



MIDWEST CITY  
MEETING AGENDAS FOR  
March 08, 2016

**STAFF BRIEFING**

Midwest City Council Conference Room – City Hall  
100 N. Midwest Boulevard (second floor – enter through S.W. brown door)

March 08, 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 Memorial Hospital Authority for March 08, 2016.

**CITY OF MIDWEST CITY COUNCIL AGENDA**  
Midwest City Council Chambers, 100 N. Midwest Boulevard

March 08, 2016 – 7:00 PM

- A. CALL TO ORDER.
- B. OPENING BUSINESS.
- C. CONSENT AGENDA. These items are placed on the Consent Agenda so that members of the City Council, by unanimous consent, can approve routine agenda items by one motion. If any item proposed on the Consent Agenda does not meet with approval of all Council members, or members of the audience wish to discuss a proposed item with the Council, that item will be removed and heard in regular order.
1. Discussion and consideration of approving the minutes of the staff briefing and regular meetings of February 23, 2016, as submitted. (City Clerk - S. Hancock)
  2. Discussion and consideration of supplemental budget adjustments to the following funds for FY 2015-2016, increase: Reimbursed Projects Fund, revenue/Inter-governmental (39) \$16,000; expenses/Grants Management (39) \$16,000; revenue/Intergovernmental (14) \$10,000; expenses/General Gov't (14) \$10,000. Police Impound Fees Fund, expenses/Police (62) \$24,240. (Finance - G. Duke)
  3. Discussion and consideration of appointing Linda Suzi Byrne and Eddie O. Reed as officers for the purpose of administering the oath of office to the councilmembers-elect for Wards 2 and 4, respectively, and authorizing them to administer that oath. (City Attorney - K. Bolles)
  4. Discussion and consideration of entering into a contract for FY 2015/2016 with FleetCor Technologies Operating Company, LLC for an OnCue commercial fleet refueling credit card ("FleetCard"). (City Manager - Tim Lyon)
  5. Discussion and consideration of awarding the bid to and entering into a contract with H&H Plumbing and Utility in the amount of \$76,915.00 for the Sooner Road Sanitary Sewer Extension Project. (Community Development - P. Menefee)
  6. Discussion and consideration of reappointing Ms. Lou Atkinson for a three-year term to the Midwest City Tree Board. (Community Services - V. Sullivan)
- D. DISCUSSION ITEMS.
1. Discussion and consideration of accepting two Permanent Utility Easements from Big Kahuna Properties L.L.C. and JRVB Investments L.L.C. for the construction of the proposed water line extensions associated with the Carl Albert Titan water tower improvement project located in the Southeast Quarter of Section Twelve (12), Township Eleven (11) North, Range Two (2) West of the Indian Meridian, Oklahoma County, Oklahoma. (Community Development - P. Menefee)

2. Discussion and consideration of awarding the bid to and entering into a contract with Holland Backhoe, Inc. in the amount of \$387,570.00 for the Carl Albert Titan Tower Modification Project. (This item was tabled at the February 23, 2016 Council meeting.) (Community Development - B. Harless)
  3. Discussion and consideration of approving Change Order No. 1 to the contract with Garver Engineering, amending the original contract amount by \$6260.00, making the new contract total \$56,760.00 for the Carl Albert Titan Tower Modification Project. (This item was tabled at the February 23, 2016 Council meeting.) (Community Development - P. Menefee)
  4. Discussion and consideration of approving and passing an ordinance amending Chapter 37, Streets and Sidewalks, of the Midwest City Code, Article I, In General, by taking Section 37-9 out of reserve, entitling it “Street light fee fund,” which shall read as specified in the ordinance; establishing an effective date; and providing for repealer and severability. (This item was listed under Further Information on the February 23, 2016 agenda.) (Community Services - V. Sullivan)
- E. NEW BUSINESS/PUBLIC DISCUSSION.
- F. EXECUTIVE SESSION.
1. Discussion and consideration of 1) entering into executive session as allowed under 25 O.S. § 307 (B)(1), to discuss the employment, hiring, appointment, promotion, demotion, disciplining or resignation of the City Manager; and 2) in open session, taking action as appropriate based on the discussion in executive session. (City Manager - G. Henson)
- G. ADJOURNMENT.

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**

February 23, 2016 – 6:00 p.m.

This 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 Jay Dee Collins; Councilmembers Daniel McClure Jr., Richard R. Rice\*, Rick Dawkins, James L. Ray, Christine Allen, and Jeff Moore; and City Clerk Sara Hancock. Absent: none. Mayor Collins called the meeting to order at 6:05 p.m.

**Clarification of agenda items, handouts, and presentation of new or additional information for items on the City Council agenda for February 23, 2016.** 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.

\*Councilmember Rice arrived at 6:28 p.m.

Mayor Collins adjourned the meeting at 6:40 p.m.

ATTEST:

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JAY DEE COLLINS, Mayor

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SARA HANCOCK, City Clerk

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DANIEL MCCLURE JR., Councilmember

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RICHARD R. RICE, Councilmember

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RICK DAWKINS, Councilmember

\_\_\_\_\_  
JAMES L. RAY, Councilmember

\_\_\_\_\_  
CHRISTINE C. PRICE ALLEN, Councilmember

\_\_\_\_\_  
JEFF MOORE, Councilmember

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**

February 23, 2016 – 7:00 p.m.

This meeting was held in the Midwest City Council Chambers, 100 N. Midwest Boulevard, Midwest City, County of Oklahoma, and State of Oklahoma with the following members present: Mayor Jay Dee Collins; Councilmembers Daniel McClure Jr., Richard R. Rice, Rick Dawkins, James L. Ray, Christine Allen and Jeff Moore; and City Clerk Sara Hancock. Absent: none. Mayor Collins called the meeting to order at 7:13 p.m.

**Opening Business.** The meeting opened with the invocation by Community Services Director Vaughn Sullivan, followed by the Pledge of Allegiance led by Councilmember Rice. City Manager Guy Henson made community-related announcements.

Mayor Collins and Randy Ross, Oklahoma Municipal League Board member, presented twenty-five year pins to Kathy Bolles, City Attorney; Tony Lopez, Fire Department; and Paula Montgomery, Park & Recreation. City employees and Committee member recipients absent from this presentation: Becky Bruce, Mike Castleberry, Philip Craig, Tinika Edmonson, Donnell Smith, and Paul Wallis.

**Consent Agenda.** Motion was made by Dawkins, seconded by McClure, to approve the items on the Consent Agenda, as submitted, except Item 5.

1. Discussion and consideration of approving the minutes of the staff briefing and regular meetings of February 9, 2016, as submitted.
2. Discussion and consideration of accepting the City Manager's Report for the month of January 2016.
3. Discussion and consideration of supplemental budget adjustments to the following fund for FY 2015-2016, increase: Reimbursed Projects Fund, revenue/Intergovernmental (62) \$147,278; expenses/Police (62) \$147,278; revenue/Intergovernmental (87) \$27,500; expenses/Economic (87) \$27,500; revenue/Intergovernmental (05) \$62,500; expenses/Community Development (05) \$62,500; revenue/Intergovernmental (78) \$66,300; expenses/Recreation (78) \$66,300; revenue/Intergovernmental (64) \$100,000; expenses/Fire (64) \$100,000; revenue/Intergovernmental (06) \$1,928; expenses/Park & Rec (06) \$1,928. Street & Alley Fund, expenses/Street (09) \$175,000.
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.

5. **Discussion and consideration of approving \$200,000 from the Capital Improvements Fund (157) for sewer improvements along Sooner Road from S. E. 15th Street to S.E. 12th Street.** Motion was made by Dawkins, seconded by Ray, to approve \$165,000 from the Capital Improvements Fund (157) based on the recommendation of the Capital Improvements Program Committee. Voting aye: McClure, Rice, Dawkins, Ray, Allen, Moore, and Mayor Collins. Nay: none. Absent: none. Motion carried.
6. Discussion and consideration of accepting grants of permanent utility easement from CJB Holdings, L.L.C., George H. Hendrickson, and Beverly McVey, Trustee of the Marie P. Belisle Living Trust, across three tracts of land in the Southwest Quarter SW/4) of Section Nine (9), Township Eleven (11) North, Range One (1) West, of the Indian Meridian, within the corporate boundaries of Midwest City, Oklahoma County, Oklahoma.
7. Discussion and consideration of awarding the bid and entering into a contract with WatchGuard Video for one or more L.E. (Law Enforcement) VISTA WI-FI body worn cameras with cradle in the total amount of \$ 1,195. 00 for each which fully integrates with current in-car camera system.
8. Discussion and consideration of approving and entering into a Sales Agreement with ISG Technology, LLC. in the amount of \$17,025.00 for the purchase of one fully populated Drive Array Enclosure.
9. Discussion and consideration of approving and entering into a contract with Florian Protective Services for reviewing plans for the purpose of fire plans review.
10. Discussion and consideration of approving and entering into the National Museum of the United States Air Force Static Display Program 2016 Loan Agreement, SDA0241 with the United States of America, represented by the National Museum of the United States Air Force, for the T-38A 61- 0817 aircraft on static display in Bicentennial Park for the period from April 1, 2016 through March 31, 2017.
11. Discussion and consideration of approving forms of agreements; cash value in-kind sponsorship agreement, cash sponsorship agreement, city sponsorship agreement, value in-kind cash paid to sponsor sponsorship agreement, value in-kind sponsorship agreement artist agreement, and vendor agreement, to be used by and authorizing the City Manager to enter into agreements with various groups to perform, vend and sponsor in Midwest City events and festivals held annually at various Midwest City venues, in amounts not to exceed \$5,000.00 per event or performance.
12. Discussion and consideration of declaring approximately 400 feet of constructed used metal fencing as surplus and authorizing its disposal by public auction or sealed bid.
13. Discussion and consideration of 1) declaring the various obsolete items of city property on the attached list surplus; and 2) authorizing their disposal by public auction or sealed bid.

14. Discussion and consideration of declaring one (1) Delfield 6000 series double door upright refrigerator (compressor out), serial# 389727-T, and two (2) Delfield drop- in dish warmers from the Recreation Department surplus property and authorizing their disposal by sealed bid or auction.
15. Discussion and consideration of 1) declaring one (1) 2003 Chevrolet 3500 Duramax Diesel one (1) ton truck with aerial lift body, VIN No. 1GBJC34153E283863, City Inventory No. 09- 03- 22, as surplus property; 2) authorizing its disposal through sealed bids or public auction; and 3) passing and approving an ordinance authorizing the sale of property with a value in excess of\$ 10,000 as required by Article IV, Section 4 of the Midwest City Charter.

Voting aye: McClure, Rice, Dawkins, Ray, Allen, Moore, and Mayor Collins. Nay: none.  
Absent: none. Motion carried.

### **Discussion Items.**

1. **(PC-1863) Discussion and consideration of approval of the Replat of Lot 1, Lot 2, Lot 3, the west half of Lot 4 and the west half of Lot 5 of Block 4 in Finley's Meadow Garden's, a part of the SW/4 of Section 12 T- 11- N, R-2-W, located on the northeast corner of South Douglas Boulevard and Angela Drive, Midwest City, Oklahoma County, Oklahoma.** Jeff James, 3000 Founders Tower, Oklahoma City, representing the property owner, addressed the Council. Motion was made by Dawkins, seconded by Allen, to approve the replat. Voting aye: McClure, Rice, Dawkins, Ray, Allen, Moore, and Mayor Collins. Nay: none. Absent: none. Motion carried.
2. **(PC-1864) Public hearing with discussion and consideration of an ordinance to redistrict from R-6, Single Family Residential to C-3, Community Commercial for the property described as Lot 2, Block 4 of the Finley's Meadow Garden's Subdivision, located at 2820 S. Douglas Boulevard.** Motion was made by Rice, seconded by Dawkins, to approve Ordinance 3264 with the correction to page 3, paragraph 4, of the staff report replacing “does require” with “does not require.” Voting aye: McClure, Rice, Dawkins, Ray, Allen, Moore, and Mayor Collins. Nay: none. Absent: none. Motion carried.
3. **(PC-1866) Public hearing with discussion and consideration of approval of an ordinance to amend the Planned Unit Development to Planned Unit Development (PUD) governed by the C-3, Community Commercial district for the property described as a tract of land lying in the SW/4 of section 4, T-11-N, R-2-W, of the Indian Meridian, located on the northeast corner of South Sooner Road and SE 15<sup>th</sup> Street, City of Midwest City, Oklahoma County, Oklahoma.** Chris Challis of Sooner Investment, Inc., 2301 W. I-44 Service Road, Oklahoma City, addressed the Council. Motion was made by Dawkins, seconded by Allen, to approve Ordinance 3265, as presented. Voting aye: McClure, Rice, Dawkins, Ray, Allen, Moore, and Mayor Collins. Nay: none. Absent: none. Motion carried.

4. **(PC-1865) Public hearing with discussion and consideration of approval of the Sooner Rose Preliminary Plat for the property described as a tract of land lying in the SW/4 of section 4, T-11-N, R-2-W, of the Indian Meridian, located on the northeast corner of South Sooner Road and SE 15th Street, City of Midwest City, Oklahoma County, Oklahoma.** Motion was made by McClure, seconded by Ray, to approve the preliminary plat. Voting aye: McClure, Rice, Dawkins, Ray, Allen, Moore, and Mayor Collins. Nay: none. Absent: none. Motion carried.
5. **Discussion and consideration of awarding the bid to and entering into a contract with Holland Backhoe, Inc. in the amount of \$387,570.00 for the Carl Albert Titan Tower Modification Project. (This item was tabled at the February 9, 2016 Council meeting.)** Motion was made by Dawkins, seconded by Ray, to table this item until the March 8, 2016 Council meeting. Voting aye: McClure, Rice, Dawkins, Ray, Allen, Moore, and Mayor Collins. Nay: none. Absent: none. Motion carried.
6. **Discussion and consideration of Change Order No. 1 to the contract with Garver Engineering, entered into on February 10, 2015, increasing the original contract amount by \$6260.00, making the new contract total \$56,760.00 for the Carl Albert Titan Tower Modification Project. (Continued from February 9, 2016 Council meeting.)** Motion was made by Dawkins, seconded by Allen, to table this item until the March 8, 2016 Council meeting. Voting aye: McClure, Rice, Dawkins, Ray, Allen, Moore, and Mayor Collins. Nay: none. Absent: none. Motion carried.
7. **Discussion and consideration of 1) approving and entering into an Economic Development Agreement with Sooner Rose, LLC and the Midwest City Memorial Hospital Authority to establish the terms and conditions under which the parties will participate in the redevelopment of the property located on the northeast corner of South Sooner Road and SE 15th Street; 2) and authorizing the mayor and/or city manager to enter into such other agreements and execute such other documents as may be necessary or appropriate to effect the provisions of the Agreement.** Motion was made by McClure, seconded by Allen, to approve and enter into the agreement. Voting aye: McClure, Rice, Dawkins, Ray, Allen, Moore, and Mayor Collins. Nay: none. Absent: none. Motion carried.

**New Business/Public Discussion.**

No one appeared before the Council during New Business/Public Discussion.

**Adjournment.**

There being no further business, motion was made by McClure, seconded by Ray, to adjourn. Voting aye: McClure, Rice, Dawkins, Ray, Allen, Moore, and Mayor Collins. Nay: none. Absent: none. Motion carried. The meeting adjourned at 7:32 p.m.



ATTEST:

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JAY DEE COLLINS, Mayor

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SARA HANCOCK, City Clerk

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DANIEL McCLURE JR., Councilmember

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RICHARD R. RICE, Councilmember

\_\_\_\_\_  
RICK DAWKINS, Councilmember

\_\_\_\_\_  
JAMES L. RAY, Councilmember

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CHRISTINE C. PRICE ALLEN, Councilmember

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JEFF MOORE, Councilmember



# The City of MIDWEST CITY

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

## Memorandum

TO: Honorable Mayor and Council

FROM: Gayla Duke, Treasurer/Finance Director

DATE: March 8, 2016

Subject: Discussion and consideration of supplemental budget adjustments to the following funds for FY 2015-2016, increase: Reimbursed Projects Fund, revenue/Intergovernmental (39) \$16,000; expenses/Grants Management (39) \$16,000; revenue/Intergovernmental (14) \$10,000; expenses/General Gov't (14) \$10,000. Police Impound Fees Fund, expenses/Police (62) \$24,240.

The first supplement is needed to budget Mid-Del Group Homes Community Support Grant, Bus Pass Program Grant and Emergency Utility Assistance Grant awarded to City by Oklahoma County. The second supplement is needed to budget High Density ActivRac Mobile Storage System for Police property room.

*Gayla D. Duke*

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Gayla D. Duke  
Treasurer / Finance Director

## SUPPLEMENTS

**March 8, 2016**

Fund REIMBURSED PROJECTS (016)		BUDGET AMENDMENT FORM Fiscal Year 2015-2016			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
39	Intergovernmental	16,000			
39	Grants Mgmt			16,000	
14	Intergovernmental	10,000			
14	General Gov't			10,000	
		26,000	0	26,000	0

**Explanation:**  
Budget three grants awarded to City by Oklahoma County: Mid-Del Group Homes Community Support Grant (\$14,000), Bus Pass Program Community Support Grant (\$2,000) and Emergency Utility Assistance Grant (\$10,000).

Fund POLICE IMPOUND FEES (037)		BUDGET AMENDMENT FORM Fiscal Year 2015-2016			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
62	Police			24,240	
		0	0	24,240	0

**Explanation:**  
Budget for High Density ActivRac 7m Mobile Storage System for Police property room. Funding to come from fund balance.



City Attorney  
100 N. Midwest Boulevard  
Midwest City, OK 73110  
office 405.739.1203

**MEMORANDUM**

TO: Honorable Mayor and Council

FROM: Katherine Bolles, City Attorney

DATE: March 8, 2016

RE: Discussion and consideration of appointing Linda Suzi Byrne and Eddie O. Reed as officers for the purpose of administering the oath of office to the councilmembers-elect for Wards 2 and 4, respectively, and authorizing them to administer that oath.

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Article VII, Miscellaneous Provisions, Section 9, Who may administer oaths, of the Charter enumerates the individuals who are authorized to administer oaths in the City. It also permits the Council to authorize other officers to administer oaths. The councilmembers-elect for Wards 2 and 4 have requested that certain individuals that are important in their lives be authorized to administer their oath of office.

To satisfy their request, the Council must take action to appoint Linda Suzi Byrne and Eddie O. Reed as officials for the purpose of swearing in Councilmember-elect Pat Byrne and Councilmember-elect Sean Reed, respectively, and authorizing them to administer the oath of office to them.

Action is at the Council's discretion.

A handwritten signature in black ink that reads "Katherine Bolles". The signature is written in a cursive style with a large, sweeping flourish at the end.

KATHERINE BOLLES, City Attorney



**Assistant City Manager**

100 N. Midwest Boulevard

Midwest City, OK 73110

office 405.739.1201

TO: Honorable Mayor and Council

FROM: Tim Lyon, Assistant City Manager of Administration

DATE: March 8, 2016

SUBJECT: Discussion and consideration of entering into a contract for FY 2015/2016 with FleetCor Technologies Operating Company, LLC for an OnCue commercial fleet refueling credit card ("FleetCard").

The primary purpose and immediate need for the FleetCard is to purchase the gaseous motor fuel CNG. The City of Midwest City does own and maintain a "state of the art" refueling station inside the Public Works Facility, but CNG is not currently available there. CNG is available at several OnCue stores throughout Oklahoma with the closest to us being at Sooner and 29<sup>th</sup>.

The Sanitation Department has one (1) dedicated CNG fueled truck.

In FY 2015/2016 the Fleet Services Department budgeted \$980,000 to purchase fuel for City vehicles and equipment.

Staff recommends approval.

*Tim L. Lyon*

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Tim Lyon, Assistant City Manager

**Control. Simplicity. Convenience.**

## The **OnCue Express** Fleet Program.

Fleet expense management made easy.

The **OnCue Express** Corporate Fleet Card combines the ease of consolidated fuel expense reporting with pay-at-the-pump acceptance. And this card program is powered by Mannatec, one of the largest fleet card processing systems in the world.



### **Save on fuel expenses!**

The **OnCue Express** fleet card can help you save up to 15% on your fuel expenses.\*



### **Greater control over fuel expenses.**

- Require identification codes to be entered for every purchase
- Set purchase controls for each card:
  - To specific times of day
  - Gallon Limits
  - Number of transactions per day
- Change purchasing controls online



### **Simplified, consolidated reporting.**

- Access account data and transaction information through our easy-to-use website 24/7
- One consolidated report shows transactions for all card users
- Simple access to copies of all your invoices



### **Save time.**

- Eliminate the hassle of collecting, recording and reconciling fuel receipts
- Track purchases for all vehicles under one program



### **It's easy to get started.**

Our sales representatives are always available to assist you with any set-up questions.

- Complete a credit application
- Provide cardholder name or vehicle description for embossing

For a listing of **OnCue Express** locations, go to [www.uncueexpress.com](http://www.uncueexpress.com)

Put the **OnCue Express** Corporate Fleet Card to work for you!

\*A Fleet Financials survey shows that businesses that use a managed fuel program realize savings up to 15% on their overall fuel management costs compared to fleets that do not.

**Getting started is easy.**

For more information call: **1-800-903-9368**



**FAX**

Please fax completed application to **1-800-348-7960**.  
 For application questions call **1-800-903-9368**.  
**www.uncueexpress.com**



**Yes!** I want the **OnCue Express Corporate Fleet Card**.

Policy: 018 OnCue Express  
 Campaign Code: 018-FDR  
 Marketer ID: 018

<b>BUSINESS INFORMATION</b> Required			
Legal Name of Applicant		Type of Business	Years in Business
Subsidiary or DBA		Main Telephone #	
Street Address		Email Address	
Street Address 2		Cell Phone #	
City	State	Zip Code	Fax #
Billing Address (if different than above)		# of Full Time Employees	
Billing Address 2		Estimated Monthly Charges	# of Vehicles
City	State	Zip Code	Federal ID #
Billing Contact Name & Title		Tax Exempt #	

Type of Organization:  Sole Proprietorship  Partnership  Corporation  Non-Profit  Government  LLC  Other \_\_\_\_\_

**AUTHORIZED REPRESENTATIVE** Required and applicable to all applicants.

FleetCor Technologies Operating Company, LLC ("FleetCor") operates the Mannatec Corporate Fleet card ("Mannatec") program. By signing this application, I represent and warrant that I am duly authorized to request that a Mannatec account be created on behalf of my company identified above ("Applicant"). FleetCor is hereby authorized to check Applicant's credit worthiness, initially as well as from time to time, including but not limited to obtaining credit report(s), contacting the Applicant's bank, and obtaining trade references. Applicant acknowledges that this application is subject to approval and acceptance by FleetCor. If this application is approved, then the Applicant's Authorized Representative listed above will be notified of the account's available credit limit, the acceptable payment terms & method, and any applicable program fees. Program details will be provided in the account agreement that will be delivered along with the cards to the Authorized Representative. Applicant acknowledges that the fleet card program is not a revolving credit account and that any purchases made during the billing cycle are due and payable in full, including any applicable fees, upon receipt of the billing statement. If the Applicant's unpaid balance ever exceeds the established credit line, the account will incur a fee and may be suspended and the Applicant's credit history may be reported to credit reporting agencies. Applicant's acceptance, signing, in whatever form, or use of any of the cards provided to the Applicant will constitute acceptance of the terms and conditions contained in this application and the account agreement. Applicant agrees that any liability arising or resulting from the misuse, unauthorized or fraudulent use, loss or theft of any of the cards issued to the company's account shall be fully borne, assumed and paid by the Applicant. If FleetCor uses an attorney or collection agency to collect an unpaid overdue amount, the Applicant agrees to pay reasonable attorney and/or collection fees. Applicant agrees that the account will be governed by Utah law and that the cards are for business/commercial use only and never used for personal or household purposes and agrees that use of the cards for consumer or household purposes shall be grounds for immediate termination of the Applicant's account. We comply with Section 326 of the USA PATRIOT Act. This law mandates that FleetCor verify certain information about you while processing your account application.

I Agree to the Terms of the Application (please check box)

Print Name (Authorized Representative)		Title	
Telephone #	Signature (Authorized Representative)	Date	

**BUSINESS OWNER/ACCOUNT PRINCIPAL** Required for all Proprietorships, Partnerships or any other business/organization less than two years old or having fewer than five (5) employees.

Each principal ("Principal") for this Account, if any, is personally and unconditionally, jointly and severally liable with Customer, as principal and not as surety or guarantor, for the payment and performance when due of all obligations owed on the Account, regardless of who made purchases using the Cards, and the Principal agrees to pay such amounts according to the terms of this Agreement. Principal is responsible under this Agreement for all use of all of the Cards issued on the Account to the fullest extent permitted by law. This constitutes Principal's agreement, individually, regarding the provisions under "AUTHORIZED SIGNATORY" above, including without limitation checking and reporting your credit and confirming your identity.

Print Name (Principal)		Signature (Principal)	
Principal Street Address		Social Security #	Date of Birth
City	State	Zip Code	Home Phone # or Cell Phone #

**1. Choose Cards**

Number of Cards	Number of Vehicles	Check one: <input type="checkbox"/> Private Label <input type="checkbox"/> Fuelman Network
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**2. Information on each card**

**IMPORTANT: Driver ID number and odometer prompts are required and must be entered before transaction is completed. Driver ID numbers will be automatically assigned to each card.**

Card Number	Card Description (to be embossed on the card)
1	
2	
3	
4	
5	

If you want more than 5 cards, add an additional sheet or call 1-800-903-9368.

**3. Please fill out this section about your drivers.**

Driver Name



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

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

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

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To: Honorable Mayor and Council

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

Date: March 8th, 2016

Subject: Discussion and consideration of awarding the bid to and entering into a contract with H&H Plumbing and Utility in the amount of \$76,915.00 the Sooner Road Sanitary Sewer Extension Project.

Bids were received on March 1st, 2016 for the above referenced project. Staff recommends award of the bid to H&H Plumbing and Utility, which submitted the lowest and best bid meeting specifications in the amount of \$76,915.00. Attached are the bid tabulations for the eight bids received for the project, plus the engineer's estimate. The funds for this project were dedicated to its construction during the February 23rd, 2016 Capital Improvements Committee and City Council meetings. Funds will be taken from Capital Improvements and Sewer Improvements Fund 188.

Staff recommends awarding the bid to H&H Plumbing and Utility.

Patrick Menefee, P.E.  
City Engineer



Item	Description	Unit	Qty	Engineer's Estimate		H&H Plumbing		Cimarron Const.		FT Construction		4M Trenching		Holland Backhoe		Luckinbill Inc.		Downey Contracting		Krapff Reynolds Const.	
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Temporary Silt Fence	LF	980	\$ 2.00	\$ 1,960.00	\$ 0.10	\$ 98.00	\$ 1.00	\$ 980.00	\$ 2.26	\$ 2,214.80	\$ 1.15	\$ 1,127.00	\$ 2.00	\$ 1,960.00	\$ 1.00	\$ 980.00	\$ 1.90	\$ 1,862.00	\$ 3.00	\$ 2,940.00
2	Solid Slab Sodding	SY	230	\$ 2.25	\$ 517.50	\$ 3.00	\$ 690.00	\$ 4.00	\$ 920.00	\$ 3.14	\$ 722.20	\$ 2.00	\$ 460.00	\$ 6.00	\$ 1,380.00	\$ 2.00	\$ 460.00	\$ 5.00	\$ 1,150.00	\$ 2.25	\$ 517.50
3	Granular Backfill	CY	50	\$ 42.00	\$ 2,100.00	\$ 30.00	\$ 1,500.00	\$ 75.00	\$ 3,750.00	\$ 50.80	\$ 2,540.00	\$ 160.00	\$ 8,000.00	\$ 50.00	\$ 2,500.00	\$ 50.00	\$ 2,500.00	\$ 86.00	\$ 4,300.00	\$ 30.00	\$ 1,500.00
4	Concrete Curb (6" Barrier-Integral)	LF	20	\$ 22.00	\$ 440.00	\$ 35.00	\$ 700.00	\$ 35.00	\$ 700.00	\$ 37.67	\$ 753.40	\$ 31.00	\$ 620.00	\$ 155.00	\$ 3,100.00	\$ 45.00	\$ 900.00	\$ 22.00	\$ 440.00	\$ 25.00	\$ 500.00
5	Manhole (4' Manhole)	Ea.	7	\$ 3,500.00	\$ 24,500.00	\$ 1,000.00	\$ 7,000.00	\$ 4,270.00	\$ 29,890.00	\$ 3,444.75	\$ 24,113.25	\$ 3,210.00	\$ 22,470.00	\$ 4,150.00	\$ 29,050.00	\$ 1,800.00	\$ 12,600.00	\$ 1,683.00	\$ 11,781.00	\$ 1,500.00	\$ 10,500.00
6	Add'l Depth in Manhole (4' Diameter)	VF	12	\$ 150.00	\$ 1,800.00	\$ 100.00	\$ 1,200.00	\$ 325.00	\$ 3,900.00	\$ 395.41	\$ 4,744.92	\$ 129.00	\$ 1,548.00	\$ 115.00	\$ 1,380.00	\$ 80.00	\$ 960.00	\$ 136.00	\$ 1,632.00	\$ 85.00	\$ 1,020.00
7	Connect 8" San. Sewer Pipe to Exist. Manhole	Ea.	1	\$ 1,650.00	\$ 1,650.00	\$ 300.00	\$ 300.00	\$ 2,770.00	\$ 2,770.00	\$ 3,821.18	\$ 3,821.18	\$ 3,630.00	\$ 3,630.00	\$ 1,950.00	\$ 1,950.00	\$ 350.00	\$ 350.00	\$ 892.00	\$ 892.00	\$ 250.00	\$ 250.00
8	Trench Excavation	CY	600	\$ 10.00	\$ 6,000.00	\$ 12.00	\$ 7,200.00	\$ 4.00	\$ 2,400.00	\$ 22.84	\$ 13,704.00	\$ 61.00	\$ 36,600.00	\$ 8.00	\$ 4,800.00	\$ 4.00	\$ 2,400.00	\$ 50.00	\$ 30,000.00	\$ 45.00	\$ 27,000.00
9	Sanitary Sewer Service Connection	Ea.	2	\$ 500.00	\$ 1,000.00	\$ 75.00	\$ 150.00	\$ 1,560.00	\$ 3,120.00	\$ 717.26	\$ 1,434.52	\$ 703.00	\$ 1,406.00	\$ 1,050.00	\$ 2,100.00	\$ 500.00	\$ 1,000.00	\$ 304.00	\$ 608.00	\$ 250.00	\$ 500.00
10	Leakage Test	LS	1	\$ 500.00	\$ 500.00	\$ 100.00	\$ 100.00	\$ 890.00	\$ 890.00	\$ 2,187.45	\$ 2,187.45	\$ 570.00	\$ 570.00	\$ 1,550.00	\$ 1,550.00	\$ 500.00	\$ 500.00	\$ 920.00	\$ 920.00	\$ 100.00	\$ 100.00
11	Deflection Test (8" Pipe)	LS	1	\$ 750.00	\$ 750.00	\$ 100.00	\$ 100.00	\$ 890.00	\$ 890.00	\$ 2,091.16	\$ 2,091.16	\$ 324.00	\$ 324.00	\$ 1,550.00	\$ 1,550.00	\$ 500.00	\$ 500.00	\$ 1,564.00	\$ 1,564.00	\$ 100.00	\$ 100.00
12	8" Sanitary Sewer Pipe (SDR-35)	LF	1165	\$ 28.00	\$ 32,620.00	\$ 15.00	\$ 17,475.00	\$ 66.00	\$ 76,890.00	\$ 28.50	\$ 33,202.50	\$ 23.00	\$ 26,795.00	\$ 21.00	\$ 24,465.00	\$ 39.00	\$ 45,435.00	\$ 25.00	\$ 29,125.00	\$ 45.00	\$ 52,425.00
13	Bore and Casing (14" Steel Encasement)	LF	80	\$ 95.00	\$ 7,600.00	\$ 230.00	\$ 18,400.00	\$ 240.00	\$ 19,200.00	\$ 414.31	\$ 33,144.80	\$ 197.00	\$ 15,760.00	\$ 240.00	\$ 19,200.00	\$ 300.00	\$ 24,000.00	\$ 232.00	\$ 18,560.00	\$ 210.00	\$ 16,800.00
14	8" DIP (Ductile Iron Pipe)	LF	40	\$ 40.00	\$ 1,600.00	\$ 30.00	\$ 1,200.00	\$ 115.00	\$ 4,600.00	\$ 95.82	\$ 3,832.80	\$ 123.00	\$ 4,920.00	\$ 90.00	\$ 3,600.00	\$ 50.00	\$ 2,000.00	\$ 72.00	\$ 2,880.00	\$ 78.00	\$ 3,120.00
15	Removal of Manhole	Ea.	4	\$ 1,200.00	\$ 4,800.00	\$ 100.00	\$ 400.00	\$ 650.00	\$ 2,600.00	\$ 2,313.75	\$ 9,255.00	\$ 919.00	\$ 3,676.00	\$ 1,035.00	\$ 4,140.00	\$ 100.00	\$ 400.00	\$ 934.00	\$ 3,736.00	\$ 500.00	\$ 2,000.00
16	Removal of Asphalt Pavement	SY	160	\$ 12.00	\$ 1,920.00	\$ 10.00	\$ 1,600.00	\$ 5.00	\$ 800.00	\$ 43.17	\$ 6,907.20	\$ 25.50	\$ 4,080.00	\$ 15.00	\$ 2,400.00	\$ 8.00	\$ 1,280.00	\$ 17.00	\$ 2,720.00	\$ 10.00	\$ 1,600.00
17	Removal of Curb	LF	20	\$ 40.00	\$ 800.00	\$ 10.00	\$ 200.00	\$ 10.00	\$ 200.00	\$ 60.31	\$ 1,206.20	\$ 24.00	\$ 480.00	\$ 25.00	\$ 500.00	\$ 10.00	\$ 200.00	\$ 7.00	\$ 140.00	\$ 10.00	\$ 200.00
18	Cut & Plug 8" Sewer Line	Ea.	1	\$ 500.00	\$ 500.00	\$ 100.00	\$ 100.00	\$ 1,290.00	\$ 1,290.00	\$ 5,237.25	\$ 5,237.25	\$ 2,710.00	\$ 2,710.00	\$ 1,550.00	\$ 1,550.00	\$ 500.00	\$ 500.00	\$ 1,122.00	\$ 1,122.00	\$ 500.00	\$ 500.00
19	Miscellaneous Pipework	LF	696	\$ 22.00	\$ 15,312.00	\$ 2.00	\$ 1,392.00	\$ 4.00	\$ 2,784.00	\$ 9.64	\$ 6,709.44	\$ 10.00	\$ 6,960.00	\$ 10.00	\$ 6,960.00	\$ 4.00	\$ 2,784.00	\$ 7.75	\$ 5,394.00	\$ 3.00	\$ 2,088.00
20	Mobilization	LS	1	\$ 500.00	\$ 500.00	\$ 10.00	\$ 10.00	\$ 7,660.00	\$ 7,660.00	\$ 7,600.00	\$ 7,600.00	\$ 8,540.00	\$ 8,540.00	\$ 2,500.00	\$ 2,500.00	\$ 8,000.00	\$ 8,000.00	\$ 8,400.00	\$ 8,400.00	\$ 15,000.00	\$ 15,000.00
21	Construction Staking Level II	LS	1	\$ 2,500.00	\$ 2,500.00	\$ 600.00	\$ 600.00	\$ 4,500.00	\$ 4,500.00	\$ 3,069.00	\$ 3,069.00	\$ 1,050.00	\$ 1,050.00	\$ 4,150.00	\$ 4,150.00	\$ 3,000.00	\$ 3,000.00	\$ 2,750.00	\$ 2,750.00	\$ 2,100.00	\$ 2,100.00
22	Construction Traffic Control	LS	1	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,487.50	\$ 3,487.50	\$ 1,050.00	\$ 1,050.00	\$ 3,870.00	\$ 3,870.00	\$ 3,500.00	\$ 3,500.00	\$ 3,050.00	\$ 3,050.00	\$ 3,500.00	\$ 3,500.00
23	Parking Lot Repair	SY	160	\$ 28.00	\$ 4,480.00	\$ 100.00	\$ 16,000.00	\$ 64.00	\$ 10,240.00	\$ 42.37	\$ 6,779.20	\$ 178.00	\$ 28,480.00	\$ 100.00	\$ 16,000.00	\$ 70.00	\$ 11,200.00	\$ 86.00	\$ 13,760.00	\$ 95.00	\$ 15,200.00
				5% Cont	\$ 5,742.00																
				Total	\$ 120,591.50	Total	\$ 76,915.00	Total	\$ 184,474.00	Total	\$ 178,757.77	Total	\$ 181,256.00	Total	\$ 140,655.00	Total	\$ 125,449.00	Total	\$ 146,786.00	Total	\$ 159,460.50



**Memorandum**

TO: Honorable Mayor and Council

FROM: Vaughn K. Sullivan, Community Services Director

DATE: March 8, 2016

SUBJECT: Discussion and consideration of reappointing Ms. Lou Atkinson for a three-year term to the Midwest City Tree Board.

On January 22, 2016 the term of Ms. Lou Atkinson as Tree Board member expired. Ms. Atkinson wishes to be reappointed.

Action is at the discretion of the Council.

Vaughn K. Sullivan  
Community Services Director



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

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

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

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To: Honorable Mayor and Council

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

Date: March 8th, 2016

Subject: Discussion and consideration of accepting two Permanent Utility Easements from Big Kahuna Properties L.L.C. and JRVB Investments L.L.C. for the construction of the proposed water line extensions associated with the Carl Albert Titan water tower improvement project located in the Southeast Quarter of Section Twelve (12), Township Eleven (11) North, Range Two (2) West of the Indian Meridian, Oklahoma County, Oklahoma.

These easements are associated with the Carl Albert Titan water tower improvement project.

Staff recommends acceptance of the easements.

Patrick Menefee, P.E.  
City Engineer

Attachments

GRANT OF PERMANENT UTILITY EASEMENT

KNOW ALL BY THESE PRESENTS:

That Big Kahuna Properties, L.L.C., an Oklahoma Limited Liability Company, (Grantor) of Oklahoma County, Oklahoma, for good and valuable consideration, the receipt of which is hereby acknowledged, does hereby grant, bargain, sell and convey unto the City of Midwest City, a municipal corporation, (Grantee) a permanent utility easement across, over and under the following described lots, tracts or parcels of land situated in Oklahoma County, State of Oklahoma, to-wit:

**SEE EXHIBITS A AND B ATTACHED**

This easement is granted for the purpose of enabling the City of Midwest City, its officers, agents, contractors and employees to go upon, layout, install, replace, construct, reconstruct, change, operate, use and/or build utilities (Utilities), including but not limited to, water, waste water, sanitary and storm sewers, electricity, telephone, cable and natural gas, and/or other public utilities, together with all lines, pipes, conduits and other facilities equipment and appurtenances used in connection with said Utilities upon, through, over, under, across and along the above-described lots, parcels or tracts of land and includes the permanent right of ingress and egress for employees, tools and equipment of the City of Midwest City, its officers, agents, contractors and employees.

Grantor retains the right to use the property for ingress, egress, parking and landscaping purposes consistent with the provisions of the City of Midwest City Code.

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 Utilities.

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

WITNESS the hands of the parties this 3<sup>rd</sup> day of February, 2016

BIG KAHUNA PROPERTIES, L.L.C.

By:  \_\_\_\_\_  
JAMES P. KELLEY, Manager

STATE OF Oklahoma )  
 )ss.  
COUNTY OF Oklahoma )

Before me, the undersigned Notary Public in and for the State and County aforesaid, on this 3rd day of February, 2016, personally appeared James P. Kelley, as Manager of Big Kahuna Properties, L.L.C., an Oklahoma Limited Liability Company, 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 his free and voluntary act and deed for the uses and purposes herein set forth.

WITNESS, my hand and seal this 4<sup>th</sup> day of February, 2016.

My Commission expires: 06/09/18



Katie Oakley  
NOTARY PUBLIC

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

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

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

# Exhibit "A"

## LEGAL DESCRIPTION

Carl Albert Water Tower  
S.E. 29<sup>th</sup> Street and Post Road  
City of Midwest City, Oklahoma County, Oklahoma

30 Foot Wide Utility Easement

Big Kahuna Properties, L.L.C.  
Warranty Deed  
Book 11155, Page 1279

December 3, 2015

A tract of land lying in the Southeast Quarter (SE/4) of Section Twelve (12), Township Eleven (11) North, Range Two (2) West of the Indian Meridian, Oklahoma County, Oklahoma, more particularly described as follows:

**COMMENCING** at the Southeast corner of said Southeast Quarter (SE/4);

THENCE North 00°12'43" West, along the East line of said Southeast Quarter (SE/4), a distance of 535.68 feet;

THENCE North 89°28'05" West, a distance of 50.00 feet to the **POINT OF BEGINNING**;

THENCE continuing North 89°28'05" West along said line, a distance of 178.50 feet (North 89°13'20" West, a distance of 178.05 feet – record);

THENCE North 00°43'45" East, a distance of 30.00 feet (North 00°58'30" East a distance of 30 feet – record);

THENCE South 89°28'05" East, a distance of 178.01 feet (South 89°13'20" East a distance of 178.05 feet – record);

THENCE South 00°12'43" East, a distance of 30.00 feet (South 00°58'30" West a distance of 30 feet – record) to the **POINT OF BEGINNING**.

Said tract of land containing 5,348 square feet or 0.1228 acres, more or less.

The basis of bearing for the above-described tract of land is the East line of said Southeast Quarter (SE/4) having an assumed bearing of North 00°12'43" West.

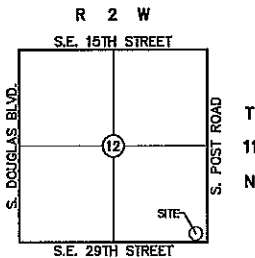
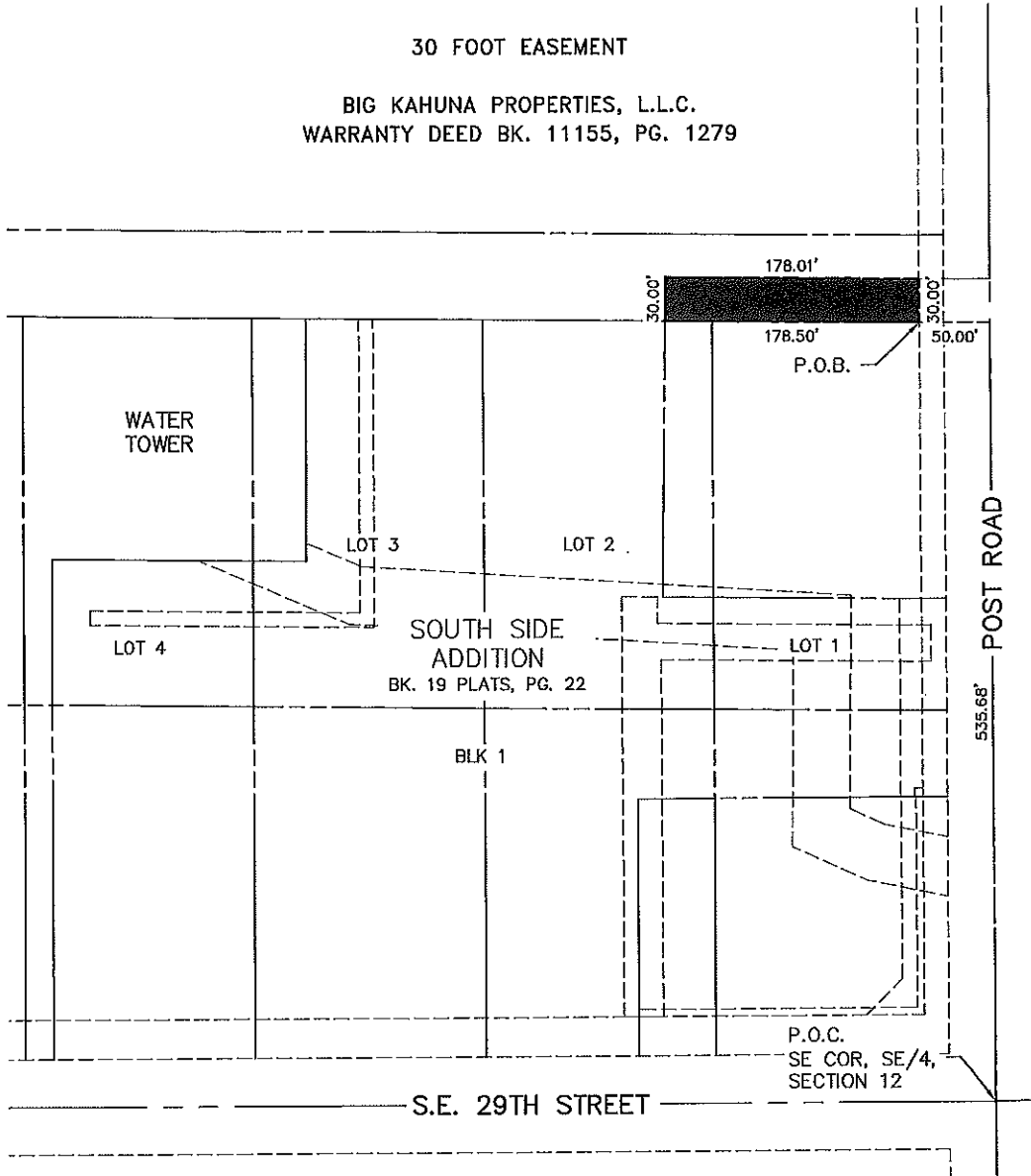
Prepared by Durham Surveying, Inc.  
Damon K. Durham, PLS No. 1521

# Exhibit 'B'

CARL ALBERT TOWER  
S.E. 29TH STREET & POST ROAD  
MIDWEST CITY, OKLAHOMA CO., OKLAHOMA

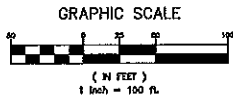
30 FOOT EASEMENT

BIG KAHUNA PROPERTIES, L.L.C.  
WARRANTY DEED BK. 11155, PG. 1279



Location Map  
SCALE 1"=100'

12/3/2015



DURHAM SURVEYING, INC.

1819 SOUTH MORGAN ROAD  
OKLAHOMA CITY, OKLAHOMA 73128  
Ph. (405) 285-3404 Fax (405) 285-0649

CERTIFICATE OF AUTHORIZATION NO. 5313, EXP. DATE 06/30/2016





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

3<sup>rd</sup> day of March, 2016, personally appeared \_\_\_\_\_

Jeff Johnson, as Manager of

JRVB Investments, L.L.C., an Oklahoma Limited Liability Company to me known to be the identical

the identical person(s) who executed the within and foregoing instrument and acknowledged to me

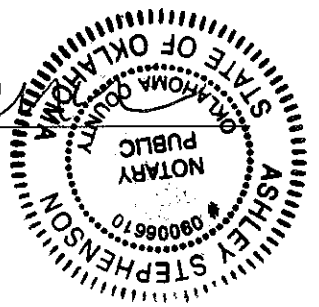
that he executed the same as a free and voluntary act and deed for the uses and

purposes herein set forth.

WITNESS, my hand and seal this 3<sup>rd</sup> day of March, 2016

My Commission expires: 8/7/17

Ashley Stephens  
NOTARY PUBLIC



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

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

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

# Exhibit "A"

## LEGAL DESCRIPTION

Carl Albert Water Tower  
S.E. 29<sup>th</sup> Street and Post Road  
City of Midwest City, Oklahoma County, Oklahoma

10 and 40 Foot Wide Utility Easement

JRVB Investments, LLC  
Warranty Deed  
Book 10808, Page 1440

December 3, 2015

A tract of land lying in the Southeast Quarter (SE/4) of Section Twelve (12), Township Eleven (11) North, Range Two (2) West of the Indian Meridian, Oklahoma County, Oklahoma, more particularly described as follows:

**COMMENCING** at the Southeast corner of said Southeast Quarter (SE/4);

THENCE North 00°12'43" West (North 00°06'37" East – record), along the East line of said Southeast Quarter (SE/4), a distance of 565.68 feet;

THENCE North 89°28'05" West (North 89°13'20" West – record), a distance of 50.00 feet to the **POINT OF BEGINNING**;

THENCE continuing North 89°28'05" West along said line, a distance of 178.01 feet (North 89°13'20" West, a distance of 178.05 feet – record);

THENCE South 00°43'45" West (South 00°58'30" West – record), a distance of 30.00 feet;

THENCE North 89°28'05" West (North 89°13'08" West – record), a distance of 453.00 feet;

THENCE North 00°31'55" East, a distance of 40.00 feet;

THENCE South 89°28'05" East (South 89°13'08" East – record), a distance of 630.98 feet;

THENCE South 00°12'43" East (South 00°06'37" West – record), a distance of 10.00 feet to the **POINT OF BEGINNING**.

Said tract of land containing 19,902 square feet or 0.4569 acres, more or less.

The basis of bearing for the above-described tract of land is the East line of said Southeast Quarter (SE/4) having an assumed bearing of North 00°12'43" West.

Prepared by Durham Surveying, Inc.  
Damon K. Durham, PLS No. 1521

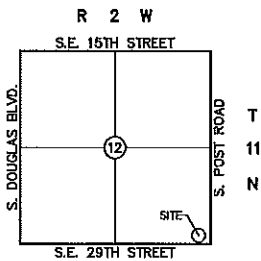
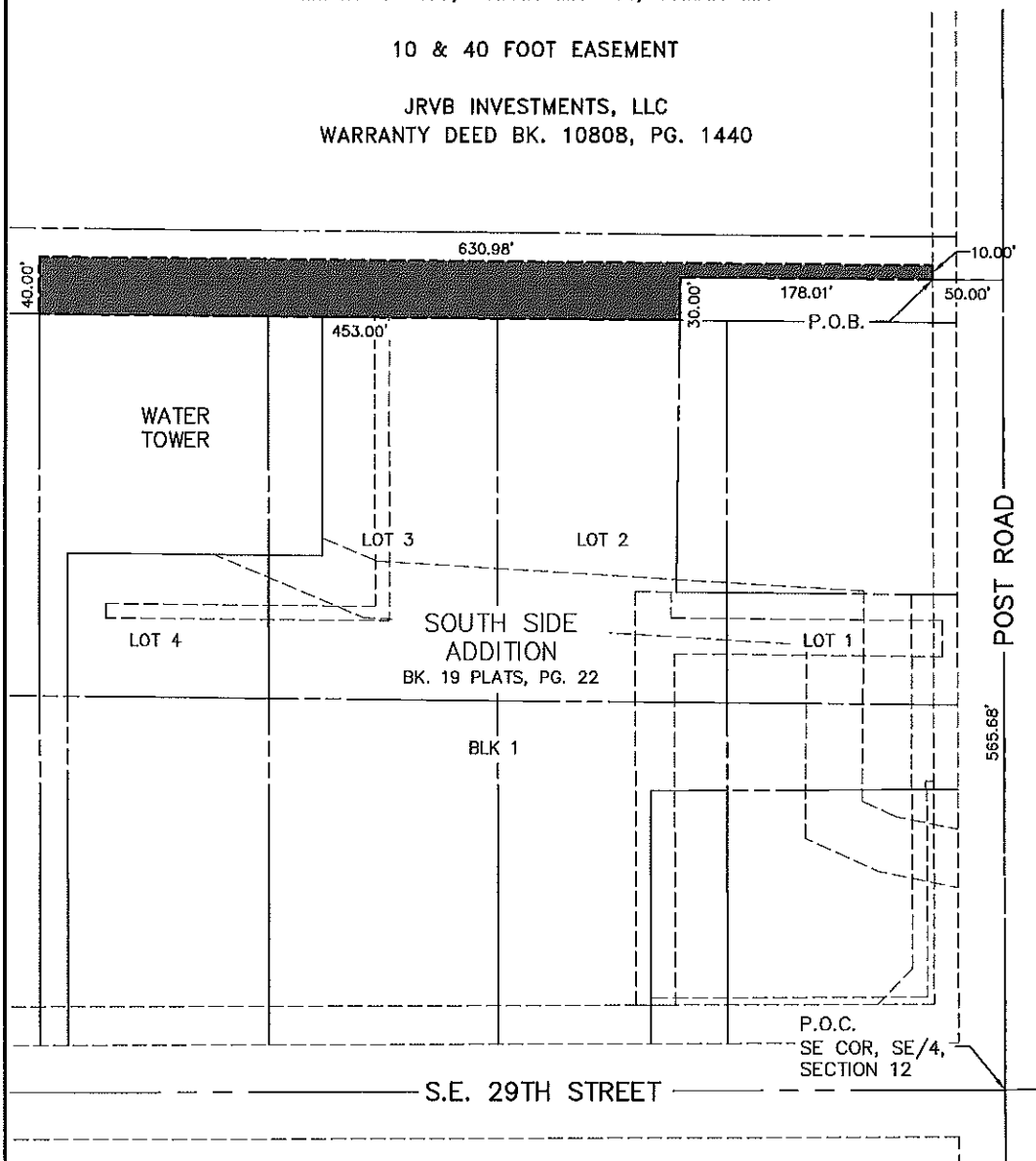
T:\2015\15-027\Docs\15-027\_UE Legal Description.docx

# Exhibit 'B'

CARL ALBERT TOWER  
S.E. 29TH STREET & POST ROAD  
MIDWEST CITY, OKLAHOMA CO., OKLAHOMA

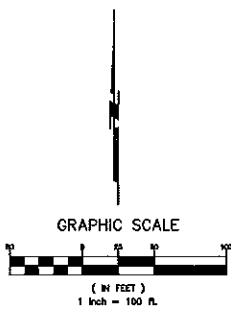
10 & 40 FOOT EASEMENT

JRVB INVESTMENTS, LLC  
WARRANTY DEED BK. 10808, PG. 1440



Location Map  
SCALE 1"=1000'

12/3/2015



DURHAM SURVEYING, INC.

1819 SOUTH MORGAN ROAD  
OKLAHOMA CITY, OKLAHOMA 73128  
Ph. (405) 265-3404 Fax (405) 265-0849

CERTIFICATE OF AUTHORIZATION NO. 5313, EXP. DATE 06/30/2016



**The City of Midwest City**  
**COMMUNITY DEVELOPMENT DEPARTMENT -**  
**ENGINEERING DIVISION**  
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

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**To:** Honorable Mayor and Council

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

**Date:** March 8, 2016

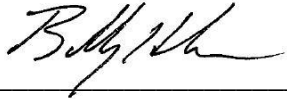
**Subject:** Discussion and consideration of awarding the bid to and entering into a contract with Holland Backhoe, Inc. in the amount of \$387,570.00 for the Carl Albert Titan Tower Modification Project. (This item was tabled at the February 23, 2016 Council meeting.)

Bids were received on November 24th, 2015 for the above referenced project. Although AAA Fiberglass submitted a lower total bid than Holland Backhoe, Inc. for the project, they have no direct experience in this field of work. Holland Backhoe, Inc. does and has a proven record of successfully completed projects for the city. Staff recommends award of the bid to Holland Backhoe, Inc., which submitted the lowest and best bid meeting specifications in the amount of \$387,570.00. Attached are the bid tabulations for the three bids received for the project, plus the engineer's estimate. The funds for this project were designated as the Carl Albert Water Tower Modification Project in the 178 Construction Loan Payment Fund.

To update the Council on the status of the water line right-of-way/easement that has existing lines within it to serve the water tower. As it was suggested at a previous council meeting, the right of way was released through petition to vacate the entire plat of that area, thus removing any legal instrument protecting Midwest City's utilities. Staff has purchased a new 40'x 631' utility easement from two property owners which will cover the existing drain line, the soon to be abandoned 8" water line and the 16" water line to be constructed with the water tower improvements. One of the property owners, Jeff Johnson, inquired whether Midwest City would be willing to allow city water to be extended into OKC at 29<sup>th</sup> and Post. This would allow the construction of an apartment complex. Staff indicated that it would support the concept, but it would require an inter-governmental agreement approved by the Midwest City Council and the Oklahoma City Council at this time. The proposed apartment complex is described as "300 +/- units and a clubhouse on 15 acres, conventional financed, market rate rents with high end finishes, granite counters, resort style pool and fitness center".

No action is necessary or required at this time on the inter-governmental agreement. We felt it only appropriate to inform the Council about this subject.

Since the last Council meeting, staff has sought to separate the securing of the easement from the intergovernmental agreement. As of Thursday, March 3, 2016, we have received the appropriate easements to move forward with this project. Staff recommends approval.



---

Billy Harless  
Community Development Director



1016 24<sup>th</sup> Avenue NW  
Norman, OK 73069

TEL 405.329.2555  
FAX 405.329.3555

www.GarverUSA.com

December 3, 2015  
City of Midwest City  
Attn: Mr. Patrick Menefee, PE  
100 N. Midwest Blvd.  
Midwest City OK 73110

Re: Midwest City Carl Albert Tower Modification  
Engineer's Recommendation for Award

For the above referenced project, bids were received and read publicly at the Midwest City Municipal Building on November 24<sup>th</sup> at 2:00 pm. A total of three contractors bid the project, and their bids are summarized in the below table. A breakdown of the bids by unit price is included in the sheets included herein. The engineers estimate is also included.

<u>Company</u>	<u>Bid Amount</u>
AAA Fiberglass	\$ 351,432.86
Holland Trackhoe	\$ 387,570.00
Brewer Construction	\$ 499,899.71
Engineers Estimate	\$ 404,000.00

The low bidder is AAA Fiberglass, out of Oklahoma City, Oklahoma. Their bid as submitted was nonconforming to the bid requirements, but the missing documents were provided upon request.

AAA Fiberglass is planning on performing the installation of a system designed by Landmark Hydrodynamic Mixing Systems. Landmark's design, equipment, and installation received good recommends from serval local communities that have successfully employed their product.

Previous projects performed by AAA Fiberglass include many oil field salt water, and industrial fiberglass applications. They come highly recommended from their clients, with special note made of their responsiveness to repair work, their client communications, and their competency in the area of fiberglass repair. All interviewed indicated that they were either currently working for them or would rehire them. However, **AAA Fiberglass has no documented experience with construction of municipal water systems or water tower hydrodynamic mixing systems.** Per the specification 11 26 80 – Reservoir Hydrodynamic Mixing System, the contract requires ten Hydrodynamic Mixing Systems designed, manufactured, and installed, and since AAA Fiberglass cannot show adequate installation experience, it is not recommended that AAA Fiberglass be awarded the bid for this project.

Mr. Menefee  
December 3, 2015  
Page 2 of 2

Holland Trackhoe, out of Harrah, Oklahoma, was the next lowest bidder.

Holland Trackhoe is subcontracting the design, equipment, and installation of hydrodynamic mixing system to Maguire Iron, who has completed more than 100 similar hydrodynamic mixing system installations. Checking with Maguire Iron's references, we found that they come highly recommended for their excellent communication skills with city personnel and completing projects ahead of schedule.

After evaluating Holland Trackhoe's references, we found that they also come highly recommended and every party interviewed stated they would not hesitate to hire them again. Furthermore, Midwest City has experience working with this contractor on prior projects, and can attest to their competency in the type of work relevant to this project. For these reasons, it is recommended that Holland Trackhoe be awarded the bid for the above referenced project.

Sincerely,

GARVER



S. Shane Smith, PE  
Senior Project Manager



1016 24<sup>th</sup> Avenue NW  
Norman, OK 73069

TEL 405.329.2555  
FAX 405.329.3555

www.GarverUSA.com

**SUMMARY OF PAY QUANTITIES**

Item No.	Description	Unit	Qty	AAA Fiberglass		Holland Trackhoe		Brewer Construction		Engineer's Estimate	
				Unit	Total	Unit	Total	Unit	Total	Unit	Total
1	WATER TANK MODIFICATIONS AND PIPING (COMPLETE) (1)	LS	1	\$151,256.83	\$151,256.83	\$268,110.00	\$268,110.00	\$276,894.00	\$276,894.00	\$203,500.00	\$203,500.00
2	VALVE VAULT AND PIPING (COMPLETE) (2)	LS	1	\$34,641.00	\$34,641.00	\$23,400.00	\$23,400.00	\$28,875.29	\$28,875.29	\$38,500.00	\$38,500.00
3	16 INCH WATER LINE DIP ANSI/AWWA C151/A21.51	LF	564	\$134.44	\$75,824.16*	\$82.00	\$46,248.00	\$131.00	\$73,884.00	\$119.00	\$67,116.00
4	8 INCH WATER LINE DIP ANSI/AWWA C151/A21.51	LF	28	\$105.36	\$2,950.08	\$65.00	\$1,820.00	\$88.50	\$2,478.00	\$66.00	\$1,848.00
5	16 INCH AWWA C151/A21.51 DIP PIPE, FLG X FLG 1 FT LENGTH (3)	EA	1	\$937.50	\$937.50	\$2,025.00	\$2,025.00	\$1,744.80	\$1,744.80	\$165.00	\$165.00
6	16 INCH AWWA C151/A21.51 DIP PIPE, MJ X FLG 4 FT LENGTH (3)	EA	1	\$3,800.00	\$3,800.00	\$2,200.00	\$2,200.00	\$2,387.64	\$2,387.64	\$165.00	\$165.00
7	16" MJ 90 BEND	EA	1	\$1,800.00	\$1,800.00	\$1,225.00	\$1,225.00	\$2,360.52	\$2,360.52	\$3,960.00	\$3,960.00
8	16" FLGXFLG 90 BEND	EA	1	\$1,800.00	\$1,800.00	\$1,225.00	\$1,225.00	\$1,404.00	\$1,404.00	\$3,960.00	\$3,960.00
9	16" MJ 45 BEND	EA	7	\$1,207.14	\$8,449.98*	\$1,100.00	\$7,700.00	\$1,457.82	\$10,204.74	\$2,200.00	\$15,400.00
10	16" MJ 22 1/2 BEND	EA	1	\$1,250.00	\$1,250.00	\$1,100.00	\$1,100.00	\$1,149.12	\$1,149.12	\$2,200.00	\$2,200.00
11	8" MJ 45 BEND	EA	2	\$400.00	\$800.00	\$325.00	\$650.00	\$550.48	\$1,100.96	\$770.00	\$1,540.00
12	16" MJ GATE VALVE & BOX	EA	1	\$7,800.00	\$7,800.00	\$10,075.00	\$10,075.00	\$7,660.14	\$7,660.14	\$11,000.00	\$11,000.00
13	8" MJ GATE VALVE & BOX	EA	1	\$1,200.00	\$1,200.00	\$3,150.00	\$3,150.00	\$1,509.60	\$1,509.60	\$2,200.00	\$2,200.00
14	16"X8" MJ TEE	EA	1	\$1,300.00	\$1,300.00	\$1,275.00	\$1,275.00	\$1,228.61	\$1,228.61	\$1,320.00	\$1,320.00
15	18"X16" MJ TAPPING SLEEVE	EA	1	\$9,524.74	\$9,524.74	\$5,650.00	\$5,650.00	\$12,143.69	\$12,143.69	\$11,220.00	\$11,220.00
16	ABANDON EXISTING 8" WATER LINE	LF	459	\$27.23	\$12,498.57*	\$3.00	\$1,377.00	\$41.40	\$19,002.60*	\$38.50	\$17,671.50
17	PRESSURE TEST	LS	1	\$4,200.00	\$4,200.00	\$1,300.00	\$1,300.00	\$9,000.00	\$9,000.00	\$2,200.00	\$2,200.00
18	DISINFECTION TEST	LS	1	\$3,500.00	\$3,500.00	\$650.00	\$650.00	\$1,200.00	\$1,200.00	\$2,200.00	\$2,200.00
19	REMOVE AND RESET CHAIN LINK FENCE	LS	1	\$8,200.00	\$8,200.00	\$1,550.00	\$1,550.00	\$672.00	\$672.00	\$1,100.00	\$1,100.00
20	CONSTRUCTION STAKING	LS	1	\$1,500.00	\$1,500.00	\$1,105.00	\$1,105.00	\$1,200.00	\$1,200.00	\$2,200.00	\$2,200.00
21	TRAFFIC CONTROL	LS	1	\$1,500.00	\$1,500.00	\$650.00	\$650.00	\$12,000.00	\$12,000.00	\$2,200.00	\$2,200.00
22	SOD AND SITE RESTORATION	SY	1,000	\$7.20	\$7,200.00	\$3.25	\$3,250.00	\$6.00	\$6,000.00	\$3.30	\$3,300.00
23	EROSION AND SEDIMENT CONTROL (4)	LS	1	\$4,500.00	\$4,500.00	\$535.00	\$535.00	\$2,800.00	\$2,800.00	\$3,300.00	\$3,300.00
24	MOBILIZATION (5)	LS	1	\$5,000.00	\$5,000.00	\$1,300.00	\$1,300.00	\$23,000.00	\$23,000.00	\$5,500.00	\$5,500.00
<b>TOTALS</b>					\$351,432.86		\$387,570.00		\$499,899.71		\$403,765.50

(1) INCLUDES VALVE, NOZZLES, FLOW METER, CONTROL VALVE, PIPING AND ALL OTHER APPURTENANCES INSIDE WATER TANK.

(2) INCLUDES SOLID SLEEVES AND GATE VALVE OUTSIDE THE VALVE VAULT AND FLOW CONTROL VALVE INSIDE VAULT.

(3) PAY ITEM TO BE FIELD VERIFIED FOR ACTUAL LENGTH. ITEM TO BE PAID BY PLAN QUANTITY.

(4) INCLUDES SILT FENCE, HAY BALES, ETC. AS SHOWN IN THE PLANS.

(5) INCLUDES DEMOBILIZATION.

\* MATHEMATICAL ERROR NOTED AND CORRECTED





1016 24<sup>th</sup> Avenue NW  
Norman, OK 73069

TEL 405.329.2555  
FAX 405.329.3555

www.GarverUSA.com

## QUALIFICATIONS BACKGROUND CHECK

### Company: AAA Fiberglass

Year	Project	Location	Contact	Comments
2010	Fiberglass Tank Repair	OKC	Terry Bettes 405-297-1555	Fantastic, best fiberglass people in 3 states. Didn't know anything about water. Excellent on fiberglass
2010	Jackie Salt Water Disposal	Blocker	Waylon Gibson 918-833-4135	Left Message
2011	Tulsa Power Station	Tulsa	Steve Watt 405-224-4622	Steve not available, person answered said they did a good good and would rehire
2011	Lauren 2609 1-3 SWD	Burlington	David Howald 405-429-5783	Left Message
2012	Pete 31-34-16 I SWD	Fawn Creek, OK	Kyle Faltien Camp 405-388-6535	Used them for over 10 years, excellent fiberglass repair company. Is still using them on jobs, salt water lines only
2012	Frank 1-33 SWD	Orlando	Terry Latham 405-552-4526	Left Message
2013	AB Jewell Water Plant	Tulsa	918-596-8057	No answer
2013	Justin 10-28-14-1 SWD	Alva, OK	Richard Mieser 580-571-7149	"Good People" worked with them since 07 and still using them. Used only on fiberglass and high pressure salt water lines
2014	Sunflower Power Plant	Liberal, KS	Jason McKinnie 913-669-7672	Wrong phone number
2014	Siver Run 57-36 SWD	Orla, TX	Steve King 575-393-1020	Left Message
2015	Fiberglass Scrubber Unit	Ponca City	Cindy Wolfkill 580-767-0419	Excellent job, best fiberglass company around. Has no experience working with the firm on water projects
2015	City of Ames power Plant	Ames	Keith Sherman 913-428-1028	Good job, 5 star. Did a cooling tower reallly responsive. Had no experience with them doing water



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## QUALIFICATIONS BACKGROUND CHECK

### Company: Holland Trackhoe

Year	Project	Location	Contact	Comments
2015	Lynne Fry & Anderson Rd II	Midwest City	Brandon Bundy	Worked several projects with them. They are familiar with their work and would rehire
2015	Oak Tree	Edmond	Chad Shoemaker	Left Message
2015	Talawanda Lake	McAlester	Leon Burke	Left Message
2015	Hollingsworth Dr	Ardmore	Wayne Barker	Did a good job and would rehire
2015	29th Street Water Main	Midwest City	Brandon Bundy	same as above
2014	Beacon Hill Development	Choctaw	Mike Davidson	Did a good job and would rehire
2014	Lynne Fry & Anderson Rd I	Midwest City	Brandon Bundy	same as above
2014	Main Street Water Min	Jones	Carlton	Wished for them on more jobs, easy to get along with. Will rehire
2014	Home 2 Suites Waterline	Oklahoma City	Curt Chappell	Wes is a good guy, and subs to him a lot
2014	Fall Creek Develoment	Harrah	Tim Remy	Good guy, would rehire



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## QUALIFICATIONS BACKGROUND CHECK

### Company: Landmark

Year	Project	Location	Contact	Comments
2010	1294	Laredo TX	City of Laredo 956-721-2000	Call Tony 956-795-2620. Said System working well, would rehire
2012	1313	Terrell TX	Steve Rogers 972-511-6607	Left Message
2012	1338	Robeson NC	Al Grimsley 910-6713485	Nothing bad to say, doing good, would rehire
2012	1332	Fort Bliss TX	Steve Sambrano 915-770-5727	Bad phone number
2012	1319	Prince TX	Lesia Thornhill 972-736-2711	Left 2 Messages
2012	1312	Chesterfield VA	Roy Covington 804-748-1416	Roy no longer employed there. Called David Knapp 804-748-1870. Said system is working well.
2013	1378	Lancaster TX	Shwetha Pandurangi 972-218-1206	Left Message, although person I spoke with said they did a good job, no complaints and would rehire
2014	1340	Durham NC	City of Durham 919-560-4362	Tom Lucas: No bad experiences or complaints
2014	1368	Weslaco Tx	Leo Olivares 956-968-3181	Talked to Homer, Leo no longer works there. Did a good job, would rehire.
2014	1358	Farmington MI	Glenn Appel 248-585-0260	Left Message
2014	1422	Bartlesville OK	Terry Laurisen 918-338-4107	Left Message: Called back, did a really good job, kept to themselves. Could use a bit more communication, but did a good job. Would rehire



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FAX 405.329.3555

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## QUALIFICATIONS BACKGROUND CHECK

### Company: Maguire Iron

Year	Project	Location	Contact	Comments
2015	550k STP Storage Tank	Perryville MO	Jeremy Meyers 573-517-1453	Left Message
2015	550k STP Storage Tank	Perryville MO	Mark Bloom 636-333-3351	Did a good job - 2 jobs - would hire them again
2013	500K STP Storage Tank	Elsberry	Marshal Sudarth 573- 898-2850	Left Message
2013	250K Single Pedestal	Elsberry	Ken Woods 573-221-4048	Left Message, person I discussed project with said they had done quite a bit of work with them
2014	200K Single Pedestal	Nunn CO	Kathy Payne 970-897-2385	Left Message
2014	100K Single Pedestal	Allen SD	Don Peterson 605-745-4669	Left Message
2014	250K Single Pedestal	Parker SD	Travis Friman 605-297-4453	Did a great job, finished 4 months ahead of schedule. Would hire them again
2014	150K Single Pedestal	Fort Laramie WY	Kelly Jankewicz 307-837-2711	Did a good job, top notch, good people, and would rehire.
2015	250K Single Pedestal	Park River ND	Dennis Larson 701-284-6150	Very good, ahead of schedule, worked well. Would rehire "absolutely"
2015	250K Single Pedestal	Wheelock ND	Rick Olsen 701- 744-8915	Bad phone number
2015	200K Single Pedestal	Colman	Grant Groos 605-530-1212	Left Message



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

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

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

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TO : Honorable Mayor and Council

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

DATE : March 8, 2016

SUBJECT : Discussion and consideration of approving Change Order No. 1 to the contract with Garver Engineering, amending the original contract amount by \$6260.00, making the new contract total \$56,760.00 for the Carl Albert Titan Tower Modification Project. (This item was tabled at the February 23, 2016 Council meeting.)

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The subject change order is for the construction oversight and additional survey work needed to complete the Carl Albert Titan Tower Modification Project. As noted in the original design agreement, the oversight portion of the contract with Garver Engineering would be presented to council at the time of the bid award.

Staff will make a recommendation at the meeting depending upon the outcome of the water line easement issue.

Patrick Menefee, P.E.  
City Engineer

PM:lkb

Attachment



**AMENDMENT TO AGREEMENT FOR PROFESSIONAL SERVICES**  
**City of Midwest City**  
**Midwest City, Oklahoma**  
**Project No.**

**CONTRACT AMENDMENT NO. 1**

This Contract Amendment No. 1, effective on the date last written below, shall amend the original contract between the City of Midwest City (Owner) and GARVER, LLC (GARVER), dated February 10, 2015 referred to in the following paragraphs as the original contract.

This Contract Amendment No. 1 modifies professional services for the:

**Converting Carl Albert elevated storage tank to “flow through” configuration and adjusting the adjacent distribution system to create a larger demand on the tank to improve cycling.**

The original contract is hereby modified as follows:

**In Section 2 – Scope of Services** in the original Contract is hereby amended as follows:

Remove the following project scope paragraph from **Appendix A – Scope of Services**:

1. General
  - Design approximately 100 linear feet of 12-inch water main at the intersection of SE 15<sup>th</sup> Street and Post Road to connect the existing 16-inch water main from the south along Post Road to the existing 18-inch water main to the west along SE 15<sup>th</sup> Street. Gate valves will be installed to isolate the existing 30-inch water main from the existing 12-inch and 18-inch water mains.

Add the following project scope paragraph to **Appendix A – Scope of Services**:

2. Surveys
  - Utility Easements  
Garver’s subconsultant will prepare two legal descriptions for the proposed utility easements between the Carl Albert elevated storage tank and the Post Road Right-of-Way.

Modify **Appendix A –Scope of Services** to read:

10. Construction Phase Services

It is understood that Garver will be providing construction administration, and the Owner will be providing the construction observation. During the construction phase of work, Garver will accomplish the following:

1. Issue a Notice to Proceed letter to the Contractor and attend preconstruction meeting.
2. Attend two (2) progress/coordination meetings with the Owner/Contractor.
3. Evaluate and respond to construction material submittals and shop drawings. Corrections or



comments made by Garver on the shop drawings during this review will not relieve Contractor from compliance with requirements of the drawings and specifications. The check will only be for review of general conformance with the design concept of the project and general compliance with the information given in the contract documents. The Contractor will be responsible for confirming and correlating all quantities and dimensions, selecting fabrication processes and techniques of construction, coordinating his work with that of all other trades, and performing his work in a safe and satisfactory manner. Garver's review shall not constitute approval of safety precautions or constitute approval of construction means, methods, techniques, sequences, procedures, or assembly of various components. When certification of performance characteristics of materials, systems or equipment is required by the Contract Documents, either directly or implied for a complete and workable system, Garver shall be entitled to rely upon such submittal or implied certification to establish that the materials, systems or equipment will meet the performance criteria required by the Contract Documents.

4. Issue instructions to the Contractor on behalf of the Owner and issue necessary clarifications (respond to RFIs) regarding the construction contract documents.
5. Review up to three (3) Contractor's progress payment requests based on the actual quantities of contract items completed and accepted, and will make a recommendation to the Owner regarding payment. Garver's recommendation for payment shall not be a representation that Garver has made exhaustive or continuous inspections to (1) check the quality or exact quantities of the Work; (2) to review billings from Subcontractors and material suppliers to substantiate the Contractor's right to payment; or (3) to ascertain how the Contractor has used money previously paid to the Contractor.
6. Maintain a set of working drawings and prepare and furnish record drawings.
7. When authorized by the Owner, prepare change orders for changes in the work from that originally provided for in the construction contract documents. If redesign or substantial engineering or surveying is required in the preparation of these change order documents, the Owner will pay Garver an additional fee to be agreed upon by the Owner and Garver.
8. Participate in one (1) final project inspection, prepare punch list, review final project closing documents, and submit final pay request.

The proposed fee for Construction Phase Services is based on a 90 calendar-day construction contract performance time. If the construction time extends beyond the time established in this agreement, and the Owner wants Garver to continue the applicable Construction Phase Services, the Owner will pay Garver an additional fee agreed to by the Owner and Garver.

In performing construction phase services, Garver will endeavor to protect the Owner against defects and deficiencies in the work of the Contractor(s); but Garver cannot guarantee the performance of the Contractor(s), nor be responsible for the actual supervision of construction operations or for the safety measures that the Contractor(s) takes or should take. However, if at any time during construction Garver observes that the Contractor's work does not comply with the construction contract documents, Garver will notify the Contractor of such non-compliance and instruct him to correct the deficiency and/or stop work, as appropriate for the situation. Garver will also record the observance, the discussion, and the actions taken. If the Contractor continues without satisfactory corrective action, Garver will notify the Owner immediately, so that appropriate action under the Owner's contract with the Contractor can be taken.



In **Section 3 – Payment**, modify the original fee as follows:

MODIFIED WORK DESCRIPTION	FEE AMOUNT
Reduce Design	\$ (8,300)
Add Two Legal Descriptions	\$ 660
Add Construction Administration	\$13,900
<b>TOTAL FEE MODIFICATION</b>	<b>\$ 6,260</b>

The additional lump sum amount to be paid under this amendment is **\$6,260**.

In **Section 4 – Owner’s Responsibilities** in the original contract is hereby amended as follows:

Construction observation services will be provided by the Owner, who will provide or accomplish the following in a similar manner as described below:

- Provide resident construction observation services for the duration of the construction contract performance time.
- Provide field checking of quantities, contractor’s layout, etc.
- Consult with and advise Garver during the construction period.
- Coordinate with the firm providing construction materials quality assurance testing under separate contract with the Owner.
- Maintain a file of quantities incorporated into the work, test reports, certifications, shop drawings and submittals, and other appropriate information.
- Maintain a project diary which will contain information pertinent to each site visit.





This Agreement may be executed in two (2) or more counterparts each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, Owner and GARVER have executed this Amendment effective as of the date last written below.

City of Midwest City

GARVER, LLC

By: \_\_\_\_\_  
*Signature*

By: \_\_\_\_\_  
*Signature*

Name: \_\_\_\_\_  
*Printed Name*

Name: Michael J. Graves  
*Printed Name*

Title: \_\_\_\_\_

Title: Vice President

Date: \_\_\_\_\_

Date: December 14, 2015

Attest: \_\_\_\_\_

Attest: \_\_\_\_\_  
*S. J. Graves*



## Memorandum

To: Honorable Mayor and Council

From: Vaughn K. Sullivan, Community Services Director

Date: March 8, 2016

Subject: Discussion and consideration of approving and passing an ordinance amending Chapter 37, Streets and Sidewalks, of the Midwest City Code, Article I, In General, by taking Section 37-9 out of reserve, entitling it "Street light fee fund," which shall read as specified in the ordinance; establishing an effective date; and providing for repealer and severability.

Staff is recommending an ordinance establishing a new utility fee intended to fund our ever increasing street lighting costs. The fee will be \$1.75 on a residential account, \$7.50 for commercial utility accounts, \$1.00 per apartment for apartment complexes with more than three units and \$1.00 per month per occupied pad site for manufactured home parks.

Currently the cost of all street lighting, whether on arterial or residential streets, is funded by the General Fund and the Street Department's utilities account. The Street Department spends approximately \$490,000.00 annually to light the streets city-wide and the cost has risen more than 30 percent over the past 15 years with no new funding source established to offset the rising cost.

There are multiple factors contributing to rising costs associated with lighting the city's arterial and residential streets. First, as our city grows we continue to add new subdivisions and residential streets. These new streets require security lighting with no funding source for ongoing cost of each security light in our new residential neighborhoods.

Second, the cost per kilowatt hour of electricity has risen significantly over the same period, with no decrease in electricity costs in sight.

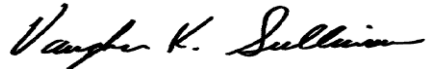
Finally, the city's street lighting provider, OG&E, has recently completed a city-wide audit of our lighting inventory and discovered a significant number street lights were not in their data base, consequently, their monthly invoices have not been accurate. City staff has completed a spot check of the new inventory data base and found OG&E's new inventory to be very accurate. The result of the updated billing will increase the city's street light billing almost five percent in the future.

In conclusion, due to lack of funding, over the past 20 years the city has been prevented from adding lighting to our newly widened arterial streets. Prior to the mid 90s the city's policy was to add street lighting to arterials when they were widened to 4 lanes. The lack of a funding source has left our city with several miles of 4 lane arterials without lighting, with more widening projects coming soon and no

funding source for street lighting. If surplus funds are realized, the ordinance language provides for money to be appropriated from the street light fund for the purposes of additional street lighting, street lighting maintenance, design and construction of streetlights, additional streetlights in parks, at intersections and lighting control systems throughout the city.

As the fee is currently written it is projected to generate approximately \$515,000.00 annually. These funds will provide much needed relief to the General Fund and the Street Department's cost of operations. In addition, these funds will assist in keeping the city's streets safe by allowing staff to continue to provide additional security lighting as the city grows. Consequently, allowing the city to continue to provide well-lit safe streets.

Staff recommends approval.



Vaughn K. Sullivan, Community Services Director

Enc. Copy of the ordinance





**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: March 8, 2016

SUBJECT: Discussion and consideration of 1) entering into executive session as allowed under 25 O.S. § 307 (B)(1), to discuss the employment, hiring, appointment, promotion, demotion, disciplining or resignation of the City Manager; and 2) in open session, taking action as appropriate based on the discussion in executive session.

This item has been placed on the agenda to provide the Council with an opportunity to conduct an evaluation of my performance as City Manager for the first quarter of 2016. Action is at the Council's discretion.

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

J. Guy Henson, AICP  
City Manager

**MIDWEST CITY MUNICIPAL AUTHORITY AGENDA**  
Midwest City Council Chambers, 100 N. Midwest Boulevard

March 08, 2016 - 7:01 PM

- A. CALL TO ORDER.
  
- B. CONSENT AGENDA. These items are placed on the Consent Agenda so that trustees of the Midwest City Municipal Authority, by unanimous consent, can approve routine agenda items by one motion. If any item proposed on the Consent Agenda does not meet with approval of all trustees, or members of the audience wish to discuss a proposed item with the Council, that item will be removed and heard in regular order.
  - 1. Discussion and consideration of approving the minutes of the staff briefing and regular meetings of February 23, 2016, as submitted. (City Clerk - S. Hancock)
  
  - 2. Discussion and consideration of a supplemental budget adjustment to the following fund for FY 2015-2016, to increase: Capital Sewer Improvements Fund, expenses/Sewer Improvements (44) \$35,000 (Fund 188 - Strothman Fund) to assist in funding the needed sewer line improvements for the redevelopment of land at the N.E. corner of S.E. 15th and Sooner Road. (City Manager - G. Henson)
  
- C. NEW BUSINESS/PUBLIC DISCUSSION.
  
- D. ADJOURNMENT.

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**

February 23, 2016 – 6:00 p.m.

This meeting was held in the Midwest City Council Conference Room on the second floor of the City Hall of Midwest City, 100 North Midwest Boulevard, City of Midwest City, County of Oklahoma, State of Oklahoma. The following members were present: Chairman Jay Dee Collins; Trustees Daniel McClure Jr.\*, Richard R. Rice, Rick Dawkins, James L. Ray, Christine Allen and Jeff Moore; and Secretary Sara Hancock. Absent: none.

Chairman Collins called the meeting to order at 6:40 p.m.

**Clarification of agenda items, handouts, and presentation of new or additional information for items on the Municipal Authority agenda for February 23, 2016.** Staff briefed the trustees on various items on the agenda, and the trustees sought clarification and discussed individual agenda items with staff. Representatives John Allsup and Brad Frazier of Aimbridge Hospitality, operator of the Sheraton Midwest City Hotel, discussed the hotel's performance with the trustees.

\*Councilmember McClure left the meeting at 6:41 p.m. and returned at 6:52 p.m.

Chairman Collins closed the meeting at 6:57 p.m.

ATTEST:

\_\_\_\_\_  
JAY DEE COLLINS, Chairman

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

\_\_\_\_\_  
DANIEL MCCLURE JR., Trustee

\_\_\_\_\_  
RICHARD R. RICE, Trustee

\_\_\_\_\_  
RICK DAWKINS, Trustee

\_\_\_\_\_  
JAMES L. RAY, Trustee

\_\_\_\_\_  
CHRISTINE C. PRICE ALLEN, Trustee

\_\_\_\_\_  
JEFF MOORE, Trustee

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**

February 23, 2016 - 7:01 p.m.

This meeting was held in the Midwest City Council Chambers, 100 North Midwest Boulevard, City of Midwest City, County of Oklahoma, State of Oklahoma. The following members were present: Chairman Jay Dee Collins; Trustees Daniel McClure Jr., Richard R. Rice, Rick Dawkins, James L. Ray, Christine Allen, and Jeff Moore; and Secretary Sara Hancock. Absent: none.

Chairman Collins called the meeting to order at 7:32 p.m.

**Consent Agenda.**

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

1. Discussion and consideration of approving the minutes of the staff briefing and regular meetings of February 9, 2016, as submitted.
2. Discussion and consideration of accepting the report on the current financial condition of the Sheraton Midwest City Hotel at the Reed Center for the period ending January 31, 2016.
3. Discussion and consideration of amending the Lease Agreement with the Midwest City Council of Garden Clubs, entered into on October 10, 1984, to include Oklahoma Garden Clubs, Inc. as a co-tenant of the property located at 1441 North Key Boulevard.

Voting aye: McClure, Rice, Dawkins, Ray, Allen, Moore, and Chairman Collins. Nay: none. Absent: none. Motion carried.

**New Business/Public Discussion.**

There was no new business or public discussion.

**Adjournment.**

There being no further business, motion was made by Dawkins, seconded by Allen, to adjourn. Voting aye: McClure, Rice, Dawkins, Ray, Allen, Moore, and Chairman Collins. Nay: none. Absent: none. Motion carried. The meeting adjourned at 7:33 p.m.



ATTEST:

\_\_\_\_\_  
JAY DEE COLLINS, Chairman

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

\_\_\_\_\_  
DANIEL MCCLURE JR., Trustee

\_\_\_\_\_  
RICHARD R. RICE, Trustee

\_\_\_\_\_  
RICK DAWKINS, Trustee

\_\_\_\_\_  
JAMES L. RAY, Trustee

\_\_\_\_\_  
CHRISTINE C. PRICE ALLEN, Trustee

\_\_\_\_\_  
JEFF MOORE, Trustee



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

MEMORANDUM

TO: Honorable Chairman and Trustees

FROM: J. Guy Henson, City Manager

DATE: February 23, 2016

SUBJECT: Discussion and consideration of a supplemental budget adjustment to the following fund for FY 2015-2016, to increase: Capital Sewer Improvements Fund, expenses/Sewer Improvements (44) \$35,000 (Fund 188 - Strothman Fund) to assist in funding the needed sewer line improvements for the redevelopment of land at the N.E. corner of S.E. 15th and Sooner Road.

In an effort to minimize the impact to the Capital Improvement Fund, staff reviewed the availability of funds in the Fund 188. Based upon this review, we would request the supplement of \$35,000 to be used for the aforementioned sewer line extension.

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

J. Guy Henson, AICP  
City Manager

## SUPPLEMENTS

**February 23, 2016**

Fund CAPITAL SEWER IMPROVEMENTS (188)		BUDGET AMENDMENT FORM Fiscal Year 2015-2016			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
44	Sewer Improvements			35,000	
		<u>0</u>	<u>0</u>	<u>35,000</u>	<u>0</u>

**Explanation:**  
 Budget portion of new project for sanitary sewer main improvements along Sooner Rd from S.E. 15th Street to S.E. 12th Street.  
 Funding to come from fund balance.

**MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY AGENDA**

Midwest City Council Chambers, 100 N. Midwest Boulevard

March 08, 2016 - 7:02 PM

A. CALL TO ORDER.

B. CONSENT AGENGA.

1. Discussion and consideration of approving the minutes of the staff briefing and regular meeting February 23, 2016, as submitted. (City Clerk - S. Hancock)

2. Discussion and consideration of declaring the ± 8896 square foot metal Quonset building located at 8824 SE 29th Street (a/k/a Lot 2, Gilkison Addition) surplus and authorizing its disposal by public auction or sealed bid. (Economic Development - R. Coleman)

C. DISCUSSION ITEMS.

1. Discussion and consideration of accepting the Hospital Authority Investment Performance Review for the period ending December 31, 2015 and action to reallocate assets, change fund managers or make changes in the Statement of Investment Policy, Guidelines and Objectives. (Hospital Authority - S. Hancock)

D. NEW BUSINESS/PUBLIC DISCUSSION.

E. ADJOURNMENT.

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 TRUSTEES**

February 23, 2016 – 6:00 p.m.

This meeting was held in the Midwest City Council Conference Room on the second floor of the City Hall of Midwest City, 100 North Midwest Boulevard, City of Midwest City, County of Oklahoma, State of Oklahoma. The following members were present: Chairman Jay Dee Collins; Trustees Daniel McClure Jr., Richard R. Rice, Rick Dawkins, James L. Ray, Christine Allen and Jeff Moore; and Secretary Sara Hancock. Absent: none.

Chairman Collins called the meeting to order at 6:57 p.m.

**Clarification of agenda items, handouts, and presentation of new or additional information for items on the Hospital Authority agenda for February 23, 2016.** Staff briefed the trustees on various items on the agenda, and the trustees sought clarification and discussed individual agenda items with staff.

Chairman Collins closed the meeting at 7:04 p.m.

ATTEST:

\_\_\_\_\_  
JAY DEE COLLINS, Chairman

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

\_\_\_\_\_  
DANIEL MCCLURE JR., Trustee

\_\_\_\_\_  
RICHARD R. RICE, Trustee

\_\_\_\_\_  
RICK DAWKINS, Trustee

\_\_\_\_\_  
JAMES L. RAY, Trustee

\_\_\_\_\_  
CHRISTINE C. PRICE ALLEN, Trustee

\_\_\_\_\_  
JEFF MOORE, Trustee

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**

February 23, 2016 - 7:02 p.m.

This meeting was held in the Midwest City Council Chambers, 100 N. Midwest Boulevard, Midwest City, County of Oklahoma, and State of Oklahoma with the following members present: Chairman Jay Dee Collins; Trustees Daniel McClure Jr., Richard R. Rice, Rick Dawkins, James L. Ray, Christine Allen, and Jeff Moore; and Secretary Sara Hancock. Absent: none. Chairman Collins called the meeting to order at 7:33 p.m.

**Discussion Items.**

1. **Discussion and consideration of approving the minutes of the staff briefing and regular meetings of February 9, 2016, as submitted.** Motion was made by McClure, seconded by Dawkins, to approve the minutes, as submitted. Voting aye: McClure, Rice, Dawkins, Ray, Allen, Moore, and Chairman Collins. Nay: none. Absent: none. Motion carried.
2. **Discussion and consideration of approving and entering into a Lease Agreement with K.A.R.S. Investments, L.L.C. of the west 50' of Lot 6 and all of Lot 7, Block 6, Aviation Acres Addition located in the 1800 block of Center Drive.** Motion was made by Allen, seconded by Dawkins, to approve and enter into the agreement. Voting aye: McClure, Rice, Dawkins, Ray, Allen, Moore, and Chairman Collins. Nay: none. Absent: none. Motion carried.
3. **Discussion and consideration of 1) approving and entering into an Economic Development Agreement with Sooner Rose, LLC and the City of Midwest City in the approximate amount of \$4,100,000 and other good and valuable consideration, to establish the terms and conditions under which the parties will participate in the redevelopment of the property located on the northeast corner of South Sooner Road and SE 15th Street; and 2) and authorizing the chairman and/or the general manager/administrator to enter into such other agreements and execute such other documents as may be necessary or appropriate to effect the provisions of the Agreement.** Motion was made by Dawkins, seconded by Allen, to approve and enter into the agreement modifying the amount to \$4,120,360 and the rate of disbursement to 26.05%. Voting aye: McClure, Rice, Dawkins, Ray, Allen, Moore, and Chairman Collins. Nay: none. Absent: none. Motion carried.
4. **Discussion and consideration of approving approximately \$4,100,000.00 from the Hospital Discretionary Fund (425-9050-40-06, Special Projects by Trustees) to assist in redeveloping the S. E. 15th Street and Sooner Road site.** Motion was made by Dawkins, seconded by Ray, to approve \$4,120,360 from the Hospital Discretionary Fund to assist in redeveloping the S. E. 15<sup>th</sup> Street and Sooner Road site. Voting aye: McClure, Rice,

Dawkins, Ray, Allen, Moore, and Chairman Collins. Nay: none. Absent: none. Motion carried.

- 5. **Discussion and consideration of approving a Grant of Temporary Easement for use of the property by Sooner Rose, LLC during the construction of the proposed Sooner Rose Development located at S. E. 15th Street and Sooner Road within the corporate limits of the City of Midwest City, located in the Southwest Quarter of Section Four (4), Township Eleven (11) North, Range Two (2) West of the Indian Meridian, Oklahoma County, Oklahoma.** Motion was made by McClure, seconded by Dawkins, to grant the easement. Voting aye: McClure, Rice, Dawkins, Ray, Allen, Moore, and Chairman Collins. Nay: none. Absent: none. Motion carried.
- 6. **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 needed or taken on this item.

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

**Adjournment.** There being no further business, motion was made by McClure, seconded by Dawkins, to adjourn. Voting aye: McClure, Rice, Dawkins, Ray, Allen, Moore, and Chairman Collins. Nay: none. Absent: none. Motion carried. The meeting adjourned at 7:39 p.m.

ATTEST:

\_\_\_\_\_  
JAY DEE COLLINS, Chairman

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

\_\_\_\_\_  
DANIEL MCCLURE JR., Trustee

\_\_\_\_\_  
RICHARD R. RICE, Trustee

\_\_\_\_\_  
RICK DAWKINS, Trustee

\_\_\_\_\_  
JAMES L. RAY, Trustee

\_\_\_\_\_  
CHRISTINE C. PRICE ALLEN, Trustee

\_\_\_\_\_  
JEFF MOORE, Trustee



## *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*

Jay Dee Collins  
Daniel McClure Jr.  
Richard Rice  
Rick Dawkins  
James L. Ray  
Christine Allen  
Jeff Moore

*Board of Grantors*

John Cauffiel  
Charles McDade  
Glenn Goldschlager  
Marcia Conner  
Beverly Young  
Nancy Rice  
Sherry Beard  
Pam Hall  
Pam Dimski

### MEMORANDUM

TO: Honorable Chairman and Trustees  
Midwest City Memorial Hospital Authority

FROM: Robert Coleman, Director of Economic Development  
City of Midwest City

DATE: March 8, 2016

SUBJECT: Discussion and consideration of declaring the ± 8896 square foot metal Quonset building located at 8824 SE 29th Street (a/k/a Lot 2, Gilkison Addition) surplus and authorizing its disposal by public auction or sealed bid.

This 57-year old structure was once owned by the Hull family and was home to A & W Motors until the Authority acquired the property in 2014. Staff recommends clearing the building in preparation for redevelopment of the site.

Total value of the building is estimated at under \$9500.

Property information and photographs describing the property are attached.

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

Respectfully,

Director of Economic Development  
City of Midwest City



Oklahoma County Assessor Property Display

Screen Produced 2/26/2016 11:20:22 AM

Account #: **R151401015** Type: **Exempt**  
 Business Name: **A & W MOTORS**  
 Owner Name1: **MIDWEST CITY MEMORIAL HOSPITAL**  
 Owner Name2: **AUTHORITY A PUBLIC TRUST**  
 Mailing Address: **PO BOX 10570**  
 City, St. & Zip: **MIDWEST CITY, OK 731401570**

Physical Address: **8826 SE 29TH ST**  
 Map Parcel **MIDWEST CITY**  
 1/4 Section #: **1453**  
 Parent Account:  
 Taxing District: **TXD 552**  
 School System: **Mid-Del #52**  
 # of Bldgs: **1** Acres: **.4339**  
 Lot Width: **0** Depth: **0**

Personal Property	Property Value Information		Value History	Sketch	Views	
Cross reference for Personal Property	2015	2016				
Market Value	0	June 2016				
<u>Taxable Market</u>	0	June 2016			<i>*All Photos may not be Available</i>	
Gross Assessed	0	June 2016				
Exemptions	-0	-0				
Net Assessed	0	June 2016				
Tax Rate	119.81	Nov. 2016				
Land Value		0				

2015 Tax Savings See details \$0

[Click to View taxes on this property](#)

Section: 14 Township: 11N Range: 2W QTR: NE QTR QTR:

Subdivision/Legal Description: [GILKISON ADD](#) Block: 000 Lot: 002 [Subdivision Sales](#)

[Click for sales of similar properties](#) [View the 10 newest sales](#) Not all sales are used to determine Market Value

Last Mailed Notice of Value (N.O.V.) Information				
Notice Date	Market Value	Taxable Market	Adjustments/Exemptions	Net Assessed Value
3/18/2014	109,067	82,150	0	9,036

Sales Documents/Deed History						
Date	View	Type	Book-Page	Price	Grantor	Grantee

No Sales Documents returned.

Non Sales Documents/Deed History						
Date	View	Type	Book-Page	Grantor	Grantee	
4/16/2014	>	OT	<a href="#">12512-1179</a>	TUBB CHARLA R HUCKABY ANN MS GEARY SARAH Y ETAL TRS HULL OREDITH W TR	MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY	
4/16/2014	>	OT	<a href="#">12512-1172</a>	HULL OREDITH W TRUST	MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY A PUBLIC TRUST	
4/15/2014	>	13	<a href="#">12526-1548</a>	HULL FORREST J & OREDITH W	TUBB CHARLA RAE	
4/15/2014	>	16	<a href="#">12512-1168</a>	HULL OREDITH W ETAL	HULL OREDITH W TRUST ETAL PEARS ANN MAREE	
6/22/2006	>	13	<a href="#">10157-1572</a>	TUBB CHARLA	HULL OREDITH W ETAL TUBB CHARLA 2006 TRUST	

Account Status/Adjustments/Exemptions		
Status/Adjustment/Exemption Type	Effective Year	Assessed Amount
5% Capped Account	2016	

Click on building number to access detailed information:

Bldg #	Built As	Type	Year Built	SQFT	Stories
<a href="#">Bldg #1</a>	Light Commercial Arch-Rib (Quonset) Bldg	Industrial	1959	8,896	1





Photo taken from south end of building looking northward



**Photo taken from center of building looking southward**



**Photo taken from center of building looking northward**



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Beverly Young  
Nancy Rice  
Sherry Beard  
Pam Hall  
Pam Dimski

### MEMORANDUM

TO: Honorable Chairman and Trustees

FROM: Sara Hancock, Secretary

DATE: March 8, 2016

SUBJECT: Discussion and consideration of accepting the Hospital Authority Investment Performance Review for the period ending December 31, 2015 and 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, will be present at the meeting to present the Performance Review. Any need to reallocate assets, change fund managers or make changes to the Investment Policy Guidelines and Objectives will be addressed at the meeting.

Action is at the discretion of the Authority.

*Sara Hancock*

Sara Hancock, Secretary

**MIDWEST CITY  
MEMORIAL HOSPITAL AUTHORITY  
INVESTMENT PERFORMANCE REVIEW  
PERIODS ENDING  
DECEMBER 31, 2015**

**MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY  
COMPOSITE VS. POLICY PORTFOLIO  
PERIODS ENDING 12-31-15**

	QTR		YTD		1 Year		3 Years	
	Return	Rank	Return	Rank	Return	Rank	Return	Rank
Total Fund Composite	4.93	13	-0.12	21	-0.12	21	9.72	18
Policy Portfolio*	4.65	18	-0.55	25	-0.55	25	9.13	28

	5 Years		10 Years		From 12-31-96		From 9-30-96	
	Return	Rank	Return	Rank	Return	Rank	Return	Rank
Total Fund Composite	8.06	23	6.09	33	7.13	32	7.29	26
Policy Portfolio*	8.22	21	6.01	36	6.72	41	6.96	37

\* 60% S&P 500, 20% BARCLAYS CAPITAL AGG, 10% MSCI EAFE, 10% MSCI EM

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



**MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY  
RETURN SUMMARY  
PERCENTILE RANKS  
PERIODS ENDING 12-31-15**

	QTR		YTD		1 Year		3 Years		5 Years		10 Years		From 12-31-96	
	Return	Rank	Return	Rank	Return	Rank	Return	Rank	Return	Rank	Return	Rank	Return	Rank
<b>Vs. 100% Equity Universe</b>														
<b>Total Equity</b>	<b>6.96</b>	<b>15</b>	<b>1.33</b>	<b>23</b>	<b>1.33</b>	<b>23</b>	<b>15.03</b>	<b>20</b>	<b>11.74</b>	<b>25</b>	<b>6.75</b>	<b>49</b>	<b>6.98</b>	<b>68</b>
Active - Equity	6.88	16	1.27	23	1.27	23	15.49	16	10.53	44	5.76	75	6.20	83
Passive - Equity	7.03	14	1.42	22	1.42	22	14.90	22	12.54	13	7.42	31	7.44	54
S&P 500	7.04	14	1.38	22	1.38	22	15.13	19	12.57	13	7.31	34	7.46	53
<b>Vs. 100% Fixed Income Universe</b>														
<b>Total Fixed Income</b>	<b>-0.59</b>	<b>52</b>	<b>0.65</b>	<b>19</b>	<b>0.65</b>	<b>19</b>	<b>1.46</b>	<b>24</b>	<b>3.28</b>	<b>30</b>	<b>4.62</b>	<b>25</b>	<b>5.42</b>	<b>19</b>
Active - Fixed	-0.57	51	0.86	14	0.86	14	1.42	25	3.22	32	4.66	24	5.59	14
Passive - Fixed	-0.60	53	0.59	20	0.59	20	1.56	20	3.42	27	4.61	26	5.41	19
BC Aggregate	-0.57	51	0.55	22	0.55	22	1.44	24	3.25	31	4.51	28	5.43	18
BC G/C	-0.74	66	0.15	36	0.15	36	1.21	32	3.39	27	4.47	29	5.45	18
90 Day US T-Bill	0.01	16	0.03	40	0.03	40	0.04	76	0.05	98	1.17	98	2.29	99
<b>Vs. 100% International Universe</b>														
<b>Total International</b>	<b>4.64</b>	<b>37</b>	<b>-1.00</b>	<b>50</b>	<b>-1.00</b>	<b>50</b>	<b>4.08</b>	<b>65</b>	<b>3.16</b>	<b>61</b>	<b>3.81</b>	<b>51</b>	<b>4.86</b>	<b>71</b>
Active - International	4.59	38	-1.34	54	-1.34	54	2.73	78	2.63	69	4.45	40	5.21	63
Passive - International	4.70	36	-0.73	47	-0.73	47	5.13	52	3.66	54	3.17	61	4.51	76
MSCI-EAFE	4.71	35	-0.81	48	-0.81	48	5.01	53	3.60	55	3.03	64	4.34	79
<b>Vs. 100% Emerging Markets Universe</b>														
<b>Total Emerging Markets</b>	<b>-0.31</b>	<b>63</b>	<b>-15.35</b>	<b>61</b>	<b>-15.35</b>	<b>61</b>	<b>-6.83</b>	<b>51</b>	<b>-4.73</b>	<b>54</b>	<b>*-3.18</b>	<b>*50</b>	<b>(9/30/10)</b>	
Vanguard Emerging Mkts.	-0.31	63	-15.35	61	-15.35	61	-6.83	51	-4.73	54	*-3.18	*50	(9/30/10)	
MSCI-EM	0.66	49	-14.92	57	-14.92	57	-6.76	49	-4.81	56	*-3.29	*54	(9/30/10)	

**MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY**  
**RETURN SUMMARY**  
**PERIODS ENDING 12-31-15**  
**UNIVERSES BETA ADJUSTED**

	QTR		YTD		1 Year		3 Year		5 Year		10 Year		From 12-31-03	
	Return	Rank	Return	Rank	Return	Rank	Return	Rank	Return	Rank	Return	Rank	Return	Rank
<b>Vs. 100% Large Cap Growth Universe (Mid-Beta)</b>														
Harbor Capital Appreciation	8.09	16	10.99	4	10.99	4	18.87	5	*18.87	*5	(12/31/12)	--	--	--
S&P 500	7.04	43	1.38	65	1.38	65	15.13	49	*15.13	*49	(12/31/12)	--	--	--
Average Large Cap Growth	6.27	64	2.85	52	2.85	52	14.71	58	*14.71	*58	(12/31/12)	--	--	--
<b>Vs. 100% Large Cap Growth Universe (Hi-Beta)</b>														
T. Rowe Price New America	10.40	1	8.80	14	8.80	14	17.93	15	*17.93	*15	(12/31/12)	--	--	--
S&P 500	7.04	57	1.38	67	1.38	67	15.13	59	*15.13	*59	(12/31/12)	--	--	--
Average Large Cap Growth	6.27	72	2.85	54	2.85	54	14.71	64	*14.71	*64	(12/31/12)	--	--	--
<b>Vs. 100% Mid Cap Growth Universe (Mid-Beta)</b>														
Vanguard Mid Cap Growth	2.49	64	0.21	18	0.21	18	14.22	16	11.60	9	8.77	10	9.01	17
S&P 500	7.04	3	1.38	9	1.38	9	15.13	6	12.57	5	7.31	57	7.40	79
Average Mid Cap Growth	3.01	52	-2.13	43	-2.13	43	12.11	54	9.36	58	7.17	62	7.92	65
<b>Vs. 100% Mid Cap Growth Universe (Hi-Beta)</b>														
PrimeCap Odyssey Agg. Growth	10.90	1	4.56	2	4.56	2	23.59	1	*23.59	*1	(12/31/12)	--	--	--
S&P 500	7.04	5	1.38	10	1.38	10	15.13	9	*15.13	*9	(12/31/12)	--	--	--
Average Mid Cap Growth	3.01	53	-2.13	33	-2.13	33	12.11	49	*12.11	*49	(12/31/12)	--	--	--
<b>Vs. 100% Large Cap Value Universe (Hi-Beta)</b>														
Dodge & Cox Stock	4.54	62	-4.49	55	-4.49	55	14.01	28	*17.85	*14	(9/30/11)	--	--	--
S&P 500	7.04	7	1.38	7	1.38	7	15.13	11	*17.42	*22	(9/30/11)	--	--	--
Average Large Cap Value	4.89	52	-3.14	35	-3.14	35	12.39	57	*15.37	*63	(9/30/11)	--	--	--
<b>Vs. 100% Large Cap Value Universe (Mid-Beta)</b>														
T. Rowe Price Equity Income	5.67	46	-6.66	92	-6.66	92	9.19	92	*9.19	*92	(12/31/12)	--	--	--
S&P 500	7.04	8	1.38	7	1.38	7	15.13	12	*15.13	*12	(12/31/12)	--	--	--
Average Large Cap Value	4.89	69	-3.14	64	-3.14	64	12.39	68	*12.39	*68	(12/31/12)	--	--	--
<b>Vs. 100% Large Cap Value Universe (Lo-Beta)</b>														
Vanguard Equity Income	7.09	3	0.86	12	0.86	12	13.51	24	*13.51	*24	(12/31/12)	--	--	--
S&P 500	7.04	5	1.38	9	1.38	9	15.13	5	*15.13	*5	(12/31/12)	--	--	--
Average Large Cap Value	4.89	44	-3.14	58	-3.14	58	12.39	42	*12.39	*42	(12/31/12)	--	--	--

**MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY  
PERIODS ENDING 12-31-15**

**MIDWEST CITY COMPOSITE VS. POLICY PORTFOLIO**

	1 Year	3 Years	5 Years	10 Years	From 9-30-96
Alpha	0.13	0.15	-0.02	0.03	0.08
Beta	1.07	1.04	1.05	1.01	1.00
R - squared	1.00	0.99	0.99	0.99	0.98
STD for Composite	8.70	7.44	10.44	12.40	12.17
STD for Policy Portfolio*	8.09	7.14	9.87	12.15	12.07

\* 60% S&P 500, 20% BARCLAYS CAPITAL AGG, 10% MSCI EAFE, 10% MSCI EM

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

	1 Year	3 Years	5 Years	10 Years	From 9-30-96
Alpha	-0.42	-1.32	-1.16	-0.47	-0.32
Beta	0.89	0.79	0.82	0.75	0.70
R - squared	0.95	0.92	0.96	0.96	0.95
STD for Composite	8.70	7.44	10.44	12.40	12.17
STD for S&P 500	9.55	9.03	12.46	16.28	17.08

**MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY  
ASSET ALLOCATION  
PERIOD ENDED 12-31-15**

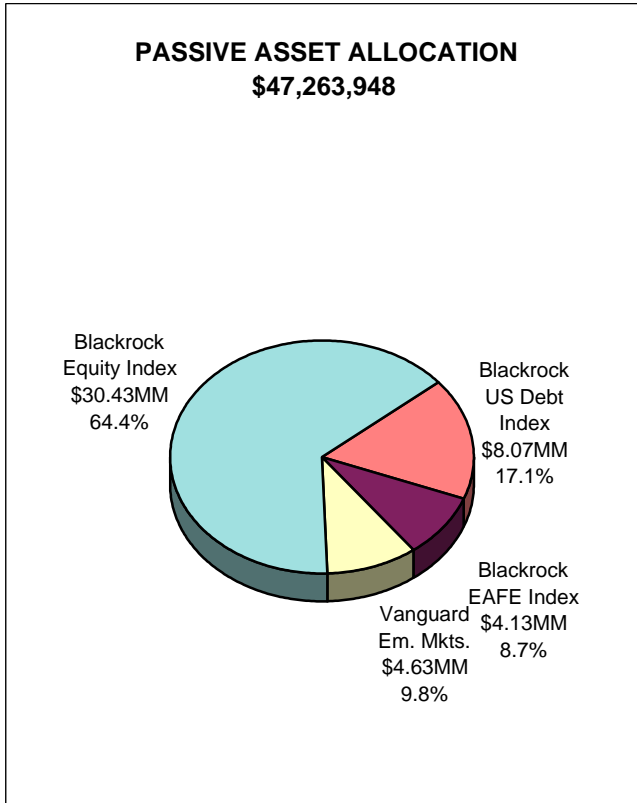
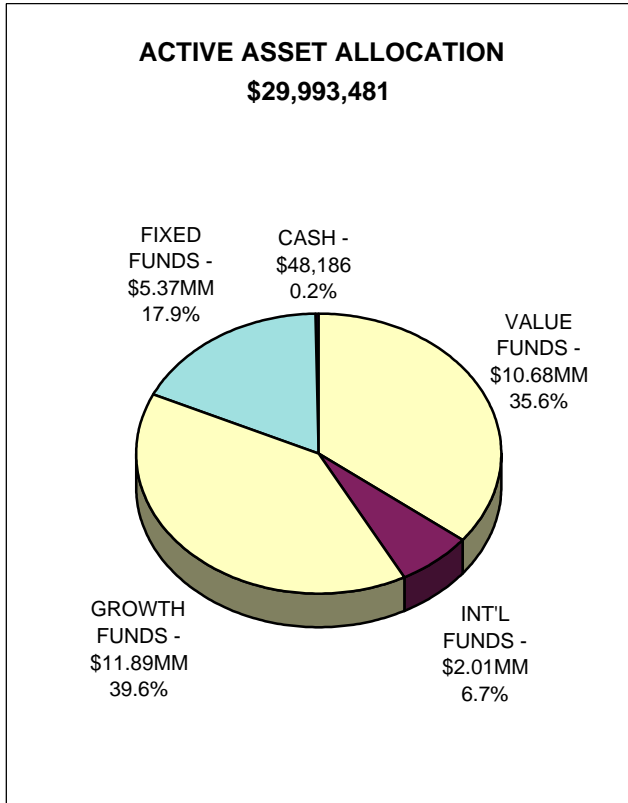
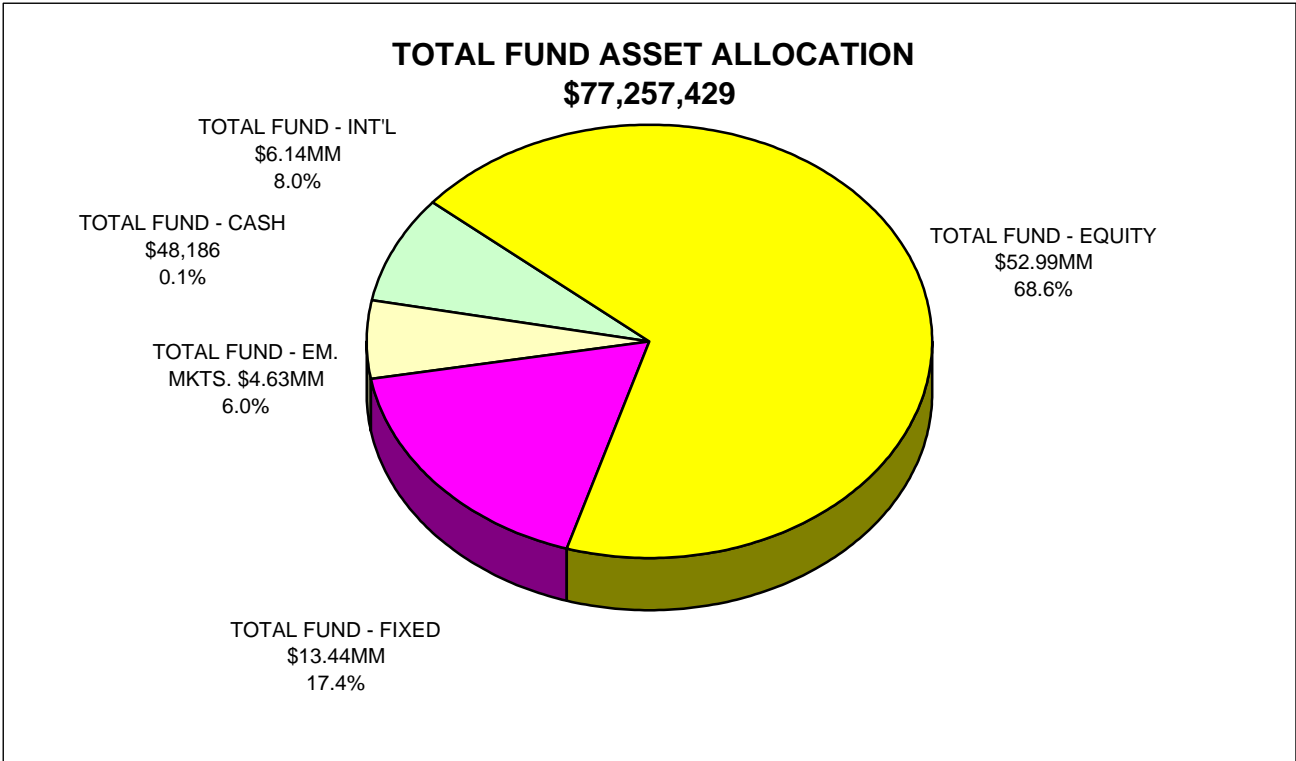
	Domestic Equity	Foreign Equity	US Bond	Emerging Markets	Cash	Total	Percent of Total	Target	Range
Blackrock Equity Index	30,426,579					30,426,579	39.4%		
Harbor Capital Appreciation	3,100,458					3,100,458	4.0%		
T. Rowe Price New America Gr.	2,621,809					2,621,809	3.4%		
Primecap Odyssey Agg Growth	3,350,013					3,350,013	4.3%		
Vanguard Mid Growth	2,818,684					2,818,684	3.6%		
Dodge & Cox Stock	3,947,781					3,947,781	5.1%		
T. Rowe Price Equity Income	3,253,729					3,253,729	4.2%		
Vanguard Equity Income	3,473,977					3,473,977	4.5%		
<b>TOTAL US EQUITY</b>	<b>52,993,030</b>					<b>52,993,030</b>	<b>68.6%</b>	<b>60.0%</b>	<b>20.0 - 85.0%</b>
Blackrock EAFE Index		4,134,435				4,134,435	5.4%		
Harbor Int'l Inst.		645,480				645,480	0.8%		
MFS International		671,292				671,292	0.9%		
Vanguard Int'l Growth		693,432				693,432	0.9%		
<b>TOTAL INTERNATIONAL</b>		<b>6,144,640</b>				<b>6,144,640</b>	<b>8.0%</b>	<b>10.0%</b>	<b>2.5 - 30.0%</b>
<b>VANGUARD EM STOCK INDEX</b>				<b>4,634,155</b>		<b>4,634,155</b>	<b>6.0%</b>	<b>10.0%</b>	<b>2.5 - 10.0%</b>
Blackrock US Debt Index			8,068,779			8,068,779	10.4%		
Vanguard Short Tm. Treas.			1,223,278			1,223,278	1.6%		
Vanguard Short Tm. Inv. Gr.			1,293,173			1,293,173	1.7%		
Vanguard Int. Tm. Treas.			528,892			528,892	0.7%		
Vanguard Int. Tm. Inv. Gr.			1,690,966			1,690,966	2.2%		
Vanguard Long Tm. Treas.			632,329			632,329	0.8%		
<b>TOTAL US BOND</b>			<b>13,437,419</b>			<b>13,437,419</b>	<b>17.4%</b>	<b>20.0%</b>	<b>2.5 - 80.0%</b>
<b>TOTAL CASH</b>					<b>48,186</b>	<b>48,186</b>	<b>0.1%</b>	<b>0.0%</b>	<b>0.0 - 20.0%</b>
<b>TOTAL</b>	<b>52,993,030</b>	<b>6,144,640</b>	<b>13,437,419</b>	<b>4,634,155</b>	<b>48,186</b>	<b>77,257,429</b>		<b>100.0%</b>	
	<b>68.6%</b>	<b>8.0%</b>	<b>17.4%</b>	<b>6.0%</b>	<b>0.1%</b>	<b>100.0%</b>			

**MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY  
PERIOD ENDED 12-31-15**

<b>ALLOCATION CHANGE</b>			
	September 30, 2015	December 31, 2015	Change
Domestic Equity	49,543,040	52,993,030	3,449,990
Foreign Equity	5,872,203	6,144,640	272,437
Domestic Bond	13,518,958	13,437,419	-81,539
Emerging Markets	4,648,569	4,634,155	-14,414
Cash	54,133	48,186	-5,947
<b>TOTAL FUND</b>	<b>73,636,903</b>	<b>77,257,429</b>	<b>3,620,527</b>

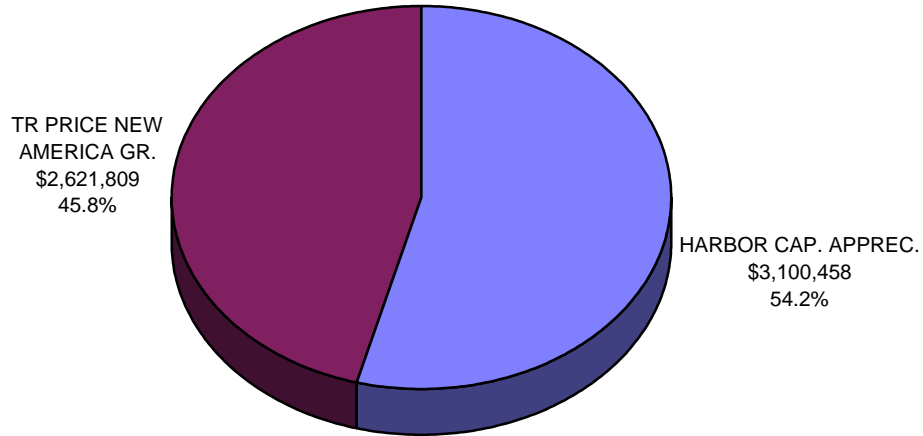
<b>ACTUAL vs. POLICY PORTFOLIO</b>			
	Actual Allocation	Policy Allocation	Allocation Range
Domestic Equity	68.6%	60.0%	20 - 85%
Foreign Equity	8.0%	10.0%	2.5 - 30%
Domestic Bond	17.4%	20.0%	2.5 - 80%
Emerging Markets	6.0%	10.0%	2.5 - 10%
Cash	0.1%	0.0%	0 - 20%

**MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY  
ASSET ALLOCATION  
PERIOD ENDED 12-31-15**

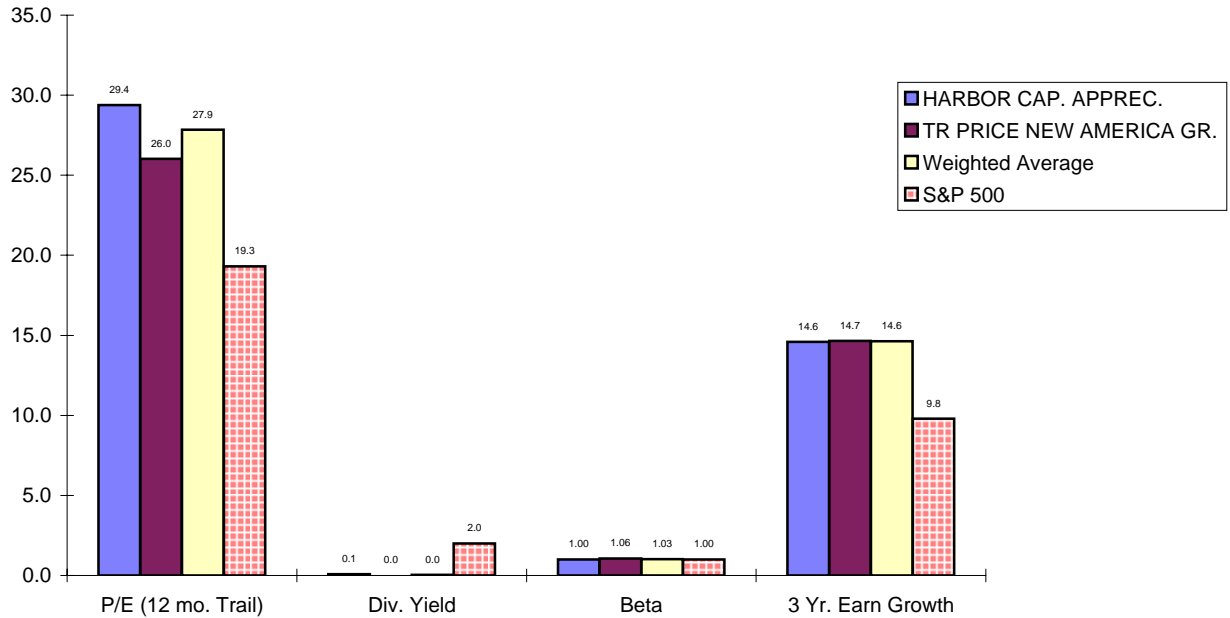


**MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY  
PERIOD ENDED 12-31-15**

**LARGE GROWTH FUNDS COMPOSITE ASSET ALLOCATION  
\$5,722,267**

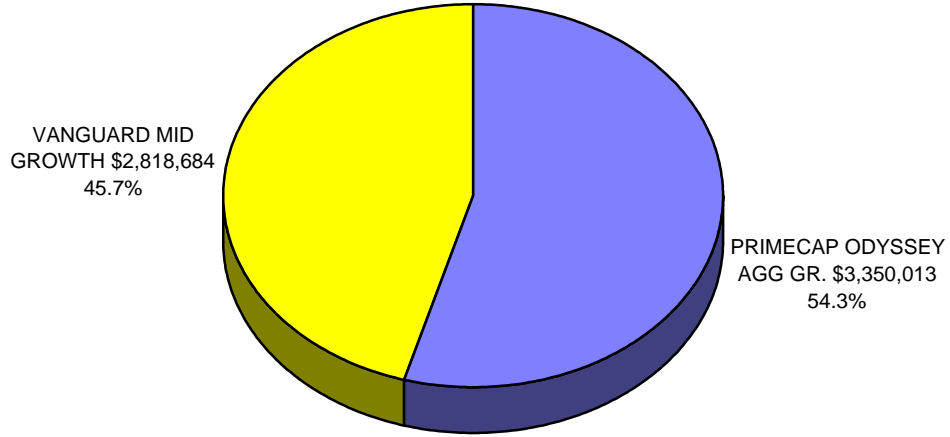


**LARGE GROWTH EQUITY CHARACTERISTICS v. S&P 500**

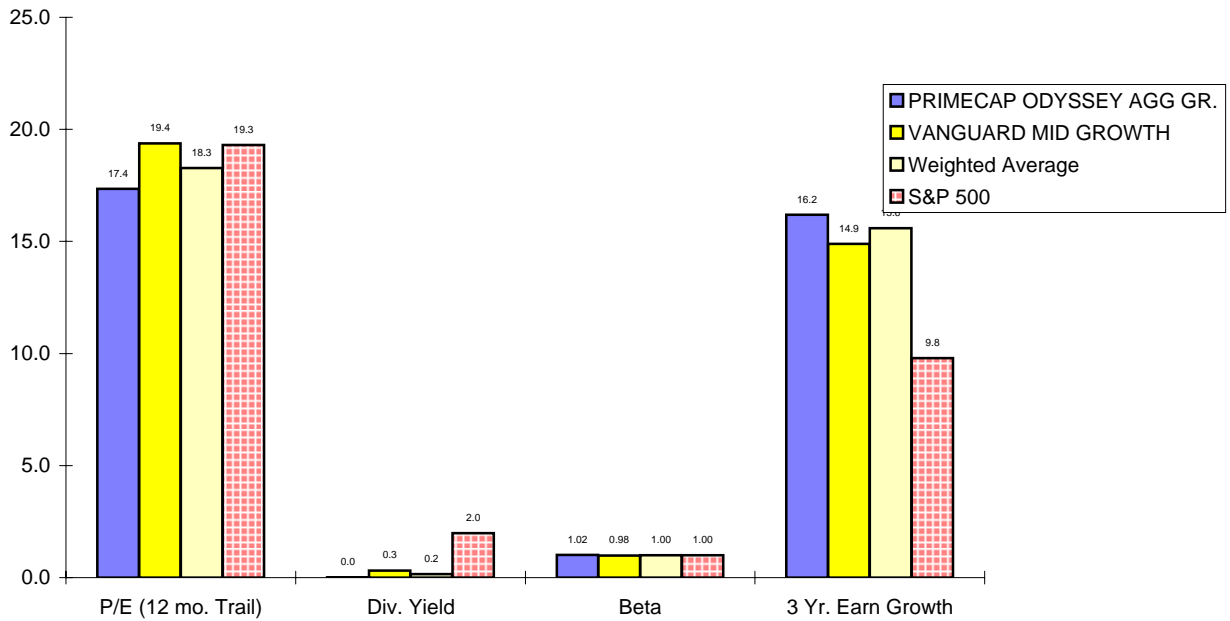


**MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY**  
**PERIODS ENDED 12-31-15**

**MID GROWTH FUNDS COMPOSITE ASSET ALLOCATION**  
**\$6,168,697**

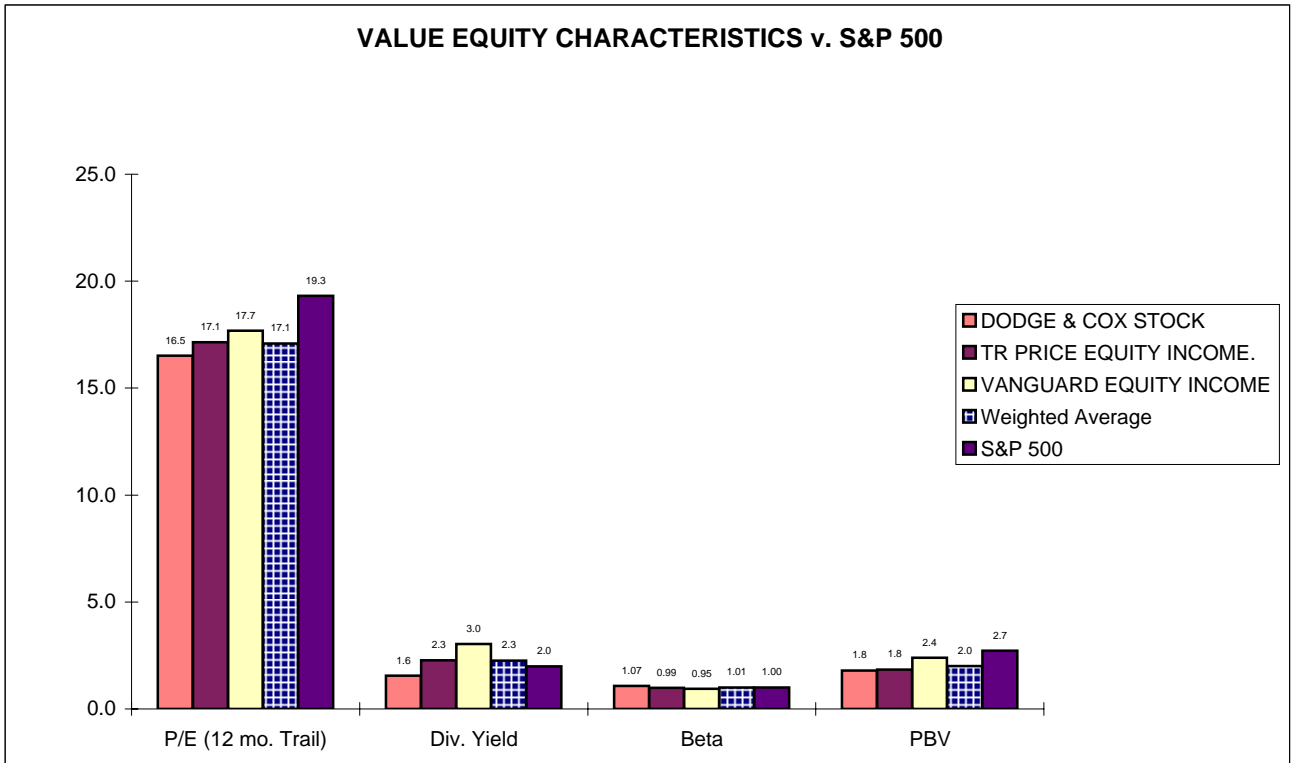
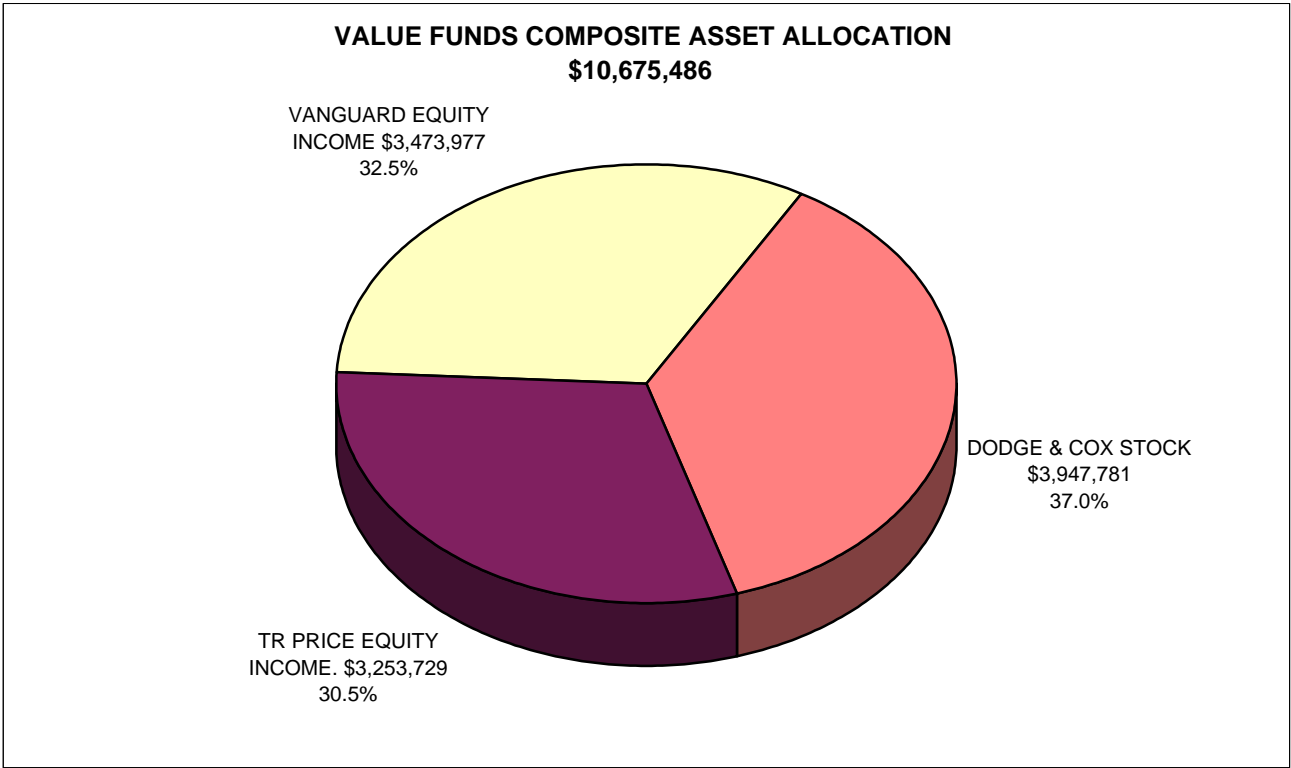


**MID GROWTH EQUITY CHARACTERISTICS v. S&P 500**



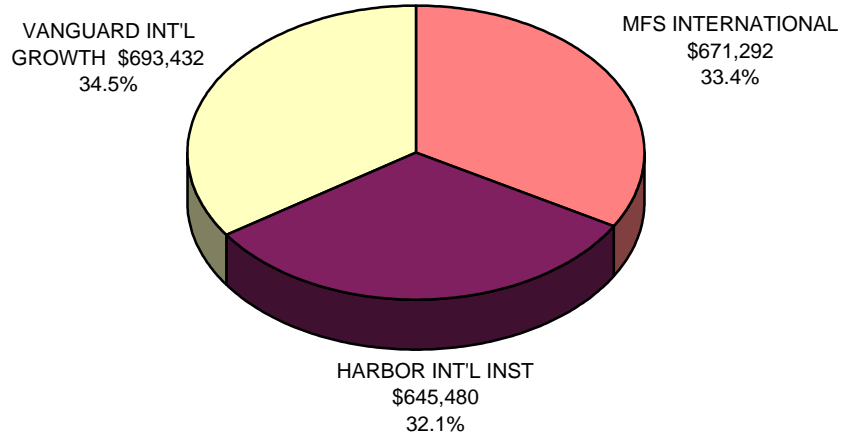


**MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY**  
**PERIOD ENDED 12-31-15**

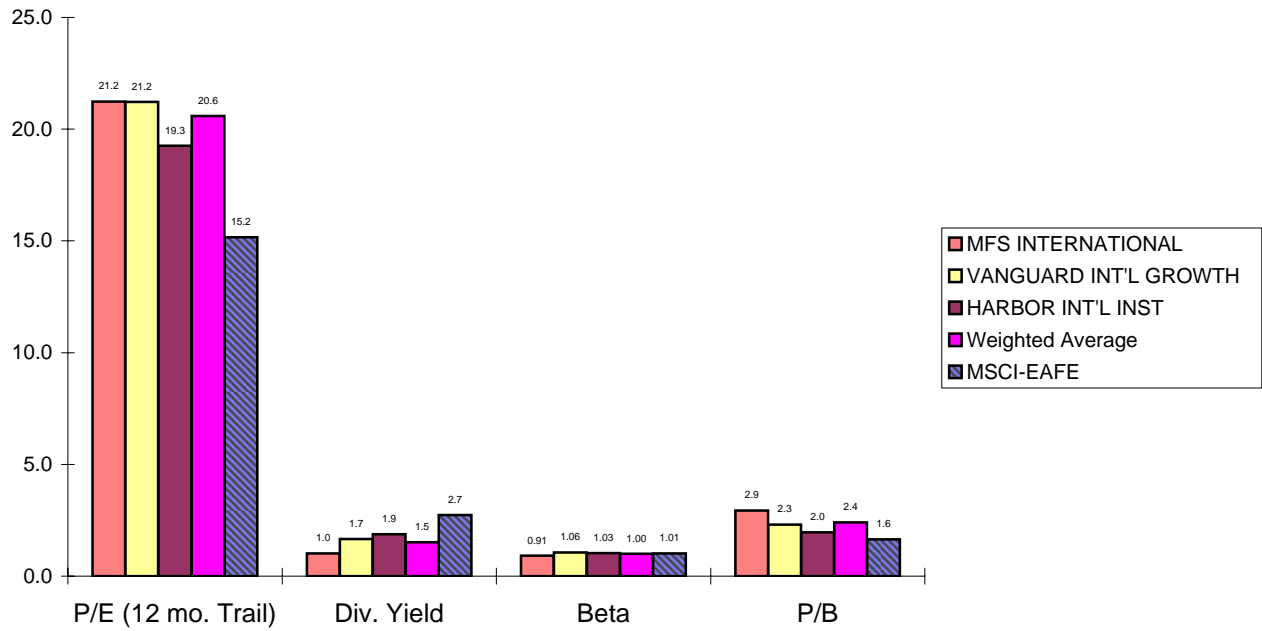


**MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY  
PERIOD ENDED 12-31-15**

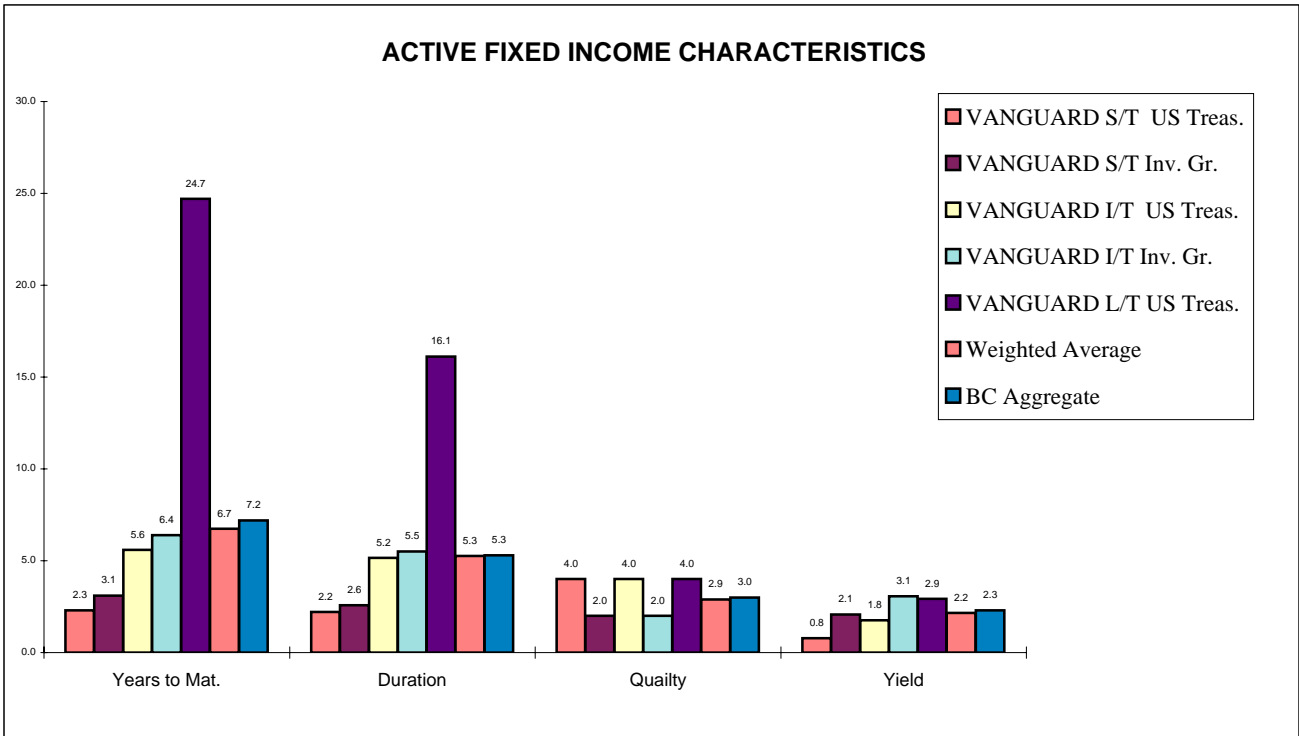
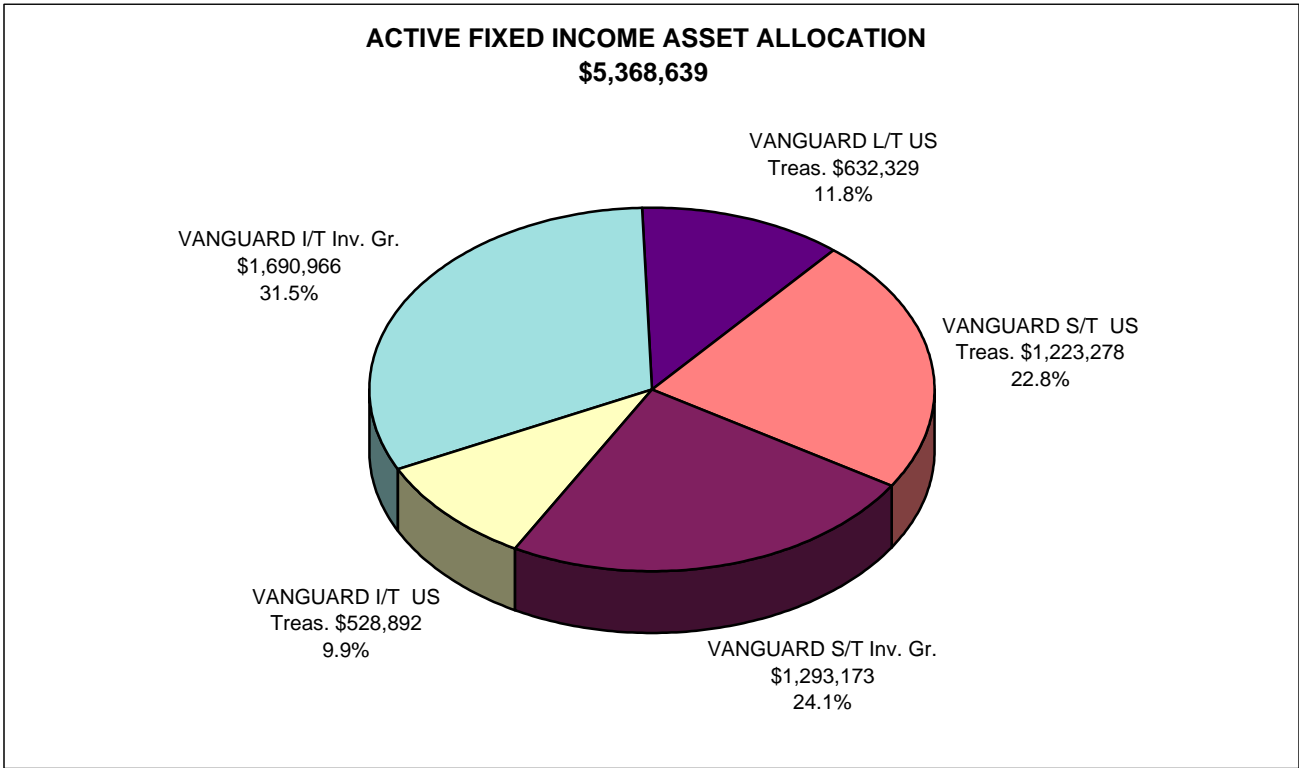
**INTERNATIONAL FUNDS COMPOSITE ASSET ALLOCATION  
\$2,010,205**



**INTERNATIONAL EQUITY CHARACTERISTICS**



**MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY  
PERIOD ENDED 12-31-15**



Midwest City Memorial Hospital Authority

Market Value of Fund Plus Real Estate Investments

	Begin MV	Contributions	Gains/(Losses)	PERIOD Distributions For Real Estate Investments	PERIOD Real Estate Sales	Investment End of Period	% ROR	NET Distributions/Sales For Real Estate Investments	Total MV Including Real Estate
1996	0.00	40,000,000	1,894,724			41,894,724	5.00		41,894,724
1997	41,894,724	6,500,000	9,149,906			57,544,631	21.43		57,544,631
1998	57,544,631		10,313,934			67,858,566	17.96		67,858,566
1999	67,858,566		9,842,497	(892,504)		76,808,558	14.66	892,504	77,701,062
2000	76,808,558		1,255,636	(7,530,000)		70,534,196	1.61	8,422,504	78,956,700
2001	70,534,196		(3,474,570)	(17,000,001)	881,724	50,941,348	(4.96)	24,540,781	75,482,129
2002	50,941,348		(6,288,441)	(3,000,000)		41,645,681	(12.42)	27,540,781	69,186,462
2003	41,645,681		8,377,102	(7,000,000)	2,000,000	45,006,531	24.06	32,540,781	77,547,312
2004	45,006,531		5,328,106	(2,000,000)		48,318,461	12.32	34,540,781	82,859,242
2005	48,318,461		3,559,195	(27,212,736)	27,006,977	51,651,524	5.88	34,746,540	86,398,063
2006	51,651,524		7,786,194			59,433,416	15.11	34,746,540	94,179,956
2007	59,433,416		4,280,658	(3,300,000)		60,414,074	7.30	38,046,540	98,460,614
2008	60,414,074		(17,021,674)			43,392,400	(28.12)	38,046,540	81,438,940
2009	43,392,400		8,759,495			52,151,895	21.30	38,046,540	90,198,435
2010	52,151,895		6,528,733	(1,800,000)		56,880,628	9.32	39,846,540	96,727,168
2011	56,880,628		(1,072,322)			55,808,306	(1.79)	39,846,540	95,654,846
2012	55,808,306		7,553,650			63,361,956	13.60	39,846,540	103,208,496
2013	63,361,956		13,845,096			77,207,052	21.94	39,846,540	117,053,592
2014	77,207,052		5,844,036	(5,650,000)		77,401,088	8.46	45,496,540	122,897,628
1q15	77,401,088		1,516,621			78,917,709	1.98	45,496,540	124,414,249
2q15	78,917,709		179,329			79,097,038	0.24	45,496,540	124,593,578
3q15	79,097,038		(5,460,135)			73,636,903	(6.89)	45,496,540	119,133,443
4q15	73,636,903		3,620,526			77,257,429	4.93	45,496,540	122,753,969
<b>TOTAL</b>		<b>46,500,000</b>	<b>76,318,296</b>	<b>(75,385,240)</b>	<b>29,888,701</b>	<b>77,257,429</b>		<b>45,496,540</b>	<b>122,753,969</b>
						<b>9/30/96 INCEPTION ROR:</b>	<b>7.29%</b>		