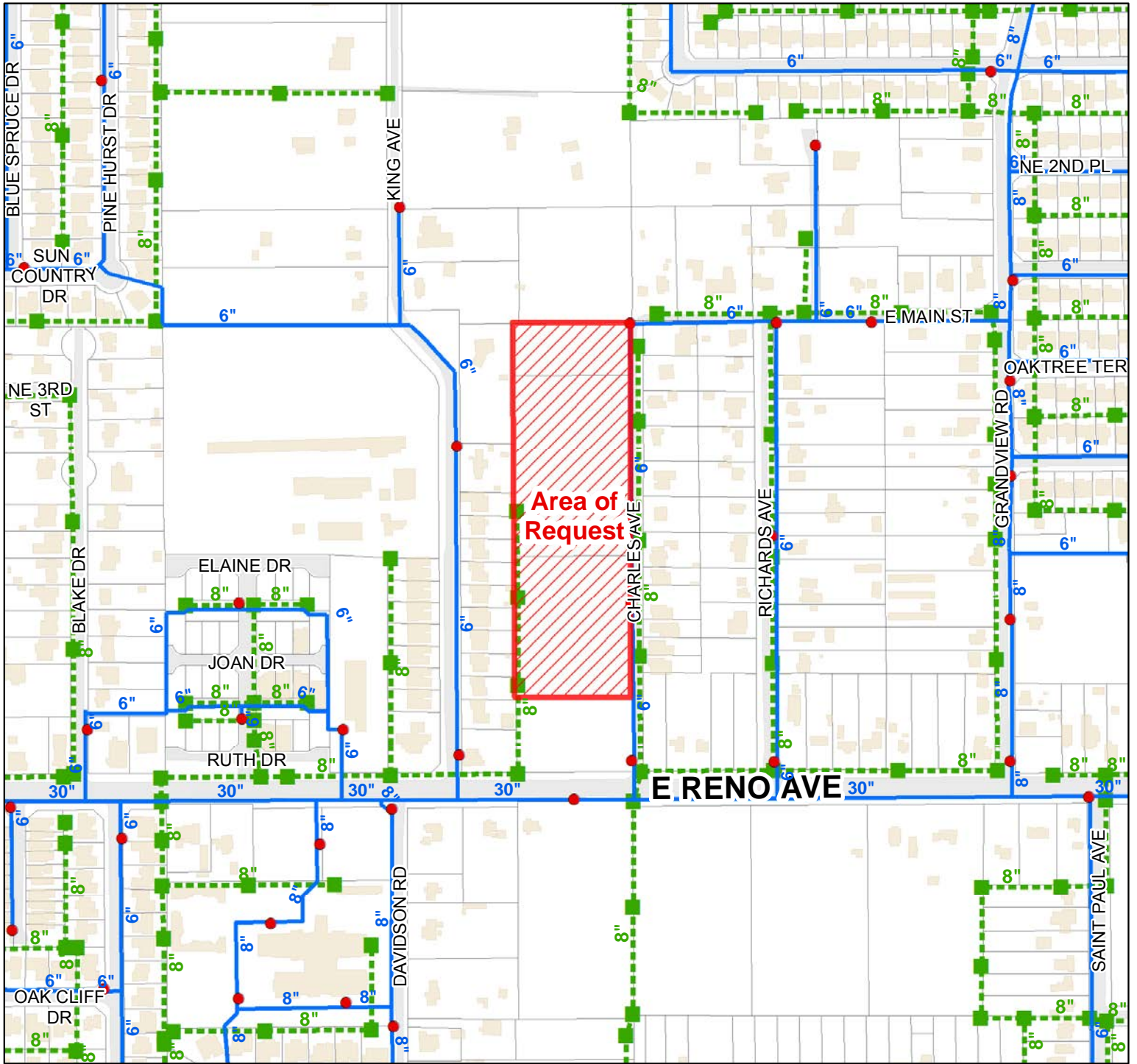


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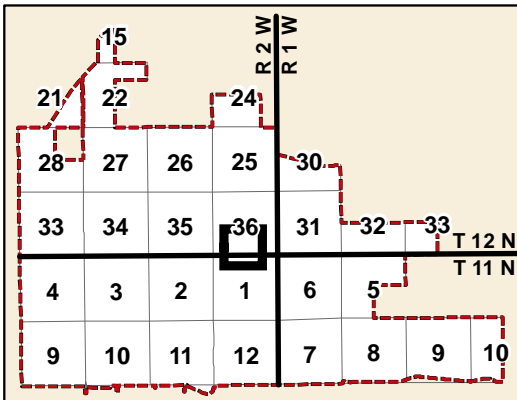


1 inch = 400 feet

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Locator Map



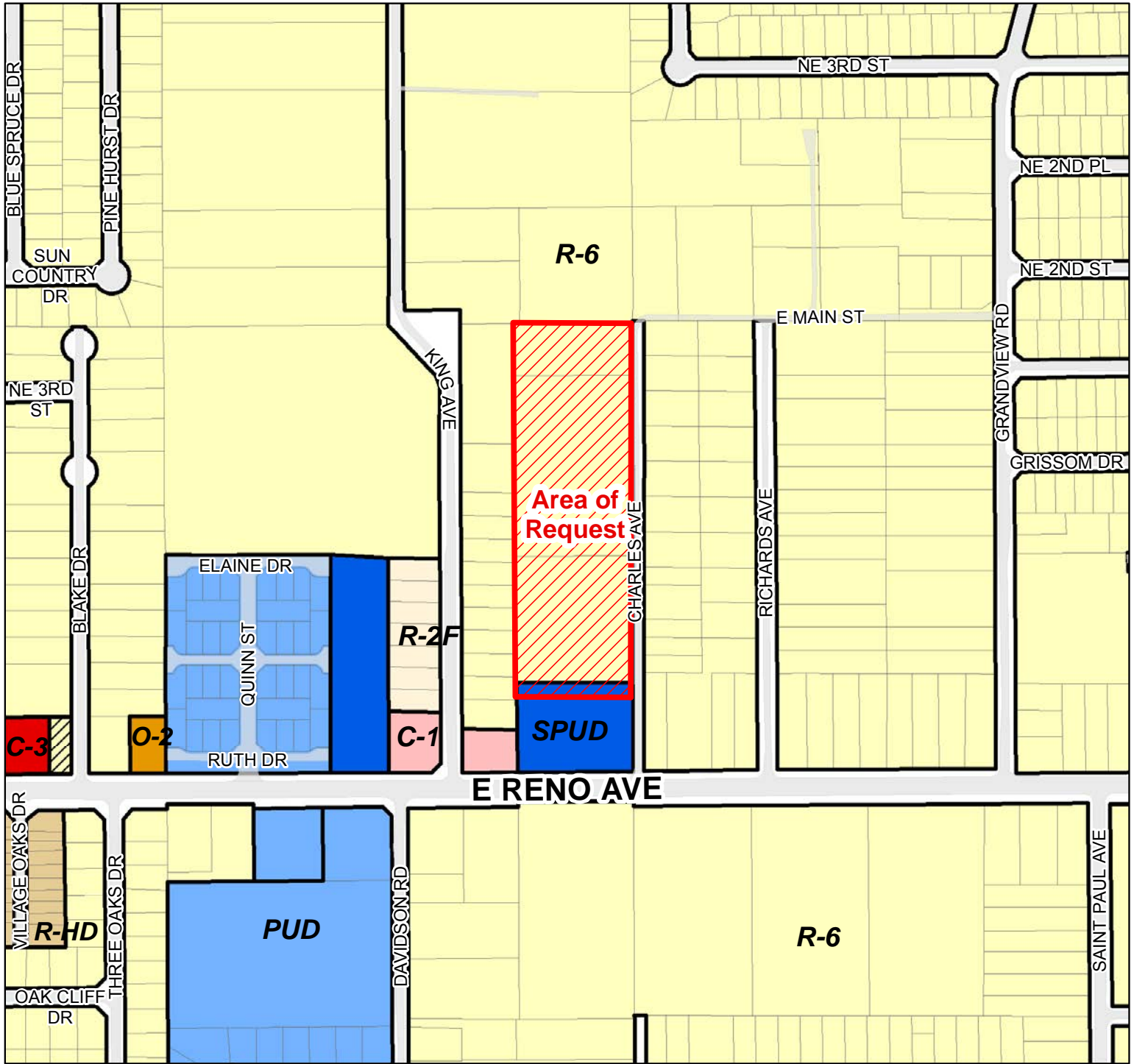
Water/Sewer Legend

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

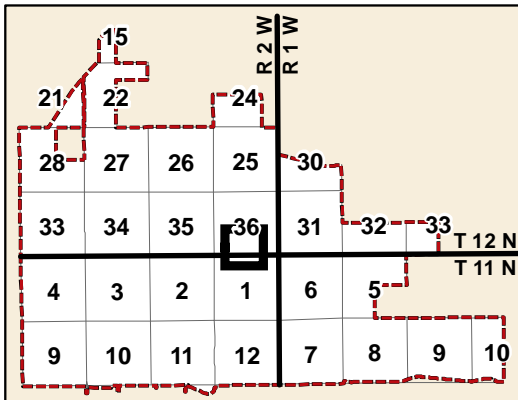
WATER/SEWER LINE LOCATION MAP FOR PC-1883 & PC-1884 (SW/4, Sec. 36, T12N, R2W)



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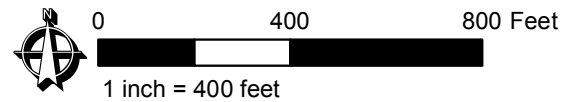
Locator Map



Current Zoning Legend

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

**ZONING MAP FOR
PC-1883 & PC-1884
(SW/4, Sec. 36, T12N, R2W)**



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The City of
MIDWEST CITY
COMMUNITY DEVELOPMENT DEPARTMENT

Billy Harless, Community Development Director

ENGINEERING DIVISION
Patrick Menefee, City Engineer
CURRENT PLANNING DIVISION
Ron Green, Manager
COMPREHENSIVE PLANNING
Anais Starr, Comprehensive Planner
BUILDING INSPECTION DIVISION
Charles Belk, Building Official
GIS DIVISION
Kathy Spivey, GIS Coordinator

To: Honorable Mayor and City Council

From: Billy Harless, Community Development Director

Date: October 25, 2016

Subject: (PC – 1884) Public hearing with discussion and consideration of approval of the Preliminary Plat of St. Charles Place for the property described as a part of the SW/4 of Section 36, T-12-N, R-2-W, located along Charles Ave., north of E. Reno Ave.

Dates of Hearing: Planning Commission – October 4, 2016
City Council – October 25, 2016

Owners: Douglas Development Corporation

Applicant: Frank McClendon

Proposed Use: 37 single family residential lots

Size:

The area of request has a frontage along Charles Ave of approximately 1,060 ft and a depth of approximately 310 ft, containing an area of approximately 7.55 acres, more or less.

Zoning Districts:

Area of Request – R-6, Single Family Detached Residential
North, East and West – R-6, Single Family Detached Residential
South – SPUD, Simplified Planned Unit Development

Land Use:

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

Municipal Code Citation:

38-3. Purpose

38-3.1 Protection of Public and Private Interest

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

38-18.1. Purpose

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

History:

1. This area has been zoned single family with the adoption of the 1985 and the 2010 Zoning Ordinances and has never been platted.
2. The Planning Commission recommended approval of this item.

Staff Comments:

Engineering Comments:

Water Supply and Distribution

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

A six (6) inch public water main is located on the west side of Charles Avenue in the street right-of-way extending along the east side of the area of request.

The applicant proposes to construct an eight (8) inch public water line extension through the site to provide service to the area of request.

Improvement plans for the water line extension must be prepared by a registered professional engineer and be submitted to staff for plan review and approval. The improvement will be constructed and accepted by the city prior to any application for a final plat.

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

Sanitary Sewer Collection and Disposal

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

An eight (8) inch public sewer main is located on the east side of Charles Avenue in the street right-of-way extending along the east side of the area of request. An eight (8) inch public sewer main is located in a dedicated utility easement paralleling part of the western boundary of the area of request.

The applicant proposes to construct an eight (8) inch public sewer line extension in the area of request to providing service to the proposed lots not serviced by an existing sewer main.

Improvement plans for the sewer line extensions must be prepared by a registered professional engineer and be submitted to staff for plan review and approval. The improvements will be constructed and accepted by the city prior to any application for a final plat.

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

Streets and Sidewalks

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

Access to the area of request is available from Charles Avenue. Charles Avenue is classified as a local street in the 2008 Comprehensive Plan. Charles Avenue is a two (2) lane, 22-foot wide, uncurbed, asphalt concrete roadway. Current code requires a total street right-of-way width of fifty (50) feet for a local street and presently, Charles Avenue has thirty (30) feet of right-of-way adjacent to and parallel to the east side of the area of request. A twenty foot of right of way dedication is required along the east side of the area of request adjacent to Charles Avenue and is reflected on preliminary plat.

All right of way grants to the city will be required to be dedicated on the final plat.

Charles Avenue does not meet current code requirements for a local street. The applicant proposes to construct half street improvements and sidewalk along the frontage of the area of request to bring it up to current standards.

The applicant proposes to construct a new public road with multiple cul-de-sacs in the site to provide service to the area of request. Sidewalks are required on the frontages of the proposed roads throughout the area of request and are reflected on the preliminary plat.

Improvement plans for the streets and sidewalks must be prepared by a registered professional engineer and be submitted to staff for plan review and approval. The improvement will be constructed and accepted by the city prior to any application for a final plat.

Drainage and Flood Control, Wetlands, and Sediment Control

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

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

The applicant proposes to construct a detention pond to service the area of request.

Plans for the drainage improvements must be prepared by a registered professional engineer and be submitted to staff for plan review and approval. The improvements will be constructed and accepted by the city prior to any application for a final plat.

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

Easements and Right-of-Way

The required easements and right of way for the area of request are illustrated on the preliminary plat and will be dedicated to the city when the final plat is filed. All proposed side lot and rear lot utility easements, as well as previously dedicated utility and drainage easements are illustrated on the preliminary plat. As noted in the Streets and Sidewalks section comments, right of way along Charles Avenue must be dedicated to the city as part of final plat application.

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

Fire Marshal's Comments:

The fire department has reviewed this request for the preliminary plat of St. Charles Place. Construction of this development must meet provisions of Chapter 15 of the Midwest City code of ordinances.

Planning Comments:

The purpose of this preliminary plat is to create 37 single family residential lots. This plat is associated with the PUD that was heard prior to this item.

One new curb-cut along N. Charles Ave. will provide access to the area of request. As this subdivision is creating less than 50 lots, a secondary point of access is not required.

The Park Land Review Committee met on September 21, 2016 to review the proposed park land/open space. According to the calculations provided in the 2012 Subdivision Regulations, the applicant is required to provide .17 acres of parks and open space. The applicant is proposing an area of park and open space containing a total of .20 acres of private park and open space to be maintained by the Homeowners Association. The HOA covenants must be provided to staff with the Final Plat application and provisions for care and maintenance of the park land/open space must be included.

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

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

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

Section 38-53.4 of the 2012 Midwest City Subdivision Regulations requires special consideration for the existing tree canopy and the replacement of certain trees removed for development. The applicant plans to remove a majority of the trees and is therefore required to submit a Tree Mitigation Plan.

Under section 38-53.6 (A) the applicant may only remove trees located in any street right-of-way and located within any area dedicated for water, wastewater, and drainage and in any other infrastructure needs. The remaining tree canopy must remain or be restored through a Tree Mitigation Plan. There is approximately 241,433.74 square feet of existing tree canopy on the site. Approximately 104,619.49 square feet of the canopy is in areas designated for infrastructure, therefore, 136,814.25 square feet of canopy must be replaced. The tree mitigation plan shows a mature tree canopy of 137,544 square feet that will replace the canopy of those that should remain.

As this preliminary plat conforms to the Subdivision Regulations, staff recommends approval.

Action Required: Approve or reject the Preliminary Plat of St. Charles Place for the property located as noted herein, subject to the staff comments and recommendations as found in the October 25, 2016, agenda packet, and as noted in PC-1884 file.



Billy Harless, AICP
Community Development Director

KG

PRELIMINARY PLAT
OF
ST. CHARLES PLACE

A PART OF THE SW/4 OF SECTION 36, T12N, R2W, 1.M.
MIDWEST CITY, OKLAHOMA COUNTY, OKLAHOMA

3/4" - BUILDING LIMIT LINE
1/2" - UTILITY EASEMENT

3/4" - DRAINAGE EASEMENT
3/4" - DRAINAGE AND UTILITY EASEMENT
3/4" OR R/W - RIGHT OF WAY
LONG WATER SERVICE CONNECTION
SHORT WATER SERVICE CONNECTION

LEGAL DESCRIPTION:

Commencing at the Southeast corner of the SW/4 of Section 36, T12N-R2W 1.M.; Thence N02°20'43"W along the East line of said SW/4 a distance of 263.00 feet Thence S89°38'52"W and parallel with the South line of said SW/4 a distance of 20 feet to the Point of Beginning Thence S20°02'33"W and parallel with the South line of said SW/4 a distance of 310.33 feet to a point on the East line of L.S. White Addition Thence N02°20'43"W along the East line of said L.S. White Addition a distance of 100.00 feet to a point on the North line of the SE/4 of said SW/4 Thence N89°38'52"E along the North line of the SE/4 of said SW/4 a distance of 270.15 feet Thence S02°20'43"E a distance of 100.00 feet to the Point of Beginning and containing 7.33 Acres More or Less.

NOTES:

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH MIDWEST CITY STANDARDS.
ALL LOTS TO BE SERVED WITH CITY WATER AND SEWER.
ALL RESIDENCES TO BE CONSTRUCTED ON SITE (NO MANUFACTURED HOUSING).
HOMES TO HAVE A MINIMUM OF 1,200 SQUARE FEET PLUS 2 CAR (AND) GARAGES.
WATER AND SANITARY SEWER MAINS WITHIN THE SUBDIVISION TO BE 8 INCH.

OWNER: DOUGLAS DEVELOPMENT CORPORATION
PHONE: (405) 837-7900

DESIGN: 30 SINGLE FAMILY RESIDENCES ON 8.03 ACRES - 473 RES PER ACRE

PAVING: APPROX. 1,040,000 SF OF P.C. CONCRETE PAVING

RECREATIONAL AREA: COMMON LOT 15 FOR STORM WATER DETENTION AS WELL AS A POSSIBLE RECREATIONAL AREA (APPROXIMATELY 0.15 ACRES)

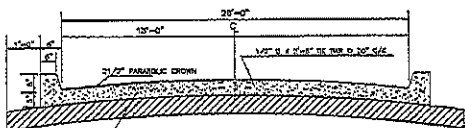
SCHOOL DISTRICT: MID-CITY

HOUSING ASSOCIATION: THE MAINTENANCE OF ALL COMMON AREAS/DRAINAGE EASEMENTS AND PUBLIC UTILITY EASEMENTS WILL BE THE RESPONSIBILITY OF A HOUSING ASSOCIATION

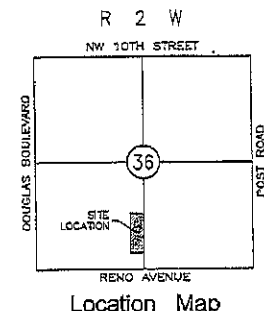
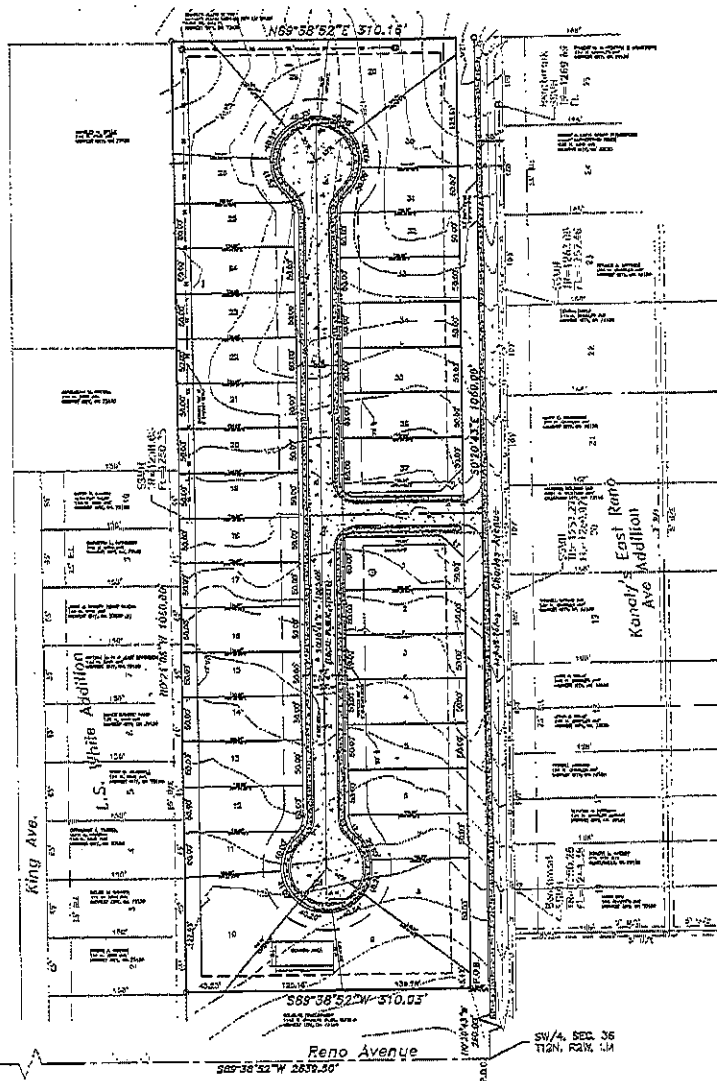
STATE OF OKLAHOMA,
COUNTY OF DELAWARE

BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE COUNTY AND STATE, PERSONALLY APPEARED TO ME JOHN D. HAYES, TO BE THE NOTORIAL POSITION AND DECLARED THE ABOVE INSTRUMENT AND ADMITTED TO ME THAT HE EXECUTED THE SAME AS HIS FREE AND VOLUNTARY ACT AND DEED IN THE

DATE OF _____ 2010.
MY COMMISSION EXPIRES _____



TYPICAL SECTION 5" P.C. CONC. PAVING



Base of Bearing
South line SW/4
DATE: 7/25/16
SCALE: 1" = 80'

CURVE DATA:

CURVE NO.	RADIUS	ARC LENGTH	TANGENT	DELTA	CHORD LENGTH	CHORD BEARING
1	34.50	27.25	14.37	44°45'01"	28.54	N25°12'37"W
2	34.50	27.25	14.37	44°45'01"	28.54	N26°07'18"E
3	34.50	27.25	14.37	44°45'01"	28.54	N24°43'48"W
4	34.50	27.25	14.37	44°45'01"	28.54	N24°02'48"E

LINE DATA:

LINE NO.	LENGTH	BEARING
1	35.27	N45°20'59"W
2	35.14	N44°38'44"E

PRELIMINARY PLAT ST. CHARLES PLACE
Jackson & Jackson Engineering, Inc.
6800 S. Western Ave., Suite 222
Oklahoma City, OK 73109
Certificate Of Authorization # 3770
Expires June 30, 2017
Phone: (405) 224-1928
Fax: (405) 274-2887

**TREE MANAGEMENT PLAN
OF
ST. CHARLES PLACE
A PART OF THE SW/4 OF SECTION 36, T12N, R2W, I.M.
MIDWEST CITY, OKLAHOMA COUNTY, OKLAHOMA**

LEGAL DESCRIPTION:

Commencing at the Southeast corner of the SW/4 of Section 36, T12N-R2W I.M. Thence N02°40'47" along the East line of said SW/4 a distance of 260.00 feet Thence S89°38'52"W and parallel with the South line of said SW/4 a distance of 310.03 feet to a point on the East line of L.C. White Addition; Thence N02°10'05"W along the East line of said L.C. White Addition a distance of 1500.00 feet to a point on the North line of the SW/4 of said SW/4; Thence N82°38'52"E along the North line of the SW/4 of said SW/4 a distance of 310.15 feet Thence S07°20'43"E a distance of 1000.00 feet to the Point of Beginning, and containing 7.55 Acres More or Less.

NOTES:

- ALL CONSTRUCTION TO BE IN ACCORDANCE WITH MIDWEST CITY ZONING ORDINANCE.
- ALL LOTS TO BE SERVED WITH CITY WATER AND SEWER.
- ALL RESIDENCES TO BE CONSTRUCTED ON ONE (1) MANUFACTURED HOUSING HOMES TO HAVE A MINIMUM OF 1,200 SQUARE FEET PLUS 2 CAR (MIN) GARAGES.
- WATER AND SANITARY SEWER MAINS WITHIN THE SUBDIVISION TO BE 3" INCH.

OWNERS:
DOUGLAS DEVELOPMENT CORPORATION
PHONE (405) 432-7500

LOTS:
36 SINGLE FAMILY RESIDENCES ON 636 ACRES - 430 NET PER ACRE

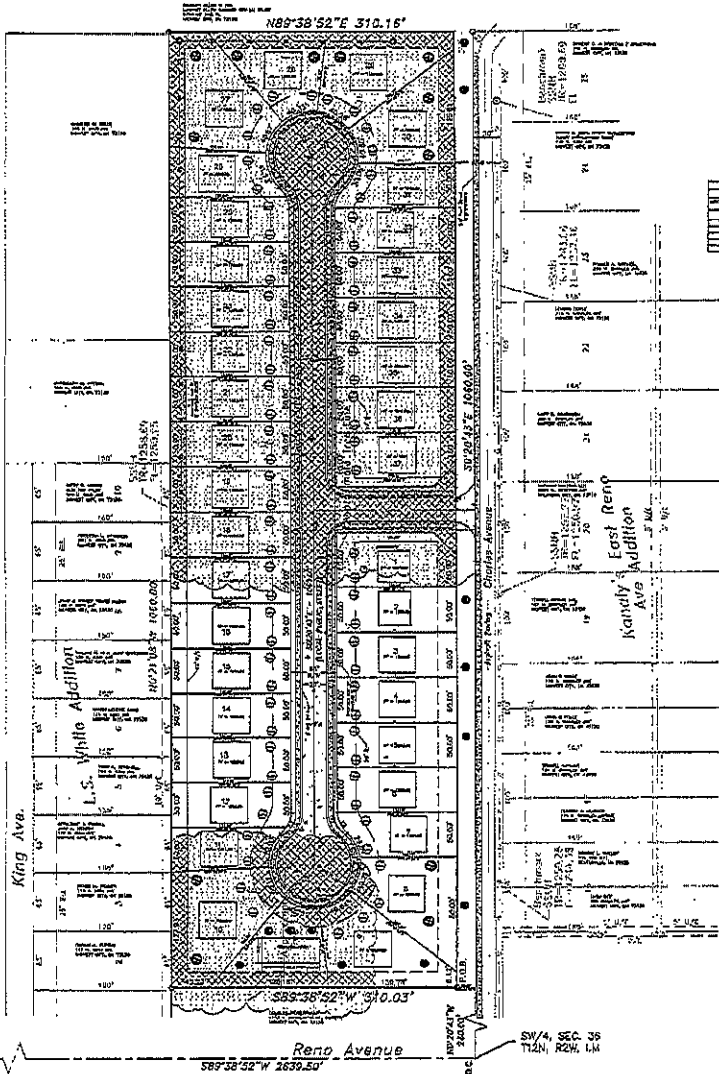
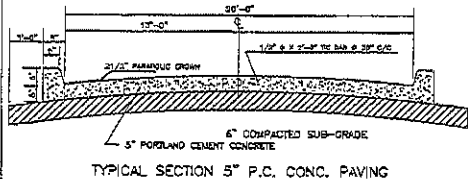
PAVING:
APPROX. 1,204,200 LF OF PC CONCRETE PAVING

RECREATIONAL AREAS:
COMMON LOT AREA FOR STORM WATER DETENTION AS WELL AS A POSSIBLE RECREATIONAL AREA (APPROXIMATELY 0.15 ACRES)

SCHOOL DISTRICT:
MID-CITY

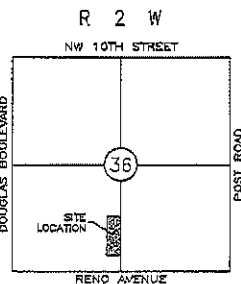
LANDOWNER'S ASSOCIATION:
THE MAINTENANCE OF ALL COMMON AREAS, DRAINAGE EASEMENTS AND PUBLIC UTILITY EASEMENTS WILL BE THE RESPONSIBILITY OF A HOMEOWNERS ASSOCIATION.

STATE OF OKLAHOMA, C.C.
COUNTY OF OKLAHOMA
I, _____, COUNTY CLERK, DO HEREBY CERTIFY THAT THE ABOVE AND FOREGOING IS A TRUE AND CORRECT COPY OF THE ORIGINAL RECORD AS FILED IN MY OFFICE AND APPROVED TO BE THAT HE CANNOT BE SAID TO BE TRUE AND VALID UNLESS HE IS FILED IN THE
DATE OF _____ 2016
MY COMMISSION EXPIRES _____

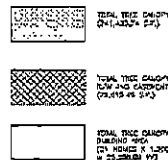


B/L - BUILDING LIMIT LINE
U/E - UTILITY EASEMENT

D/C - DRAINAGE EASEMENT
D&U/E - DRAINAGE AND UTILITY EASEMENT
R/W OR R.O.W. - RIGHT OF WAY
LWS - LEAD WATER SERVICE CONNECTION
SWS - SHORT WATER SERVICE CONNECTION



Location Map



THE SHEET TO BE REVIEWED BY THE CITY ENGINEER AND THE COUNTY ENGINEER PRIOR TO THE COMMENCEMENT OF CONSTRUCTION. THIS SHEET IS TO BE REVIEWED BY THE COUNTY ENGINEER PRIOR TO THE COMMENCEMENT OF CONSTRUCTION. THIS SHEET IS TO BE REVIEWED BY THE COUNTY ENGINEER PRIOR TO THE COMMENCEMENT OF CONSTRUCTION.

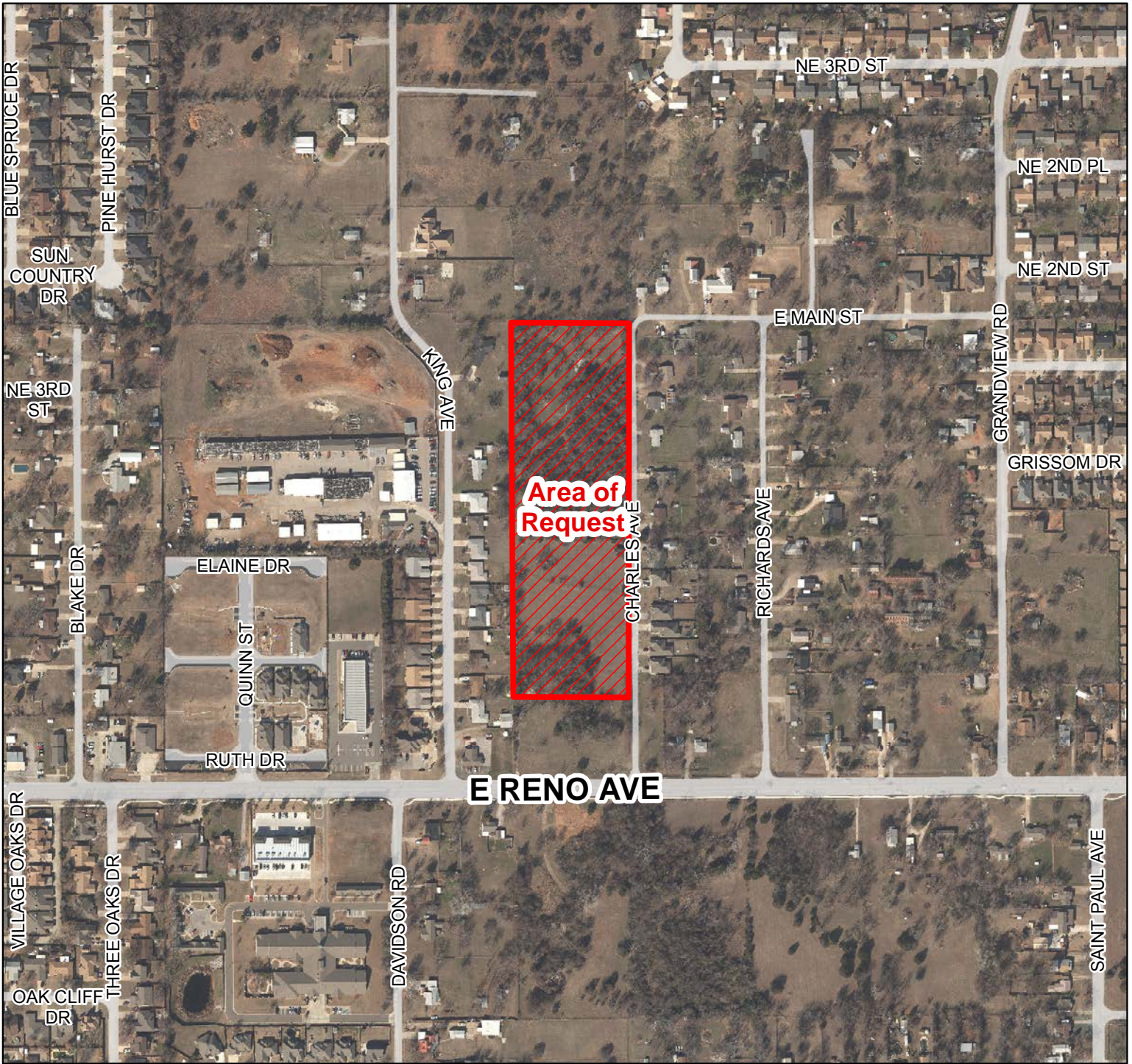
Basis of Bearing
South line SW/4
DATE: 7/25/16
SCALE: 1" = 60'

CURVE NO.	RADIUS	ARC LENGTH	TANGENT	DELTA	CHORD LENGTH	CHORD BEARING
1	34.50	27.25	14.37	44°45'01"	26.54	N251°23'7" W
2	34.50	27.25	14.37	44°45'01"	26.54	N26°07'18" E
3	34.50	27.25	14.37	44°45'01"	26.54	N24°43'48" W
4	34.50	27.25	14.37	44°45'01"	26.54	N24°02'52" E

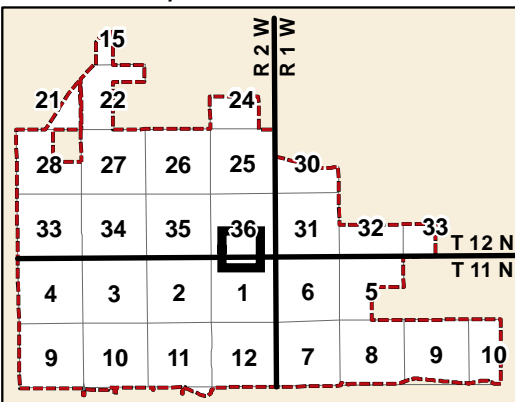
LINE DATA:

LINE NO.	LENGTH	BEARING
1	35.57	N48°20'58" W
2	35.14	N44°38'44" E

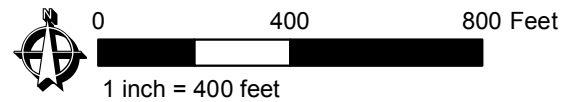
THE MANAGEMENT PLAN OF CHARLES PLACE
Jackson & Jackson Engineering, Inc.
5360 S. Western Ave., Suite 222
Oklahoma City, OK 73108
Certificate of Authorization # 3770
Expires June 30, 2017
Phone: (405) 225-1978
Fax: (405) 274-2587



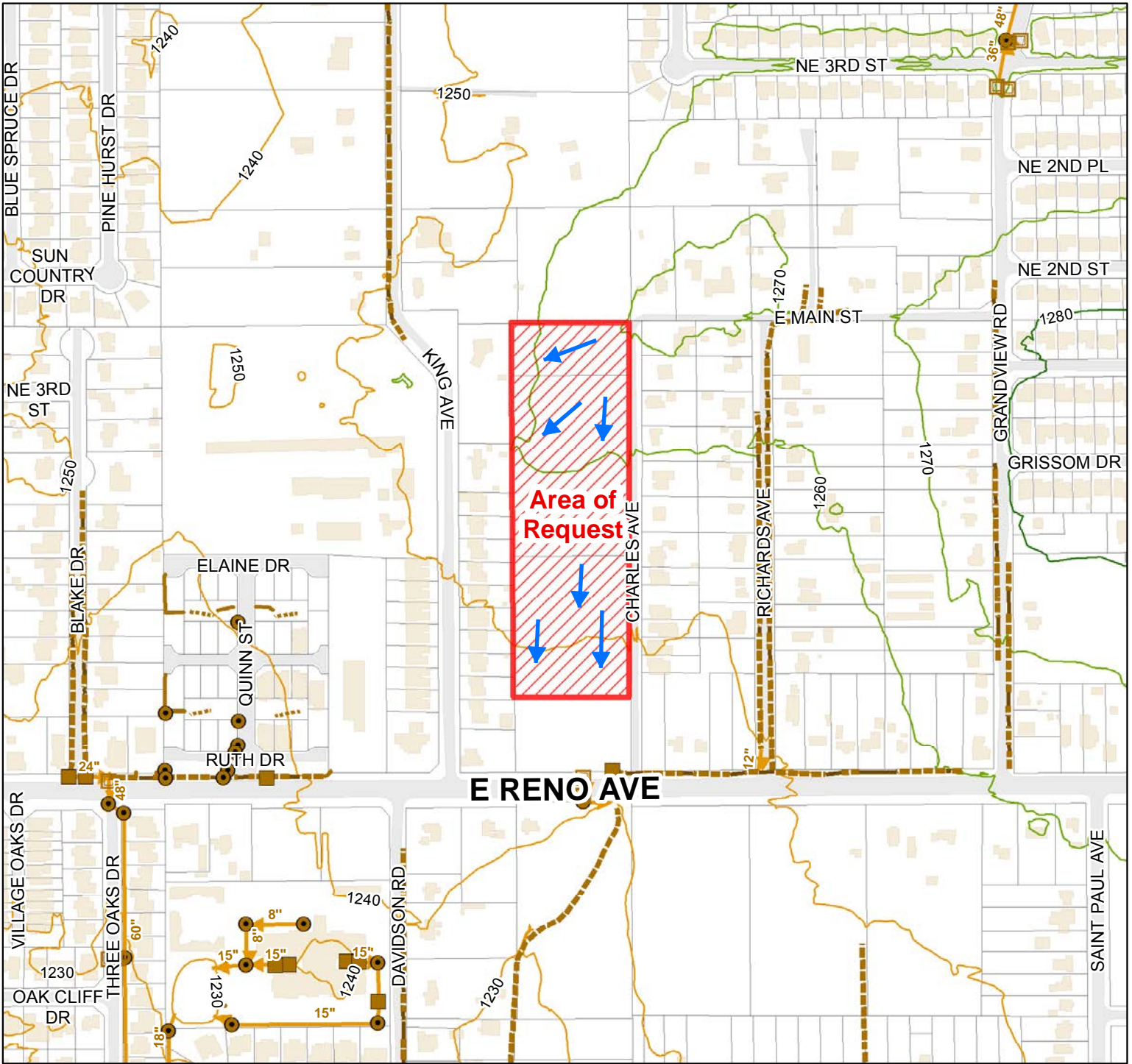
Locator Map



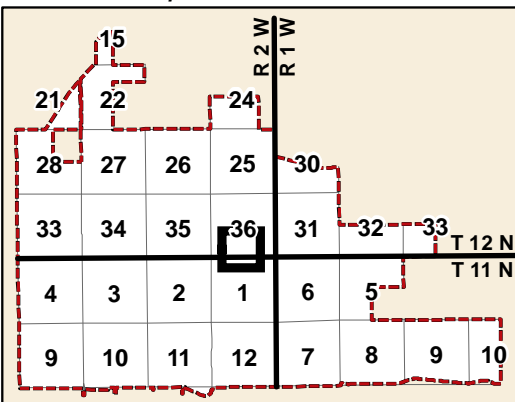
**2015 DOP (AERIAL) VIEW FOR
PC-1883 & PC-1884
(SW/4, Sec. 36, T12N, R2W)**



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Locator Map

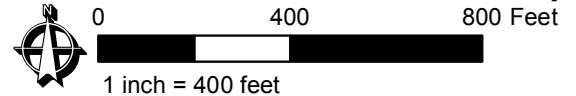


- Drainage Legend**
- Curb Inlets
 - Inlets
 - Junction Box
 - Culverts
 - Flumes
 - Developed Channels
 - Trickle Channels
 - Undeveloped Channels
 - Storm Lines
 - Creeks
- ELEVATION**
- 1166-1204 ft
 - 1204-1228 ft
 - 1228-1250 ft
 - 1250-1278 ft
 - 1278-1324 ft

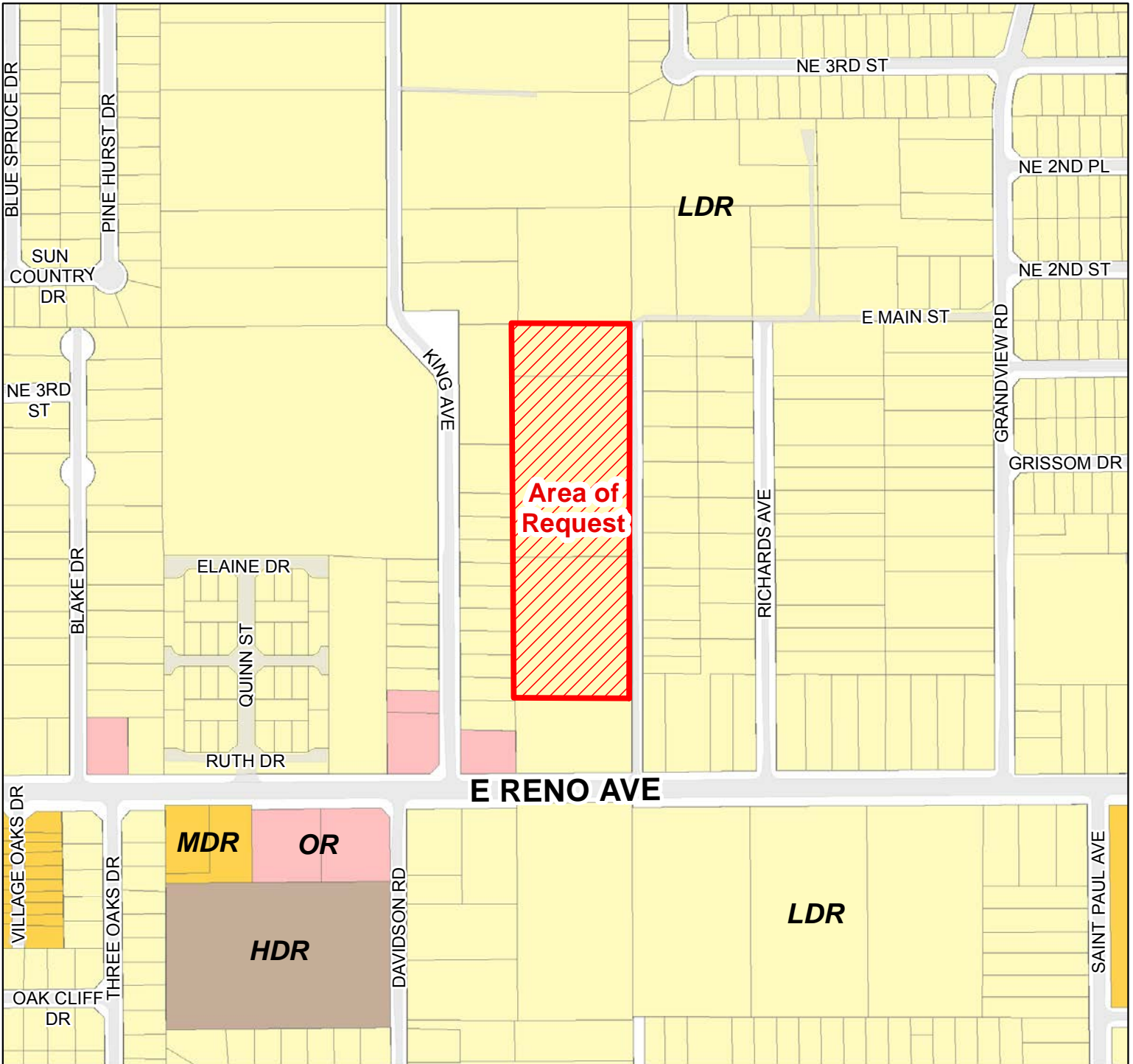
2009 FEMA Floodplains

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

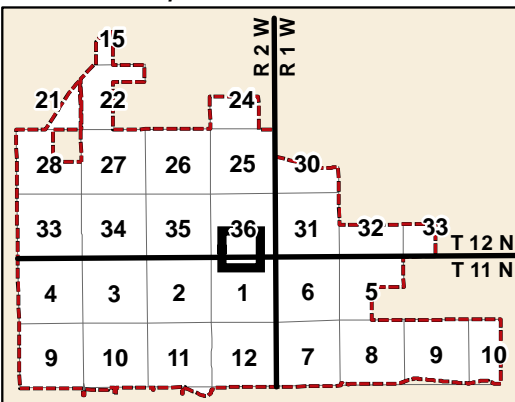
DRAINAGE LOCATION MAP FOR PC-1883 & PC-1884 (SW/4, Sec. 36, T12N, R2W)













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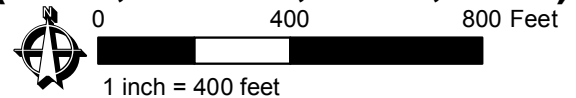
Locator Map



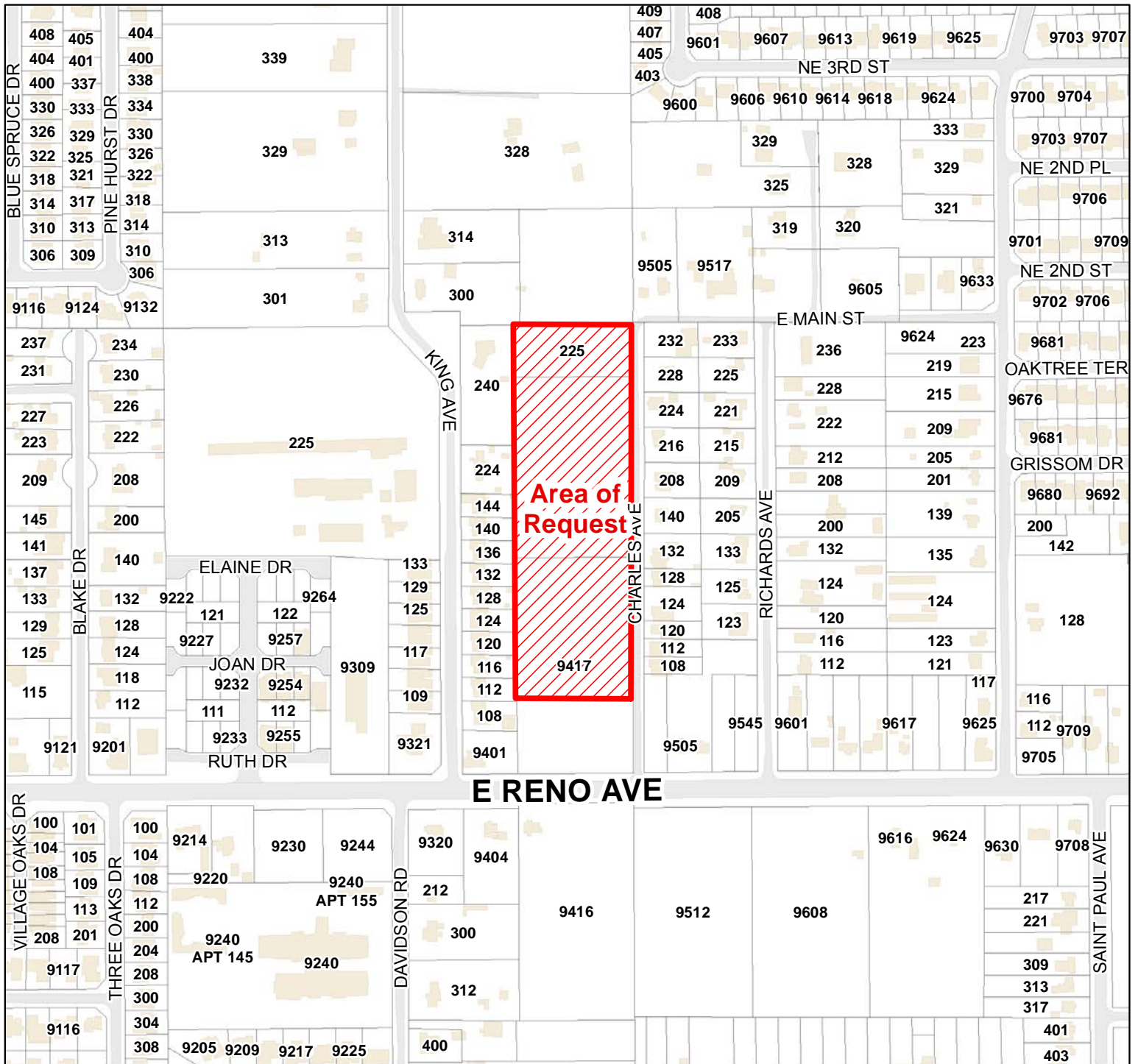
Future Land Use Legend

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

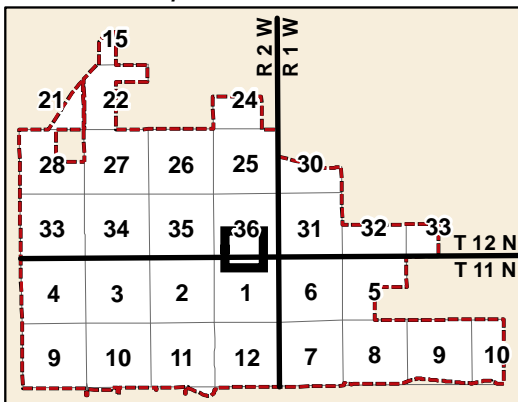
**FUTURE LAND USE
MAP FOR
PC-1883 & PC-1884
(SW/4, Sec. 36, T12N, R2W)**








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Locator Map



General Map Legend

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

**GENERAL MAP FOR
PC-1883 & PC-1884
(SW/4, Sec. 36, T12N, R2W)**

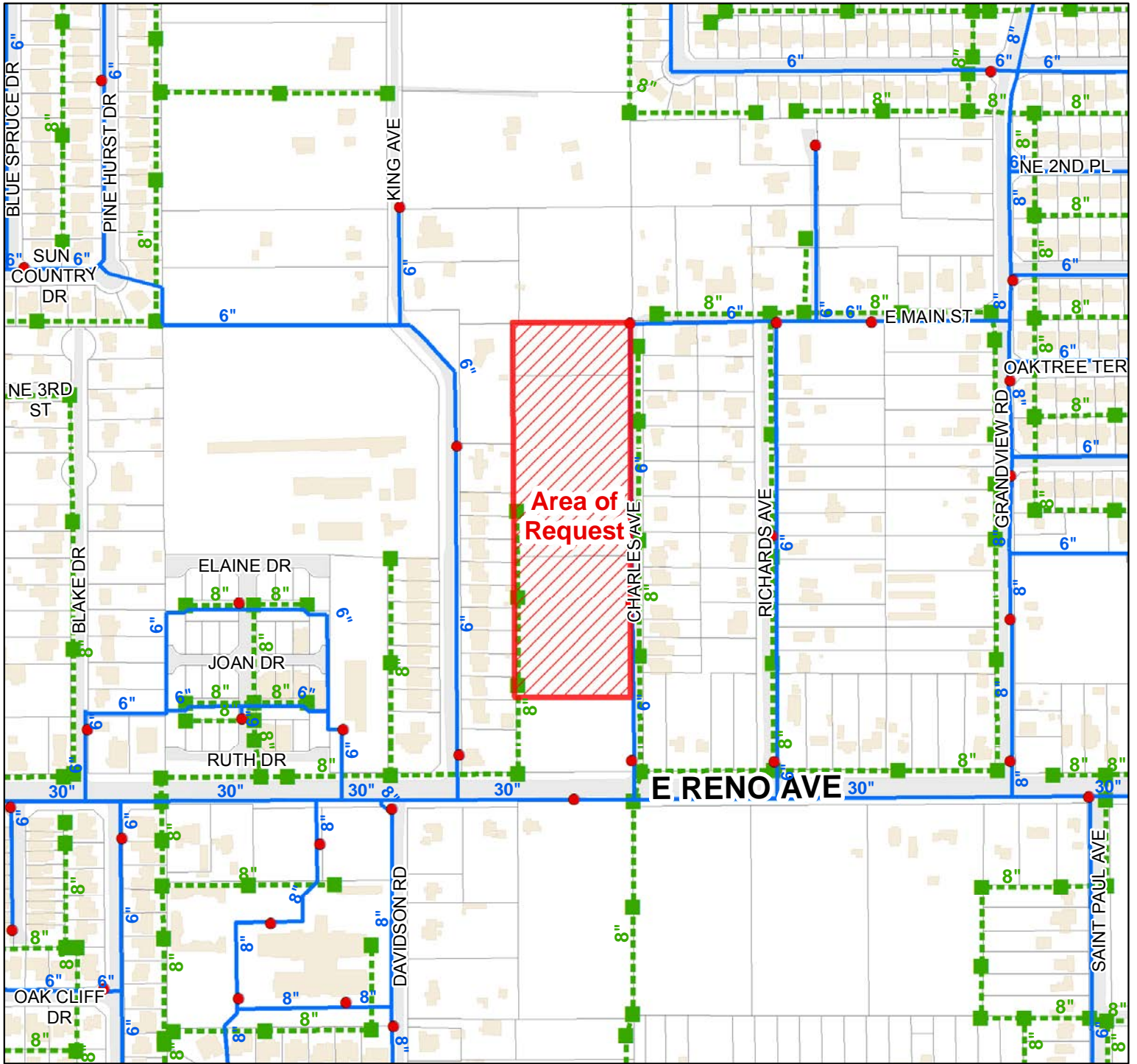


0 400 800 Feet

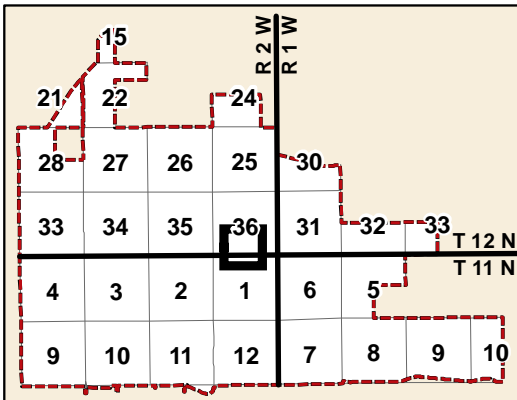


1 inch = 400 feet

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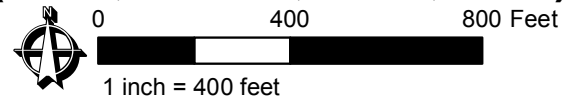
Locator Map



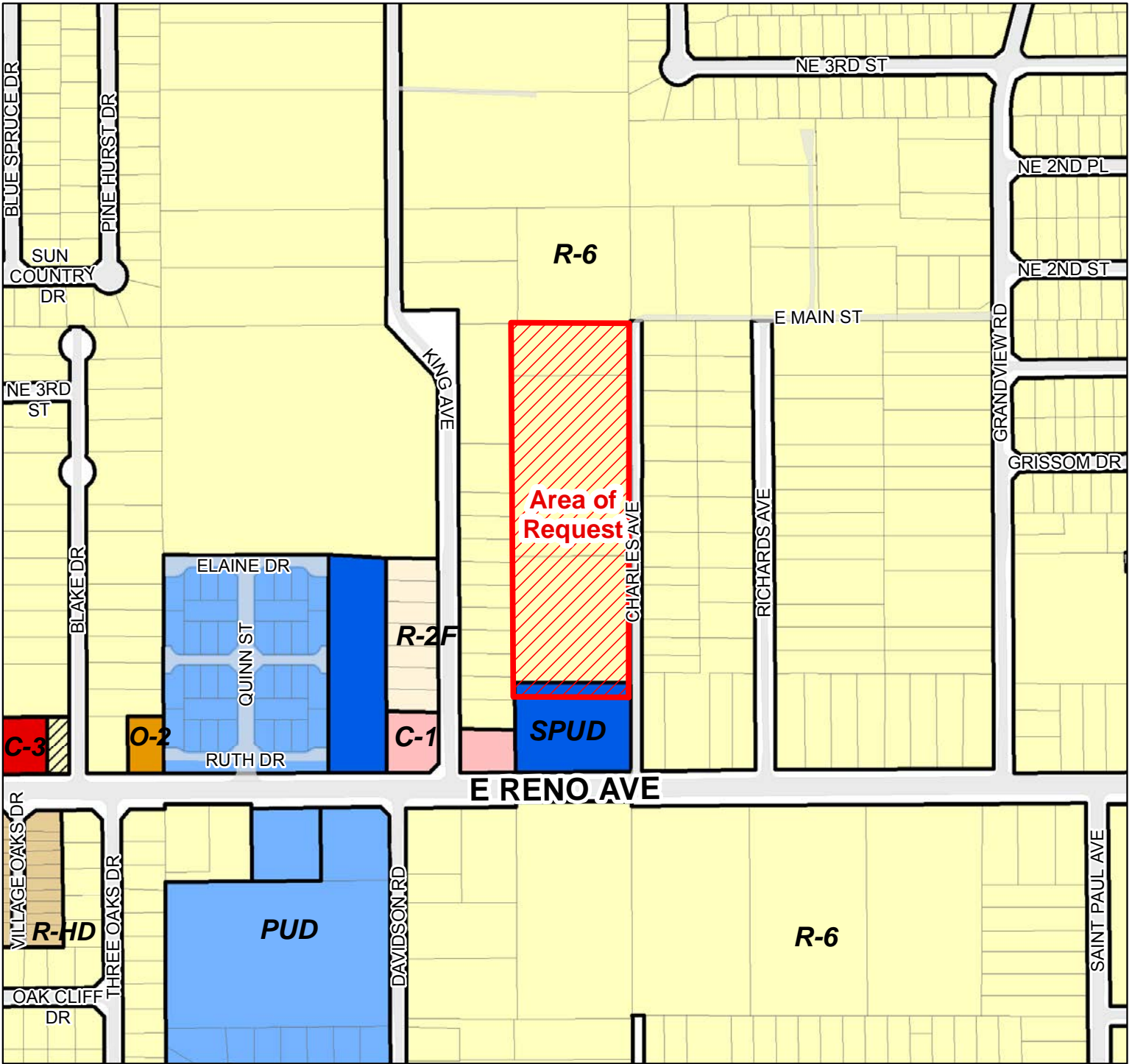
Water/Sewer Legend

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

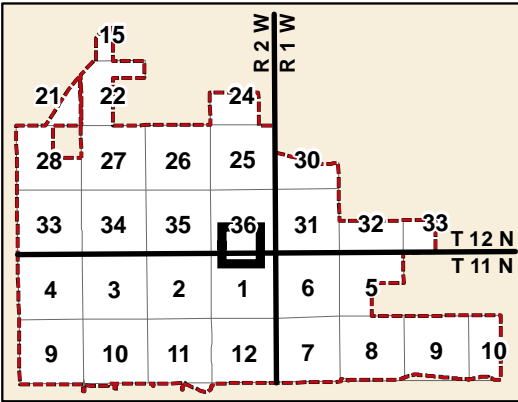
WATER/SEWER LINE LOCATION MAP FOR PC-1883 & PC-1884 (SW/4, Sec. 36, T12N, R2W)



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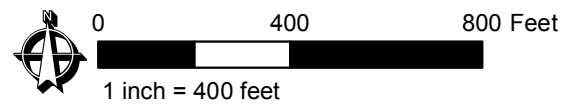
Locator Map



Current Zoning Legend

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

ZONING MAP FOR PC-1883 & PC-1884 (SW/4, Sec. 36, T12N, R2W)



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The City of
MIDWEST CITY
COMMUNITY DEVELOPMENT DEPARTMENT

Billy Harless, Community Development Director

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

TO : Honorable Mayor and Council

FROM : Billy Harless, Community Development Director

DATE : October 25, 2016

SUBJECT : Discussion and consideration of appointing a new member to the ADA Transition Plan Committee to fill the vacancy created when April Hawkins moved out of town. (Continue from 10/11/16 Council meeting.)

April Hawkins recently moved out of town, creating a vacancy on the ADA Transition Plan Committee.

The ADA Transition Plan Committee was created by the Council on August 11, 2015. In accordance with the ADA Committee bylaws, the committee shall be composed of seven (7) members who either reside or work in Midwest City, and will include one Planning Commissioner and one City Councilmember. Committee members shall be appointed by the Mayor with the approval of Council. The terms of each member shall be three (3) years or until a successor takes office. Vacancies shall be filled for the unexpired term in the same manner as provided herein for appointment. Provided, in the first instance, two (2) members shall be appointed for one (1) year; two (2) members for two (2) years; and three (3) members for three (3) years.

The ADA Transition Plan Committee meets every six (6) months, in the months of November and May, or such other times as designated by the committee, or at such times as the City Council may request.

Current members are as follows:

- Max Wilson (term expires August 10, 2019)
- Rick Lewis (term expires August 10, 2019)
- Clint Reininger (term expires August 10, 2017)
- John Reininger (term expires August 10, 2017)
- Dean Hinton (Planning Comm) (term expires August 10, 2018)
- Christine Allen-Price (City Council) (term expires August 10, 2018)
- Vacant (term expires August 10, 2018)

Action is at the discretion of Mayor and Council.

Billy Harless
Community Development Director



NEW BUSINESS/
PUBLIC DISCUSSION





FURTHER INFORMATION





Memorandum

To: Honorable Mayor and Council

From: Mike S. Stroh, Neighborhood Services Director

Date: October 26, 2016

Subject: Discussion and consideration of approving and passing an ordinance amending the Midwest City Municipal Code, Chapter 9, Buildings and Building Regulations, by amending Article VII, Sign Regulations, Section 9-391(i), Temporary Signs.

Staff is recommending amending the Midwest City Municipal Code, Chapter 9, Buildings and Building Regulations, by amending Article VII, Sign Regulations, Section 9-391(i), Temporary Signs. These amendments are needed to clarify the tracking, permitting, and enforcement of grand opening signs.

Staff recommends approval.

Mike S. Stroh

Mike S. Stroh, Neighborhood Services Director

Enc. Copy of the ordinance

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE MIDWEST CITY MUNICIPAL CODE, CHAPTER 9, BUILDINGS AND BUILDING REGULATIONS, BY AMENDING ARTICLE VII, SIGNS; SECTION 9-391(h), TEMPORARY; PROVIDING FOR REPEALER AND SEVERABILITY.

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

ORDINANCE

Section 1. That Chapter 9, Buildings and Building Regulations, Article VII, Signs, of the Midwest City Code is hereby amended by amending Section-319 (i), Temporary Signs, to read as follows: .

(i)

A permit for the erection for a maximum of thirty (30) days of one (1) grand opening sign for a new business may be issued upon the ~~submissions~~submitting to the city of an application for a certificate of occupancy for a new business. A change of ownership or an existing business does not qualify for a grand opening sign. There shall be no fee for a temporary grand opening sign. A temporary sign permit must be obtained in accordance with subparagraph (g) of this section. ~~for any grand opening sign to remain erected in excess of ten (10) days. All grand opening signs shall meet the requirements of this Code.~~

SECTION 2. REPEALER. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 3. SEVERABILITY. If any section, sentence, clause or portion of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of the ordinance.

PASSED AND APPROVED by the Mayor and Council of the City of Midwest City, Oklahoma, on the _____ day of _____, 2016.

CITY OF MIDWEST CITY, OKLAHOMA

MATTHEW D. DUKES, II, Mayor

ATTEST:

SARA HANCOCK, City Clerk

APPROVED as to form and legality this _____ day of _____, 2016.

MARY ANN KARNES,
Acting City Attorney



MUNICIPAL AUTHORITY

AGENDA



MIDWEST CITY MUNICIPAL AUTHORITY AGENDA

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

October 25, 2016 - 7:01 PM

- A. CALL TO ORDER.
- B. CONSENT AGENDA. These items are placed on the Consent Agenda so that the Municipal Authority, by unanimous consent, can approve routine agenda items by one motion. If any item proposed does not meet with approval of all Trustees, or members of the audience wish to discuss an item, it will be removed and heard in regular order.
1. Discussion and consideration of approving the minutes of the staff briefing and regular meeting of October 11, 2016, as submitted. (Secretary - S. Hancock)
 2. Discussion and consideration of accepting the report on the current financial condition of the Sheraton Midwest City Hotel at the Reed Center for the period ending September 30, 2016. (City Manager - T. Lyon)
 3. Discussion and consideration of awarding a bid and entering into a contract with Brenntag Southwest Inc., to purchase Water Treatment Coagulation Polymer at a minimum of 30,360 pounds at \$0.475 per pound or less than 15,180 pounds at \$0.482 per pound for Fiscal Year 2016/2017. (Public Works - P. Streets)
- C. NEW BUSINESS/PUBLIC DISCUSSION.
- D. ADJOURNMENT.



CONSENT AGENDA



Notice of regular meetings for staff briefings for the Midwest City Municipal Authority was filed for the calendar year with the City Clerk of Midwest City and copies of the agenda for this meeting were posted at City Hall and on the City's website, accessible to the public for at least 24 hours in advance of the meeting.

**MINUTES OF THE REGULAR STAFF BRIEFING FOR
MIDWEST CITY MUNICIPAL AUTHORITY TRUSTEES**

October 11, 2016 – 6:00 p.m.

This regular meeting was held in the Midwest City Council Conference Room on the second floor of City Hall, 100 N. Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma. The following members were present: Chairman Matt Dukes; Trustees Daniel McClure Jr., Pat Byrne, Rick Dawkins, Christine Allen, and Jeff Moore; and Secretary Sara Hancock. Absent: Sean Reed.

Chairman Dukes called the meeting to order at 6:29 p.m.

Clarification of agenda items, handouts, and presentation of new or additional information for items on the Municipal Authority agenda for October 11, 2016. The Trustees had no questions about any of the individual agenda items.

Chairman Dukes closed the meeting at 6:30 p.m.

ATTEST:

MATTHEW D. DUKES, II, Chairman

SARA HANCOCK, Secretary

Notice of regular Midwest City Municipal Authority meetings was filed for the calendar year with the City Clerk of Midwest City and copies of the agenda for this meeting were posted at City Hall and on Midwest City's website, accessible to the public for at least 24 hours in advance of the meeting.

**MINUTES OF THE REGULAR
MIDWEST CITY MUNICIPAL AUTHORITY MEETING**

October 11, 2016 - 7:01 p.m.

This regular meeting was held in the Midwest City Council Chambers, 100 North Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma. The following members were present: Chairman Matt Dukes; Trustees Daniel McClure Jr., Pat Byrne, Rick Dawkins, Sean Reed, Christine Allen, and Jeff Moore; and Secretary Sara Hancock. Absent: none.

Chairman Dukes called the meeting to order at 7:27 p.m.

Consent Agenda. Motion was made by Dawkins, seconded by Allen, to approve the items on the consent agenda, as submitted.

1. Discussion and consideration of approving the minutes of the staff briefing and regular meeting of September 27, 2016, as submitted.
2. Discussion and consideration of supplemental budget adjustment to the following fund for FY 2016-2017, increase: FF&E Reserve Fund, revenue/Miscellaneous (00) \$10,000; expenses/Hotel/Conf. Center (40) \$10,000.

Voting aye: McClure, Byrne, Dawkins, Reed, Allen, Moore, and Chairman Dukes. Nay: none. Absent: none. Motion carried.

New Business/Public Discussion. There was no new business or public discussion.

Adjournment. Chairman Dukes adjourned the meeting at 7:28 p.m.

ATTEST:

MATTHEW D. DUKES II, Chairman

SARA HANCOCK, Secretary



THE CITY OF
MIDWEST CITY

MEMORANDUM

TO: Honorable Chairman and Trustees
Midwest City Municipal Authority

FROM: Tim Lyon, Assistant City Manager

DATE: October 25, 2016

RE: Discussion and consideration of accepting the report on the current financial condition of the Sheraton Midwest City Hotel at the Reed Center for the period ending September 30, 2016.

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

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

Tim L. Lyon

Tim Lyon
Assistant City Manager

Attachment (1)

SHERATON MIDWEST CITY HOTEL AT THE REED CENTER

Fiscal Year 2016-2017	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17
Revenue												
Budgeted (MTD)	456,340	456,340	456,340									
Actual (MTD)	430,970	420,241	481,316									
Budgeted (YTD)	456,340	912,680	1,369,020									
Actual (YTD)	430,970	851,211	1,332,527									
Expenses												
Budgeted (MTD)	452,385	454,833	452,880									
Actual (MTD)	422,001	445,980	446,293									
Budgeted (YTD)	452,385	907,218	1,360,098									
Actual (YTD)	422,001	867,982	1,314,275									
Revenue vs. Expenses												
Budgeted (MTD)	3,955	1,507	3,460									
Actual (MTD)	8,969	(25,740)	35,022									
Budgeted (YTD)	3,955	5,462	8,922									
Actual (YTD)	8,969	(16,771)	18,252									
Key Indicators												
Hotel Room Revenue	268,993	216,282	265,640									
Food and Banquet Revenue	105,613	220,229	183,624									

Fiscal Year 2015-2016	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16
Revenue												
Budgeted (MTD)	415,653	654,459	469,101	625,953	517,137	406,643	385,258	516,383	615,828	574,553	502,540	417,056
Actual (MTD)	368,618	555,622	398,995	602,341	466,410	278,641	327,078	477,464	523,016	593,390	405,609	366,136
Budgeted (YTD)	415,653	1,070,112	1,539,213	2,165,166	2,682,303	3,088,946	3,474,204	3,990,587	4,606,415	5,180,968	5,683,508	6,100,564
Actual (YTD)	368,618	924,240	1,323,235	1,925,576	2,391,986	2,670,627	2,997,705	2,475,169	3,998,185	4,591,575	4,997,183	5,363,319
Expenses												
Budgeted (MTD)	484,903	555,499	488,849	558,297	506,550	470,492	468,588	491,614	562,689	567,092	492,597	483,163
Actual (MTD)	467,394	527,910	464,834	527,746	483,374	467,189	413,287	483,039	499,838	564,893	428,981	443,108
Budgeted (YTD)	484,903	1,041,022	1,529,871	2,088,168	2,594,718	3,065,210	3,533,798	4,025,412	4,588,101	5,155,193	5,647,790	6,130,953
Actual (YTD)	467,394	995,304	1,460,138	1,987,884	2,471,258	2,938,447	3,351,734	3,834,773	4,334,611	4,899,504	5,328,485	5,771,593
Revenue vs. Expenses												
Budgeted (MTD)	(69,250)	97,960	(19,748)	67,656	10,587	(63,849)	(83,330)	24,769	53,139	7,461	9,943	(66,107)
Actual (MTD)	(98,776)	27,712	(65,839)	74,595	(16,964)	(188,548)	(86,209)	(5,575)	23,178	28,497	(23,373)	(76,972)
Budgeted (YTD)	(69,250)	29,090	9,342	76,998	87,585	23,736	(59,594)	(34,825)	18,314	25,775	35,718	(30,389)
Actual (YTD)	(98,776)	(71,064)	(136,903)	(62,308)	(79,272)	(267,820)	(354,029)	(359,604)	(336,426)	(307,929)	(331,302)	(408,274)



Public Works Administration
Vaughn Sullivan, Director
vsullivan@midwestcityok.org
R. Paul Streets, Assistant Director
rstreets@midwestcityok.org
8730 S.E. 15th Street,
Midwest City, Oklahoma 73110
O: 405-739-1066 /Fax: 405-739-1090

Memorandum

To: Honorable Chairman and Trustees
Midwest City Municipal Authority

From: R. Paul Streets, Assistant Public Works Director

Date: October 25, 2016

Subject: Discussion and consideration of awarding a bid and entering into a contract with Brenntag Southwest Inc., to purchase Water Treatment Coagulation Polymer at a minimum of 30,360 pounds at \$0.475 per pound or less than 15,180 pounds at \$0.482 per pound for Fiscal Year 2016/2017.

On Tuesday, September 27, 2016, at 2:00 p.m., bids were opened for Water Treatment Coagulation Polymer. Bids were submitted by Mid America Hydro Tech and Brenntag Southwest Inc. Staff recommends accepting Brenntag Southwest Inc. who had the lowest bid at a minimum of 30,360 pounds at \$0.475 per pound or less than 15,180 pounds at \$0.482 per pound, meeting specifications.

During FY 2015-2016 the Water Department spent a total of \$102,349.89 for Water Treatment Coagulation Polymer.

Funds are available in the Water Departments' chemical account.

Staff recommends approval

R. Paul Streets
Assistant Public Works Director

BID TAB SHEET

Water Treatment Coagulation Polymer

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>TOTAL NET PRICE</u>
Mid America Hydro	MA-26002	<u>\$ 0.54 per pound</u>
34184 Gaddy Road	MA-26032	<u>\$ 0.60 per pound</u>
Macomb, OK 74852	MA-38033	<u>\$ 0.61 per pound</u>
Attn: Doug Swinney	MA-38063	<u>\$ 0.65 per pound</u>

Owner
Phone: 405-598-1772
Fax: 405-598-1335
E-mail: dougswinney@windstream.net

Nalco
6717 South 61st West Ave
Tulsa, OK 74131
Attn: Brandon Buss
Phone: 877-227-9591
Cell: 405-823-9286
Fax: 214-291-5809
E-Mail: bbuss@Nalco.com

No Bid Summited

Brenntag SW Inc.	<u>Aqua Pac 9005 min 30,360 #'s</u>	<u>\$ 0.475 per pound</u>
Rt 2 Box 352-200	<u>Aqua Pac 9005 less than 15,180 #'s</u>	<u>\$ 0.482 per pound</u>
Nowata, OK 74048		
Attn: George Drye		
Phone: 918-273-2265		
Cell: 918-637-2246		
Fax: 918-273-2268		
E-mail: gdrye@brenntag.com		

Chem Trade Logistics, Inc.
Phone: 973-515-1801
E-Mail: bids@chemtradelogistics.com

No Bid Summited

BASF Corporation
100 Park Avenue
Florham Park, NJ 07932
Attn: Arianne Willaims
E-Mail: Arianne.williams@BASF.com
Attn: Mostafa Jahanian
E-Mail: mostafa.jahanian@BASF.com
Phone: 818-298-7145

No Bid Summited



NEW BUSINESS/
PUBLIC DISCUSSION





HOSPITAL AUTHORITY
AGENDA



MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY AGENDA

Midwest City Council Chambers, 100 N. Midwest Boulevard

October 25, 2016 - 7:02 PM

- A. CALL TO ORDER.
- B. DISCUSSION ITEMS.
 - 1. Discussion and consideration of approving the minutes of the staff briefing and regular meeting of October 11, 2016, 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. (City Clerk - S. Hancock)
- C. NEW BUSINESS/PUBLIC DISCUSSION.
- D. EXECUTIVE SESSION.
 - 1. Discussion and consideration of 1) entering into executive session, as allowed under 25 O.S. § 307(C)(10), to confer on matters pertaining to economic development, including the transfer of property, financing or the creation of a proposal to entice a business to remain or to locate within the City; and 2) in open session, authorizing the general manager/administrator to take action based on the discussion in executive session. (City Manager - G. Henson)
- E. ADJOURNMENT.



DISCUSSION ITEMS



Notice of regular meetings for staff briefings for the Midwest City Memorial Hospital Authority was filed for the calendar year with the City Clerk of Midwest City and copies of the agenda for this meeting were posted at City Hall and on the City of Midwest City's website, accessible to the public for at least 24 hours in advance of the meeting.

**MINUTES OF THE REGULAR STAFF BRIEFING FOR
MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY**

October 11, 2016 – 6:00 p.m.

This regular meeting was held in the Midwest City Council Conference Room on the second floor of City Hall, 100 N. Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma. The following members were present: Chairman Matt Dukes; Trustees Daniel McClure Jr., Pat Byrne, Rick Dawkins, Christine Allen, and Jeff Moore; and Secretary Sara Hancock. Absent: Sean Reed.

Chairman Dukes called the meeting to order at 6:30 p.m.

Clarification of agenda items, handouts, and presentation of new or additional information for items on the Hospital Authority agenda for October 11, 2016. The trustees had no questions about any of the individual agenda items.

Chairman Dukes closed the meeting at 6:31 p.m.

ATTEST:

MATTHEW D. DUKES, II, Chairman

SARA HANCOCK, Secretary

Notice of regular Midwest City Memorial Hospital Authority meetings was filed for the calendar year with the City Clerk of Midwest City and copies of the agenda for this meeting were posted at City Hall and on the City of Midwest City's website, accessible to the public for at least 24 hours in advance of the meeting.

**MINUTES OF THE REGULAR MIDWEST CITY
MEMORIAL HOSPITAL AUTHORITY MEETING**

October 11, 2016 - 7:02 p.m.

This regular meeting was held in the Midwest City Council Chambers, 100 North Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma. The following members were present: Chairman Matt Dukes; Trustees Daniel McClure Jr., Pat Byrne, Rick Dawkins, Sean Reed, Christine Allen, and *Jeff Moore; and Secretary Sara Hancock. Absent: none.

Chairman Dukes called the meeting to order at 7:28 p.m.

Consent Agenda. Motion was made by Dawkins, seconded by Allen, to approve the consent agenda, as submitted.

1. Discussion and consideration of approving the minutes of the special meeting of September 21, 2016, as submitted.
2. Discussion and consideration of approving the minutes of the staff briefing and regular meeting of September 27, 2016, as submitted.
3. Discussion and consideration of 1) approving and entering into engagement letters with Grant Thornton LLP in amounts not to exceed \$23,000 and \$25,000, respectively, to perform GAAP audits of Sooner Town Center II, LLC for the calendar year ending December 31, 2014 and December 31, 2015; and 2) approving and entering into engagement letters with Grant Thornton LLP in amounts not to exceed \$20,000 and \$20,000, respectively, to perform GAAP audits of Sooner Town Center III, LLC for the calendar year ending December 31, 2014 and December 31, 2015; and 3) authorizing the city manager to act on behalf of the City during the audits to provide information, oversee the audit process and make determinations as required.

Voting aye: McClure, Byrne, Dawkins, Reed, Allen, Moore and Mayor Dukes. Nay: none. Absent: none. Motion carried.

Discussion Item.

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

New Business/Public Discussion. There was no new business or public discussion.

Executive Sessions.

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

Executive session not needed.

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

Motion was made by Dawkins, seconded by Reed to enter into executive session. Voting aye: McClure, Byrne, Dawkins, Reed, Allen, Moore, and Mayor Dukes. Nay: none. Absent: none. Motion carried. The councilmembers went into executive session at 7:30 p.m. *Moore left the meeting at 7:30 p.m.

Mayor Dukes reconvened the meeting in open session at 7:56 p.m.

Motion was made by Dawkins, seconded by McClure to authorize the general manager/administrator to pursue the acquisition of approximately 7.88 acres of land in the 8800 block of SE 29th St. for future economic development purposes in an amount not to exceed for both parcels of land, a 2.88 acre parcel and a 5 acre parcel, in an amount not to exceed \$3,500,000.00 plus related expenses. Voting aye: McClure, Byrne, Dawkins, Reed, Allen, and Mayor Dukes. Nay: none. Absent: Moore. Motion carried. *Moore returned to the meeting at 7:57 p.m.

Adjournment. There being no further business, the meeting was adjourned at 7:57 p.m.

ATTEST:

MATTHEW D. DUKES, II, Chairman

SARA HANCOCK, Secretary



Midwest City Memorial Hospital Authority

100 North Midwest Boulevard
Midwest City, Oklahoma 73110
(405) 739-1204 FAX (405) 739-1208 TDD (405) 739-1359

J. Guy Henson
*General Manager/
Administrator*

Trustees

Matt Dukes
Daniel McClure Jr.
Pat Byrne
Rick Dawkins
Sean Reed
Christine Allen
Jeff Moore

Board of Grantors

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

MEMORANDUM

TO: Honorable Chairman and Trustees
Midwest City Memorial Hospital Authority

FROM: Sara Hancock, Secretary

DATE: October 25, 2016

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

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

Action is at the discretion of the Authority.

Sara Hancock

Sara Hancock, Secretary



NEW BUSINESS/
PUBLIC DISCUSSION





EXECUTIVE SESSION





Midwest City Memorial Hospital Authority

100 North Midwest Boulevard
Midwest City, Oklahoma 73110
(405) 739-1207 Fax (405) 739-1208
E-mail: GHenson@MidwestCityOK.org

J. Guy Henson
*General
Manager/
Administrator*

Trustees

Matt Dukes
Daniel McClure Jr.
Pat Byrne
Rick Dawkins
Sean Reed
Christine Allen
Jeff Moore

Board of Grantors

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

MEMORANDUM

TO: Honorable Chairman and Trustees

FROM: J. Guy Henson, General Manager/Administrator

DATE: October 25, 2016

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

Appropriate information will be provided in executive session.

J. GUY HENSON
General Manager/Administrator