

**AGENDA
JENKS CITY COUNCIL
TUESDAY, FEBRUARY 4, 2025, 6:00 PM
JENKS CITY HALL, 211 NORTH ELM**

If you require special accommodations pursuant to the Americans with Disabilities Act, please notify the City Clerk's Office at (918) 299-5883 or email agendas@jenksok.org.

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

ANIMAL WELFARE SPOTLIGHT

CITIZEN COMMENTS

BUSINESS

Official action can only be taken on items which appear on the agenda. The City Council may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item (except for Item 1).

1. Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the City Council to be routine and will be enacted by one motion. Any Councilor may, however, remove an item from the Consent Agenda by request. A motion to adopt the Consent Agenda is non-debatable.)
 - A. Approve minutes of the regular meeting held on January 21, 2025
 - B. Approve Encumbrances and Expenditures
 - C. Monthly Reports
 - D. Annual review and acknowledgement of Council Code of Ethics
 - E. Note in the minutes that the City Manager has approved Change Order No. 6 for the Oklahoma Aquarium Large Animal Holding Facility Project submitted by Meyers-Cherry Construction, Inc. (Broken Arrow, Oklahoma) to revise stainless steel sinks in the kitchen and coral lab, delete gas line allowance, revise synthetic wood decking to be pressure treated wood at the service deck, add galvanizing to structural steel tube at the catwalk, add metal panels behind exterior windows, add trip charge for remobilization of epoxy flooring contractor, add moisture mitigation for epoxy flooring at south rooms, add contract time, add electrical change for revised walk-in freezer, add general conditions for project delays, add general conditions for project delays related to epoxy flooring, and add electrical change for water heater and circulating pump requirements in the amount total of \$15,950.48 resulting in a new contract amount of \$7,532,150.53; and extension of the Contract Time by eighty-four (84) days; funding for this change is included in the JAA Capital Items account in the JAA Operating Fund (Account No. 90-923-5392).

- F. Approve Resolution 858, Adopting and Implementing a Workplace Wellness Policy
- 2. Consideration and appropriate action relating to items removed from the Consent Agenda
- 3. Collective Bargaining Agreement the City of Jenks and the Fraternal Order of Police Lodge No. 146 for Fiscal Year 2024-2025 and 2025-2026 and authorize Mayor to sign contract upon final approval of contract by City Manager and City Attorney.
- 4. Ordinance No. 1663, an Ordinance amending Chapter 5 of the City of Jenks Code of Ordinances "Business and Occupations" by creating Article 18, "Tobacco Product Retailers"; repealing all Ordinances or parts in conflict herewith; providing for severability; and declaring an Emergency.
- 5. Emergency Clause for Ordinance No. 1663, making it effective immediately upon passage since the immediate operations of the provisions of the Ordinance is necessary for teh preservation of public health and safety.
- 6. Ordinance No. 1664, an Ordinance amending Chapter 13 of the City of Jenks Code of Ordinances, "Nuisances," by adding Section 13-1-39, "Smoking in Public Places and Indoor Workplaces"; providing for severability; repealing all Ordinances or parts thereof in conflict herewith; and declaring an emergency.
- 7. Emergency Clause for Ordinance No. 1664, making it effective immediately upon passage since the immediate operations of the provisions of the Ordinance is necessary for teh preservation of public health and safety.

OTHER BUSINESS

- 1. City Manager's Report
- 2. Committee Reports
- 3. Mayor's Report

ADJOURNMENT

**MINUTES
JENKS CITY COUNCIL
TUESDAY, JANUARY 21, 2025, 6:00 PM
JENKS CITY HALL, 211 NORTH ELM**

CALL TO ORDER

The Agenda for the Jenks City Council was posted on the City's website at 3:32 pm on January 17, 2025. The meeting was called to order at 6:01 pm on the above date with Mayor Cory Box presiding at Jenks City Hall.

ROLL CALL

Present

John Brown

Kevin Short

Matthew Emmons

Adam Abel

Craig Murray

Mayor Cory Box

Absent

Donna Ogez

INVOCATION

Lance Brewer from First Baptist Church Jenks gave the invocation

PLEDGE OF ALLEGIANCE

ANIMAL WELFARE SPOTLIGHT

Animal Control Officer Caleb Foster presented an animal for adoption

CITIZEN COMMENTS

None

BUSINESS

1. Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the City Council to be routine and will be enacted by one motion. Any Councilor may, however, remove an item from the Consent Agenda by request. A motion to adopt the Consent Agenda is non-debatable.)
 - A. Approve minutes of the regular meeting held on January 07, 2025
 - B. Approve Encumbrances and Expenditures
 - C. Monthly Reports
 - D. Approve request by Kibo Group International to use Jenks streets from 8:00 am until 11 am on April 04, 2025, for the "Run to the Well" event.
 - E. Approve request by RunnersWorld Racing to have police support at intersections from 7:00 am until 12:00 pm on May 04, 2025, for the "Tulsa Area Triathletes Spring Fever Triathlon" event.
 - F. Approve request by Bob Beard to use Veterans Park from 6:00 am until 3:00 pm on April 26, 2025, for "Quackfest" event.

- G. Approve request by Amy McAbee to use Jenks streets from 7:00 am until 6:00 pm on April 26, 2025, for the "Jenks Herb 'n' Plant Festival" event.
- H. Approve Plat 25-07, a request for approval for the Preliminary Plat for Crossvine.
General Location: 126th & Elm St
- I. Approve Resolution 855 requesting the Indian Nations Council of Governments to program Tulsa Urbanized Area Transportation Funds for consideration of funding in Federal Fiscal Year 2025-2026 for extension of the North 5th Street Sidewalk.
- J. Approve Resolution 856 requesting the Indian Nations Council of Governments to program Tulsa Urbanized Area Transportation Funds for consideration of funding in Federal Fiscal Year 2025-2026 for the Parkwest Trail Extension.
- K. Request to note in the minutes Oklahoma Department of Environmental Quality (DEQ) Permit Number SL000072240899 for the construction of 360 linear feet of eight inch (8") PVC gravity sanitary sewer line and all appurtenances to serve Revitalize Medical Spa (Aquarium Drive near Main Street), City of Jenks, Tulsa County, Oklahoma.
- L. Request to note in the minutes Oklahoma Department of Environmental Quality (DEQ) Permit Number SL000072241005 for the construction of 6,147 linear feet of eight (8) inch PVC, 977 linear feet of fifteen (15) inch HDPE sanitary sewer line and all appurtenances to serve The Reserve at Southern Woods (111th Street near 33rd West Avenue), City of Jenks, Tulsa County, Oklahoma.
- M. Request to note in the minutes Oklahoma Department of Environmental Quality (DEQ) Permit Number WL000072241006 for the construction of 6,960 linear feet of eight (8) inch PVC, 1,415 linear feet of twelve (12) inch PVC potable water line and all appurtenances to serve The Reserve at Southern Woods (111th Street near 33rd West Avenue), City of Jenks, Tulsa County, Oklahoma.

Kevin Short made a motion to approve Item 1. Craig Murray seconded the motion. A roll call vote of members was taken as follow:

Yes: John Brown, Matthew Emmons, Craig Murray, Adam Abel, Kevin Short, Mayor Cory Box

Motion Carried.

- 2. Consideration and appropriate action relating to items removed from the Consent Agenda
Withdrawn
- 3. Presentation by PSO regarding recent power outages in Jenks
Representatives from PSO (Roderigo Rojas, Duane Apple, Ashley Nolte) addressed the Council about recent power outages and answered questions. Keith Montgomery (10612 S Fir Ave) asked a question, to which the PSO representatives responded.
- 4. Appoint a member of Council to the INCOG Board of Directors as the City of Jenks Alternate

City Manager Christopher Shrout introduced Item 4. Cory Box made a motion to appoint John Brown to INCOG Board of Directors. Kevin Short seconded the motion.

A roll call vote of members was taken as follow:

Yes: Matthew Emmons, Craig Murray, Adam Abel, Kevin Short, Mayor Cory Box

Abstain: John Brown

Motion Carried.

5. Ordinance #1662, related to JZ 25-697, rezoning a piece of property to CS (Commercial Shopping), repealing all ordinances or parts thereof in conflict herewith, providing for severability, and declaring an emergency. General Location: 515 W Aquarium Pl

Planning Director Marcaé Hilton introduced Item 5 and answered questions. Robert Bell (101 E Aquarium) addressed the Council about the application. Craig Murray made a motion to approve Item 5. Matthew Emmons seconded the motion. A roll call vote of members was taken as follow:

Yes: John Brown, Matthew Emmons, Craig Murray, Adam Abel, Kevin Short, Mayor Cory Box

Motion Carried.

6. Emergency Clause for Ordinance #1662, making it effective immediately upon passage since the immediate operations of the provisions of the Ordinance is necessary for the preservation of public health and safety.

Craig Murray made a motion to approve Item 6. Matthew Emmons seconded the motion. A roll call vote of members was taken as follow:

Yes: John Brown, Matthew Emmons, Craig Murray, Adam Abel, Kevin Short, Mayor Cory Box

Motion Carried.

7. Ordinance #1659, an Ordinance An Ordinance amending Chapter 2 of the City of Jenks Code of Ordinances "Alcohol" and Chapter 14 of the City of Jenks Code of Ordinances "Offenses" by adding definitions to Section 2-1-1 aligned with State law definitions; adding a State Statute reference to Section 2-2-1(a); deleting "or be intoxicated in a public place" and adding that language to Section 2-3-25 "Intoxication and Drinking in a Public Place"; repealing section 2-3-14 "Penalties for Failure to Possess a Distiller's License"; replacing "county jail" with "municipal jail" in section 2-3-22; replacing "peace officer" with "police officer" and repealing definition of "peace officer" in Section 2-3-23; adding Section 2-3-25 "Intoxication and Drinking in a Public Place"; creating Section 2-3-26 "Maintaining a Place where Intoxicating Liquor is Sold Contrary to Law"; creating Section 2-3-27 "Required Signage for Retail Establishments"; creating Section 2-3-28 "Hired Bus or Limousine Prohibited from Transporting Minors Possessing or Consuming Alcoholic Beverages; Penalties"; Creating section 2-3-29 "Cocktails To Go"; repealing Section 14-2-17 "Possession of Intoxicating Liquors, etc."; repealing Section 14-2-19 "Maintaining a Place where Intoxicating Liquor is Sold Contrary to Law,"; repealing Section 14-2-20 "Drunkenness and Drinking in a Public Place,"; repealing Article 9 "Alcohol or Substance Abuse Offenses by Persons Under 21 Years of Age"; repealing all ordinances or parts in conflict herewith; providing for severability; and declaring an emergency.

City Attorney Teresa Nowlin introduced Item 7 and answered questions. Matthew Emmons made a motion to approve Item 7. Kevin Short seconded the motion. A roll

call vote of members was taken as follow:

Yes: John Brown, Matthew Emmons, Craig Murray, Adam Abel, Kevin Short, Mayor Cory Box

Motion Carried.

8. Emergency Clause for Ordinance 1659, making it effective immediately upon passage since the immediate operations of the provisions of the Ordinance is necessary for the preservation of public health and safety.

Matthew Emmons made a motion to approve Item 8. Craig Murray seconded the motion. A roll call vote of members was taken as follow:

Yes: John Brown, Matthew Emmons, Craig Murray, Adam Abel, Kevin Short, Mayor Cory Box

Motion Carried.

9. Ordinance 1660, an Ordinance amending Chapter 14 of the City of Jenks Code of Ordinances “Offenses” by repealing Section 14-2-5 “Begging Prohibited”; clarifying scope of offense and adding penalty to Section 14-2-9 “Immoral Conduct; Consorting”; amending Section 14-2-15 “Nudity; Improper Dress; Indecent Exposure”; amending Section 14-2-16 “Unseemly Conduct; Acts Detrimental to Good Morals; Peeping”; updating title, ages and products and enforcement in section 14-2-22 “Furnishing Tobacco Products to Minors”; creating Section 14-2-23 “purchase or Possession of Tobacco, nicotine or Vapor Products by Persons Under Twenty-One (21) Years of Age; Falsification of Proof of Age”; repealing Section 14-3-1 “Carrying Certain Concealed Weapons Prohibited”; repealing section 14-3-2 “Carrying Certain Concealed Weapons Prohibited; Confiscation”; adding types of weapons to Section 14-3-3 “Discharging Firearms, Air Rifles, and Bb Guns”; deleting part of Section 14-3-5 “Assembly on Streets; Permits”; repealing Section 14-3-7 “Disturbing Religious Worship”; repealing Section 14-3-8 “Disturbing Public Assembly”; repealing Section 14-3-9 “Loud Noise or Music Prohibited”; repealing Section 14-3-10 “Displaying Insulting Signs, etc.”; repealing Section 14-3-11 “Literature or Language Ridiculing Deity, etc.”; deleting a word from Section 14-5-2 “Molesting Automobiles and Other Vehicles”; repealing section 14-7-2 “Insulting Teachers”; repealing Section 14-7-4 “Failure to Pay for Ambulance Service”; repealing all ordinances or parts in conflict herewith; providing for severability; and declaring an emergency.

City Attorney Teresa Nowlin introduced Item 9 and answered questions. Police Chief Jason Jackson also answered questions. John Brown made a motion to approve Item 9, removing the changes to the following code sections: 14-2-15, 14-3-7, 14-3-8, 14-3-9, 14-3-10, 14-3-11, and 14-7-2. Matthew Emmons seconded the motion. A roll call vote of members was taken as follow:

Yes: John Brown, Matthew Emmons, Craig Murray, Adam Abel, Kevin Short, Mayor Cory Box

Motion Carried.

10. Emergency Clause for Ordinance 1660, making it effective immediately upon passage since the immediate operations of the provisions of the Ordinance is necessary for the preservation of public health and safety.

None made a motion to approve Item 10. Kevin Short seconded the motion. A roll call vote of members was taken as follow:

Yes: John Brown, Matthew Emmons, Craig Murray, Adam Abel, Kevin Short, Mayor Cory Box

Motion Carried.

11. Consideration and appropriate action relating to Ordinance No. 1661, an Ordinance of the City of Jenks, Oklahoma (the "City") approving and adopting an Amendment to the Jenks River Entertainment District Economic Development Project Plan, to clarify the legal boundaries of Increment District No. 6; providing for severability; declaring an emergency; and containing other provisions related thereto.

Finance Director David Sims introduced Item 11 and answered questions. City Attorney Teresa Nowlin also answered questions. Kevin Short made a motion to approve Item 11. Matthew Emmons seconded the motion. A roll call vote of members was taken as follow:

Yes: John Brown, Matthew Emmons, Craig Murray, Adam Abel, Kevin Short, Mayor Cory Box

Motion Carried.

12. Emergency Clause for Ordinance 1661, making it effective immediately upon passage since the immediate operations of the provisions of the Ordinance is necessary for the preservation of public health and safety.

Kevin Short made a motion to Approve Item 12. Matthew Emmons seconded the motion. A roll call vote of members was taken as follow:

Yes: John Brown, Matthew Emmons, Craig Murray, Adam Abel, Kevin Short, Mayor Cory Box

Motion Carried.

13. Potential Executive Session to engage in confidential communications between a public body and its attorney, pursuant to 25 O.S. §307(B)(4), concerning pending claim or litigation upon the advice of the attorney that disclosure would seriously impair the ability of the public body to process the claim to conduct pending litigation (City of Jenks v. Sparkman Land, LLC., CJ-2015-1817)

Craig Murray made a motion to enter Executive Session. John Brown seconded the motion. A roll call vote of members was taken as follow:

Yes: John Brown, Matthew Emmons, Craig Murray, Adam Abel, Kevin Short, Mayor Cory Box

Motion Carried. *Council entered Executive Session at 7:18 pm and returned at 8:09 pm.*

14. Resolution 857, a Resolution declaring the necessity of acquiring a Perpetual Easement on certain property owned by Sparkman Land, LLC, and authorizing the City's Attorney to file a Second Amended Petition in the current Condemnation Proceedings to acquire the same.

Attachments to the Resolution were given to the Council during the meeting and will

be attached at the end of the minutes. Kevin Short made a motion to approve Item 14. Matthew Emmons seconded the motion. A roll call vote of members was taken as follow:

Yes: John Brown, Matthew Emmons, Craig Murray, Adam Abel, Kevin Short, Mayor Cory Box

Motion Carried.

OTHER BUSINESS

1. City Manager's Report
City Manager Christopher Shrout gave his report
2. Committee Reports
Committee reports were given.
3. Mayor's Report
Mayor Cory Boxy gave his report

ADJOURNMENT

The meeting adjourned at 08:27 pm.

Cory Box, **MAYOR**

CITY CLERK

ATTACHMENT "A"

RESOLUTION NO. 857

A Resolution Declaring the Necessity of Acquiring a Perpetual Easement on Certain Property Owned by Sparkman Land, LLC, and Authorizing the City's Attorney to file a Second Amended Petition in the current Condemnation Proceedings to Acquire the Same

Whereas, the City of Jenks ("Jenks" or "City") and the Oklahoma Turnpike Authority previously determined the need for improvements to the Turnpike System and City roadways including the construction and modification of ramps and parallel City roadways along the Creek Turnpike and related utility relocations and drainage improvements; and,

Whereas, said improvements were necessary to accommodate the increased traffic usage and to provide for the public safety and welfare; and,

Whereas, the City of Jenks previously filed a condemnation proceeding to acquire certain property belonging to Sparkman Land, LLC necessary for the Roadway and Drainage Improvements Resulting from the Turnpike Modifications Project and City Roadway Alignments, (the "Project") styled The City of Jenks, Oklahoma v. Sparkman Land, LLC et al., Tulsa County District Court CJ-2015-1817, and that case is still pending; and

Whereas, it is necessary for Jenks to acquire a perpetual easement on a portion of the property owned by Sparkman Land, LLC as a result of and related to the Project including the construction of the South Access Road; and

Whereas, the perpetual easement is to be on the property as shown on the drawing attached as Exhibit "A" and as legally described in Exhibit "B"; and

Whereas, due to placement of dirt "fill" in the floodplain as part of the construction of the South Access Road, compensatory storage is necessary to accommodate for the total volume of fill placed in the floodplain, and accordingly that same volume of dirt will be excavated and removed from the area designated for the perpetual easement; and

Whereas, following the completion of the construction of the South Access Road, Sparkman Land, LLC's representative and an appraiser retained by it testified under oath that a significant portion if not all of the area designated for the perpetual easement has flooded and experienced a tremendous increase in the flow of water across the same, and that such flooding and increased water flow have caused damage to the property owned by Sparkman Land, LLC; and

Whereas, based on the assertion of Sparkman Land, LLC that following the construction of the South Access Road the area designated for the perpetual easement floods and there is an increase in flow of water across such property, the perpetual easement will be used for the perpetual right

ATTACHMENT "A"

to from time to time and at any time, for the flowage of water over, upon, across or through the perpetual easement; and

Whereas, following the construction of the South Access Road, Sparkman Land, LLC brought to the attention of the City that certain improvements related to the South Access Road were constructed on property owned by Sparkman Land, LLC, outside of the initial right-of-way acquired by the City in fee simple, and therefore it is necessary to acquire a perpetual easement for the area on which such improvement were constructed, including for the inspection and maintenance of the improvements in the future; and

Whereas, it is necessary to have the right of ingress and egress at any time over and upon the property described in the perpetual easement to inspect and maintain said property for the purposes stated in this Resolution; and

Whereas, in Tulsa County District Court Case No. CJ-2015-1817, the District Court Judge has declared in its Order dated January 13, 2021, that the City has the legal right to use the natural waterway located on the property known as Wilmott Creek and to use the Easement and Right-Of-Way filed on or about June 2, 1947, and recorded in Book 1810 Page 351, for the drainage of excess surface and storm waters; and

Whereas, the perpetual easement will be subject to any easements of records on the described property, including but not limited to the Easement and Right-Of-Way filed on or about June 2, 1947 and recorded in Book 1810 Page 351.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Jenks, Oklahoma, that the City's Attorney be authorized to file a Second Amended Petition in the lawsuit styled the City of Jenks, Oklahoma v. Sparkman Land, LLC et al., Tulsa County District Court CJ-2015-1817 to acquire a perpetual easement for the purposes described herein on the property as shown on the drawing attached as Exhibit "A" and as legally described in Exhibit "B".

Approved this 21st day of Jan, 2025.

CITY OF JENKS, OKLAHOMA

(seal)

Attest:

B. Macy
City Clerk

[Signature]
Mayor

Approved as to Form:

[Signature]
City Attorney



ATTACHMENT "A"

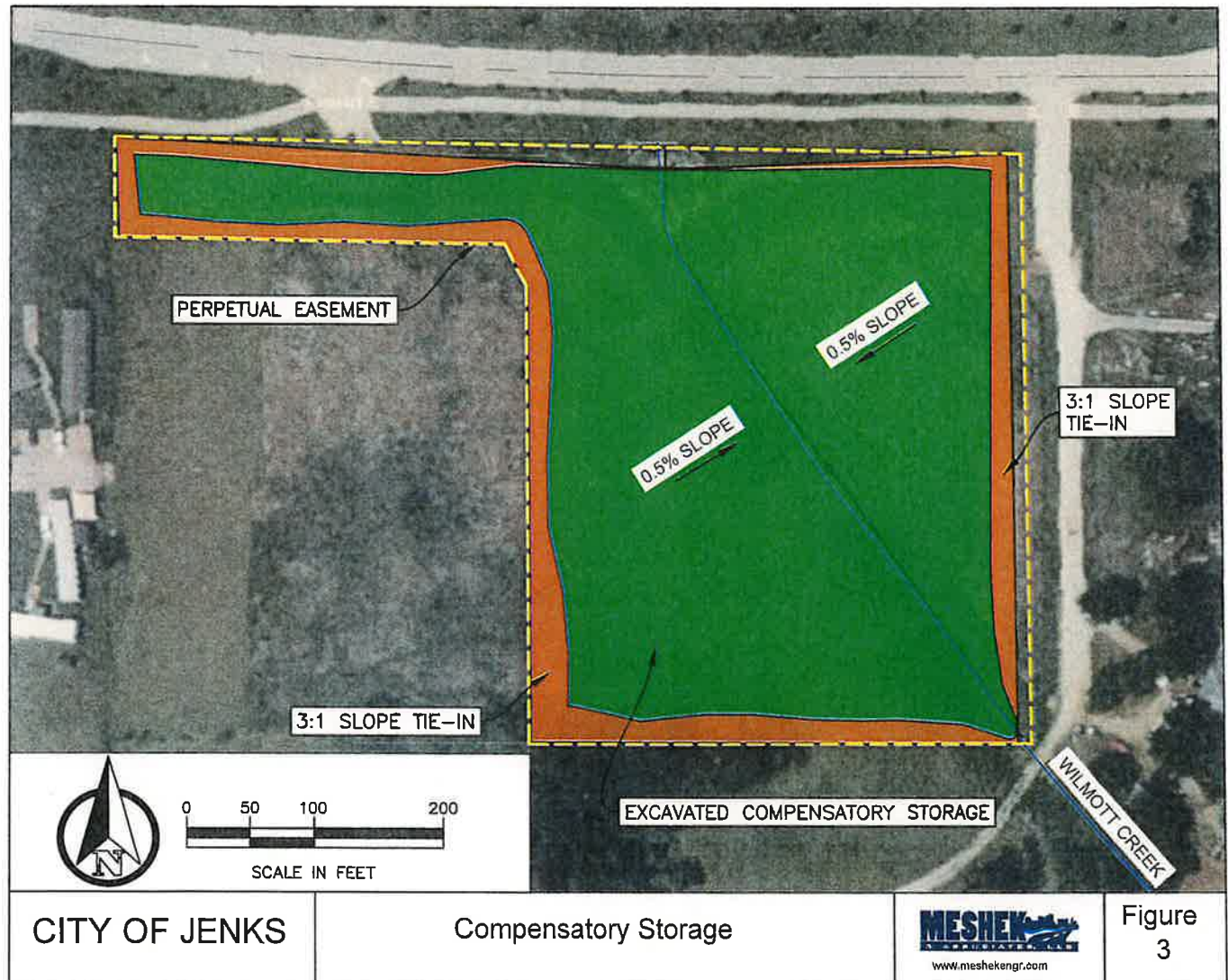


Exhibit "A"

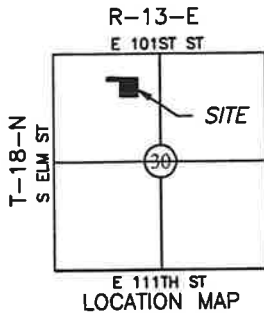
ATTACHMENT "A"

PERPETUAL EASEMENT

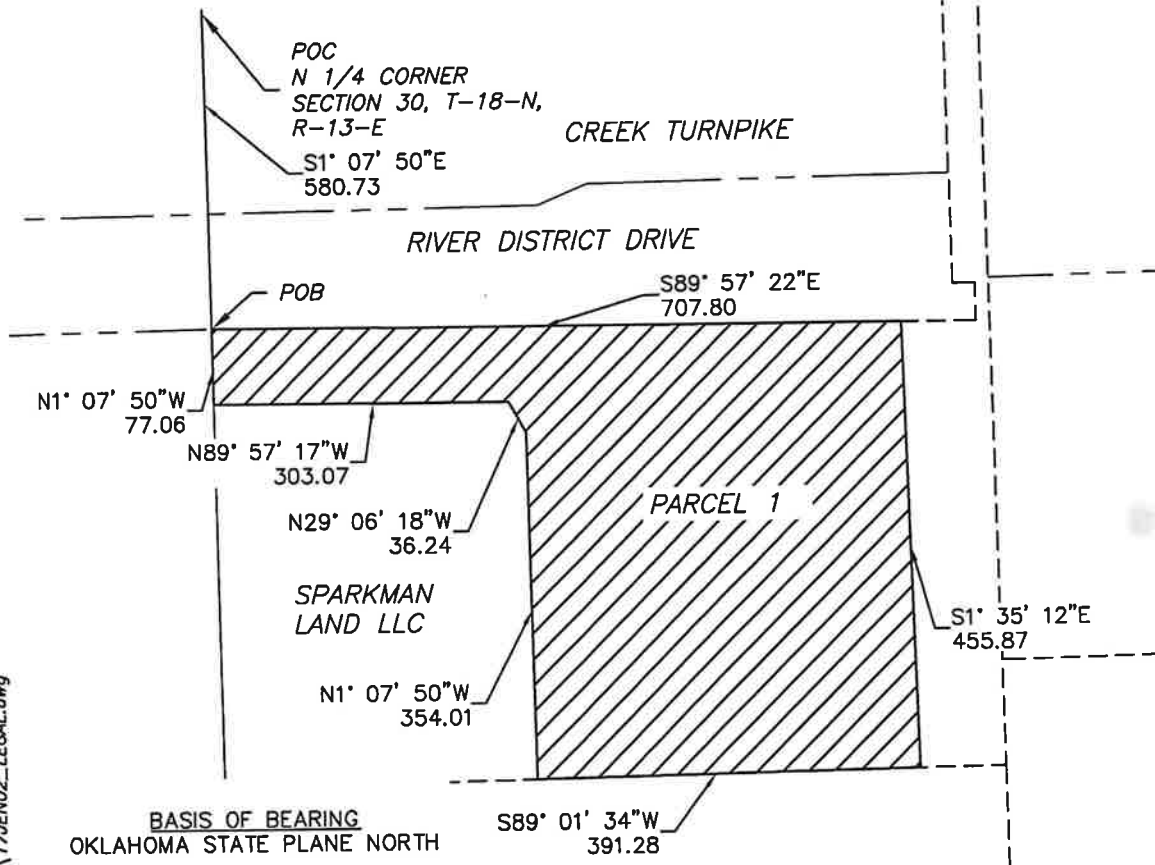
EXHIBIT PARCEL 1

SURVEYOR

Meshek & Associates, LLC
1437 South Boulder Ave. Ste. 1550
Tulsa, Oklahoma 74119
Certificate of Authorization No. 1478
Expires June 30, 2025



SCALE: 1"=150'



LEGAL DESCRIPTION

A TRACT OF LAND IN THE NORTHEAST QUARTER (NE/4) OF THE NORTHWEST QUARTER (NW/4) OF SECTION 30, T-18-N, R-13-E, 1B&M, TULSA COUNTY, OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID NE/4 OF THE NW/4 OF SECTION 30, T-18-N, R-13-E; THENCE S01°07'50"E ALONG THE EAST LINE OF SAID NW/4 A DISTANCE OF 580.73 FEET TO A POINT ON THE EXISTING RIGHT-OF-WAY OF RIVER DISTRICT DRIVE ALSO BEING THE POINT OF BEGINNING; THENCE S89°57'22"E ALONG SAID RIGHT-OF-WAY A DISTANCE OF 707.80 FEET; THENCE S01°35'12"E A DISTANCE OF 455.87 FEET; THENCE S89°01'34"W A DISTANCE OF 436.75 FEET; THENCE N01°07'50"W A DISTANCE OF 354.01 FEET; THENCE N29°06'18"W A DISTANCE OF 36.24 FEET; THENCE N89°57'17"W A DISTANCE OF 303.07 FEET; THENCE N01°07'50"W A DISTANCE OF 77.06 FEET TO A POINT ON THE EXISTING RIGHT-OF-WAY OF RIVER DISTRICT DRIVE ALSO BEING THE POINT OF BEGINNING, CONTAINING 4.68 ACRES MORE OR LESS.

SURVEYOR'S CERTIFICATION

I, MICHAEL ROYCE, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF OKLAHOMA, DO HEREBY STATE THAT THE BELOW MAP REPRESENTS A SURVEY PERFORMED IN THE FIELD AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AS OF THIS DATE. THIS EXHIBIT MEETS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS

MICHAEL ROYCE PLS# 1627
NO. CA 1487
EXP. 06/30/2025

01/17/25
DATE OF SIGNATURE



Exhibit "B"

M:\City_of_Jenks\17JEN02_City_of_Jenks_v_Sparkman_Land_LLC\Survey\Exhibits\17JEN02_LEGAL.dwg

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 214						
242873	1 -3984	CITY ATTORNEY	THE PUBLIC FINANCE LAW GROUTIF 5&6 AGREEMENT REVIEW	1/2025	112720424-02 11-27	15,352.90
DEPARTMENT TOTAL:						15,352.90
DEPARTMENT: 241						
242872	1 -2160	CITY PLANNER	MCAFFEE & TAFT A PROFESSIONATONY PUCKETT SVC FOP BARG	1/2025	772342 01-06	270.00
DEPARTMENT TOTAL:						270.00
DEPARTMENT: 245						
242762	1 -4119	COMMUNITY DEVELOPMENT	WESTLAKE HARDWARE, INC SUPPLIES FOR THE RANCH	1/2025	18100510 12-03	42.26
DEPARTMENT TOTAL:						42.26
DEPARTMENT: 311						
242877	1 -1457	UNIFORMED PATROL	O'REILLY AUTO PARTS DISC PAD, AIR FILTER, OIL	1/2025	2075-406602 12-04	598.11
DEPARTMENT TOTAL:						598.11
DEPARTMENT: 315						
242877	1 -1457	POLICE RESERVE	O'REILLY AUTO PARTS DISC PAD, AIR FILTER, OIL	1/2025	2075-408651 12-19	9.91
DEPARTMENT TOTAL:						9.91
DEPARTMENT: 411						
242731	1 -1457	FIRE SUPPRESSION	O'REILLY AUTO PARTS BATTERY CABLES	1/2025	2075-406859 12-06	121.90
242878	1 -1457	O'REILLY AUTO PARTS	AIR FILTER&CABIN FILTER	1/2025	2075-410153 12-31	31.06
242883	1 -1558	COOPER N JILL INC	BATERIES FIRE DPT VEHICLE	1/2025	30033065 12-16	295.90
242759	1 -1692	SPECIAL-OPS UNIFORMS INC	CLASS A INSIGNIA	1/2025	816675 12-26	199.20
242764	1 -1750	LOWE'S COMPANIES, INC	TRAINING SUPPLIES	1/2025	76741 01-03	120.00
242733	1 -2198	MCKESSON MEDICAL-SURGICAL	LMEDICAL SUPPLIES	1/2025	22847101 10-31	494.40
242876	1 -2198	MCKESSON MEDICAL-SURGICAL	LSTETHOSCOPE	1/2025	23131329 01-07	169.92
242879	1 -2332	FEDEX	OVER CHRQ FOR LENGTH	1/2025	6707322661 12-27	43.26
242758	1 -2503	ALL MAINTENANCE SUPPLY INC	BATTERY,TOWELS,DISH SOAP	1/2025	00141822-01 12-11	555.57
242875	1 -2503	ALL MAINTENANCE SUPPLY INC	DISINFECTANT SPRAY STION 2	1/2025	00142284-02 01-07	161.28
242882	1 -2794	SAFE KIDS WORLDWIDE	RECERT SAFE KIDS&CAR SEAT	1/2025	ORG772512-MARTINEZ	315.00
242197	1 -2870	IAFC MEMBERSHIP	IAFC MBERSHP 24/25-OSTRUM	1/2025	000278295 11-12	112.50
242881	1 -3295	TULSA TECHNOLOGY CENTER	FIRE INSPTOR II-A. WATKIN	1/2025	1E8B9C2 11-20	500.00
242756	1 -3313	AUTOZONE STORES LLC	OIL&DIESEL EXHAUST FLUID	1/2025	6377442371 05-01	169.55
242757	1 -3920	OKLAHOMA WHOLESALE OVERHEADREPAIR	BAY DOOR	1/2025	106759 11-25	246.18
242874	1 -3938	TRI-TECH FORENSICS, INC	Q:MASS CASUALTY KIT FRST	1/2025	01108289 01-07	1,082.22
242730	1 -4149	MUNICIPAL EMERGENCY SERVICES	SCBA REPAIR	1/2025	IN2175657 12-26	1,694.01
242755	1 -4196	TRIBAL RESOURCES, LLC	MAG LOCK PLATE, CAPS	1/2025	9785 01-04	143.00
242732	1 -4221	KASH WALLS	EMT BOOK,CRSH COURSE	1/2025	08-18-24 EMT BOOK	2,131.27
DEPARTMENT TOTAL:						8,586.22

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 521 STREET MAINTENANCE						
242767	1 -1041	ANCHOR STONE COMPANY	RCK ASPHLT PTCH@12610 S 1	1/2025	2430470-09 12-06	390.49
242761	1 -1457	O'REILLY AUTO PARTS	SUPPLY SVC MAINT TO MAINT	1/2025	2075-407718 12-12	63.89
242884	1 -1542	CINTAS CORPORATION	UNIFORM PW EMPLOYEES	1/2025	4215817342 12-26	28.06
242885	1 -1542	CINTAS CORPORATION	UNIFORM PW EMPLOYEES	1/2025	4214346815 12-11	28.30
242760	1 -1558	COOPER N JILL INC	BATTERIES FOR SHOP STOCK	1/2025	30033064 12-16	443.85
240781	1 -2024	VOSS LIGHTING	Q:LGHT POLE PLCMNT-THE HI	1/2025	30217036-00 01-02	4,935.25
242768	1 -3185	TROJAN TIRE & AUTOMOTIVE	RPLCMNT TIRE TRCK#677	1/2025	80407 12-17	225.02
240291	1 -3676	LOT MAINTENANCE OF OKLAHOMAFY24-25	MTHLY ST SWEEPNG	1/2025	042483 01-28	1,330.00
242770	1 -3962	TLS GROUP, INC. (FORMERLY STRAFFIC	SIGNL LGHT RPR	1/2025	1264 10-31	1,348.10
242771	1 -3962	TLS GROUP, INC. (FORMERLY STRAFIC	SIGNAL LGHT RPR	1/2025	1325 11-30	3,208.02
242763	1 -4119	WESTLAKE HARDWARE, INC	SUPLIES ST&PARK MAINT	1/2025	18100520 12-12	89.94
DEPARTMENT TOTAL:						12,090.92
DEPARTMENT: 522 GENERAL MAINTENANCE						
242765	1 -1750	LOWE'S COMPANIES, INC	TOOLS FOR MAINT FACILITY	1/2025	77499 12-03	260.20
DEPARTMENT TOTAL:						260.20
DEPARTMENT: 561 PARKS & GROUNDS						
242766	1 -1081	STOUT LAWN EQUIPMENT LLC	SUPLIES PRK EQUIP&MOWR	1/2025	170366 12-04	148.36
242761	1 -1457	O'REILLY AUTO PARTS	SUPPLY SVC MAINT TO MAINT	1/2025	2075-407754 12-12	84.91
242884	1 -1542	CINTAS CORPORATION	UNIFORM PW EMPLOYEES	1/2025	4215817342 12-26	53.68
242885	1 -1542	CINTAS CORPORATION	UNIFORM PW EMPLOYEES	1/2025	4214346815 12-11	54.16
242769	1 -3993	ULINE, INC.	SUPLIES COMMN PRK CBLE M	1/2025	186376784 12-03	1,996.84
242763	1 -4119	WESTLAKE HARDWARE, INC	SUPLIES ST&PARK MAINT	1/2025	18100505 12-02	23.38
DEPARTMENT TOTAL:						2,361.33
FUND TOTAL:						39,571.85

FUND: 14 - FIRE SUPPRESSION CAPITAL

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 411		FIRE SUPPRESSION				
242251	1 -4211	REDLINE FIRE EQUIPMENT & SUTHERMAL IMAGERS FIRST OUT		1/2025	324TIC	20,757.60
					DEPARTMENT TOTAL:	20,757.60
					FUND TOTAL:	20,757.60

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT	
DEPARTMENT: 840		ELM STREET WIDENING					
242871	1 -4223	FIRST BAPTIST CHURCH OF JEN		TEMP EASE ELM ST WIDE PRJ	1/2025	TEMP EASE ELM ST W	27,000.00
DEPARTMENT TOTAL:						27,000.00	
FUND TOTAL:						27,000.00	
GRAND TOTAL:						87,329.45	

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
1/2025	10	5-214-5252	PROFESSIONAL SERVICES	15,352.90	
1/2025	10	5-241-5252	PROFESSIONAL SERVICES	270.00	
1/2025	10	5-245-5242	MATERIALS & SUPPLIES	42.26	
1/2025	10	5-311-5240	VEHICLE PARTS/REPAIRS	598.11	
1/2025	10	5-315-5240	VEHICLE PARTS/REPAIRS	9.91	
1/2025	10	5-411-5125	TRAINING & SCHOOLS	2,946.27	
1/2025	10	5-411-5128	MEMBERSHIP DUES	112.50	
1/2025	10	5-411-5232	CLOTHING AND UNIFORMS	342.20	
1/2025	10	5-411-5240	VEHICLE PARTS/REPAIRS	448.86	
1/2025	10	5-411-5242	MATERIALS AND SUPPLIES	2,752.94	
1/2025	10	5-411-5248	REPAIR AND MAINTENANCE	1,940.19	
1/2025	10	5-411-5252	PROFESSIONAL SERVICES	43.26	
1/2025	10	5-521-5232	CLOTHING AND UNIFORMS	56.36	
1/2025	10	5-521-5240	VEHICLE PARTS/REPAIRS	732.76	
1/2025	10	5-521-5242	MATERIALS AND SUPPLIES	89.94	
1/2025	10	5-521-5248	REPAIR AND MAINTENANCE	5,325.74	
1/2025	10	5-521-5250	CONTRACTUAL SERVICES	5,886.12	
1/2025	10	5-522-5242	MATERIALS AND SUPPLIES	260.20	
1/2025	10	5-561-5232	CLOTHING AND UNIFORMS	107.84	
1/2025	10	5-561-5240	VEHICLE PARTS/REPAIRS	233.27	
1/2025	10	5-561-5242	MATERIALS AND SUPPLIES	2,020.22	39,571.85
1/2025	14	5-411-5399	OTHER EQUIPMENT	20,757.60	20,757.60
1/2025	27	5-840-5393	ROADS AND BRIDGES	27,000.00	27,000.00
			GRAND TOTAL ESTIMATE:		0.00
			GRAND TOTAL ACTUAL:		87,329.45
			REPORT TOTAL:		87,329.45

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 411		FIRE SUPPRESSION				
242093	1 -2481	UNITED FORD SOUTH, LLC	Q: 2007 BRUSH TRUCK	1/2025	77103731-2 11-05	4,989.60
DEPARTMENT TOTAL:						4,989.60
FUND TOTAL:						4,989.60
GRAND TOTAL:						4,989.60

PAID UNAPPROVED

G / L R E C A P

PERIOD	G/L ACCOUNT	NAME	AMOUNT	TOTAL
1/2025	10 5-411-5240	VEHICLE PARTS/REPAIRS	4,989.60	4,989.60
GRAND TOTAL ESTIMATE:				0.00
GRAND TOTAL ACTUAL:				4,989.60
REPORT TOTAL:				4,989.60

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: N/A						
242997	1 -2653	NON-DEPARTMENTAL OKLAHOMA UNIFORM BUILDING	CBLDG PERMIT FEES DEC 24	1/2025	DEC 24 BLDG PRMTS	312.00
DEPARTMENT TOTAL:						312.00
DEPARTMENT: 231						
240004	1 -3664	GENERAL GOVERNMENT UKG INC	HR/PARYOLL QUARTERLY SUBS	1/2025	300135433 01-15	337.77
DEPARTMENT TOTAL:						337.77
DEPARTMENT: 245						
242955	1 -2101	COMMUNITY DEVELOPMENT AMERICAN WASTE CONTROL INC	DUMPSTER RENT-THE RANCH	1/2025	0007228465 12-01	132.00
240411	1 -2755	COX BUSINESS	TELEPHONE/INTERNET/TV	1/2025	067761602 JAN 25	743.87
DEPARTMENT TOTAL:						875.87
DEPARTMENT: 311						
240011	1 -1073	UNIFORMED PATROL OKLAHOMA NATURAL GAS	GAS SERVICE 24-25	1/2025	182557209 JAN 25	93.39
241467	1 -3933	DANA MUGAVERO DBA	BEHAVIORAL HEALTH SERVICE	1/2025	1485 01-15	850.00
240104	1 -3977	A T & T	PD/DISPATCH PHONE 24-25	1/2025	8310012118870 0225	791.62
DEPARTMENT TOTAL:						1,735.01
DEPARTMENT: 321						
240104	1 -3977	CENTRAL DISPATCH A T & T	PD/DISPATCH PHONE 24-25	1/2025	8310012118870 0225	307.85
DEPARTMENT TOTAL:						307.85
DEPARTMENT: 411						
240011	1 -1073	FIRE SUPPRESSION OKLAHOMA NATURAL GAS	GAS SERVICE 24-25	1/2025	113564527 JAN 25	696.42
240048	1 -1726	OTA PIKEPASS CUSTOMER SVC	PIKE PASS SERVICE 24-25	1/2025	20241200391 01-01	41.32
242994	1 -2025	FLEET FUELS	FUEL FOR FLEET	1/2025	23172168 01-16	1,030.75
DEPARTMENT TOTAL:						1,768.49

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 521		STREET MAINTENANCE				
240009	1 -1025	EAST CENTRAL ELECTRIC	ELECTRIC SERVICE 24-25	1/2025	3993011 JAN 25	2,898.51
240013	1 -1082	PUBLIC SERVICE COMPANY OF	ELECTRIC SERVICE 24-25	1/2025	95842358103 FEB 25	314.37
240048	1 -1726	OTA PIKEPASS CUSTOMER SVC	PIKE PASS SERVICE 24-25	1/2025	20241200391 01-01	2.25
242994	1 -2025	FLEET FUELS	FUEL FOR FLEET	1/2025	23172168 01-16	309.23
240010	1 -2027	O G & E ELECTRIC SERVICES	ELECTRIC SERVICE 24-25	1/2025	131804321-1 FEB 25	498.18
240424	1 -3381	TULSA-SAPULPA UNION RAILWAYRR	MAINT & INSPECTION	1/2025	JK-122024 12-31	755.84
DEPARTMENT TOTAL:						4,778.38
DEPARTMENT: 561		PARKS & GROUNDS				
242994	1 -2025	FLEET FUELS	FUEL FOR FLEET	1/2025	23172168 01-16	309.23
DEPARTMENT TOTAL:						309.23
FUND TOTAL:						10,424.60
GRAND TOTAL:						10,424.60

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
1/2025	10	2100-024	DUE TO STATE OF OKLAHOMA	312.00	
1/2025	10	5-231-5250	CONTRACTUAL SERVICES	337.77	
1/2025	10	5-245-5248	REPAIR & MAINTENANCE	132.00	
1/2025	10	5-245-5258	COMMUNICATIONS	743.87	
1/2025	10	5-311-5116	INSURANCE - OTHER	850.00	
1/2025	10	5-311-5258	COMMUNICATIONS	791.62	
1/2025	10	5-311-5260	UTILITIES	93.39	
1/2025	10	5-321-5258	COMMUNICATIONS	307.85	
1/2025	10	5-411-5238	VEHICLE FUEL	1,030.75	
1/2025	10	5-411-5250	CONTRACTUAL SERVICES	41.32	
1/2025	10	5-411-5260	UTILITIES	696.42	
1/2025	10	5-521-5234	TRAVEL	2.25	
1/2025	10	5-521-5238	VEHICLE FUEL	309.23	
1/2025	10	5-521-5250	CONTRACTUAL SERVICES	755.84	
1/2025	10	5-521-5260	UTILITIES	3,711.06	
1/2025	10	5-561-5238	VEHICLE FUEL	309.23	10,424.60
GRAND TOTAL ESTIMATE:				0.00	
GRAND TOTAL ACTUAL:				10,424.60	
REPORT TOTAL:				10,424.60	

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 231						
240004	1 -3664	GENERAL GOVERNMENT UKG INC	HR/PARYOLL QUARTERLY SUBS	1/2025	300142479 01-22	16.24
DEPARTMENT TOTAL:						16.24
DEPARTMENT: 311						
243082	1 -3312	UNIFORMED PATROL WEX BANK-QUIKTRIP	102370055 01-23 FUEL	1/2025	102370055 01-23-25	6,086.19
DEPARTMENT TOTAL:						6,086.19
DEPARTMENT: 315						
243082	1 -3312	POLICE RESERVE WEX BANK-QUIKTRIP	102370055 01-23 FUEL	1/2025	102370055 01-23-25	22.88
DEPARTMENT TOTAL:						22.88
DEPARTMENT: 411						
240046	1 -2832	FIRE SUPPRESSION ROGER SCOTT	PEST CONTROL FS	1/2025	01-24-25 FS#2	150.00
243082	1 -3312	WEX BANK-QUIKTRIP	102370055 01-23 FUEL	1/2025	102370055 01-23-25	1,649.53
DEPARTMENT TOTAL:						1,799.53
DEPARTMENT: 521						
243082	1 -3312	STREET MAINTENANCE WEX BANK-QUIKTRIP	102370055 01-23 FUEL	1/2025	102370055 01-23-25	686.79
DEPARTMENT TOTAL:						686.79
DEPARTMENT: 522						
243082	1 -3312	GENERAL MAINTENANCE WEX BANK-QUIKTRIP	102370055 01-23 FUEL	1/2025	102370055 01-23-25	373.72
DEPARTMENT TOTAL:						373.72
DEPARTMENT: 561						
243082	1 -3312	PARKS & GROUNDS WEX BANK-QUIKTRIP	102370055 01-23 FUEL	1/2025	102370055 01-23-25	414.66
DEPARTMENT TOTAL:						414.66

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 562		ANIMAL CONTROL				
243082	1 -3312	WEX BANK-QUIKTRIP	102370055 01-23 FUEL	1/2025	102370055 01-23-25	265.97
DEPARTMENT TOTAL:						265.97
FUND TOTAL:						9,665.98

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 311		UNIFORMED PATROL				
240001	1 -1112	BANCFIRST	0490091391 07-24 PR	1/2025	0490091391 02-25 P	4,194.22
242333	1 -1112	BANCFIRST	5 2024 FORD EXPLORERS	1/2025	0490091730 02-25	4,368.23
DEPARTMENT TOTAL:						8,562.45
FUND TOTAL:						8,562.45

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 411		FIRE SUPPRESSION				
240000	1 -1112	BANCFIRST	0490091402 07-24 PR	1/2025	0490091402 02-25 P	2,175.36
DEPARTMENT TOTAL:						2,175.36
FUND TOTAL:						2,175.36
GRAND TOTAL:						20,403.79

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
1/2025	10	5-231-5250	CONTRACTUAL SERVICES	16.24	
1/2025	10	5-311-5238	VEHICLE FUEL	6,086.19	
1/2025	10	5-315-5238	VEHICLE FUEL	22.88	
1/2025	10	5-411-5238	VEHICLE FUEL	1,649.53	
1/2025	10	5-411-5250	CONTRACTUAL SERVICES	150.00	
1/2025	10	5-521-5238	VEHICLE FUEL	686.79	
1/2025	10	5-522-5238	VEHICLE FUEL	373.72	
1/2025	10	5-561-5238	VEHICLE FUEL	414.66	
1/2025	10	5-562-5238	VEHICLE FUEL	265.97	9,665.98
1/2025	12	5-311-5396	MOTOR VEHICLES	8,562.45	8,562.45
1/2025	14	5-411-5396	MOTOR VEHICLES	2,175.36	2,175.36
			GRAND TOTAL ESTIMATE:		0.00
			GRAND TOTAL ACTUAL:		20,403.79
			REPORT TOTAL:		20,403.79

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 231 GENERAL GOVERNMENT						
240272	1 -2450	JPMORGAN CHASE BANK NA	JAMF MOBILE DEVICE MGMT	1/2025	01-03-25 JAMF	156.00
242803	1 -2450	JPMORGAN CHASE BANK NA	PC MEETING	1/2025	12-19-24 THE LODGE	186.55
DEPARTMENT TOTAL:						342.55
DEPARTMENT: 241 CITY PLANNER						
242815	1 -2450	JPMORGAN CHASE BANK NA	CONF REG/BSNS LUNC	1/2025	01-08-25 MUNICIPAL	905.14
242861	1 -2450	JPMORGAN CHASE BANK NA	DOWNTOWN MASTER	1/2025	01-09-25 CATRINA	97.27
DEPARTMENT TOTAL:						1,002.41
DEPARTMENT: 245 COMMUNITY DEVELOPMENT						
242302	1 -2450	JPMORGAN CHASE BANK NA	TV AND STAND - HIVE	1/2025	11-24-24 AMAZON2	1,797.85
DEPARTMENT TOTAL:						1,797.85
DEPARTMENT: 311 UNIFORMED PATROL						
242798	1 -2450	JPMORGAN CHASE BANK NA	CHAIR/DESK/LUNCH/CABLES	1/2025	12-18-24 AMAZON4	559.91
242805	1 -2450	JPMORGAN CHASE BANK NA	LUGGAGE CHECK IACP CONF	1/2025	10-22-24 UNITED2	119.06
242807	1 -2450	JPMORGAN CHASE BANK NA	DOG TOYS/HOTEL/BOOTS	1/2025	11-06-24 SPECIAL O	1,333.65
242808	1 -2450	JPMORGAN CHASE BANK NA	ICE, LUNCH, MAINT	1/2025	03-26-24 JOE'S	162.16
242809	1 -2450	JPMORGAN CHASE BANK NA	LUGGAGE CHECK	1/2025	10-17-24 UNITED	210.00
242810	1 -2450	JPMORGAN CHASE BANK NA	MMBRSH/FOOD/LAUNDRY	1/2025	12-18-24 IACP	119.80
242811	1 -2450	JPMORGAN CHASE BANK NA	BOOTS PATROL OFFICER	1/2025	01-08-25 5.11	137.46
242812	1 -2450	JPMORGAN CHASE BANK NA	LIGHTS/FLOWERS/TRNG	1/2025	12-18-24 AMAZON	701.91
DEPARTMENT TOTAL:						3,343.95
DEPARTMENT: 315 POLICE RESERVE						
242812	1 -2450	JPMORGAN CHASE BANK NA	LIGHTS/FLOWERS/TRNG	1/2025	12-13-24 STROBES	321.30
DEPARTMENT TOTAL:						321.30
DEPARTMENT: 411 FIRE SUPPRESSION						
242613	1 -2450	JPMORGAN CHASE BANK NA	MTG/FUEL/ENGINE RPRS	1/2025	12-11-24 THE LODGE	2,652.15
242614	1 -2450	JPMORGAN CHASE BANK NA	LUNCH MEETING	1/2025	12-12-24 MASAGO SU	79.28
242615	1 -2450	JPMORGAN CHASE BANK NA	GYM EQUIPMENT SUPPLIES	1/2025	12-17-24 BRAUM'S	38.11
242799	1 -2450	JPMORGAN CHASE BANK NA	ADMIN LUNCH	1/2025	12-19-24 WATERFRON	114.99
242800	1 -2450	JPMORGAN CHASE BANK NA	FUEL/ADMIN LUNCH	1/2025	12-27-24 STOP & SH	125.00
242801	1 -2450	JPMORGAN CHASE BANK NA	OFFICE SUPPLIES	1/2025	12-21-24 STAPLES	44.88
242816	1 -2450	JPMORGAN CHASE BANK NA	BUSINESS LUNCH	1/2025	01-06-25 THE LODGE	60.00
DEPARTMENT TOTAL:						3,114.41

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 521						
242867	1 -2450	JPMORGAN CHASE BANK NA	PW VEHICLES/WINTER LINERS	1/2025	12-12-24 AMAZON	555.41
DEPARTMENT TOTAL:						555.41
DEPARTMENT: 561						
242867	1 -2450	JPMORGAN CHASE BANK NA	PW VEHICLES/WINTER LINERS	1/2025	12-17-24 DISPLAY S	272.00
DEPARTMENT TOTAL:						272.00
DEPARTMENT: 562						
242798	1 -2450	JPMORGAN CHASE BANK NA	CHAIR/DESK/LUNCH/CABLES	1/2025	12-18-24 AMAZON3	121.46
242807	1 -2450	JPMORGAN CHASE BANK NA	DOG TOYS/HOTEL/BOOTS	1/2025	11-07-24 AMAZON2	237.10
242808	1 -2450	JPMORGAN CHASE BANK NA	ICE, LUNCH, MAINT	1/2025	07-15-24 LEE'S MEC	77.50
242810	1 -2450	JPMORGAN CHASE BANK NA	MMBRSH/FOOD/LAUNDRY	1/2025	12-10-24 AMAZON2	220.92
DEPARTMENT TOTAL:						656.98
FUND TOTAL:						11,406.86
GRAND TOTAL:						11,406.86

PAID UNAPPROVED

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
1/2025	10	5-231-5230	BUSINESS	186.55	
1/2025	10	5-231-5254	SUBSCRIPTIONS	156.00	
1/2025	10	5-241-5125	TRAINING & SCHOOLS	859.00	
1/2025	10	5-241-5230	BUSINESS	143.41	
1/2025	10	5-245-5242	MATERIALS & SUPPLIES	1,797.85	
1/2025	10	5-311-5125	TRAINING & SCHOOLS	1,829.54	
1/2025	10	5-311-5128	MEMBERSHIP DUES	135.00	
1/2025	10	5-311-5232	CLOTHING AND UNIFORMS	282.46	
1/2025	10	5-311-5240	VEHICLE PARTS/REPAIRS	78.24	
1/2025	10	5-311-5242	MATERIALS AND SUPPLIES	202.92	
1/2025	10	5-311-5244	OFFICE SUPPLIES	379.92	
1/2025	10	5-311-5269	MISCELLANEOUS	435.87	
1/2025	10	5-315-5240	VEHICLE PARTS/REPAIRS	321.30	
1/2025	10	5-411-5125	TRAINING & SCHOOLS	891.75-	
1/2025	10	5-411-5230	BUSINESS	458.51	
1/2025	10	5-411-5238	VEHICLE FUEL	120.00	
1/2025	10	5-411-5240	VEHICLE PARTS/REPAIRS	3,382.77	
1/2025	10	5-411-5242	MATERIALS AND SUPPLIES	44.88	
1/2025	10	5-521-5242	MATERIALS AND SUPPLIES	555.41	
1/2025	10	5-561-5242	MATERIALS AND SUPPLIES	272.00	
1/2025	10	5-562-5242	MATERIALS AND SUPPLIES	382.03	
1/2025	10	5-562-5244	OFFICE SUPPLIES	197.45	
1/2025	10	5-562-5250	CONTRACTUAL SERVICES	77.50	11,406.86

GRAND TOTAL ESTIMATE: 0.00

GRAND TOTAL ACTUAL: 11,406.86

REPORT TOTAL: 11,406.86

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 411						
233874	1 -4130	J2 AMERICAN TEE'S LLC	UNIFORMS B. WILLIAMS	1/2025	73175 04-25	942.60
233882	1 -4130	J2 AMERICAN TEE'S LLC	UNIFORM T-SHIRTS, POLOS, PA	1/2025	73121 04-11	965.98
DEPARTMENT TOTAL:						1,908.58
DEPARTMENT: 561						
230129	1 -3924	MOWTOWN OUTDOORS LLC	MOW/WEED SVCS 7/1-10-31	1/2025	24149 12-20	6,016.00
DEPARTMENT TOTAL:						6,016.00
FUND TOTAL:						7,924.58

FUND: 33 - VISION SALES TAX

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 750		VISION SALES TAX				
234789	1 -2112	GARVER LLC	TRAIL CONNECTION RVRWLK	1/2025	2300667-6 01-22	13,399.50
DEPARTMENT TOTAL:						13,399.50
FUND TOTAL:						13,399.50
GRAND TOTAL:						21,324.08

PAID UNAPPROVED

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
1/2025	10	5-411-5232	CLOTHING AND UNIFORMS	1,908.58	
1/2025	10	5-561-5250	CONTRACTUAL SERVICES	6,016.00	7,924.58
1/2025	33	5-750-5393	ROADS AND BRIDGES	13,399.50	13,399.50
GRAND TOTAL ESTIMATE:					0.00
GRAND TOTAL ACTUAL:					21,324.08
REPORT TOTAL:					21,324.08

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: N/A						
243003	1 -4225	NON-DEPARTMENTAL PURITY KINGORI	REFUND-CANCELLED RESERVAT	1/2025	01-17-25 REFUND RE	100.00
DEPARTMENT TOTAL:						100.00
DEPARTMENT: 213						
243002	1 -3763	CITY TREASURER CRAWFORD & ASSOCIATES PC	FY 24 PREP ANNL FNCL STMT	1/2025	33868 01-15	11,047.09
DEPARTMENT TOTAL:						11,047.09
DEPARTMENT: 214						
242941	1 -1228	CITY ATTORNEY WEST PUBLISHING CORPORATION	HIGH Q SERVICE SETUP & MO	1/2025	6164611294 12-18	10,650.00
DEPARTMENT TOTAL:						10,650.00
DEPARTMENT: 231						
240025	1 -1596	GENERAL GOVERNMENT COMMUNITY CARE HMO INC	JUL 24 EAP MONTHLY FEES	1/2025	JAN 25 MONTHLY EAP	58.75
DEPARTMENT TOTAL:						58.75
DEPARTMENT: 241						
242911	1 -2199	CITY PLANNER LEE ENTERPRISES ADVERTISING	ADVERTISING INVOICE	1/2025	138071 12-07	176.69
DEPARTMENT TOTAL:						176.69
DEPARTMENT: 311						
243040	1 -1457	UNIFORMED PATROL O'REILLY AUTO PARTS	WIPERS,PWR INVRT,FOG CAPS	1/2025	2075-411789 01-11	205.29
243041	1 -1457	O'REILLY AUTO PARTS	WTHR STRP,BRAKES,ROTOR	1/2025	2075-409483 12-26	1,376.90
243042	1 -1457	O'REILLY AUTO PARTS	AIR FILTER, WIPER FLUID	1/2025	2075-410916 01-06	30.88
242891	1 -1542	CINTAS CORPORATION	DEC MED CABINET MAINT	1/2025	5246009308 12-24	93.00
242897	1 -1762	OKLAHOMA POLICE SUPPLY LLC	MERITORIOUS CONDUCT PINS	1/2025	0100648 12-12	71.94
242898	1 -1762	OKLAHOMA POLICE SUPPLY LLC	JACKET & VEST	1/2025	0099641 10-28	1,426.98
242892	1 -3327	ALLIED HOLDING LLC	TOWED PD VEHIC#20-4199	1/2025	216336 11-21	208.13
243043	1 -4222	THOMAS A. HOFFMANN Ph.D.	CLEET MMPI FT OFFICER FLE	1/2025	202402 12-17	125.00
DEPARTMENT TOTAL:						3,538.12

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 315						
243041	1 -1457	O'REILLY AUTO PARTS	WTHR STRP,BRAKES,ROTOR	1/2025	2075-410533 01-03	84.03
242896	1 -4222	THOMAS A. HOFFMANN Ph.D.	CLEET MMPI RESRV OFF FOUS	1/2025	202401 10-18	125.00
DEPARTMENT TOTAL:						209.03
DEPARTMENT: 321						
242891	1 -1542	CINTAS CORPORATION	DEC MED CABINET MAINT	1/2025	5246009307 12-24	95.57
243001	1 -1552	OKLAHOMA EMPLOYMENT SECURIT	4TH QTR S SCHNEIDER	1/2025	4TH QTR 24 SCHNEID	2,495.36
DEPARTMENT TOTAL:						2,590.93
DEPARTMENT: 411						
242910	1 -2876	SUNDANCE OFFICE SUPPLY INC	COPY PAPER	1/2025	567963 01-13	49.49
243028	1 -4002	QUALITY HEATING COOLING & PRPR	LOW VOLT&HIGN VOLT WI	1/2025	89607466 06-28	577.45
243036	1 -4002	QUALITY HEATING COOLING & PSYSTEM	NOT COMING ON-HEAT	1/2025	113312360 01-21	129.99
243004	1 -4119	WESTLAKE HARDWARE, INC	GYM EQUIPMENT SUPPLIES	1/2025	18100527 12-16	9.74
DEPARTMENT TOTAL:						766.67
DEPARTMENT: 521						
242906	1 -1457	O'REILLY AUTO PARTS	SUPLIES SVC MAINT VEHIC&E	1/2025	2075-411148 01-07	29.98
242886	1 -1542	CINTAS CORPORATION	UNIFRM PW EMPLOYEES	1/2025	4213529926 12-04	28.30
242887	1 -1542	CINTAS CORPORATION	UNIFRM PW EMPLOYEES	1/2025	4212913801 11-26	28.06
242888	1 -1542	CINTAS CORPORATION	UNIFRM PW EMPLOYEES	1/2025	4212186447 11-20	28.18
242889	1 -1542	CINTAS CORPORATION	UNIFRM PW EMPLOYEES	1/2025	4215090822 12-18	28.06
242890	1 -1542	CINTAS CORPORATION	UNIFRM PW EMPLOYEES	1/2025	4211405219 11-13	28.18
242952	1 -1542	CINTAS CORPORATION	UNIFORMS PW EMPLOYEE	1/2025	4210685592 11-06	28.18
DEPARTMENT TOTAL:						198.94
DEPARTMENT: 561						
242886	1 -1542	CINTAS CORPORATION	UNIFRM PW EMPLOYEES	1/2025	4213529926 12-04	54.16
242887	1 -1542	CINTAS CORPORATION	UNIFRM PW EMPLOYEES	1/2025	4212913801 11-26	53.68
242888	1 -1542	CINTAS CORPORATION	UNIFRM PW EMPLOYEES	1/2025	4212186447 11-20	53.92
242889	1 -1542	CINTAS CORPORATION	UNIFRM PW EMPLOYEES	1/2025	4215090822 12-18	53.68
242890	1 -1542	CINTAS CORPORATION	UNIFRM PW EMPLOYEES	1/2025	4211405219 11-13	53.92
242952	1 -1542	CINTAS CORPORATION	UNIFORMS PW EMPLOYEE	1/2025	4210685592 11-06	53.92
DEPARTMENT TOTAL:						323.28

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 562		ANIMAL CONTROL				
242898	1 -1762	OKLAHOMA POLICE SUPPLY LLC JACKET & VEST		1/2025	0099609 10-25	1,151.89
DEPARTMENT TOTAL:						1,151.89
FUND TOTAL:						30,811.39

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 321		CENTRAL DISPATCH				
240028	1 -1039	INCOG	E-911 ADMIN SERVICE 24-25	1/2025	E-002302 02-01	5,733.08
DEPARTMENT TOTAL:						5,733.08
FUND TOTAL:						5,733.08

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 840		ELM STREET WIDENING				
242951	1 -4224	LILY JUNE INC.	ACQUISITION-PARCEL 11.2	1/2025	ACQ-PARCEL 11.2	10,000.00
DEPARTMENT TOTAL:						10,000.00
FUND TOTAL:						10,000.00
GRAND TOTAL:						46,544.47

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
1/2025	10	4230	COMMUNITY ROOM RENTAL	100.00	
1/2025	10	5-213-5250	CONTRACTUAL SERVICES	11,047.09	
1/2025	10	5-214-5254	SUBSCRIPTIONS	10,650.00	
1/2025	10	5-231-5262	INSURANCE	58.75	
1/2025	10	5-241-5256	LEGAL NOTICES	176.69	
1/2025	10	5-311-5232	CLOTHING AND UNIFORMS	1,498.92	
1/2025	10	5-311-5240	VEHICLE PARTS/REPAIRS	1,821.20	
1/2025	10	5-311-5242	MATERIALS AND SUPPLIES	93.00	
1/2025	10	5-311-5252	PROFESSIONAL SERVICES	125.00	
1/2025	10	5-315-5240	VEHICLE PARTS/REPAIRS	84.03	
1/2025	10	5-315-5252	PROFESSIONAL SERVICES	125.00	
1/2025	10	5-321-5102	SALARY AND WAGES	2,495.36	
1/2025	10	5-321-5242	MATERIALS AND SUPPLIES	95.57	
1/2025	10	5-411-5242	MATERIALS AND SUPPLIES	59.23	
1/2025	10	5-411-5248	REPAIR AND MAINTENANCE	707.44	
1/2025	10	5-521-5232	CLOTHING AND UNIFORMS	168.96	
1/2025	10	5-521-5240	VEHICLE PARTS/REPAIRS	29.98	
1/2025	10	5-561-5232	CLOTHING AND UNIFORMS	323.28	
1/2025	10	5-562-5232	CLOTHING AND UNIFORMS	1,151.89	30,811.39
1/2025	16	5-321-5254	SUBSCRIPTIONS	5,733.08	5,733.08
1/2025	27	5-840-5393	ROADS AND BRIDGES	10,000.00	10,000.00
			GRAND TOTAL ESTIMATE:	0.00	
			GRAND TOTAL ACTUAL:	46,544.47	
			REPORT TOTAL:	46,544.47	

PAID UNAPPROVED

GENERAL FUND ENCUMBRANCES AND EXPENDITURES

Payroll and Benefits for approval February 1, 2025 through February 15, 2025

	BIWEEKLY	SEMI-MONTHLY
PAYROLL FOR EMPLOYEES	\$130,000.00	\$45,000.00

EMPLOYEE PAID PAYROLL BENEFITS INCLUDED IN PAYROLL

Bancfirst	Federal Tax Deposit	\$11,500.00	\$3,500.00
Bancfirst	State Tax Deposit	\$4,500.00	\$1,500.00
Bancfirst	FICA/Medicare Taxes	\$5,900.00	\$600.00
AFLAC	Accident Insurance	\$500.00	\$0.00
Benefits Resource Inc	Flex Plan	\$1,550.00	\$150.00
Community Care	Medical Insurance	\$500.00	\$1,000.00
Dearborn Life	Previous Life Insurance	\$150.00	\$0.00
Delta Dental	Dental Insurance	\$800.00	\$400.00
FF Dues	Firefighters Union/Station Dues	\$0.00	\$600.00
FOP DUES	Police Union Dues	\$600.00	\$0.00
Garnishments	Various CS, EDUC, GARNISH	\$300.00	\$450.00
OK Fire Pension	9% Fire Retirement	\$800.00	\$3,700.00
Mutual of Omaha	Life Insurance	\$375.00	\$75.00
OK Police Pension	8% Police Retirement	\$5,000.00	\$0.00
Vision Services Plan	Vision Insurance	\$150.00	\$50.00
VOYA	457 Retirement	\$1,800.00	\$0.00
	TOTAL	\$34,425.00	\$12,025.00

ADDITIONAL EMPLOYER PAID PAYROLL BENEFITS

Bancfirst	FICA/Medicare	\$5,000.00	\$600.00
Community Care	Medical Insurance	\$18,000.00	\$5,750.00
Fire Pension	14% Fire Retirement	\$0.00	\$7,000.00
Mutual of Omaha	Life Insurance	\$300.00	\$90.00
OKMRF	6.8% Employee Retirement	\$4,000.00	\$0.00
Police Pension	13% Police Retirement	\$8,000.00	\$0.00
	TOTAL	\$35,300.00	\$13,440.00

*Please note that expenditures and encumbrances are shown based on 26 pay periods unless noted as semimonthly.

GENERAL FUND ENCUMBRANCES AND EXPENDITURES

Payroll and Benefits for approval February 16, 2025 through February 28, 2025

	BIWEEKLY	SEMI-MONTHLY
PAYROLL FOR EMPLOYEES	\$134,000.00	\$45,000.00

EMPLOYEE PAID PAYROLL BENEFITS INCLUDED IN PAYROLL

Bancfirst	Federal Tax Deposit	\$11,750.00	\$3,500.00
Bancfirst	State Tax Deposit	\$4,750.00	\$1,500.00
Bancfirst	FICA/Medicare Taxes	\$6,000.00	\$600.00
AFLAC	Accident Insurance	\$500.00	\$0.00
Benefits Resource Inc	Flex Plan	\$1,550.00	\$150.00
Community Care	Medical Insurance	\$500.00	\$1,000.00
Dearborn Life	Previous Life Insurance	\$150.00	\$0.00
Delta Dental	Dental Insurance	\$800.00	\$400.00
FF Dues	Firefighters Union/Station Dues	\$0.00	\$600.00
FOP DUES	Police Union Dues	\$600.00	\$0.00
Garnishments	Various CS, EDUC, GARNISH	\$300.00	\$450.00
OK Fire Pension	9% Fire Retirement	\$800.00	\$3,700.00
Mutual of Omaha	Life Insurance	\$375.00	\$75.00
OK Police Pension	8% Police Retirement	\$5,000.00	\$0.00
Vision Services Plan	Vision Insurance	\$150.00	\$50.00
VOYA	457 Retirement	\$1,800.00	\$0.00
	TOTAL	\$35,025.00	\$12,025.00

ADDITIONAL EMPLOYER PAID PAYROLL BENEFITS

Bancfirst	FICA/Medicare	\$5,500.00	\$600.00
Community Care	Medical Insurance	\$20,000.00	\$5,750.00
Fire Pension	14% Fire Retirement	\$0.00	\$7,000.00
Mutual of Omaha	Life Insurance	\$500.00	\$90.00
OKMRF	6.8% Employee Retirement	\$4,500.00	\$0.00
Police Pension	13% Police Retirement	\$8,500.00	\$0.00
	TOTAL	\$39,000.00	\$13,440.00

*Please note that expenditures and encumbrances are shown based on 26 pay periods unless noted as semimonthly.



PARENT ACCOUNT:
CITY OF JENKS 29

REPORT FOR:
CITY OF JENKS 29
2960-00-656689-7
DEC-24-2024 TO JAN-23-2025

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Financial Summary

ACCOUNT NUMBER	FLEET NAME
2960-00-656689-7	CITY OF JENKS 29

DEPARTMENT	DESCRIPTION	UNITS	COST OR FEE	TOTAL FEES	FUEL \$	OTHER \$	EXEMPTED TAX	NET \$	TOTAL FEES & PURCHASES
215	Unleaded Regular	73.37	2.692	0.00	196.81	0.00	-27.37	169.44	
	PERIOD			0.00	196.81	0.00	-27.37	169.44	169.44
	YTD			0.00	196.81	0.00	-27.37	169.44	169.44
252	Unleaded Regular	14.86	2.759	0.00	41.00	0.00	-5.54	35.46	
	PERIOD			0.00	41.00	0.00	-5.54	35.46	35.46
	YTD			0.00	41.00	0.00	-5.54	35.46	35.46
311	Unleaded Regular	2676.82	2.691	0.00	7203.23	0.00	-998.47	6204.76	
	PERIOD			0.00	7203.23	0.00	-998.47	6204.76	6204.76
	YTD			0.00	7203.23	0.00	-998.47	6204.76	6204.76
411	Regular Diesel #2	382.44	3.119	0.00	1191.70	0.00	-165.59	1026.11	
	Unleaded Regular	268.80	2.692	0.00	723.69	0.00	-100.27	623.42	
	PERIOD			0.00	1915.39	0.00	-265.86	1649.53	1649.53
	YTD			0.00	1915.39	0.00	-265.86	1649.53	1649.53
511	Unleaded Regular	193.37	2.698	0.00	521.73	0.00	-72.18	449.55	
	PERIOD			0.00	521.73	0.00	-72.18	449.55	449.55
	YTD			0.00	521.73	0.00	-72.18	449.55	449.55
521	Unleaded Plus	211.01	2.992	0.00	631.69	0.00	-78.71	552.98	
	PERIOD			0.00	631.69	0.00	-78.71	552.98	552.98
	YTD			0.00	631.69	0.00	-78.71	552.98	552.98
522	Unleaded Plus	21.49	3.099	0.00	66.61	0.00	-8.01	58.60	
	Unleaded Regular	136.58	2.683	0.00	366.08	0.00	-50.96	315.12	
	PERIOD			0.00	432.69	0.00	-58.97	373.72	373.72
	YTD			0.00	432.69	0.00	-58.97	373.72	373.72
531	Unleaded Plus	179.79	3.019	0.00	544.51	0.00	-67.06	477.45	
	Unleaded Regular	30.96	2.649	0.00	82.00	0.00	-11.54	70.46	
	PERIOD			0.00	626.51	0.00	-78.60	547.91	547.91
	YTD			0.00	626.51	0.00	-78.60	547.91	547.91
533	Unleaded Regular	287.32	2.707	0.00	777.46	0.00	-107.15	670.31	
	PERIOD			0.00	777.46	0.00	-107.15	670.31	670.31
	YTD			0.00	777.46	0.00	-107.15	670.31	670.31
561	Unleaded Plus	41.84	3.099	0.00	129.67	0.00	-15.61	114.06	
	Unleaded Regular	49.01	2.639	0.00	128.47	0.00	-18.29	110.18	
	Unleaded Super	64.29	3.337	0.00	214.39	0.00	-23.97	190.42	
	PERIOD			0.00	472.53	0.00	-57.87	414.66	414.66
	YTD			0.00	472.53	0.00	-57.87	414.66	414.66



PARENT ACCOUNT:
CITY OF JENKS 29

REPORT FOR:
CITY OF JENKS 29
2960-00-656689-7
DEC-24-2024 TO JAN-23-2025

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END OF REPORT

Financial Summary

ACCOUNT NUMBER	FLEET NAME
2960-00-656689-7	CITY OF JENKS 29

DEPARTMENT	DESCRIPTION	UNITS	COST OR FEE	TOTAL FEES	FUEL \$	OTHER \$	EXEMPTED TAX	NET \$	TOTAL FEES & PURCHASES
562	Unleaded Regular	113.71	2.715	0.00	308.37	0.00	-42.40	265.97	
	PERIOD			0.00	308.37	0.00	-42.40	265.97	265.97
	YTD			0.00	308.37	0.00	-42.40	265.97	265.97
919	Regular Diesel #2	24.65	3.169	0.00	78.11	0.00	-10.67	67.44	
	Unleaded Regular	14.34	2.789	0.00	39.99	0.00	-5.34	34.65	
	PERIOD			0.00	118.10	0.00	-16.01	102.09	102.09
	YTD			0.00	118.10	0.00	-16.01	102.09	102.09
Unassigned	Rebate	4784.54	0.020	-95.69	0.00	0.00	0.00	0.00	
	PERIOD			-95.69	0.00	0.00	0.00	0.00	-95.69
	YTD			0.00	0.00	0.00	0.00	0.00	0.00
ACCOUNT TOTALS	Regular Diesel #2	407.09	6.288	0.00	1269.81	0.00	-176.26	1093.55	
	Unleaded Plus	454.13	12.209	0.00	1372.48	0.00	-169.39	1203.09	
	Unleaded Regular	3859.14	29.714	0.00	10388.83	0.00	-1439.51	8949.32	
	Unleaded Super	64.29	3.337	0.00	214.39	0.00	-23.97	190.42	
	Rebate	4784.54	0.020	-95.69	0.00	0.00	0.00	0.00	
	PERIOD			-95.69	13245.51	0.00	-1809.13	11436.38	11340.69
	YTD			0.00	13245.51	0.00	-1809.13	11436.38	11436.38
ACCOUNTS RECEIVABLE SUMMARY - Invoice 102370055 PREVIOUS BALANCE 10861.34 PAYMENTS -10861.34 PURCHASES 11436.38 DEBITS 0.00 CREDITS 0.00 QuikTrip Rebate -95.69 ANCILLARIES 0.00 AMOUNT DUE 11340.69									

Transaction Date	Transaction Time	Card Number	Custom Vehicle/Asset ID	Units	Product	Merchant Name	Merchant Address	Merchant City	Merchant State / Province	Merchant Postal Code	Current Odometer	Adjusted Odometer	Driver Last Name	Driver Department	Department
12/22/2024	22:49:27	****00811	311 17 2923	5.915	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	108235		miller	311	311
12/23/2024	05:27:46	****00281	311 14 0892	12	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	102565		zumwalt	315	311
12/23/2024	08:25:12	****00841	311 14 0891	12.69	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	91799		MCFARLAND	311	311
12/23/2024	12:00:57	****01471	411 603 COMMAND 3	5.971	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	41955		flora	411	411
12/23/2024	12:23:52	****01811	561 627 19 FORD	13.66	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	132176		ABBATE	561	561
12/23/2024	14:03:46	****00131	311 14 0890	12.02	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	104823		SEMKE	311	311
12/23/2024	14:14:54	****01761	311 23 7425	18.71	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	12742		Jackson	311	311
12/23/2024	19:26:35	****01451	411 ENGINE 2	12.79	DSL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	56098	56320	MCCAWLEY	411	411
12/23/2024	22:08:06	****01351	311 18 3661	10.97	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	77194	78032	Boileau	311	311
12/23/2024	22:20:01	****01302	311 18 9938	8.957	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	104446		SANCHEZ	311	311
12/24/2024	00:21:43	****00811	311 17 2923	4.139	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	108262		miller	311	311
12/24/2024	07:59:03	****01311	311 18 3659	11.1	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	97033		PIERCE	311	311
12/24/2024	08:16:51	****01871	311 25 8786	14.82	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	2049		simmons	311	311
12/24/2024	08:56:22	****01631	311 21 3044	16.87	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	47287		Galloway	311	311
12/24/2024	09:26:12	****00281	311 14 0892	8.789	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	102694	102646	zumwalt	315	311
12/24/2024	21:46:54	****00801	311 15 3007	13.26	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	96747		golliday	311	311
12/24/2024	21:47:17	****01261	311 18 4849	6.642	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	94543		TURNER	315	311
12/25/2024	10:13:51	****01641	311 21 3180	14.25	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	24458	24857	MARKHAM	311	311
12/25/2024	10:19:59	****01463	411 ENGINE 1	13.92	DSL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	54666		KRIMBILL	411	411
12/25/2024	10:44:27	****01501	311 20 4189	9.18	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	48229		Goode	311	311
12/25/2024	21:20:23	****00151	311 MISC	9.883	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	133225		KNOWLTON	311	311
12/25/2024	21:26:40	****01321	311 18 3660	8.007	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	101260	101116	MARTIN	311	311
12/25/2024	22:03:40	****01351	311 18 3661	8.246	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	77783	78156	Boileau	311	311
12/26/2024	03:04:31	****00801	311 15 3007	13.65	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	96934		golliday	311	311
12/26/2024	05:45:30	****01541	311 20 4199	8.025	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	80380		LUTTRELL	311	311
12/26/2024	14:06:11	****00051	311 17 4535	10.54	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	77023	77063	SPINNER	311	311
12/26/2024	21:20:01	****01531	311 20 4197	11.35	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	43534		Solomon	311	311
12/26/2024	21:38:18	****01261	311 18 4849	8.901	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	94642		MARTIN	311	311
12/26/2024	23:15:10	****01341	311 18 9940	12.67	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	68082		COLE	311	311
12/27/2024	03:57:06	****01261	311 18 4849	2.89	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	94671		MARTIN	311	311
12/27/2024	04:50:10	****00801	311 15 3007	9.092	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	97039		golliday	311	311
12/27/2024	06:01:32	****01291	311 18 3658	8.605	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	78813		Hash	311	311
12/27/2024	07:13:18	****01811	561 627 19 FORD	13.97	SUP	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	132376		ABBATE	561	561
12/27/2024	10:58:14	****01231	562 10 0502	27.43	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	109420	109937	FOSTER	562	562
12/27/2024	14:57:06	****00151	311 MISC	11.34	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	133358		KNOWLTON	311	311
12/27/2024	15:59:39	****00111	311 13 9781	5.764	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	133652	133711	KNOWLTON	311	311
12/27/2024	21:13:41	****01321	311 18 3660	5.179	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	101327		MARTIN	311	311
12/27/2024	21:27:16	****00051	311 17 4535	8.212	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	77100		SPINNER	311	311
12/27/2024	22:21:05	****00811	311 17 2923	7.229	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	108326		miller	311	311
12/28/2024	01:21:47	****01641	311 21 3180	12.97	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	24268	24994	MARKHAM	311	311
12/28/2024	05:43:19	****01541	311 20 4199	6.721	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	80470		LUTTRELL	311	311
12/28/2024	05:47:38	****01631	311 21 3044	9.873	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	47379		Galloway	311	311
12/28/2024	09:47:54	****01311	311 18 3659	10.6	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	97177		PIERCE	311	311
12/28/2024	12:33:57	****00841	311 14 0891	13.16	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	91930		MCFARLAND	311	311
12/28/2024	14:15:49	****00291	311 16 6483	9.527	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	104712		DAVIS	311	311
12/28/2024	14:50:28	****01421	411 TRUCK 1	14.63	DSL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	25118		IRELAND	411	411
12/28/2024	15:04:15	****01471	411 603 COMMAND 3	6.919	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	42027		MARTINEZ	411	411
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12/29/2024	05:59:40	****01291	311 18 3658	9.142	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	78890		Hash	311	311
12/29/2024	13:52:37	****01341	311 18 9940	12.33	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	68207		COLE	311	311
12/29/2024	13:55:25	****00051	311 17 4535	9.025	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	77191		SPINNER	311	311
12/29/2024	14:26:43	****01321	311 18 3660	12.19	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	101467		MARTIN	311	311
12/29/2024	15:55:25	****01731	311 23 7435	17.35	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	23960		NUNNELEE	315	311
12/29/2024	22:12:55	****01341	311 18 9940	5.555	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	68270		COLE	311	311
12/30/2024	00:51:45	****01351	311 18 3661	11.56	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	77925		Boileau	311	311
12/30/2024	04:39:31	****00801	311 15 3007	9.752	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	97156		golliday	311	311
12/30/2024	05:27:40	****00281	311 14 0892	10.62	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	102860		zumwalt	315	311
12/30/2024	06:58:16	****01631	311 21 3044	8.439	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	47460		Galloway	311	311
12/30/2024	10:54:12	****01463	411 ENGINE 1	16.24	DSL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	54741		KRIMBILL	411	411
12/30/2024	12:54:35	****01781	411 602 COMMAND 2	18.83	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	13215		ZICKEFOOSE	411	411
12/30/2024	14:09:42	****00051	311 17 4535	8.285	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	77277		SPINNER	311	311
12/30/2024	15:43:22	****00901	311 17 4536	11.78	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	63039	62913	Mcenulty	311	311
12/30/2024	23:45:39	****00411	311 13 9181	5.638	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	77056	77144	miller	311	311
12/31/2024	05:52:37	****01631	311 21 3044	2.986	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	47494		Galloway	311	311
12/31/2024	06:30:14	****01261	311 18 4849	7.258	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	94742		miller	311	311

12/31/2024 07:57:38	****00231	311 17 2922	15.53 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	121086	CHANDLEE	311	311
12/31/2024 08:20:27	****01871	311 25 8786	17.54 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	2326	simmons	311	311
12/31/2024 08:23:09	****00281	311 14 0892	7.417 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	102977	zumwalt	315	311
12/31/2024 10:10:43	****01471	411 603 COMMAND 3	8.432 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	42115	morris	411	411
12/31/2024 12:25:42	****01811	561 627 19 FORD	20.96 SUP	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	185633	ABBATE	561	561
12/31/2024 13:35:43	****00051	311 17 4535	6.392 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	77347	SPINNER	311	311
12/31/2024 14:01:04	****00131	311 14 0890	13.76 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	105001	SEMKE	311	311
12/31/2024 14:11:42	****00291	311 16 6483	8.485 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	104789	DAVIS	311	311
12/31/2024 16:42:48	****01531	311 20 4197	11.36 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	43609	Solomon	311	311
12/31/2024 17:11:21	****01451	411 ENGINE 2	18.23 DSL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	56446	SCHULTZE	411	411
12/31/2024 20:03:10	****00111	311 13 9781	6.527 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	133703	KNOWLTON	311	311
12/31/2024 23:01:55	****01351	311 18 3661	8.523 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	77990	Boileau	311	311
12/31/2024 23:26:35	****00801	311 15 3007	13.68 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	97332	golliday	311	311
01/01/2025 06:04:45	****01501	311 20 4189	15.22 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	48430	Goode	311	311
01/01/2025 10:55:18	****01463	411 ENGINE 1	10.79 DSL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	54808	SMITH	411	411
01/01/2025 16:15:57	****00151	311 MISC	10.94 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	133602	KNOWLTON	311	311
01/02/2025 03:49:54	****00801	311 15 3007	13.49 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	97503	golliday	311	311
01/02/2025 18:32:44	****00151	311 MISC	10.99 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	133728	KNOWLTON	311	311
01/02/2025 18:51:01	****00841	311 14 0891	11.08 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	92055	TURNER	315	311
01/02/2025 21:50:56	****01641	311 21 3180	15.67 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	24808	25159 MARKHAM	311	311
01/03/2025 04:42:12	****00411	311 13 9181	8.167 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	77140	millar	311	311
01/03/2025 05:34:08	****00801	311 15 3007	9.64 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	97614	golliday	311	311
01/03/2025 05:43:25	****01541	311 20 4199	6.019 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	80555	LUTTRELL	311	311
01/03/2025 06:26:13	****01291	311 18 3658	8.294 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	78949	Hash	311	311
01/03/2025 07:46:20	****01281	311 18 0441	10.64 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	44728	SCOTTD	311	311
01/03/2025 08:57:30	****01463	411 ENGINE 1	12.08 DSL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	54859	IRELAND	411	411
01/03/2025 09:00:58	****01311	311 18 3659	9.053 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	97290	PIERCE	311	311
01/03/2025 09:53:09	****01231	562 10 0502	26.92 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	109999	110336 FOSTER	562	562
01/03/2025 11:54:05	****01811	561 627 19 FORD	10.56 SUP	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	132176	ABBATE	561	561
01/03/2025 12:23:56	****01871	311 25 8786	15.8 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	2583	simmons	311	311
01/03/2025 12:36:57	****00341	411 UTILITY 2	14.36 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	119096	SCHULTZE	411	411
01/03/2025 13:55:55	****00131	311 14 0890	9.174 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	107524	105125 SEMKE	311	311
01/03/2025 15:18:12	****01471	411 603 COMMAND 3	10.05 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	42221	morris	411	411
01/03/2025 19:03:37	****01321	311 18 3660	6.052 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	101718	101532 MARTIN	311	311
01/03/2025 21:49:40	****01302	311 18 9938	7.896 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	104570	104533 SANCHEZ	311	311
01/03/2025 22:40:19	****00151	311 MISC	10.06 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	133848	KNOWLTON	311	311
01/03/2025 23:04:53	****01451	411 ENGINE 2	17.9 DSL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	56521	LAMBIDIN	411	411
01/03/2025 23:38:03	****00811	311 17 2923	8.336 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	108384	millar	311	311
01/04/2025 05:46:42	****01541	311 20 4199	4.89 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	80618	LUTTRELL	311	311
01/04/2025 05:49:34	****01631	311 21 3044	13.73 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	47625	Galloway	311	311
01/04/2025 06:03:46	****00841	311 14 0891	12.03 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	92211	MCFARLAND	311	311
01/04/2025 07:17:24	****01271	311 18 4850	7.588 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	60573	ARNOLD	311	311
01/04/2025 09:54:08	****00281	311 14 0892	9.063 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	10397	103119 zumwalt	315	311
01/04/2025 09:58:15	****01291	311 18 3658	5.324 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	78984	Hash	311	311
01/04/2025 10:17:36	****01311	311 18 3659	9.666 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	97427	PIERCE	311	311
01/04/2025 13:58:41	****01771	411 601 COMMAND 1	22 UNL	Quiktrip 0106	91 W 141st St	Glenpool	OK	74033	30782	30541 OSTRUM	411	411
01/04/2025 14:45:23	****01341	311 18 9940	13.85 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	68832	68406 COLE	311	311
01/04/2025 21:02:24	****01731	311 23 7435	20.48 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	24243	NUNNELEE	315	311
01/04/2025 21:18:47	****00151	311 MISC	11.31 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	133979	KNOWLTON	311	311
01/04/2025 21:38:01	****01302	311 18 9938	9.026 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	104682	SANCHEZ	311	311
01/04/2025 23:23:29	****00811	311 17 2923	8.493 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	108485	millar	311	311
01/05/2025 00:48:13	****01351	311 18 3661	10.66 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	78082	Boileau	311	311
01/05/2025 05:42:24	****01631	311 21 3044	6.523 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	47688	Galloway	311	311
01/05/2025 05:49:12	****01541	311 20 4199	6.768 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	80715	LUTTRELL	311	311
01/05/2025 08:21:08	****01463	411 ENGINE 1	10.69 DSL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	54912	MITCHELL	411	411
01/05/2025 12:31:33	****01311	311 18 3659	7.102 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	97497	PIERCE	311	311
01/05/2025 13:20:32	****01541	311 20 4199	6.016 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	80804	LUTTRELL	311	311
01/05/2025 18:02:18	****00111	311 13 9781	6.214 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	133750	KNOWLTON	311	311
01/05/2025 18:55:37	****00051	311 17 4535	4.958 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	77388	SPINNER	311	311
01/05/2025 22:04:05	****00151	311 MISC	9.439 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	134087	KNOWLTON	311	311
01/05/2025 22:34:32	****01302	311 18 9938	10.53 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	104817	SANCHEZ	311	311
01/05/2025 22:42:48	****00811	311 17 2923	7.106 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	108555	millar	311	311
01/06/2025 11:34:21	****01851	311 25 9080	16.82 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	214	simpson-brow	311	311
01/06/2025 11:54:44	****01861	311 25 7838	17.32 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	211	simpson-brow	311	311
01/06/2025 12:11:42	****01831	311 25 8794	16.71 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	212	simpson-brow	311	311
01/06/2025 12:30:01	****01841	311 25 9123	18.54 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	211	simpson-brow	311	311
01/06/2025 13:23:25	****01362	411 604 FMARSHAL1	22.47 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	97246	o brien	411	411

01/06/2025 13:36:28	****01771	411 601 COMMAND 1	18.62 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	31036	31097 OSTRUM	411	411
01/06/2025 14:02:47	****01631	311 21 3044	12.01 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	47800	Galloway	311	311
01/06/2025 14:06:34	****01341	311 18 9940	10.66 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	68457	68511 COLE	311	311
01/06/2025 16:02:07	****00231	311 17 2922	14.03 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	121284	CHANDLEE	311	311
01/06/2025 16:50:29	****00291	311 16 6483	6.604 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	104849	DAVIS	311	311
01/06/2025 21:50:32	****00801	311 15 3007	13.09 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	97774	golliday	311	311
01/06/2025 22:15:24	****01302	311 18 9938	9.028 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	104917	SANCHEZ	311	311
01/06/2025 23:08:09	****01351	311 18 3661	9.632 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	78117	78165 Boileau	311	311
01/06/2025 23:26:39	****00811	311 17 2923	6.169 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	108608	millar	311	311
01/07/2025 08:52:08	****00281	311 14 0892	10.82 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	103210	103288 zumwalt	315	311
01/07/2025 09:36:53	****01751	311 23 7303	15.93 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	22948	simpson-brow	311	311
01/07/2025 10:01:16	****01761	311 23 7425	17.74 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	12979	Jackson	311	311
01/07/2025 13:13:44	****01463	411 ENGINE 1	12.97 DSL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	54996	SMITH	411	411
01/07/2025 13:22:34	****01831	311 25 8794	1.176 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	214	KNOWLTON	311	311
01/07/2025 13:52:44	****00131	311 14 0890	7.459 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	105201	SEMKE	311	311
01/07/2025 13:52:56	****00841	311 14 0891	9.716 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	92325	MCFARLAND	311	311
01/07/2025 15:10:37	****01451	411 ENGINE 2	18.26 DSL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	56606	MCCAWLEY	411	411
01/07/2025 15:55:25	****00051	311 17 4535	9.91 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	77468	77513 SPINNER	311	311
01/07/2025 21:56:55	****01302	311 18 9938	13.21 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	105078	SANCHEZ	311	311
01/07/2025 22:35:10	****01641	311 21 3180	13.55 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	24932	25462 MARKHAM	311	311
01/08/2025 02:24:36	****01471	411 603 COMMAND 3	6.983 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	42292	flora	411	411
01/08/2025 04:49:12	****00801	311 15 3007	8.062 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	97854	golliday	311	311
01/08/2025 06:06:37	****01501	311 20 4189	14.44 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	48589	Goode	311	311
01/08/2025 06:52:08	****01291	311 18 3658	7.016 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	79029	Hash	311	311
01/08/2025 07:44:30	****01871	311 25 8786	15.78 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	2830	simmons	311	311
01/08/2025 09:26:07	****00281	311 14 0892	8.552 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	103316	103472 zumwalt	315	311
01/08/2025 12:36:23	****01631	311 21 3044	13.57 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	47945	Galloway	311	311
01/08/2025 16:10:51	****01811	561 627 19 FORD	18.8 SUP	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	17368	ABBATE	561	561
01/08/2025 21:53:51	****01831	311 25 8794	9.484 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	317	KNOWLTON	311	311
01/09/2025 02:31:39	****01351	311 18 3661	11.16 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	78186	Boileau	311	311
01/09/2025 04:51:33	****00801	311 15 3007	8.393 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	97944	golliday	311	311
01/09/2025 05:48:15	****01541	311 20 4199	9.063 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	80929	LUTTRELL	311	311
01/09/2025 07:34:58	****01271	311 18 4850	6.561 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	60666	ARNOLD	311	311
01/09/2025 08:03:30	****00231	311 17 2922	15.78 UNL	Quiktrip 0024	18 S 193rd East Ave	Tulsa	OK	74108	121503	CHANDLEE	311	311
01/09/2025 08:09:08	****01463	411 ENGINE 1	11.23 DSL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	55065	Landkamer	411	411
01/09/2025 11:31:47	****00841	311 14 0891	11.82 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	92489	MCFARLAND	311	311
01/09/2025 13:25:14	****01231	562 10 0502	18.18 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	110150	FOSTER	562	562
01/09/2025 13:38:04	****01731	311 23 7435	16.63 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	24463	NUNNELEE	315	311
01/09/2025 14:41:56	****00051	311 17 4535	5.85 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	77529	SPINNER	311	311
01/09/2025 21:06:28	****00131	311 14 0890	9.988 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	105302	SEMKE	311	311
01/09/2025 22:12:15	****01831	311 25 8794	7.947 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	410	KNOWLTON	311	311
01/09/2025 22:12:47	****01341	311 18 9940	8.794 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	68542	COLE	311	311
01/10/2025 00:47:00	****01641	311 21 3180	12.96 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	25064	25803 MARKHAM	311	311
01/10/2025 00:54:06	****00811	311 17 2923	7.14 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	108667	millar	311	311
01/10/2025 03:52:59	****00801	311 15 3007	10.89 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	98080	golliday	311	311
01/10/2025 06:12:49	****01291	311 18 3658	8.015 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	79086	Hash	311	311
01/10/2025 06:38:36	****01541	311 20 4199	6.683 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	81020	LUTTRELL	311	311
01/10/2025 07:33:53	****01471	411 603 COMMAND 3	10.04 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	42396	flora	411	411
01/10/2025 09:13:50	****01751	311 23 7303	12.9 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	23122	simpson-brow	311	311
01/10/2025 11:29:50	****01451	411 ENGINE 2	13.4 DSL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	56693	MCCAWLEY	411	411
01/10/2025 13:10:20	****00841	311 14 0891	6.314 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	92558	MCFARLAND	311	311
01/10/2025 15:32:30	****01811	561 627 19 FORD	35.35 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	132447	PAYNE	523	561
01/10/2025 18:30:43	****01851	311 25 9080	17.49 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	310	Solomon	311	311
01/10/2025 18:30:53	****01463	411 ENGINE 1	13.7 DSL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	55143	SMITH	411	411
01/10/2025 21:13:40	****00151	311 MISC	6.86 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	134166	TURNER	315	311
01/10/2025 21:43:06	****00051	311 17 4535	7.983 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	77612	SPINNER	311	311
01/10/2025 22:08:11	****00111	311 13 9781	11.93 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	133905	133840 SANCHEZ	311	311
01/10/2025 22:29:21	****01831	311 25 8794	8.078 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	510	KNOWLTON	311	311
01/11/2025 05:44:19	****01541	311 20 4199	7.501 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	81144	LUTTRELL	311	311
01/11/2025 08:23:17	****01321	311 18 3660	6.541 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	101978	101602 simmons	311	311
01/11/2025 11:34:55	****01871	311 25 8786	17.48 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	3114	simmons	311	311
01/11/2025 14:17:54	****01861	311 25 7838	12.24 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	305	DAVIS	311	311
01/11/2025 14:29:45	****01451	411 ENGINE 2	15.02 DSL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	56808	56756 SMITH	411	411
01/11/2025 14:45:01	****01771	411 601 COMMAND 1	20.84 UNL	Quiktrip 0036	1040 E Taft Ave	Sapulpa	OK	74066	33138	31719 OSTRUM	411	411
01/11/2025 20:36:09	****01261	311 18 4849	5.123 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	94783	MARTIN	311	311
01/11/2025 21:51:16	****00811	311 17 2923	9.662 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	108775	millar	311	311
01/11/2025 21:54:00	****01302	311 18 9938	13.85 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	105231	SANCHEZ	311	311

01/11/2025 22:14:51	****01831	311 25 8794	7.956 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	595	KNOWLTON	311	311
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01/12/2025 09:24:07	****01541	311 20 4199	5.772 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	81224	LUTTRELL	311	311
01/12/2025 11:04:53	****01631	311 21 3044	12.9 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	48087	Galloway	311	311
01/12/2025 11:33:30	****01463	411 ENGINE 1	12.77 DSL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	55229	IRELAND	411	411
01/12/2025 12:36:39	****01341	311 18 9940	12.42 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	68644	COLE	311	311
01/12/2025 13:31:23	****00051	311 17 4535	8.694 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	77696	SPINNER	311	311
01/12/2025 13:32:15	****01851	311 25 9080	10.39 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	362	Solomon	311	311
01/12/2025 22:00:20	****01351	311 18 3661	8.532 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	78233	Boileau	311	311
01/12/2025 22:16:59	****01302	311 18 9938	10 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	105360	SANCHEZ	311	311
01/13/2025 04:20:54	****00801	311 15 3007	12.39 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	98223	golliday	311	311
01/13/2025 08:59:36	****00281	311 14 0892	7.102 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	103400	103625 zumwalt	315	311
01/13/2025 13:39:39	****01281	311 18 0441	11.69 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	44888	SCOTTD	311	311
01/13/2025 14:35:18	****00051	311 17 4535	7.901 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	77790	SPINNER	311	311
01/13/2025 14:40:44	****01463	411 ENGINE 1	4.338 DSL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	55249	SMITH	411	411
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01/13/2025 22:19:48	****01302	311 18 9938	11.49 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	105504	SANCHEZ	311	311
01/13/2025 22:24:34	****01531	311 20 4197	9.724 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	43806	43668 miller	311	311
01/14/2025 04:58:16	****00801	311 15 3007	8.676 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	98343	golliday	311	311
01/14/2025 09:49:55	****01501	311 20 4189	14.42 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	48737	Goode	311	311
01/14/2025 10:34:03	****00231	311 17 2922	11.98 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	121690	CHANDLEE	311	311
01/14/2025 11:06:38	****00501	311 11 1550	16.36 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	98121	Bowdle	311	311
01/14/2025 11:50:17	****00841	311 14 0891	13.67 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	92730	MCFARLAND	311	311
01/14/2025 12:18:14	****01741	311 23 7347	19.82 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	7948	Shouse	311	311
01/14/2025 12:54:06	****00901	311 17 4536	11.32 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	63206	McNulty	311	311
01/14/2025 14:01:50	****00051	311 17 4535	6.019 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	77861	SPINNER	311	311
01/14/2025 14:20:08	****01861	311 25 7838	12.53 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	428	DAVIS	311	311
01/14/2025 21:42:25	****01351	311 18 3661	10.16 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	78307	Boileau	311	311
01/14/2025 22:12:05	****01302	311 18 9938	9.645 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	105613	SANCHEZ	311	311
01/15/2025 01:45:55	****01641	311 21 3180	12.27 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	25212	26125 MARKHAM	311	311
01/15/2025 05:27:05	****00281	311 14 0892	7.771 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	103489	zumwalt	315	311
01/15/2025 07:18:48	****01271	311 18 4850	7.818 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	60789	ARNOLD	311	311
01/15/2025 08:25:54	****01771	411 601 COMMAND 1	23.14 UNL	Quiktrip 0036	1040 E Taft Ave	Sapulpa	OK	74066	31690	32410 OSTRUM	411	411
01/15/2025 10:16:23	****01463	411 ENGINE 1	11.68 DSL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	55324	Landkamer	411	411
01/15/2025 13:39:29	****01831	311 25 8794	11.11 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	741	KNOWLTON	311	311
01/15/2025 18:20:54	****01471	411 603 COMMAND 3	7.688 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	42548	morris	411	411
01/15/2025 19:00:29	****01731	311 23 7435	19.45 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	24732	NUNNELEE	315	311
01/15/2025 21:43:29	****00801	311 15 3007	11.96 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	98504	golliday	311	311
01/15/2025 21:56:55	****01831	311 25 8794	5.622 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	792	KNOWLTON	311	311
01/15/2025 22:20:01	****00131	311 14 0890	14.08 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	105472	SEMKE	311	311
01/16/2025 03:24:51	****01351	311 18 3661	7.388 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	78351	Boileau	311	311
01/16/2025 05:50:18	****01541	311 20 4199	7.68 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	81327	LUTTRELL	311	311
01/16/2025 06:55:09	****01291	311 18 3658	9.211 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	79241	Hash	311	311
01/16/2025 09:28:18	****01231	562 10 0502	26.9 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	110500	110402 FOSTER	562	562
01/16/2025 10:09:59	****00771	561 649 04 FORD	22.52 UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	148362	CROUCHER	521	561
01/16/2025 11:27:21	****01451	411 ENGINE 2	14.39 DSL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	56970	OSGOOD	411	411
01/16/2025 13:02:04	****00291	311 16 6483	7.64 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	104908	Hash	311	311
01/16/2025 13:50:00	****00841	311 14 0891	8.5 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	92829	MCFARLAND	311	311
01/16/2025 16:02:50	****01851	311 25 9080	12.6 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	434	Solomon	311	311
01/16/2025 16:54:34	****01751	311 23 7303	19.58 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	23241	23386 simpson-brow	311	311
01/16/2025 18:43:15	****01811	561 627 19 FORD	19.32 UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	132477	ABBATE	561	561
01/16/2025 21:38:02	****01831	311 25 8794	7.563 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	8794	KNOWLTON	311	311
01/17/2025 02:02:58	****00801	311 15 3007	14.21 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	98709	golliday	311	311
01/17/2025 05:49:15	****01541	311 20 4199	6.251 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	81412	LUTTRELL	311	311
01/17/2025 08:01:31	****01871	311 25 8786	15.66 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	3362	simmons	311	311
01/17/2025 11:44:46	****01421	411 TRUCK 1	16.73 DSL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	25711	25174 MITCHELL	411	411
01/17/2025 12:22:15	****01311	311 18 3659	4.294 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	97543	SANCHEZ	315	311
01/17/2025 12:38:22	****00351	311 13 4107	9.433 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	104242	parker	315	311
01/17/2025 12:47:50	****01641	311 21 3180	12.79 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	25358	MARKHAM	311	311
01/17/2025 14:10:12	****00051	311 17 4535	6.895 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	77933	SPINNER	311	311
01/17/2025 14:32:58	****01463	411 ENGINE 1	14.52 DSL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	55393	KRIBBILL	411	411
01/17/2025 19:27:44	****01471	411 603 COMMAND 3	7.784 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	42635	knoepfel	411	411
01/17/2025 21:38:17	****00051	311 MISC	7.733 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	134246	TURNER	315	311
01/17/2025 22:10:47	****01531	311 20 4197	10.22 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	43909	miller	311	311
01/17/2025 22:38:51	****01302	311 18 9938	9.684 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	105725	SANCHEZ	311	311
01/18/2025 05:48:55	****01541	311 20 4199	5.741 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	81476	LUTTRELL	311	311

01/18/2025 06:58:53	****01291	311 18 3658	6.07 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	79285	Hash	311	311
01/18/2025 07:14:09	****01271	311 18 4850	6.211 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	60882	ARNOLD	311	311
01/18/2025 11:50:17	****00841	311 14 0891	11.83 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	92987	MCFARLAND	311	311
01/18/2025 13:04:03	****01451	411 ENGINE 2	15.16 DSL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	57043	SCHULTZE	411	411
01/18/2025 17:50:21	****01311	311 18 3659	7.19 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	97621	SPINNER	311	311
01/18/2025 18:22:44	****01831	311 25 8794	11.37 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	1021	KNOWLTON	311	311
01/18/2025 21:44:29	****01851	311 25 9080	16 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	570	Solomon	311	311
01/18/2025 22:10:29	****01302	311 18 9938	10.04 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	105838	SANCHEZ	311	311
01/19/2025 06:48:12	****01281	311 18 0441	10.45 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	45026	SCOTT	311	311
01/19/2025 06:58:05	****00231	311 17 2922	13.98 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	121900	CHANDLEE	311	311
01/19/2025 07:13:38	****01531	311 20 4197	13.11 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	44068	miller	311	311
01/19/2025 07:17:20	****01501	311 20 4189	13.23 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	48868	Goode	311	311
01/19/2025 07:37:08	****01771	411 601 COMMAND 1	22.77 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	32016	33090 OSTRUM	411	411
01/19/2025 10:21:26	****01362	411 604 FMARSHAL1	20.95 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	97485	o brien	411	411
01/19/2025 12:29:01	****01471	411 603 COMMAND 3	7.865 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	42715	flora	411	411
01/19/2025 12:29:26	****01463	411 ENGINE 1	12.41 DSL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	55452	SMITH	411	411
01/19/2025 13:27:19	****01841	311 25 9123	12.98 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	335	PIERCE	311	311
01/19/2025 14:06:25	****01861	311 25 7838	11.72 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	541	DAVIS	311	311
01/19/2025 19:42:40	****01321	311 18 3660	6.751 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	102267	MARTIN	311	311
01/19/2025 22:02:14	****01831	311 25 8794	10.74 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	1107	KNOWLTON	311	311
01/19/2025 23:42:20	****01302	311 18 9938	9.681 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	105943	SANCHEZ	311	311
01/20/2025 01:56:53	****01351	311 18 3661	10.29 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	78432	Boileau	311	311
01/20/2025 04:35:53	****00801	311 15 3007	10.6 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	98840	golliday	311	311
01/20/2025 05:40:54	****01631	311 21 3044	13.22 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	48220	Galloway	311	311
01/20/2025 05:46:07	****01541	311 20 4199	6.456 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	81560	LUTTRELL	311	311
01/20/2025 08:29:42	****00841	311 14 0891	11.42 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	93107	MCFARLAND	311	311
01/20/2025 14:06:06	****01311	311 18 3659	11.92 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	97720	SPINNER	311	311
01/20/2025 19:02:31	****01851	311 25 9080	5.164 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	599	Solomon	311	311
01/20/2025 22:10:06	****00131	311 14 0890	10.38 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	105589	SEMKE	311	311
01/20/2025 22:40:51	****01302	311 18 9938	8.248 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	106049	SANCHEZ	311	311
01/20/2025 22:59:45	****01531	311 20 4197	7.987 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	44166	miller	311	311
01/20/2025 22:59:56	****01341	311 18 9940	11.32 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	68732	COLE	311	311
01/21/2025 04:37:08	****00801	311 15 3007	10.84 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	98980	golliday	311	311
01/21/2025 05:28:58	****00281	311 14 0892	10.13 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	103609	zumwalt	315	311
01/21/2025 05:39:19	****01541	311 20 4199	7.174 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	81567	81661 LUTTRELL	311	311
01/21/2025 05:39:52	****01631	311 21 3044	6.995 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	48282	Galloway	311	311
01/21/2025 07:58:23	****01463	411 ENGINE 1	11.9 DSL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	55529	IRELAND	411	411
01/21/2025 12:27:55	****01231	562 10 0502	14.28 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	110700	110536 FOSTER	562	562
01/21/2025 12:29:40	****01841	311 25 9123	14.34 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	522	PIERCE	311	311
01/21/2025 13:38:21	****01471	411 603 COMMAND 3	6.249 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	42785	morris	411	411
01/21/2025 14:09:10	****01311	311 18 3659	6.813 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	97794	SPINNER	311	311
01/21/2025 15:46:10	****01451	411 ENGINE 2	12.4 DSL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	57113	SCHULTZE	411	411
01/21/2025 18:20:09	****01731	311 23 7435	21.25 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	25012	NUNNELEE	315	311
01/21/2025 21:58:21	****01351	311 18 3661	6.158 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	78741	78477 Boileau	311	311
01/21/2025 22:12:48	****01302	311 18 9938	10.15 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	106184	SANCHEZ	311	311
01/22/2025 00:21:36	****01531	311 20 4197	6.938 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	44272	miller	311	311
01/22/2025 05:36:48	****01631	311 21 3044	6.653 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	48357	Galloway	311	311
01/22/2025 05:46:06	****01541	311 20 4199	7.794 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	81767	81677 LUTTRELL	311	311
01/22/2025 06:05:32	****01501	311 20 4189	13.02 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	48966	Goode	311	311
01/22/2025 06:54:15	****00291	311 16 6483	7.147 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	104959	Hash	311	311
01/22/2025 07:23:28	****01271	311 18 4850	6.699 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	60970	ARNOLD	311	311
01/22/2025 13:13:12	****00281	311 14 0892	9.751 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	103697	zumwalt	315	311
01/22/2025 14:23:27	****01861	311 25 7838	11.86 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	635	DAVIS	311	311
01/22/2025 20:13:20	****01463	411 ENGINE 1	12.11 DSL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	55587	SMITH	411	411
01/22/2025 22:10:38	****01831	311 25 8794	8.63 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	1186	KNOWLTON	311	311



CITY OF JENKS

211 NORTH ELM STREET • P.O. BOX 2007
JENKS, OKLAHOMA 74037-2007
PHONE (918) 299-5883 • FAX (918) 299-4489

To: Councilmembers

From: Brandon Macy, City Clerk

Date: January 31, 2025

Re: Council Code of Ethics Review and Acknowledgement

I've attached the Council Code of Ethics (adopted in 2019 and amended on April 18, 2023). The Code of Ethics requires that the Council annually review it. It was last reviewed in April 2023. Please review the code and sign the acknowledgment and return to the City Clerk at our February 04 Council Meeting. If you have any questions, please contact me. Also, if you have any suggested changes or additions after review that you believe Council should consider, please let me know.

I've summarized a few important provisions below:

- Use of Public Resources: Only use public resources (City staff time, equipment, supplies or facilities) for appropriate municipal purposes. Public resources are not for private benefit (self-interest, nonprofits, friends and family).
- Special Benefits: Members shall not take any special advantage of City services or opportunities for personal gain, by virtue of their public office that are not available to the public in general.
- Gifts and Favors: Members shall refrain from accepting any gifts, favors or promises of future benefits which might compromise their independence of judgment or action or give the appearance of being compromised.
- Policy Role of Members: Adhere to the council-manager structure of government. City Council determines the policies of the City with the advice, information and analysis provided by the public, boards and commissions, and City staff. Members are prohibited by law from giving orders on ordinary administrative matters to any subordinate of the City Manager.
- Code of Ethics is self-enforcing by Council.

Attachment

Code of Ethics

POLICY PURPOSE

The Jenks City Council has adopted a Code of Ethics for members of the City Council and the City's boards and commissions to assure public confidence in the integrity of local government and its effective and fair operation.

POLICY STATEMENT

Preamble

The citizens and businesses of Jenks are entitled to have fair, ethical and accountable local government which has earned the public's full confidence for integrity. In keeping with the City of Jenks's commitment to treasuring our past while forging our future, the effective functioning of democratic government therefore requires that:

Public officials, both elected and appointed, comply with both the letter and spirit of the laws and policies affecting the operations of government;

Public officials be independent, impartial and fair in their judgment and actions;

Public office be used for the public good, not for personal gain; and

Public deliberations and processes be conducted openly, unless legally confidential, in an atmosphere of respect and civility.

To this end, the Jenks City Council has adopted a Code of Ethics for members of the City Council and of the City's boards and commissions to assure public confidence in the integrity of local government and its effective and fair operation.

1. Act in the Public Interest.

Recognizing that stewardship of the public interest must be their primary concern, members will work for the common good of the people of Jenks and not for any private or personal interest, and they will assure fair and equal treatment of all persons, claims and transactions coming before the Jenks City Council, boards and commissions.

2. Comply with the Law.

Members shall comply with the laws of the nation, the State of Oklahoma and the City of Jenks in the performance of their public duties. These laws include but are not limited to: the United States and Oklahoma constitutions; laws pertaining to conflicts of interest, election campaigns, financial disclosures, employer responsibilities, open processes of government, and City ordinances and policies.

3. Conduct of Members.

The professional and personal conduct of members must be above reproach and avoid even the appearance of impropriety. Members shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other members of Council, boards and commissions, the staff or public.

4. Respect for Process.

Members shall perform their duties in accordance with the processes and rules of order established by the City Council and boards and commissions governing the deliberation of public policy issues, meaningful involvement of the public, and implementation of policy decisions of the City Council by City staff.

5. Conduct of Public Meetings.

Members shall prepare themselves for public issues, listen courteously and attentively to all public discussions before the body, and focus on the business at hand. They shall refrain from interrupting other speakers, making personal comments not germane to the business of the body, or otherwise interfering with the orderly conduct of meetings. Aside from accessing the current agenda and back-up, cell phone and electronic device use should be limited to urgent matters. During a public meeting, Members shall not exchange electronic communications with other Members during a public meeting regarding City business and shall not exchange electronic communications with anyone regarding matter on the agenda—violations of this provision could be construed to be an Open Meetings Act violation.

6. Decisions Based on Merit.

Members shall base their decisions on the merits and substance of the matter at hand, rather than on unrelated considerations.

7. Communication.

Members shall publicly share substantive information that is relevant to a matter under consideration by the Council or boards and commissions, which they may have received from sources outside of the public decision-making process.

8. Conflict of Interest.

In order to assure their independence and impartiality on behalf of the common good, members shall not use their official positions to influence government decisions in which they have a material financial interest or where they have an organizational responsibility or personal relationship which may give the appearance of a conflict of interest. In accordance with the law, members shall disclose investments, interests in real property, sources of income, and gifts, and they shall abstain from participating in deliberations and decision-making where conflicts may exist, because these areas WILL exist. When these issues arise, it is simply imperative that we mitigate those issues properly.

9. Gifts and Favors.

Members shall not take any special advantage of services or opportunities for personal gain, by virtue of their public office that are not available to the public in general. They shall refrain from accepting any gifts, favors or promises of future benefits which might compromise their independence of judgment or action or give the appearance of being compromised.

10. Confidential Information.

Members shall respect the confidentiality of information concerning the property, personnel or affairs of the City. They shall neither disclose confidential information without proper legal authorization nor use such information to advance their personal, financial or other private interests. Members shall respect and protect the attorney-client privilege shared with the City Attorney and other City legal counsel. Matters discussed in executive session are also to be treated as confidential.

11. Use of Public Resources.

Members shall not use public resources not available to the public in general, such as City staff time, equipment, supplies or facilities, for private gain or personal purposes. Members shall work to ensure that public resources are only used for appropriate municipal purposes.

12. Representation of Private Interests.

In keeping with their role as stewards of the public interest, members of Council shall not appear on behalf of the private interests of third parties before the Council or any board, commission or proceeding of the City, nor shall members of boards or commissions appear before their own bodies or before the Council on behalf of the private interests of third parties on matters related to the areas of service of their bodies.

13. Advocacy.

Members shall represent the official policies or positions of the City Council, board or commission to the best of their ability when designated as delegates for this purpose. Once a decision has been rendered by the City Council, members shall support and respect that decision as the official position of the City. When presenting their individual opinions and positions, members shall explicitly state they do not represent their body or the City of Jenks, nor will they allow the inference that they do.

14. Policy Role of Members.

Members shall respect and adhere to the council-manager structure of Jenks city government as outlined by the Title 11 of the Oklahoma statutes. In this structure, the City Council determines the policies of the City with the advice, information and analysis provided by the public, boards and commissions, and City staff. Members therefore shall not interfere with the administrative functions of the City or the professional duties of City staff; nor shall they impair the ability of staff to implement Council policy decisions. The City Council is responsible for appointment of the city manager, but the city manager, and not the Council, is responsible for all other employees of the city. Title 11 states that Council members may not (1) direct or request the city manager to appoint or remove officers or employees; (2) participate in any manner in the appointment or removal of officers and employees of the city, except as provided by law; (3) give orders on ordinary administrative matters to any subordinate of the city manager.

15. Independence of Boards and Commissions.

Because of the value of the independent advice of boards and commissions to the public decision-making process, members of Council shall refrain from using their position to unduly influence the deliberations or outcomes of board and commission proceedings.

16. Positive Work Place Environment

Members shall support the maintenance of a positive and constructive work place environment for City employees and for citizens and businesses dealing with the City. Members shall recognize their special role in dealings with City employees to in no way create the perception of inappropriate direction to staff. Members should never express concerns about the performance of a city employee in public or to the employee directly. Comments about staff performance should only be made through management through private correspondence or conversation.

17. Implementation.

As an expression of the standards of conduct for members expected by the City, the Jenks City Council Code of Ethics is intended to be self-enforcing. It therefore becomes most effective when members are thoroughly familiar with it

and embrace its provisions. For this reason, ethical standards shall be included in the regular orientations for applicants to board and commissions and newly elected and appointed officials. Members entering office shall sign a statement affirming they read and understood the City of Jenks code of ethics. In addition, the Code of Ethics shall be annually reviewed by the City Council and boards and commissions, and the City Council shall consider recommendations from boards and commissions and update it as necessary.

18. Compliance and Enforcement

The Jenks City Council Code of Ethics expresses standards of ethical conduct expected for members of the Jenks City Council, boards and commissions. Members themselves have the primary responsibility to assure that ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of government.

The chairs of boards and commissions and the Mayor have the additional responsibility to intervene when actions of members that appear to be in violation of the Code of Ethics are brought to their attention. The second in line, when the Mayor's or a chair's actions come into question, would assume the duty of intervening. The City Council may impose sanctions on members whose conduct does not comply with the City's ethical standards, such as reprimand or formal censure.

Under the City Code, the City Council also may remove members of boards and commissions from office. A violation of this code of ethics shall not be considered a basis for challenging the validity of a Council, board or commission decision.

January 28, 2025

City of Jenks
Mr. Jarrett Denton
City Engineering Staff
211 North Elm St.
Jenks, Oklahoma 74037

Re: Change Order Six Request
Oklahoma Aquarium – Large Animal Holding Facility Project

Dear Mr. Denton,

Attached is Change Order #6 for consideration by the Jenks City Council.

This Change Order pertains to an increase in the Contract Amount for revisions to the work of the Contract and an extension of the Contract Time by Eighty-Four (84) calendar days due to the additional work described below.

The following items are included in this Change Order request:

1. Revise Manufacturer and Model of Stainless Steel Sinks in Kitchen & Coral Lab (PCO #18)
2. Delete Gas Line Allowance (gas line ran by ONG) PCO #21
3. Revise Synthetic Wood Decking to be Pressure Treated Wood at Service Deck (PCO #27)
4. Add Galvanizing to Structural Steel Tube at Catwalk (PCO #14)
5. Add Metal Panels Behind Exterior Windows (PCO #17)
6. Add Trip Charge for Remobilization of Epoxy Flooring Contractor – Large Room (PCO #20)
7. Add Moisture Mitigation for Epoxy Flooring at South Rooms (PCO #22)
8. Add Contract Time – No Cost (PCO #23)
9. Add Electrical Change for Revised Walk-In Freezer (PCO #24)
10. Add General Conditions for Project Delays (PCO #25)
11. Add General Conditions for Project Delays Related to Epoxy Flooring (PCO #26)
12. Add Electrical Change for Water Heater & Circulating Pump Requirements (PCO #28)

Item One is a revision to the stainless steel sinks in the Kitchen and Coral Lab. The specified products were discontinued by the manufacturer after construction began. The selected alternate products have a cost savings of \$5,025.45 (PCO #18).

Item Two is a revision deleting installation of the gas service line by the contractor. ONG provided a new service to the building, therefore extension of the existing line was not required. This revision has a cost savings of \$20,900.00 (PCO #21).

Item Three is a revision to the decking material to be installed at the service decks. This is a change from a synthetic wood deck material to pressure treated lumber. This revision has a cost savings of \$19,011.85 (PCO #27).

Item Four is a revision adding galvanizing to one structural steel tube supporting the new Catwalk. The cost for this revision is \$1,071.80 (PCO #14)

Item Five is a revision adding metal panels behind the exterior windows to conceal the exterior wall sheathing being visible. The cost of this revision is \$2,672.60 (PCO #17).

Item Six is an additional trip charge for the Epoxy Flooring Contractor having to leave the project while a decision was made on moisture mitigation and returning once the slab has sufficiently cured. The cost for this item is \$3,645.50 (PCO #20).

Item Seven is a revision to add moisture mitigation to the slab at the south rooms to allow the epoxy flooring to be installed over the slab prior to it reaching the specified relative humidity. This change allows interior work in these rooms to not be delayed. The cost for this item is \$8,130.50 (PCO #22).

Item Eight is for an extension of the Contract Time for unforeseen conditions. Costs associated with this Item are part of PCO #25, outlined below in Item Ten.

Item Nine is a revision to the required electrical service to the Walk-In Freezer. The Walk-In Freezer was revised at the request of Aquarium Staff as part of Change Order Two. At the time, it was unknown that the new freezer had differing electrical requirements for the original design. The cost for this item is \$2,968.69 (PCO #24).

Item Ten is for additional General Conditions to the Contract for time extension for unforeseen conditions related to JPWA installation of new waterline around the perimeter of the new building. The cost for this item is \$11,253.28 (PCO #25).

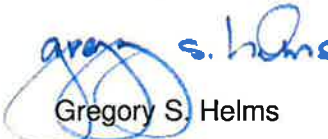
Item Eleven is for additional General Conditions to the Contract related to addition time required for the curing of the slab to allow the epoxy flooring to be installed. Extending the Contract Time is a more cost-effective solution to the slab moisture content than the cost of applying a moisture mitigation product over the entire floor slab. The cost of this item is \$28,836.53 (PCO #26).

Item Twelve is for electrical revision for power to the water heater controls and the associated circulation pump. The cost for this item is \$2,308.88 (PCO #28).

In summary, this Change Order would be an addition to the current Contract Sum in the amount of \$15,950.48 and an extension of Contract Time by eighty-four (84) days. The new Contract Sum including this Change Order and previously approved Change Orders would be \$7,532,150.53 and the new Date of Substantial Completion would be March 31, 2025.

Attached are the necessary Change Order documents and back-up information for City Council's consideration and approval. Please let me know if you need any additional information or clarification regarding this Change Order request.

Sincerely,



Gregory S. Helms

Attachments: Change Order Six

SECTION 000601

CHANGE ORDER

PROJECT: OKLAHOMA AQUARIUM – LARGE ANIMAL HOLDING FACILITY

CHANGE ORDER NUMBER: Six

DATE: January 28, 2025

CONTRACT DATE: July 18, 2023

CONTRACT FOR: OK Aquarium LAHF

TO CONTRACTOR: Myers-Cherry Construction, Inc.
824 W. Jasper
Broken Arrow, OK 74011

The Contract is changed as follows:

1. Refer to attached Change Order Six Cost Summary

Not valid until signed by the Owner and Contractor

The original Contract Sum was \$ 7,489,000.00

Net change by previously authorized Change Orders \$ 27,200.05

The Contract Sum prior to this Change Order was \$ 7,516,200.05

The Contract Sum will be **increased** by this
Change Order in the amount of \$ 15,950.48

The new Contract Sum including this Change Order will be \$ 7,532,150.53

The Contract Time will be **increased** by 84 days.

The date of Substantial Completion as of the date of this Change
Order therefore is March 31, 20 25.

NOTE: This summary does not reflect changes in the Contract Sum Time which have been authorized by
Construction Change Directive.

CONTRACTOR: Myers-Cherry Construction, Inc.

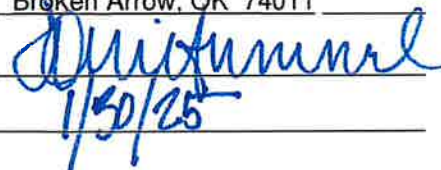
OWNER: City of Jenks

ADDRESS: 824 W. Jasper

ADDRESS: 211 N. Elm St.

Broken Arrow, OK 74011

Jenks, OK 74037

BY: 

BY: _____

DATE: 1/30/25

DATE: _____

CHANGE ORDER SIX COST SUMMARY:

Revise Manufacturer and Model of Stainless Steel Sinks in Kitchen & Coral Lab (PCO #18)	\$ 5,025.45
Delete Gas Line Allowance (gas line ran by ONG) PCO #21	\$20,900.00
Revise Synthetic Wood Decking to be Pressure Treated Wood at Service Deck (PCO #27)	\$19,011.85
Add Galvanizing to Structural Steel Tube at Catwalk (PCO #14)	\$ 1,071.80
Add Metal Panels Behind Exterior Windows (PCO #17)	\$ 2,672.60
Add Trip Charge for Remobilization of Epoxy Flooring Contractor – Large Room (PCO #20)	\$ 3,645.50
Add Moisture Mitigation for Epoxy Flooring at South Rooms (PCO #22)	\$ 8,130.50
Add Contract Time – No Cost (PCO #23)	\$ 0.00
Add Electrical Change for Revised Walk-In Freezer (PCO #24)	\$ 2,968.69
Add General Conditions for Project Delays (PCO #25)	\$11,253.28
Add General Conditions for Project Delays Related to Epoxy Flooring (PCO #26)	\$28,836.53
Add Electrical Change for Water Heater & Circulating Pump Requirements (PCO #28)	\$ 2,308.88
Total Change Order Six Costs	\$15,950.48

Myers-Cherry Construction, LLC
 824 W. Jasper
 Broken Arrow, Oklahoma 74011
 Phone: +19186152225

Project: 23-107 - OK Aquarium - Large Animal Holding Facility
 300 Aquarium Dr.
 Jenks, Oklahoma 74037

Prime Contract Potential Change Order #18 : Change SK-1 and SK-2

TO:	City of Jenks 211 N Elm Jenks, Oklahoma 74037	FROM:	Myers-Cherry Construction 824 W. Jasper Broken Arrow, Oklahoma 74011
PCO NUMBER/REVISION:	18 / 0	CONTRACT:	1 - OK Aquarium - Large Animal Holding Facility Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Joni Hummel (Myers-Cherry Construction)
STATUS:	Pending - In Review	CREATED DATE:	10/21/2024
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:	0 days	PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	(\$5,025.45)

POTENTIAL CHANGE ORDER TITLE: Change SK-1 and SK-2

CHANGE REASON: No Change Reason

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

Change SK-1 and SK-2 due to specified sinks being discontinued.

Change SK-1 from Model # 94-61-36-18RL to Model # FS-2-1824-18RL

Change SK-2 from Model # 93-63-54-24RL to Model # FC-3-1824-24RL

APPROVED

ATTACHMENTS:

[Midwest Mechanical Sinks SK-1 and SK-2.pdf](#)

#	Budget Code	Description	Amount
1	Division 22-22100.COM SC-23-107-22100 Midwest Mechanical, Inc.	Swap SK-1 & SK-2 sinks	\$(4,809.04)
Subtotal:			\$(4,809.04)
O H & P Original Proposal (4.50% Applies to all line item types.):			\$(216.41)
Grand Total:			\$(5,025.45)

Greg Helms (GS Helms + Associates)
 424 E. Main Street
 Jenks, Oklahoma 74037

City of Jenks
 211 N Elm
 Jenks, Oklahoma 74037

Myers-Cherry Construction
 824 W. Jasper
 Broken Arrow, Oklahoma 74011

SIGNATURE

DATE

SIGNATURE

DATE

SIGNATURE

DATE



PO BOX 6 | Coweta, OK 74429

918.279.1065 Phone 918.279.1067 Fax

CHANGE ORDER

TO: Myers-Cherry Construction Date: 10/18/2024
 PROJECT: Oklahoma Aquarium Large Animal Holding
 ATTN: Joni Hummel
 WORK: SK-1 and SK-2 change due to original sinks being discontinued.

Quantity	Items	Net/Each	Extension
<i>Deduct</i>			
2	SK-1: Advance Tabco Model #94-61-36-18RL	-\$5,081.25	(\$10,162.50)
1	SK-2: Advance Tabco Model #93-63-54-24RL	-\$5,403.32	(\$5,403.32)
<i>Add</i>			
2	SK-1: Advance Tabco Model #FS-2-1824-18RL	\$3,798.24	\$7,596.48
1	SK-2: Advance Tabco Model #FC-3-1824-24RL	\$3,649.33	\$3,649.33
Subtotal			(\$4,320.01)
10% Overhead & Profit			(\$432.00)
Subtotal			(\$4,752.01)
1.2% Bond Fee			\$ (57.02)
Total Amount			(\$4,809.04)

Submitted By:

James Redding
James Redding



Myers-Cherry Construction, LLC
824 W. Jasper
Broken Arrow, Oklahoma 74011
Phone: +19186152225

Project: 23-107 - OK Aquarium - Large Animal Holding Facility
300 Aquarium Dr.
Jenks, Oklahoma 74037

Prime Contract Potential Change Order #21 : Site Gas Line Allowance

TO:	City of Jenks 211 N Elm Jenks, Oklahoma 74037	FROM:	Myers-Cherry Construction 824 W. Jasper Broken Arrow, Oklahoma 74011
PCO NUMBER/REVISION:	21 / 0	CONTRACT:	1 - OK Aquarium - Large Animal Holding Facility Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Joni Hummel (Myers-Cherry Construction)
STATUS:	Pending - In Review	CREATED DATE:	11/15/2024
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:		PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	(\$20,900.00)

POTENTIAL CHANGE ORDER TITLE: Site Gas Line Allowance

CHANGE REASON: Allowance

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

Return Site Gas Line Allowance - ONG running line and setting meter next to the building.

APPROVED

ATTACHMENTS:

#	Budget Code	Description	Amount
1	OTH CO # 4	Site Gas Allowance	\$(20,000.00)
Subtotal:			\$(20,000.00)
O H & P (4.50% Applies to Other.):			\$(900.00)
Grand Total:			\$(20,900.00)

Greg Helms (GS Helms + Associates)
424 E. Main Street
Jenks, Oklahoma 74037

City of Jenks
211 N Elm
Jenks, Oklahoma 74037

Myers-Cherry Construction
824 W. Jasper
Broken Arrow, Oklahoma 74011

SIGNATURE

DATE

SIGNATURE

DATE

SIGNATURE

DATE

Myers-Cherry Construction, LLC
 824 W. Jasper
 Broken Arrow, Oklahoma 74011
 Phone: +19186152225

Project: 23-107 - OK Aquarium - Large Animal Holding Facility
 300 Aquarium Dr.
 Jenks, Oklahoma 74037

Prime Contract Potential Change Order #27 : Change Decking Material from Trex to Treated 2x Deck Boards

TO:	City of Jenks 211 N Elm Jenks, Oklahoma 74037	FROM:	Myers-Cherry Construction 824 W. Jasper Broken Arrow, Oklahoma 74011
PCO NUMBER/REVISION:	27 / 0	CONTRACT:	1 - OK Aquarium - Large Animal Holding Facility Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Joni Hummel (Myers-Cherry Construction)
STATUS:	Pending - In Review	CREATED DATE:	1/19/2025
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:	0 days	PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	(\$19,011.85)

POTENTIAL CHANGE ORDER TITLE: Change Decking Material from Trex to Treated 2x Deck Boards

CHANGE REASON: Client Request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

Deck at Shark Tanks

Material change from Trex Decking to Treated 2x Deck Boards

ATTACHMENTS:

#	Budget Code	Description	Amount
1	Division 06-6800.MAT Composite Fabrications.Materials	Trex Decking	\$(25,812.21)
2	Division 06-6800.MAT Composite Fabrications.Materials	Treated 2X Deck Boards	\$7,511.75
3	Division 01-1105.LAB Project Manager.Labor	Project Manager	\$97.50
Subtotal:			\$(18,202.96)
General Superintendence, General Expense, Overhead & Profit (15.00% Applies to Labor.):			\$14.63
O H & P (4.50% Applies to Equipment, Materials, Commitment, and Other.):			\$(823.52)
Grand Total:			\$(19,011.85)

Greg Helms (GS Helms + Associates)
 424 E. Main Street
 Jenks, Oklahoma 74037

City of Jenks
 211 N Elm
 Jenks, Oklahoma 74037

Myers-Cherry Construction
 824 W. Jasper
 Broken Arrow, Oklahoma 74011

 SIGNATURE DATE

 SIGNATURE DATE

 SIGNATURE DATE



Phone: 918-627-1926
Fax: 918-627-2726

M & M Lumber Company
Building Materials - Doors - Hardware
4711 South Minga
Tulsa, Oklahoma 74146
www.mmlumberco.com

PAGE NO: 6

Remit: PO Box 470263
Tulsa, OK 74147
Loaded By: _____
Checked By: _____
Delivered By: _____

CUSTOMER NO: *5
JOB NO: 000
PURCHASE ORDER:

REFERENCE:

TERMS:

CLERK:

DATE / TIME:
1/15/25 1:40

SOLD TO:
**** CASH ****

SHIP TO:
MYERS CHERRY
JENKS AQUARIUM DECK

EXPIRATION DATE: 1/7/25

TERMINAL: 566

SALESPERSON: 37 JoJo
TAX: L08 CITY - JENKS/TULSA #7

ESTIMATE: 585285

SHIPPED	ORDERED	UM	SKU	DESCRIPTION	LOCATION	UNITS	PRICE	/PER	EXTENSION
				additional delivery fee may apply. Special order items are non-returnable.					
							TAXABLE		25812.21
							NON-TAXABLE		0.00
							SUB-TOTAL		25812.21
							TAX AMOUNT		2172.61
							TOTAL AMOUNT		27984.82
							TOTAL WEIGHT: 16408.79		

Received By

Merchandise recieved complete and in good condition. We appreciate your business!
Check your load -- No adjustments made if not called to our attention at the time of the delivery.
Broken standard cartons cannot be returned for credit.
Special Orders cannot be returned for credit.
All returns must be accompanied by your sales invoice.



Phone: 918-627-1926
Fax: 918-627-2726

M & M Lumber Company
Building Materials - Doors - Hardware
4711 South Minga
Tulsa, Oklahoma 74146
www.mmlumberco.com

PAGE NO: 6

Remit: PO Box 470263
Tulsa, OK 74147
Loaded By: _____
Checked By: _____
Delivered By: _____

CUSTOMER NO: *5
JOB NO: 000

PURCHASE ORDER:

REFERENCE: TREATED 2X OPTION

TERMS:

CLERK: JOJO

DATE / TIME:

1/17/25 3:21

SOLD TO:

**** CASH ****

SHIP TO:

MYERS CHERRY
JENKS AQUARIUM DECK

EXPIRATION DATE: 1/7/25

TERMINAL: 566

SALESPERSON: 37 JoJo

TAX: L08 CITY - JENKS/TULSA #7

ESTIMATE: 585285

SHIPPED	ORDERED	UM	SKU	DESCRIPTION	LOCATION	UNITS	PRICE	/PER	EXTENSION
				Special order items are non-returnable.					
							TAXABLE		7511.75
							NON-TAXABLE		0.00
							SUB-TOTAL		7511.75
							TAX AMOUNT		632.26
							TOTAL AMOUNT		8144.01

TOTAL WEIGHT: 14408.79

X

Received By

Merchandise received complete and in good condition. We appreciate your business!

Check your load -- No adjustments made if not called to our attention at the time of the delivery.

Special Orders cannot be returned for credit.

Broken standard cartons cannot be returned for credit.

All returns must be accompanied by your sales invoice.



Myers-Cherry Construction, LLC
824 W. Jasper
Broken Arrow, Oklahoma 74011
Phone: +19186152225

Project: 23-107 - OK Aquarium - Large Animal Holding Facility
300 Aquarium Dr.
Jenks, Oklahoma 74037

Prime Contract Potential Change Order #14 : Added Steel for Catwalk - Per RFI 74

TO:	City of Jenks 211 N Elm Jenks, Oklahoma 74037	FROM:	Myers-Cherry Construction 824 W. Jasper Broken Arrow, Oklahoma 74011
PCO NUMBER/REVISION:	14 / 0	CONTRACT:	1 - OK Aquarium - Large Animal Holding Facility Prime Contract
REQUEST RECEIVED FROM:	Ryan Cleary (Bennett Steel, Inc.)	CREATED BY:	Joni Hummel (Myers-Cherry Construction)
STATUS:	Pending - In Review	CREATED DATE:	10/4/2024
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:		PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$1,071.80

POTENTIAL CHANGE ORDER TITLE: Added Steel for Catwalk - Per RFI 74

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: (The Contract Is Changed As Follows)

Added steel for securing catwalk per RFI 74 Galvanizing only - all other cost denied

ATTACHMENTS:

#	Budget Code	Description	Amount
1	Division 05-5120.COM RFI 66 OH&P	Additional Steel For Catwalk as per RFI 74 - Galvanizing only	\$932.00
Subtotal:			\$932.00
General Superintendence, General Expense, Overhead & Profit (15.00% Applies to all line item types.):			\$139.80
Grand Total:			\$1,071.80

APPROVED

Greg Helms (GS Helms + Associates)
424 E. Main Street
Jenks, Oklahoma 74037

City of Jenks
211 N Elm
Jenks, Oklahoma 74037

Myers-Cherry Construction
824 W. Jasper
Broken Arrow, Oklahoma 74011

SIGNATURE

DATE

SIGNATURE

DATE

SIGNATURE

DATE



Bennett Steel Inc.
2210 Industrial Rd
Sapulpa, OK 74066
Phone: 918-227-2564
Fax: 918-227-3948

Date : 10/29/2024
Page 1 of 1
CO #: 3
Job #: 23115

Oklahoma Aquarium - Large Animal

Job Location: Jenks, OK

Change Order Request

To: Joni Hummel
Myers-Cherry Construction
5151 East 51st Street
Tulsa, OK 74104
Phone: 918-615-2225

Platform Steel Galvanizing

Change Requested By: Meyers-Cherry

Sent Via: E-mail

Description of Change:

Cost for galvanizing the additional platform steel.

The change will cause an increase of \$932.00 to the contract amount.

A signature below indicates acceptance of all changes shown herein. Any work associated with this change will begin upon receipt of a signed copy of this C.O. in our office.

Accepted By

Bennett Steel Inc.



Myers-Cherry Construction, LLC
824 W. Jasper
Broken Arrow, Oklahoma 74011
Phone: +19186152225

Project: 23-107 - OK Aquarium - Large Animal Holding Facility
300 Aquarium Dr.
Jenks, Oklahoma 74037

Prime Contract Potential Change Order #17 : Fabricate and Install 24ga Prefinished Metal at 14 Windows

TO:	City of Jenks 211 N Elm Jenks, Oklahoma 74037	FROM:	Myers-Cherry Construction 824 W. Jasper Broken Arrow, Oklahoma 74011
PCO NUMBER/REVISION:	17 / 0	CONTRACT:	1 - OK Aquarium - Large Animal Holding Facility Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Joni Hummel (Myers-Cherry Construction)
STATUS:	Approved	CREATED DATE:	10/18/2024
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:	2 days	PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$2,672.60

POTENTIAL CHANGE ORDER TITLE: Fabricate and Install 24ga Prefinished Metal at 14 Windows

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

Fabricate and Install 24 ga White prefinished metal at 14 windows on the South and East building elevations.

1 day to fabricate, 1 day to install

APPROVED

We reserve the right to request additional days for the time we have been unable to perform the window install

ATTACHMENTS:

[Allwine Quote.pdf](#)

#	Budget Code	Description	Amount
1	Division 07-7460.COM SC-23-107-7460 Allwine Roofing - Vinyl Siding and Soffits	Fabricate and Install Metal behind Windows	\$2,324.00
Subtotal:			\$2,324.00
General Superintendence, General Expense, Overhead & Profit (15.00% Applies to all line item types.):			\$348.60
Grand Total:			\$2,672.60

Greg Helms (GS Helms + Associates)
424 E. Main Street
Jenks, Oklahoma 74037

City of Jenks
211 N Elm
Jenks, Oklahoma 74037

Myers-Cherry Construction
824 W. Jasper
Broken Arrow, Oklahoma 74011

SIGNATURE

DATE

SIGNATURE

DATE

SIGNATURE

DATE

Joni Hummel

From: Phillip Milligan
Sent: Friday, October 18, 2024 9:59 AM
To: Sandy; David Myers
Cc: Chris; Drake; Joni Hummel
Subject: RE: [EXTERNAL]Sheet Metal at Windows

Thanks Sandy.

Phillip Milligan
Project Superintendent



824 W. Jasper
Broken Arrow, OK 74011
Office: 918.615.2225
Cell: 918.549.0048

www.myers-cherry.com

From: Sandy <sandy@allwineroofing.com>
Sent: Friday, October 18, 2024 9:18 AM
To: Phillip Milligan <pmilligan@myers-cherry.com>; David Myers <dmyers@myers-cherry.com>
Cc: Chris <chris@allwineroofing.com>; Drake <drake@allwineroofing.com>
Subject: [EXTERNAL]Sheet Metal at Windows

Scope of Work:

Fabricate and install "White" 24 ga. prefinished metal at 14 windows on the South and East elevations. Per discussion between Phillip Milligan and Chris Jones.

Price: \$2,324

Sandy Baldrige
Allwine Roofing & Construction, Inc.
3815 S 79th E Ave
Tulsa, OK 74145
Office 918-664-7663 Ext. 1002
Fax 918-664-1887
Mobile 918-857-7364
ORCR #80005315
Commercial Endorsement

Myers-Cherry Construction, LLC
 824 W. Jasper
 Broken Arrow, Oklahoma 74011
 Phone: +19186152225

Project: 23-107 - OK Aquarium - Large Animal Holding Facility
 300 Aquarium Dr.
 Jenks, Oklahoma 74037

Prime Contract Potential Change Order #20 : Moisture Mitigation for Epoxy Flooring

TO:	City of Jenks 211 N Elm Jenks, Oklahoma 74037	FROM:	Myers-Cherry Construction 824 W. Jasper Broken Arrow, Oklahoma 74011
PCO NUMBER/REVISION:	20 / 1	CONTRACT:	1 - OK Aquarium - Large Animal Holding Facility Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Joni Hummel (Myers-Cherry Construction)
STATUS:	Pending - In Review	CREATED DATE:	11/13/2024
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:	0 days	PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$3,645.50

POTENTIAL CHANGE ORDER TITLE: Moisture Mitigation for Epoxy Flooring

CHANGE REASON: Existing Condition

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

REVISED - 1/27/2025

Provide and Install Moisture Mitigation for the installation of the Epoxy Flooring.

Rooms 101, 102 (Minus the freezer) - Delete - Per G Helms

Rooms Mezzanine - Delete - Per G Helms

4 additional days for the moisture mitigation -Not required

4 additional days General Conditions = Not Required

All of the above NOT REQUIRED - per Greg Helms

Additional Trip Charge - \$3,170.00

ATTACHMENTS:

[Change Order 4 rev. 1.27.25 With trip charge ONLY.pdf](#)

#	Budget Code	Description	Amount
1	Division 09-9670.COM SC-23-107-9670 Epoxy Coating Specialists	Additional Trip Charge	\$3,170.00
Subtotal:			\$3,170.00
General Superintendence, General Expense, Overhead & Profit (15.00% Applies to Labor, Equipment, Materials, Commitment, Owner Cost, and Other.):			\$475.50
Grand Total:			\$3,645.50

Greg Helms (GS Helms + Associates)
424 E. Main Street
Jenks, Oklahoma 74037

City of Jenks
211 N Elm
Jenks, Oklahoma 74037

Myers-Cherry Construction
824 W. Jasper
Broken Arrow, Oklahoma 74011

SIGNATURE **DATE**

SIGNATURE **DATE**

SIGNATURE **DATE**

Myers-Cherry Construction, LLC
 824 W. Jasper
 Broken Arrow, Oklahoma 74011
 Phone: +19186152225

Project: 23-107 - OK Aquarium - Large Animal Holding Facility
 300 Aquarium Dr.
 Jenks, Oklahoma 74037

Prime Contract Potential Change Order #22 : Moisture Mitigation - South Side Rooms incl Freezer Floor

TO:	City of Jenks 211 N Elm Jenks, Oklahoma 74037	FROM:	Myers-Cherry Construction 824 W. Jasper Broken Arrow, Oklahoma 74011
PCO NUMBER/REVISION:	22 / 0	CONTRACT:	1 - OK Aquarium - Large Animal Holding Facility Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Joni Hummel (Myers-Cherry Construction)
STATUS:	Pending - In Review	CREATED DATE:	12/2/2024
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:	2 days	PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$8,130.50

POTENTIAL CHANGE ORDER TITLE: Moisture Mitigation - South Side Rooms incl Freezer Floor

CHANGE REASON: Existing Condition

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

Moisture Mitigation

Room 108 Restroom
 Room 107 Lockers
 Room 106 Dive Locker
 Room 113 Scuba Room
 Room 105 Coral Lab
 Room 104 Kitchen

Epoxy Floor. Manufacturer requires a slab moisture reading of 75% or less. The moisture reading is 90% and will be retested this week.

Adds 2 days to contract.

APPROVED

ATTACHMENTS:

[Change Order 3.pdf](#)



#	Budget Code	Description	Amount
1	Division 09-9670.COM SC-23-107-9670 Epoxy Coating Specialists		\$7,070.00
Subtotal:			\$7,070.00
General Superintendence, General Expense, Overhead & Profit (15.00% Applies to all line item types.):			\$1,060.50
Grand Total:			\$8,130.50

Myers-Cherry Construction
824 W. Jasper
Broken Arrow, Oklahoma 74011

DATE _____



Myers-Cherry Construction, LLC
824 W. Jasper
Broken Arrow, Oklahoma 74011
Phone: +19186152225

Project: 23-107 - OK Aquarium - Large Animal Holding Facility
300 Aquarium Dr.
Jenks, Oklahoma 74037

Prime Contract Potential Change Order #23 : Additional Days for Delays beyond MCC Control

TO:	City of Jenks 211 N Elm Jenks, Oklahoma 74037	FROM:	Myers-Cherry Construction 824 W. Jasper Broken Arrow, Oklahoma 74011
PCO NUMBER/REVISION:	23 / 0	CONTRACT:	1 - OK Aquarium - Large Animal Holding Facility Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Joni Hummel (Myers-Cherry Construction)
STATUS:	Pending - In Review	CREATED DATE:	12/11/2024
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:	39 days	PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$0.00

POTENTIAL CHANGE ORDER TITLE: Additional Days for Delays beyond MCC Control

CHANGE REASON: No Change Reason

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

Leaving North wall open for Owner Provided Tanks - Delayed the completion of the interior and exterior walls and finishes.
October 7 thru October 29 - 23 days

City of Jenks replacing the waterline with C900 pipe - Delayed the dirt work, grading around building as well as masonry work on the north and east sides of the building.
November 25 thru December 10 - 16 days

Total days requested due to delays is: 39 days

MCC reserves the right to revisit the additional General Conditions for these delays at a future date.

APPROVED

ATTACHMENTS:

#	Budget Code	Description	Amount
		Subtotal:	\$0.00
		General Superintendence, General Expense, Overhead & Profit (15.00% Applies to all line item types.):	\$0.00
		Grand Total:	\$0.00

Greg Helms (GS Helms + Associates)
424 E. Main Street
Jenks, Oklahoma 74037

City of Jenks
211 N Elm
Jenks, Oklahoma 74037

Myers-Cherry Construction
824 W. Jasper
Broken Arrow, Oklahoma 74011

SIGNATURE

DATE

SIGNATURE

DATE

SIGNATURE

DATE



PCO #24

Myers-Cherry Construction, LLC
824 W. Jasper
Broken Arrow, Oklahoma 74011
Phone: +19186152225

Project: 23-107 - OK Aquarium - Large Animal Holding Facility
300 Aquarium Dr.
Jenks, Oklahoma 74037

Prime Contract Potential Change Order #24 : Change Electrical to Match New Freezer

TO:	City of Jenks 211 N Elm Jenks, Oklahoma 74037	FROM:	Myers-Cherry Construction 824 W. Jasper Broken Arrow, Oklahoma 74011
PCO NUMBER/REVISION:	24 / 0	CONTRACT:	1 - OK Aquarium - Large Animal Holding Facility Prime Contract
REQUEST RECEIVED FROM:	John Read (Colburn Electric LLC)	CREATED BY:	Joni Hummel (Myers-Cherry Construction)
STATUS:	Pending - In Review	CREATED DATE:	12/26/2024
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	Yes		
LOCATION:	Room 102 Freezer	ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:	0 days	PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$2,968.69

POTENTIAL CHANGE ORDER TITLE: Change Electrical to Match New Freezer

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: (The Contract Is Changed As Follows)

Pricing for changes to power the freezer condenser and defrost/evaporator that differs from what what specified.

ATTACHMENTS:

[COLBPR008 - Freezer Power Changes - COMPLETE.pdf](#)

APPROVED

#	Budget Code	Description	Amount
1	Division 26-26100.COM SC-23-107-26100 Colburn Electric	Freezer Power Changes	\$2,581.47
Subtotal:			\$2,581.47
General Superintendence, General Expense, Overhead & Profit (15.00% Applies to all line item types.):			\$387.22
Grand Total:			\$2,968.69

Greg Helms (GS Helms + Associates)
424 E. Main Street
Jenks, Oklahoma 74037

City of Jenks
211 N Elm
Jenks, Oklahoma 74037

Myers-Cherry Construction
824 W. Jasper
Broken Arrow, Oklahoma 74011

SIGNATURE DATE

SIGNATURE DATE

SIGNATURE DATE

COLBURN ELECTRIC : PRICE REQUEST BREAKDOWN

ATTENTION: Brian Cherry

GC/CM: Myers-Cherry Construction

BY: John Read

JOB: OK Aquarium LAHF

DATE: 12/24/2024

PR #: COLBPR008

DESCRIPTION: FREEZER POWER CHANGES

Pricing for the changes required to power the freezer condenser and defrost/evap. Differs from submitted/spec'd

Subcontract

Totals

Data
Fire Alarm
Security
Excavation

Total Subcontractor

\$

-

Labor & Supervision

Hours

Labor Cost

Totals

16.5 Electrician
- Foreman
2.0 Superintendent
2.0 Project Manager/Estimator
- Electrician Mobilization/Demobilization
1.0 Delivery
- Electrician OT
- Foreman OT
- Superintendent OT
- Electrician Mobilization/Demobilization OT
- Per Diem
Tool Box Safety Meetings (1.25% of labor cost)
As-built fees (1% of labor cost)
Safety Equipment (2% of labor cost)

\$ 65.80
\$ 69.50
\$ 69.50
\$ 90.00
\$ 65.80
\$ 65.80
\$ 98.70
\$ 104.25
\$ 104.25
\$ 98.70
\$ 125.00

1,086.36
-
139.00
180.00
-
65.80
-
-
-
-
-
18.39
14.71
29.42

21.5

Total Labor \$

1,533.68

Materials

Quantity

Item Cost

Labor Hours

Labor Total

Material Total

1 See attached breakout

\$ 424.47

16.5

16.5

424.47

Subtotal Labor Hrs/Material

16.5

424.47

Warranty % of labor costs

2.65%

40.64

Total Material \$

465.11

Tools, Rentals, Misc Costs

Unit Cost

Totals

Other
Trencher rental
Scissor Lift rental
Boom Truck rental
Equipment/tools % of labor costs
Consumables/DJC % of labor costs
Sales Tax material/misc

7.00%
7.00%
0.00%

\$ 107.36
\$ 107.36
-

Total Tools, Rentals, Misc Costs \$

214.72

Subtotal w/subcontractor \$

2,213.91

Subcontractor Markup 5.00% \$

-

Bond 3.00% \$

66.41

Overhead on Direct Cost 5.00% \$

114.00

Subtotal Subcontractor and Direct Cost with Markups \$

2,393.91

Profit 5.00% \$

119.70

Subtotal \$

2,513.61

Insurance 2.70% \$

67.87

Subtotal \$

2,581.47

Miscellaneous added 0.00% \$

-

Total Cost for Price Request \$

2,581.47

Prices are only valid for 15 days from date above. The Approving Party accepts the terms of this change order. Acceptance shall be evidenced by signature below or by permitting Colburn Electric to commence with the work as listed. Once work has been completed by Colburn Electric, the Approving Party acknowledges that payment will be made in full within 60 days or be subject to 5% of the balance added to the total amount due each month until paid in full.

By:

Date:

Company Name

Signature, Title

Job ID: JR0041

Project: OK Aquarium Large Animal Holding
300 Aquarium Drive
Jenks OK 74037

COLBPR008: Freezer Power Changes



Summary by Item Number

Freezer Power Changes

Item #	Size	Description	Q/M	Quantity	U/M	Mat Result	Lab Result
40001	3/4	PLASTIC BUSHING	M	2.00	EA	0.30	0.34
40024	3/4	LOCKNUT	M	0.00	EA	0.00	0.00
50081	3/4	LIQUIDTITE CONDUIT	M	6.00	FT	13.33	13.33
50254	3/4	LIQUIDTITE 90D ANGLE CONNECTOR	M	1.00	EA	6.71	0.45
50265	3/4	LIQUIDTITE STRAIGHT CONNECTOR	M	1.00	EA	7.52	0.32
60001	3/4	GRC BUSHED CHASE NIPPLE	M	0.00	EA	-0.01	0.27
70033	12	THHN/THWN CU (STR)	M	126.00	FT	25.37	0.00
70034	10	THHN/THWN CU (STR)	M	-320.00	FT	-76.83	1.13
70035	8	THHN/THWN CU (STR)	M	304.00	FT	137.77	-2.55
70036	6.	THHN/THWN CU (STR)	M	16.00	FT	19.12	3.06
70228	12.	GREEN THHN CU (GRD 20A)	M	118.00	FT	23.41	0.26
70229	10.	GREEN THHN CU (GRD 60A)	M	0.00	FT	2.99	1.06
100032	#18 to 8	WIRE-NUT MED -RED	M	-4.00	EA	-0.73	0.00
100049		GROUND SCREW	M	0.00	EA	-0.01	-0.40
100206	6.	ALUM / CU SPLIT BOLT	M	4.00	EA	16.92	0.00
100818	#10 HOLE	NON-INSUL RING CRIMP LUG 12-10	M	0.00	EA	-0.14	3.28
100899	3/4"	BLACK ELECTRICAL TAPE (PER FOOT)	M	5.00	FT	0.00	0.00
150041	2-1/8"D	1900 CMB-KO NO BRKT	M	-1.00	EA	-2.79	0.03
150096		1900 BLANK COVER	M	-1.00	EA	-0.81	-0.30
150144	2-1/8"D 42.0-CI	4/11 BOX /NO BRKT 1/2>3/4KO	M	1.00	EA	4.04	-0.10
150183		4/11 BLANK COVER	M	1.00	EA	1.47	0.40
160194	3/4	EMT 1-HOLE STEEL STRAP	M	0.00	EA	0.06	0.10
160706	#12 x 1"	SHEET METAL SCREW	M	0.00	EA	0.03	0.00
160858	3/8 x 4"	TOGGLE BOLT	M	3.00	EA	5.41	0.00
160873	1/4"	PLTD FLAT WASHER	M	0.00	EA	0.02	0.58
160886	3/8"	PLTD LOCK WASHER	M	3.00	EA	0.14	0.00
160899	3/8 x 1 1/4"	PLTD FENDER WASHER	M	3.00	EA	0.41	0.01
171512	4" x 2-3/4"	PLASTIC ENGRAVED NAME PLATE	M	-1.00	EA	-10.00	0.01

Item #	Size	Description	Q/M	Quantity	U/M	Mat Result	Lab Result
180245	45/2	BOLT-ON BREAKER	M	1.00	EA	45.50	0.91
180788	20/1	BOLT-ON BREAKER	M	2.00	EA	0.00	1.02
180816	20/2	BOLT-ON BREAKER	M	1.00	EA	35.00	0.78
180818	30/2	BOLT-ON BREAKER	M	1.00	EA	0.00	0.87
210031		ROOF-TOP HVAC UNIT CONNECTION	M	0.00	EA	0.00	0.00
220031	30/2 SN	F/HD/240V N-1 SAFETY-SW	M	1.00	EA	43.26	3.00
220136	30/2 SN	F/HD/240V N-3R RT SAFETY-SW	M	-1.00	EA	0.00	-3.00
220137	60/2 SN	F/HD/240V N-3R RT SAFETY-SW	M	1.00	EA	116.39	4.00
230567	20 AMP	RK5 TIME DELAY 250V FUSE	M	2.00	EA	9.15	0.18
230569	30 AMP	RK5 TIME DELAY 250V FUSE	M	-2.00	EA	-15.40	-0.18
230572	45 AMP	RK5 TIME DELAY 250V FUSE	M	2.00	EA	16.75	0.18
380056	30A	REMOVE EXISTING DISCONNECT	M	1.00	EA	0.00	0.90
630545	1/4-20	WASHER NUT 1/4-20	M	0.00	EA	0.06	0.00
630577	1/4" FLANGE	HAMMER-ON FLANGE CLIP - 1/4-20 x 3/8 STC	M	0.00	EA	0.08	0.00
Phase/Group totals:						424.47	16.51

Grand Material, Quote, Equipment, and Subcontract Total:

424.47

COLBURN ELECTRIC LLC

COLBURN ELECTRIC, LLC
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Myers-Cherry Construction, LLC
 824 W. Jasper
 Broken Arrow, Oklahoma 74011
 Phone: +19186152225

Project: 23-107 - OK Aquarium - Large Animal Holding Facility
 300 Aquarium Dr.
 Jenks, Oklahoma 74037

Prime Contract Potential Change Order #25 : General Conditions for Contract Delays - Owner Tanks

TO:	City of Jenks 211 N Elm Jenks, Oklahoma 74037	FROM:	Myers-Cherry Construction 824 W. Jasper Broken Arrow, Oklahoma 74011
PCO NUMBER/REVISION:	25 / 0	CONTRACT:	1 - OK Aquarium - Large Animal Holding Facility Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Joni Hummel (Myers-Cherry Construction)
STATUS:	Pending - In Review	CREATED DATE:	1/14/2025
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:		PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$16,176.59

POTENTIAL CHANGE ORDER TITLE: General Conditions for Contract Delays - Owner Tanks

CHANGE REASON: Client Request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

Twenty-Three (23) day schedule delay for leaving the north wall open for Owner Provided tanks install. There was nothing contractually that designated that this condition existed.

General Conditions - 23 days @ \$703.33 (discounted from \$1,273.55 per day)

DAYS were already captured on PCO # 023

ATTACHMENTS:

#	Budget Code	Description	Amount
1	Division 01-1710.SVC Jobsite Subsistence .Professional Services	Additional General Conditions for Job Delays	\$16,176.59
Subtotal:			\$16,176.59
General Superintendence, General Expense, Overhead & Profit (0.00% Applies to all line item types.):			\$0.00
Grand Total:			\$16,176.59

Greg Helms (GS Helms + Associates)
 424 E. Main Street
 Jenks, Oklahoma 74037

City of Jenks
 211 N Elm
 Jenks, Oklahoma 74037

Myers-Cherry Construction
 824 W. Jasper
 Broken Arrow, Oklahoma 74011

SIGNATURE

DATE

SIGNATURE

DATE

SIGNATURE

DATE

Original timeframe to frame and sheath the building on CPM Schedule:

Framing

September 11 to September 24

Sheathing

September 18 to October 3

Actual schedule due to having to keep the north wall open and also the east wall @ the open storage open to accommodate the Owner Tanks installation.

Framing

September 9 to October 21

Sheathing

September 14 to October 28

September 10 All tanks arrived.

We had to do many tasks out of sequence from the normal build because of the tanks. We had to install the MEP overhead work above the tank pit, work that required lifts because once tanks were installed we no longer had access to that overhead portion of the ceiling with a regular man lift.

We had to paint the steel over the tank pit

We had to epoxy the bottom of the tank pit. The epoxy in the pit having to be done before the building was dried in was the longest delay, waiting for the right weather to be able to install in an unconditioned building. The criteria for the flooring to go in was temps between 55° and 80° during the 5 day process but especially important the first couple of days. From the time the tanks arrived we had to contend with temperatures. We had to find a week's forecast the would be the closest to the temp criteria. September 10 thru October 6 we had unseasonally high temps in the High 80's, Low, mid and high 90's

The days of October 7 to October 11 best fit that criteria.

7-Oct Low 55

High 80

8-Oct Low 54

High 80

9-Oct Low 54

High 84

10-Oct Low 55

High 87

11-Oct Low 56

High 88

The Owner with the help of MCC installed the tanks on October 15.

MCC could then begin to close up the north wall

Once the tanks were in, we had to then erect the tube steel that the catwalk attached to and then erect the catwalk steel this could not be erected until after the tanks were installed because they would not have been able to fit with the catwalk in place.

Bennett Steel installed the tube steel and catwalk steel on 10/17, We then could begin to close up that east wall. We were dried in by 10/28.

We had to go through several RFI's in this area as well.

One being that the moisture in the slab read at 90 RH and we had to be given a directive to price moisture mitigation, price it and get the pricing approved. Second being that there was no 4 x 8 tube steel shown for 14 feet of the cat walk in the structural drawings or noted on the returned show drawings MCC had to work through that issue and have additional steel fabricated.

In conclusion, there was no mention of the tanks in the contract documents other than a dashed outline in the tank pit saying OFOI at the time of bid. There was no way a GC could account for this condition when figuring the schedule of this project on bid day.

MCC has gone above and beyond to research, pull cut sheets, and itemize all of the Owner Furnished/Owner Installed equipment throughout this building since being awarded this contract.

We stand by our request for the 23 additional days of General Conditions. Please keep in mind that we have deeply discounted these GC's, as we were in the height of construction at the time. Our daily costs were running \$1,273.55 per day and we have discounted these to \$703.33 per day and have not added any Overhead and profit to this request. That is a savings to the Owner of \$15,541.55.

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 824 W. Jasper
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 Phone: +19186152225

Project: 23-107 - OK Aquarium - Large Animal Holding Facility
 300 Aquarium Dr.
 Jenks, Oklahoma 74037

Prime Contract Potential Change Order #26 : Extended Days and General Conditions for Epoxy Floor Installation Delay

TO:	City of Jenks 211 N Elm Jenks, Oklahoma 74037	FROM:	Myers-Cherry Construction 824 W. Jasper Broken Arrow, Oklahoma 74011
PCO NUMBER/REVISION:	26 / 0	CONTRACT:	1 - OK Aquarium - Large Animal Holding Facility Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Joni Hummel (Myers-Cherry Construction)
STATUS:	Pending - In Review	CREATED DATE:	1/14/2025
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:	41 days	PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$28,836.53

POTENTIAL CHANGE ORDER TITLE: Extended Days and General Conditions for Epoxy Floor Installation Delay

CHANGE REASON: No Change Reason

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

With prior approved PCO's - Current Contractual Finish Date 2/18/25

With PCO # 20 - Moisture Mitigation for remaining building - Finish Date 2/22/25

This PCO incorporates the additional days required to do the installation of the epoxy flooring and all subsequent work required to complete contract from February 22.

Feb 10 - 13 - Prep floor
 Feb 14 - 19 - Moisture Mitigation
 Feb 20 - March 7 - Install Epoxy Flooring
 March 8 - 22 - Install deck @ tanks
 Install Pallet Racks
 March 23 - 28 - Install FRP Railing @ Deck
 Install Electric @ Deck
 Install Fire Suppression @ Deck
 March 29 - April 3 - Final Clean
 April 4 - Substantial Completion (Punch List Walk Thru)

Total added days with General Conditions @ 703.33 per day (Discounted from \$1273.55 per day) - 41 DAYS

ATTACHMENTS:

#	Budget Code	Description	Amount
1	Division 01-1710.SVC Jobsite Subsistence .Professional Services	Additional Days and General Conditions for Job Delays	\$28,836.53
Subtotal:			\$28,836.53
General Superintendence, General Expense, Overhead & Profit (0.00% Applies to all line item types.):			\$0.00
Grand Total:			\$28,836.53

Greg Helms (GS Helms + Associates)
 424 E. Main Street
 Jenks, Oklahoma 74037

City of Jenks
 211 N Elm
 Jenks, Oklahoma 74037

Myers-Cherry Construction
 824 W. Jasper
 Broken Arrow, Oklahoma 74011

SIGNATURE

DATE

SIGNATURE

DATE

SIGNATURE

DATE



PCO #28

Myers-Cherry Construction, LLC
824 W. Jasper
Broken Arrow, Oklahoma 74011
Phone: +19186152225

Project: 23-107 - OK Aquarium - Large Animal Holding Facility
300 Aquarium Dr.
Jenks, Oklahoma 74037

Prime Contract Potential Change Order #28 : RFI # 77 - Water Heater and Circulation Pump Electric

TO:	City of Jenks 211 N Elm Jenks, Oklahoma 74037	FROM:	Myers-Cherry Construction 824 W. Jasper Broken Arrow, Oklahoma 74011
PCO NUMBER/REVISION:	28 / 0	CONTRACT:	1 - OK Aquarium - Large Animal Holding Facility Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Joni Hummel (Myers-Cherry Construction)
STATUS:	Pending - In Review	CREATED DATE:	1/27/2025
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:	0 days	PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$2,308.88

POTENTIAL CHANGE ORDER TITLE: RFI # 77 - Water Heater and Circulation Pump Electric

CHANGE REASON: No Change Reason

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

Install dedicated circuits for Hot Water Heaters and Circulation Pump with Dedicated GFCI receptacles for the water heaters.

ATTACHMENTS:

[COLBPR010 - Water Heater Additional Power - COMPLETE.pdf](#)

#	Budget Code	Description	Amount
1	Division 26-26100.COM SC-23-107-26100 Colburn Electric	Water Heater and Circulation Pump Electric	\$2,007.72
Subtotal:			\$2,007.72
General Superintendence, General Expense, Overhead & Profit (15.00% Applies to all line item types.):			\$301.16
Grand Total:			\$2,308.88

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City of Jenks
211 N Elm
Jenks, Oklahoma 74037

Myers-Cherry Construction
824 W. Jasper
Broken Arrow, Oklahoma 74011

SIGNATURE

DATE

SIGNATURE

DATE

SIGNATURE

DATE

Job ID: JR0041

Project: OK Aquarium Large Animal Holding
300 Aquarium Drive
Jenks OK 74037

COLBPR010: Water Heater Additional Power



Summary by Item Number

Water Heater Additional Power

Item #	Size	Description	Q/M	Quantity	U/M	Mat Result	Lab Result
10001	3/4	EMT	M	20.00	FT	16.12	1.58
30087	3/4	EMT STEEL COMP CONNECTOR RT	M	4.00	EA	6.52	1.80
30127	3/4	EMT STEEL-COMP COUPLING RT	M	0.00	EA	0.00	0.00
70029	12	THHN/THWN CU (SOL)	M	632.00	FT	102.51	3.88
70033	12	THHN/THWN CU (STR)	M	21.00	FT	3.75	0.16
70089	12	THHN/THWN CU (STR) -WHITE	M	21.00	FT	3.59	0.16
70228	12.	GREEN THHN CU (GRD 20A)	M	179.00	FT	36.93	1.13
100030	#18 to 10	WIRE-NUT SML -YELLOW	M	2.00	EA	0.23	0.18
100032	#18 to 8	WIRE-NUT MED -RED	M	1.00	EA	0.19	0.10
100053	#12 SOL	8" PIGTAIL W/GRD SCREW	M	2.00	EA	1.45	0.20
140039	20A	DX GFCI RECEPT TR COMM-GR	M	2.00	EA	38.20	1.05
150041	2-1/8"D	1900 CMB-KO NO BRKT	M	2.00	EA	5.45	0.60
150119	1/2"D 7.3-CI	4"SQ 1-GFCI COMMIRCL CVR	M	2.00	EA	10.64	0.60
160194	3/4	EMT 1-HOLE STEEL STRAP	M	3.00	EA	0.72	0.19
440342	1/4 x 3"	TOGGLE BOLT	M	5.00	EA	2.64	0.93
630111	3/4	COND HAMMER-ON HGR 1/4-FLANGE PUSH-	M	2.00	EA	6.05	0.18
Phase/Group totals:						234.97	12.73

Grand Material, Quote, Equipment, and Subcontract Total: 234.97

COLBURN ELECTRIC LLC

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CITY OF JENKS

211 NORTH ELM STREET • P.O. BOX 2007
JENKS, OKLAHOMA 74037-2007
PHONE (918) 299-5883 • FAX (918) 299-4489

To: Mayor Box and City Councilmembers

Cc: Chris Shrout, City Manager

From: Teresa Nowlin, City Attorney; Courtney Spohn, Paralegal; Marcae Hilton, City Planner;
Brandon Macy, City Clerk, Katie Butterfield, Director of Communications; Sarah
Takmil, Office Manager, Kedra Bale, Director of Human Resources

Date: February 4, 2025

Re: Proposed Resolution 858, Adopting and Implementing a Workplace Wellness Policy

This proposed resolution seeks City Council support for workplace wellness initiatives and asks for the Council to adopt the workplace wellness policy. This resolution and policy are based on samples from the Tobacco Settlement Endowment Trust (TSET), which offers a Healthy Incentive grant. The City is interested in applying for this grant, which could increase funding for signage and wayfinding in the City. This Resolution and Workplace Wellness Policy would also support the implementation of the City's proposed Ordinance 1664, "Smoking in Public Places and Indoor Workplaces." The implementation of the proposed Workplace Wellness Policy would help staff enhance healthy eating habits, smoking cessation, and physical activity.

Staff recommends approval of Resolution 858.

Resolution No. 858

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JENKS, OKLAHOMA
COMMITTING THE CITY OF JENKS TO ADOPT AND IMPLEMENT A WORKPLACE
WELLNESS POLICY.**

WHEREAS, the health, safety and well-being of the employees of the City of Jenks are critical for a prosperous and sustainable City; and

WHEREAS, unhealthy diet and lack of physical activity are key contributors to obesity; and

WHEREAS, research shows that 8% of adults in Oklahoma eat the recommended daily amount of fruit and 6% of adults in Oklahoma eat the recommended daily amount of vegetables; and

WHEREAS, research shows 80% of adults do not participate in the recommended amounts of aerobic and muscle-building physical activity; and

WHEREAS, obesity is a chronic condition associated with heart disease, stroke, cancer and diabetes—preventable diseases that are among the leading causes of death in the United States; and

WHEREAS, Oklahoma has one of the highest rates of type 2 diabetes in the country; and

WHEREAS, tobacco use is the number one cause of preventable death in the United States, killing more than 7,500 Oklahomans every year; and

WHEREAS, tobacco use causes cancer, heart disease and respiratory illnesses; and

WHEREAS, tobacco smoke contains at least 250 harmful chemicals and at least 69 known carcinogens, and there is no safe level of exposure to secondhand smoke; and

WHEREAS, many vapor products have been shown to emit chemicals known to cause cancer; and

WHEREAS, approximately 24% of adults in Oklahoma have tried vapor products, and vapor product use has the potential to expose children, youth, pregnant women, and other people to aerosolized nicotine; and

WHEREAS, chronic diseases place a high burden on the economy due to illness-related loss of productivity, compromised employee performance and increased health costs; and

WHEREAS, Oklahoma has spent more than \$1.7 billion in a single year, or \$588 per adult, on obesity-related costs; and

WHEREAS, Oklahoma has spent \$1.62 billion in a single year on smoking-related medical care and lost \$2.1 billion in one year due to smoking-related lost productivity; and

WHEREAS, tobacco use annually costs employers at least \$5,800 per person who smokes in direct health care expenses, lost productivity due to sick days and smoke breaks and lower productivity because of nicotine addiction; and

WHEREAS, health care costs for physically inactive communities are approximately \$1,400 higher per inactive adult than the costs for active communities; and

WHEREAS, the state of Oklahoma is already implementing a workplace wellness program for state employees; and

WHEREAS, more than 55 peer-reviewed research studies have shown that tobacco-free policies reduce tobacco use, exposure to secondhand smoke and tobacco-related illnesses and death; and

WHEREAS, the Centers for Disease Control and Prevention's review of nearly 200 peer-reviewed research studies found that multicomponent worksite obesity prevention programs and tobacco-free policies are cost-effective and improve health within 5 years; and

WHEREAS, employee participation in workplace wellness programs has been found to increase exercise frequency, decrease smoking, and improve weight control, all of which help to reduce the risk of developing chronic diseases, such as hypertension, heart disease, type 2 diabetes and obesity; and

WHEREAS, in 2023, in Tulsa County 63.8% of residents were overweight or obese, 13.6% of residents smoked cigarettes, 33.3% of residents were diagnosed with high blood pressure, 10.6% of residents were diagnosed with either type 1 or type 2 diabetes, 4.8% of residents have had a heart attack, 11.5% of residents have asthma, in 2021 7.3% of residents have been diagnosed with cancer (excluding skin cancer).

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Jenks that the City

of Jenks adopts the following Workplace Wellness Policy, attached and incorporated as Exhibit A, to help improve the health and wellness of its employees by creating a wellness committee and providing and promoting healthy food and beverage options, opportunities for physical activity, and tobacco-free and vapor-free environments. This Resolution is not intended to expand, reduce, or otherwise alter any municipal activities already regulated by federal or state law.

PASSED BY THE CITY COUNCIL OF THE CITY OF JENKS, Oklahoma, and signed by the Mayor this ____ day of _____ 2025.

Mayor

Attest:

Brandon Macy, City Clerk

Approved as to form:

Teresa Nowlin, City Attorney

EXHIBIT A WELLNESS POLICY

The City of Jenks Workplace Wellness Policy

SECTION I. DEFINITIONS

For the purposes of this policy, the following definitions apply:

Hosting means the use of municipal facilities or other resources for a function, an event, or an activity. Examples include fairs, community gardens, classes, support groups, sporting or athletic events, concerts, etc.

Indoor Area means any enclosed area used or visited by municipal employees, regardless of whether work is being performed. Indoor Area includes work areas, employee lounges, restrooms, conference rooms, classrooms, employee cafeterias, hallways, parking garages, municipal vehicles, and any other spaces used or visited by employees, as well as all space between a floor and ceiling that is predominantly or totally enclosed by walls or windows, regardless of openings such as doors, doorways, open or closed windows, or stairways.

Marijuana Product means any product, regardless of form, that contains cannabinoids derived or extracted from the cannabis plant or its resin and includes synthetic cannabinoids and cannabis plant material.

Municipal Property means all buildings, Indoor Areas, and Outdoor Areas, including but not limited to recreational areas and other property, or portions thereof, owned or operated by the City of Jenks including but not limited to vehicles and equipment owned by the municipality.

Outdoor Area means any area that is not an Indoor Area and includes outdoor recreational areas.

Smoking means lighting tobacco, nicotine, marijuana or other products for consumption.

Sponsoring means providing financial or in-kind support of resources and services for programs, classes, farmers markets, or other types of events and activities promoting healthy living.

Tobacco Product means any product made or derived from tobacco that is intended for human consumption, including any component, part, or accessory of a tobacco product (except for raw materials other than tobacco that are used in manufacturing a component, part, or accessory of a tobacco product). This includes e-cigarettes and vapor products. The term Tobacco Product does not include any product approved by the United States Food and Drug Administration for sale as a tobacco cessation product.

This wellness policy acknowledges the traditional and sacred use of tobacco among American Indian people living in Oklahoma. Whenever the word “tobacco” is referenced in this wellness policy, it refers to the use of commercial tobacco.

Tobacco-, Smoke-, and Vape-Free Location means the use of tobacco in any form is prohibited, and the use of tobacco, nicotine, marijuana or other products consumed in a smoked or vaporized manner is prohibited.

Vaping means using a device to heat, aerosolize, or vaporize tobacco, nicotine, marijuana, or other products for consumption.

SECTION II. WELLNESS PROGRAM SUPPORT

The City of Jenks commits to creating a workplace environment that is conducive to eating healthily, being physically active, and living tobacco- and vapor-free by doing the following:

1. Establishing and providing support for a wellness committee, team, or champion to implement the Wellness Policy, to identify and pursue opportunities to improve health, and to monitor the success of the Policy.
2. Making healthy choices easier by providing access to healthy food and beverage options, opportunities for physical activity, and tobacco, smoke, and vape free spaces and cessation support.
3. Promoting these healthy options through appropriate communication resources, such as email message boards, posters, newsletters, webinars, and meetings.
4. Establishing wellness programs and/or wellness champion(s) for employees and community, as applicable.
5. Conducting ongoing evaluations of wellness policies and programs.
6. Hosting, sponsoring, or promoting health events, such as health fairs, classes, and races.

SECTION III. NUTRITION

The City of Jenks commits to making healthy food and beverage options widely available and easily accessible by doing the following:

1. Providing nutrition education through activities, such as seminars, workshops, classes, meetings, and/or newsletters.
2. Making cool drinking water available throughout the day at no cost.
3. Providing employees with access to a refrigerator, microwave, and sink with a water faucet.
4. Use individual and team competitions or challenges in combination with additional interventions to support employees making healthier choices (e.g., fruit and vegetable challenge, hydration challenge).

5. Promoting the purchase of healthy foods and beverages through practices such as pricing strategies, posting flyers, and/or using other communication tools.
6. Seek input from employees to customize food and beverages sold and offered in the workplace that is nutrient dense and reflects personal preferences, cultural traditions, religious observances, and budgetary considerations.
7. Ensuring access to a private space (other than a restroom) that has an electrical outlet and providing flexible paid or unpaid break times to allow mothers to express breast milk and/or breastfeed.
8. Providing nutritional information on foods and beverages sold and offered in the workplace.
9. 75% of all beverages available at meetings or events contain no more than 40 calories per serving (excluding 100 percent fruit juice and unsweetened milk).
10. 75% of beverages available for purchase in cafeterias or snack bars contain no more than 40 calories per serving (excluding 100 percent fruit juice and unsweetened milk).
11. Encouraging employees to bring healthy foods to special occasions like birthdays and retirement parties or celebrating with non-food items.
12. Offering smaller portion sizes.
13. Market and promote foods and beverages that meet the requirements of the wellness policy.
14. Serve condiments and dressings on the side.
15. Serve foods that are appropriate for the audience and event.

SECTION IV. PHYSICAL ACTIVITY

The City of Jenks commits to making physical activity opportunities widely available and easily accessible by doing the following:

1. Providing information about local resources and facilities, such as walking trails, community parks, and/or recreation facilities.
2. Promoting stairwell use, if applicable, throughout the workday by making stairs appealing and/or posting motivational signs.
3. Using posters, pamphlets, and/or other forms of communication to promote physical activity.

4. Promoting employee participation in physical activity by creating exercise clubs, groups, and/or sponsoring employee sports teams.
5. Providing flexible work arrangements to accommodate paid physical activity breaks.
6. Promoting physical activity through activities, such as seminars, workshops, classes, newsletters and/or meetings.
7. Promoting short activity breaks throughout the workday.
8. Providing safe and secure bicycle parking for employees and, if applicable, community members.
9. Promoting walking meetings.
10. Providing wayfinding signs placed at strategic locations to make people aware of walkable destinations, including parks, recreational facilities, and other attractions.

SECTION V. TOBACCO-, SMOKE-, AND VAPE-FREE WORKPLACE

The City of Jenks is committed to ensuring that our workplace is a tobacco-, smoke-, and vape-free environment, at all times; that means:

1. Supporting existing local and state laws that prohibit Smoking and the use of Tobacco Products and Vapor Products in Indoor Areas and on Municipal Property, through educational materials, requisite signage, and enforcement assistance where applicable.
2. Adopting and enforcing the Local Tobacco-, Smoke-, and Vape-Free Ordinance at the City of Jenks Municipal Code, Section 13-1-39, “Smoking in Public Places and Indoor Workplaces.”
3. Prohibiting employees from Smoking or using Tobacco Products or Vapor Products in personal vehicles during all hours of employment while such vehicles are on Municipal Property.
4. The prohibition or regulation of Smoking or Vapor Products as established in this section shall include the smoking or vaping of any Marijuana Product.

The City of Jenks employees will have access to tobacco cessation support through the following:

1. Employees and family members interested in quitting tobacco use will be referred to the Oklahoma Tobacco Helpline (OKHelpline.com) and other cessation resources, as available.

2. The City of Jenks will promote the Oklahoma Tobacco Helpline (1-800-QUIT-NOW or OKHelpline.com) to ensure awareness of the statewide services that are available.
3. The City of Jenks will communicate and promote the available tobacco cessation benefits and insurance coverage for employees to all prospective employees, new employees at the time of hire, and all existing employees on an annual basis.

This wellness policy will be implemented and enforced through the following:

1. Signs informing people of this policy will be posted, at a minimum, at entrances to all buildings on Municipal Property.
2. A copy of this policy shall be included in the Municipal policy manual and Employee training materials. Employees are responsible for familiarizing themselves with this policy. Employees are responsible for familiarizing themselves with these laws and policies and their applicable enforcement measures.

SECTION VI. GENERAL STATEMENT OF POLICY

It is the intent of the City Council that this Resolution is a general statement of City of Jenks policy that cannot form the basis of a private right of action.

SECTION VII. SEVERABILITY

If any section, subsection, subdivision, paragraph, sentence, clause, or phrase of this Resolution, or its application to any person or circumstance, is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses, or phrases of this Resolution, or its application to any other person or circumstance. The City Council of the City of Jenks hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause, or phrase hereof, irrespective of the fact that any one or more other sections, subsections, subdivisions, paragraphs, sentences, clauses, or phrases hereof be declared invalid or unenforceable.



CITY OF JENKS

211 NORTH ELM STREET • P.O. BOX 2007
JENKS, OKLAHOMA 74037-2007
PHONE (918) 299-5883 • FAX (918) 299-4489

To: Mayor and Members of Council

From: David Sims, CFO/Finance Director

Date: February 4, 2025

Subject: FY 2024-2026 FOP Collective Bargaining Agreement

The current collective bargaining agreement with the Jenks Fraternal Order of Police, Lodge No.146, expired on June 30, 2024. The City of Jenks ("City") and the Lodge have engaged in good-faith negotiations and have reached an agreement as to the terms of a new collective bargaining agreement ("CBA"). It was agreed that the term of the renewed contract would be for a two-year period. For fiscal years 2024-2025 and 2025-2026 the following changes to the contract are recommended:

Titles of Rank

The amended classification of ranks removes the Corporal rank and adds the Lieutenant rank. The rank from highest rank to lowest will now be Captain, Lieutenant, Sergeant and Master Patrolman. The newly established ranks by officer are included in Exhibit "A" of the CBA.

Article 5 – Seniority

Section 1 – A proposed change to the classification using the ranks of Master Patrolman, Sergeant, Lieutenant and Captain.

Article 7 – Promotional System

Section 9 - A proposed change to the supervisory minimum staffing.

Article 12 – Base Pay

Section 1 – A proposed change to create a new step plan that adds a Step 7 in FY24-25 and two steps (Steps 8 and 9) in FY25-26. The new plan is based on an analysis of surrounding and similar-sized municipalities in Oklahoma as well as the impact of the plan on the City's current and future budgets.

As part of the new step plan, on 7/1/2025, the annual base of each step will be adjusted for an across-the-board 3% increase ("COLA") with each member remaining in their current step until 6/30/2026 at which time each member will move to the next step for FY25-26. An amended table is included in the CBA showing the new step plan for each fiscal year.

The new step plan provides an average of almost 9.5% increase for all members in the first fiscal year and over 6% during the second fiscal year.

Section 5 – This section from the previous CBA has been removed. Members are no longer required to be qualified as First Responders, and non-qualified members are not subject to a two percent reduction in their base pay rate.

Article 12 – Holidays

Section 1 – A proposed change to grant twelve (12) holidays throughout the contract year based on the current schedule used by the City for all employees.

Article 17 – Benefit Program

Section 4 – A proposed change to add this section whereby the City will provide behavioral health counseling services to members and certain family members via contact with a third party vendor.

Article 19 – Sick Pay

Section 7 – A proposed change to add this section to denote that the City will endeavor, upon death of any member covered under the CBA, to issue the final paycheck no later than the next pay date.

Article 24 – Destruction of Officer's Property

Section 1 – A proposed change to remove the maximum amount allowed to reimburse members for personal property damaged or destroyed because of on-the-job duties.

Article 27 – Clothing/Cleaning Allowance

Section 1 – A proposed change to increase the annual amount paid to \$1,200 from \$700.

Article 31 – Lodge Business

Section 1 – A proposed change to allow the Lodge up to one hundred (100) hours per fiscal year of professional leave to conduct Lodge business, which is an increase from the previously agreed-to thirty-two (32) hours per fiscal year.

Staff recommends approval.

COLLECTIVE BARGAINING AGREEMENT

Between

**THE CITY OF JENKS, OKLAHOMA
A Municipal Corporation**

And

**FRATERNAL ORDER OF POLICE
LODGE No. 146**

Effective July 1, 2024 through June 30, 2026

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PREAMBLE

This Agreement is entered into by and between the City of Jenks, Oklahoma and members of the collective bargaining unit of the Jenks Fraternal Order of Police Lodge No. 146.

ARTICLE I RECOGNITION

The City of Jenks (hereinafter “City”) recognizes the Fraternal Order of Police Lodge No. 146, (hereinafter “Lodge”) as the sole and exclusive Bargaining Agent for all commissioned permanent paid members of the Police Department, excluding the Chief of Police, an Administrative Assistant, probationary employees, civilian or non-sworn employees, clerical/administrative employees, part-time employees and Reserve Police Officers. For the purposes of this Agreement the position of Administrative Assistant shall be determined by the City.

The Lodge recognizes the City Manager, or the City Manager’s designated representative, as the sole representative of the City of Jenks for the purposes of collective bargaining. The Lodge and City agree to bargain in good faith on all matters relating to wages, hours and other conditions of employment.

ARTICLE 2 NON-DISCRIMINATION CLAUSE

- Section 1. The City agrees not to discriminate against any unit employee in any manner for his legitimate activity on behalf of, or membership in the Lodge.
- Section 2. The Lodge agrees not to discriminate against any employee in any matter for non-membership in the Lodge.
- Section 3. The provisions of the Agreement shall apply to all employees covered by this Agreement without discrimination on account of race, creed, religion, sex, national origin, age, qualified disability or veteran status. The intent of this Article is to assure that this Collective Bargaining Agreement is in compliance with the various local, state, and federal legislation such as, but not limited to, Title VII of the 1964 Civil Rights Act, as amended.

ARTICLE 3 PURPOSE AND TERM OF AGREEMENT

- Section 1. It is the intent and purpose of this agreement, entered into by and between the City and Lodge, to achieve and maintain relations between the parties hereto and to provide for the equitable and orderly adjustment of grievances that may arise during the term of this Agreement.
- Section 2. The City and the Lodge have reduced to writing the collective bargaining agreement resulting from negotiations entered into by the City and the Lodge.
- Section 3. This Agreement shall become effective on the first day of July 2024 and remain in full force until midnight, June 30, 2026. However, any economic provisions hereof,

which are to become effective throughout the City's fiscal year beginning on July 1, 2025, are subject to the appropriation of adequate and sufficient funds by the City of Jenks and the Agreement for FY 2025-2026 will not be finalized until appropriation of adequate and sufficient funds. Should the Jenks City Council fail to appropriate sufficient funds for this Agreement for FY 2025-2026, the parties agree that the terms of the Agreement set forth to become effective throughout FY 2025-2026 shall be deemed null and void without further action by either party to this Agreement. In such event, the 120-day notice period will be waived and the parties shall immediately commence negotiations for a collective bargaining agreement for FY 2025-2026.

- Section 4. Whenever wages, rates of pay, or any matters requiring appropriation of monies by the City are included as a matter of collective bargaining, it shall be the obligation of the Lodge to serve written notice of request for collective bargaining to the City at least One Hundred Twenty (120) days prior to the last day on which monies can be appropriated by the City to cover the Agreement period which is the subject of the collective bargaining procedure.
- Section 5. It shall be the obligation of the City to meet at a reasonable time and confer in good faith with representatives of the Lodge, ten (10) days after receipt of written notice from the Lodge requesting a meeting for the purpose of collective bargaining. 11 O.S. § 51-105

ARTICLE 4 MANAGEMENT RIGHTS AND RESPONSIBILITIES

- Section 1. The Lodge recognizes the City retains the exclusive right to manage the business of the City. All the rights, powers, functions and authority to manage its affairs in all respects and in accordance with its responsibilities, and the power or authority which the City has not officially abridged, delegated, granted, or modified by specific provisions of this Agreement are retained by the City. All rights, powers, and authority City had prior to the signing of this Agreement are retained by the City and remain exclusively, and without limitation, within the rights of the City.
- Section 2. Except as may be limited herein, the City retains the rights in accordance with the Constitution, the laws of the State of Oklahoma, and the responsibilities and duties contained in the laws of the State of Oklahoma and the ordinances and regulation promulgated there under including but not limited to the following:
- a. To determine Police Department policy, including the right to manage the affairs of the Police Department, in all respects except as stated above, including the right to plan, direct, and control operations;
 - b. To schedule and assign work to employees, including overtime;

- c. To direct the members of the Police Department, including the right to hire, terminate, suspend, discipline, promote or transfer any employee of the Police Department;
- d. To determine the organization of the Police Department, including the right to organize and reorganize the Police Department and the determination of job classifications and ranks based upon duties assigned.
- e. To determine the safety, health, and property protection measures for the Police Department;
- f. To allocate assigned work to Police Officers and employees within the Department;
- g. To be the sole judge of the qualifications of applicants and the training methods of new employees;
- h. To schedule the operations and determine the number and duration of hours of assigned duty per week;
- i. To establish and enforce rules, regulations and orders of the Police Department;
- j. To introduce new, improved, or different methods and techniques of operations of the Police Department, or change existing methods and techniques;
- k. To determine the amount of supervision necessary;
- l. To take whatever action may be necessary to carry out the mission of the City in situations of emergency;
- m. To layoff or relieve employees from duty; to maintain order and to suspend, demote, discipline and discharge employees for just cause;
- n. To establish new jobs, abolish or change existing jobs, increase or decrease the number of jobs; to change processes, products, equipment and operations;
- o. To determine the methods, means, policies, procedures, and personnel by which the Police operations are to be conducted.

Section 3. The City has the sole authority to determine the purpose, mission, duties, and responsibilities of the City, including the total amount of the budget and its allocation to different functions and to establish priorities.

Section 4. It is understood by both parties that since every duty connected with operations, job descriptions, etc. may not always be described, employees—at the discretion of the City—may be required to perform duties not specifically defined in their job description but which may reasonably be considered to be incidental of their duties as a police officer.

ARTICLE 5 SENIORITY

- Section 1. Seniority shall mean the status defined by length of continuous service with the Jenks Police Department. It shall commence from the date on which the Employee was hired. Seniority shall be retroactive to the date of hire upon satisfactory completion of twelve (12) months probationary period.
- a. Time in rank shall commence from the date of promotion to the ranks of Sergeant, Lieutenant or Captain.
- Section 2. Seniority and/or time in rank shall be a factor to be considered by the Chief of Police in determining:
- a. Shift assignments;
 - b. Regular days off;
 - c. Time off when annual vacation is granted;
 - d. Time when holiday time-off is granted;
 - e. Promotion, as provided in Sections 6 and 7 of this Article and Article 7.
- Section 3. Seniority will be based on continuous length of service as a full-time employee with the Jenks Police Department.
- Section 4. In the event a laid-off employee is called back for duty, previous time will count as seniority time. Time off during the lay-off period will not count towards seniority time.
- Section 5. Employees who have worked in other departments within the City of Jenks, and who may be qualified to become employees of the Police Department, upon being so transferred from one department into the Police Department, shall for purposes of seniority, be considered as new hire employees. All previous time with another department(s) within the City of Jenks will not count towards seniority.
- Section 6. Employees that resign from the Jenks Police Department and later are rehired will be hired as a new employee. All previous time with the Jenks Police Department will not count towards seniority.
- Section 7. Each Provision of this Article shall be exercised so as not to adversely affect the interests of the City.

ARTICLE 6 REDUCTION IN FORCE

- Section 1. In case of a personnel reduction, the employees with the least seniority will be laid off first. Subject to a thirty (30) days' notice to the Lodge President and employee(s)

to be affected. In determining seniority for the purpose of personnel reduction, only time as a full-time, paid employee shall be counted.

In the event of a reduction in force, employees shall be laid off in the inverse order of seniority to be determined from employee's classification. Employees shall be recalled from layoff status by seniority to be determined from the original date of hire. Recall rights shall be preserved for a period of one (1) year from the date of layoff.

Notice of recall shall be mailed by certified mail to employees to their last place of residence shown on City's personnel records; written notice shall be given on the same date to the Lodge President or his/her designated representative. Any employee who fails to report to duty within fifteen (15) working days following receipt of notice of recall or within fifteen (15) working days following attempted delivery of such notice, if the same is unclaimed or otherwise not actually received, shall be deemed as having permanently terminated his/her employment.

ARTICLE 7 PROMOTIONAL SYSTEM

- Section 1. When a vacancy occurs in a classification and rank approved by the City, other than the classification of Police Officer or Master Patrolman, a notice of "promotional announcement" shall be posted on the departmental bulletin board indicating the qualifications and testing procedure for the position within 5 business days of a vacancy.
- Section 2. In order to be eligible for promotions an employee must have served at least two (2) years in rank immediately below the one tested for. If all employees at the rank immediately below the open position have less than the two (2) year minimum, then the two (2) year minimum requirement may be waived at the sole discretion of the Chief of Police. If no employee receives a passing score, the Chief of Police may open the position to all non-probationary officers at the rank below the open position. With approval from the Chief of Police, officers who previously tested may retest.
- Section 3. Eligible employees who wish to take the examination shall file in writing with the Chief no more than ten (10) business days after examination notice has been posted. The test will be administered ten (10) business days after the expiration of the ten (10) day notice (twenty (20) business days after the promotional posting). If all eligible officers have filed written notice to the Chief's Office prior to the expiration of the ten (10) business days, the Chief may start the promotional process prior to the twenty (20) business day period. If there is only one (1) eligible applicant that files his/her intent to test with the Chief's Office and there is only one (1) vacant position available, then at the end of the ten (10) day period, the eligible applicant may, at the sole discretion of the Chief of Police, receive the promotion with no

testing. If the Chief of Police does not waive the testing requirement, the eligible applicant shall proceed with the test as outlined in Section 4 of this Article.

- Section 4. Promotion shall be based upon a competitive examination process that requires at least a passing score of seventy (70) points to promote regardless of the number of applicants testing for position. The promotion shall be made to the highest scoring applicant(s) for the announced vacancy(ies) in the same classification. The promotional process shall consist of the following elements:

Written Examination	50 points
Evaluation of Past Performance	10 points
Oral Examination	30 points
Seniority	10 points

- Section 5. The written examination shall be conducted at one (1) location with all applicants testing at the same time. A reasonable time limit shall be placed on the examination period. Oral examinations will be arranged back-to-back when reasonably convenient for all parties involved in the process.

- Section 6. Each testing applicant shall receive one-twelfth (1/12th) point for each month of continuous service with the Jenks Police Department with total seniority points not to exceed ten (10) points. Each applicant shall receive up to ten (10) points based on an averaged evaluation of past performance by two Jenks Police Department supervisory personnel. Each applicant shall receive up to thirty (30) points based upon oral examination of the applicant by a panel consisting of two (2) Jenks Police supervisory personnel, two (2) outside police agency supervisors and one Lodge examiner. The score of the panelists shall be averaged into one score. Each applicant shall receive up to fifty (50) percentage points based upon the scoring of the written examination. The Chief of Police shall choose the two Jenks Police supervisory personnel and the two outside agency supervisors.

- Section 7. In the event of a tie score, the tiebreaker shall be determined in the following order:

- a. Greatest consecutive seniority within the Jenks Police Department.
- b. Highest written examination score.
- c. Highest past performance evaluation score.
- d. Highest oral examination score.

- Section 8. Once the testing has concluded and the scores tabulated, a promotional list containing the qualifying scores will be posted by the City.

- a. That list will be held for a period of twelve (12) months to fill potential positions unless other employees qualify during the twelve-month period. Any employee that becomes qualified for a promotion during this twelve-month period, shall, be tested and appropriately added to the promotional list as the score shall provide. In the event a new applicant is added, a

reasonable effort shall be made to obtain the same personnel for the oral board panel in Section 6 of this Article, unless the Chief of Police determines there is a conflict of interest that would unfairly alter the process.

Section 9. For the purposes of this agreement, the City agrees to maintain a supervisory minimum staffing authorization subject to appropriation.

- a. A Patrol Division that consists of
 - (i) One (1) Patrol Commander with a rank of Captain,
 - (ii) Three (3) Patrol Lieutenants, and
 - (iii) Three (3) Patrol Sergeants.
- b. A Detective Division that consists of
 - (i) One (1) Detective Captain.
 - (ii) One (1) Detective
- c. A Support Division that consists of
 - (i) One (1) Support Captain

Even though the Detective Division receives a higher compensation rate, the ranks are equivalent to the corresponding ranks in the Patrol Division. If a vacancy occurs in the Detective Division and an officer is moved into that position the move will be considered a lateral transfer, not a promotion, although the position shall be promotional competitive.

Section 10. For the purposes of this agreement, the City agrees to maintain a Professional Standards Division that will consist of one (1) officer. The duties shall include but are not limited to internal affairs, training, personnel, policy development, and force review. Due to the duties and responsibility of this position, the position will be at the rank of Captain.

Section 11. Each employee covered under this contract shall receive an annual performance review that is in conformance with the Center for Public Safety Management's recommendation (page 79, Police Operations and Data Report). The City and Lodge shall work together to create the annual review template.

ARTICLE 8 PROHIBITION OF STRIKES

Section 1. The Jenks Police Department and its members agree that they shall have no right to engage in any strike, work stoppage, or slow-down, as defined in 11 O.S. § 51-102(3).

ARTICLE 9 PERSONNEL FILES, CONFIDENTIALITY

- Section 1. Any records, information, or documents concerning an investigation of a member shall be retained for future information and reference. Such documentation shall include, but not necessarily be limited to, letter of reprimand from supervisors of the said member, documentation concerning counseling sessions for violations of any rules or regulations or policies within the department of the City for said member, and any other information which could reasonably be construed as being detrimental to the member's future with the department. Employee would be notified of such action.
- Section 2. The City, which includes the Chief of Police, shall, at all times respect the privacy concerns of the officers regarding personnel files. Matters within such files shall not be released except for good cause shown, and only on a need-to-know basis, as determined by the City Manager or his designee, upon the advice of legal counsel.
- Section 3. Members shall be allowed to review their personnel file under appropriate supervision at any reasonable time and may insert their own response into the personnel file regarding any matter contained therein.
- Section 4. No original files shall be removed from the custody of the City of Jenks except by court order, whereupon affected members shall be given notice of such removal.
- Section 5. For the purposes of disciplinary action(s) a limitation of twenty-four (24) months shall exist for considering information related to an employee's previous suspension, when determining appropriate discipline for a new offense. Other than a previous suspension, consideration of information related to related to other disciplinary action(s) shall be limited to the previous twelve (12) months. These limitations shall apply provided there has been no other violation by the same employee during that period of time.

ARTICLE 10 COMMUNICATIONS

- Section 1. City agrees to pay each employee \$50.00 per month, paid in equal installments on a per paycheck basis, for cellular phone use by the employee. Any reimbursed cell phone number shall be on file with the City for contact with the employee and Employee shall make reasonable attempt to be available for contact from the City.

ARTICLE 11 OVERTIME

- Section 1. The City will use Section 7(k) of the Fair Labor Standards Act in order to establish the work period for Police Officers. FLSA-covered employees under this contract shall receive overtime compensation for actual hours worked in excess of 40 hours in a 7-day working period (160 hours in a 28-day work cycle). All other paid leave time, including but not limited to vacation, holidays, compensatory time, sick leave and funeral leave will not be considered as hours worked for overtime calculations.
- Section 2. Officers working overtime beyond their regular work schedule and not held over or called back to work by management must have prior approval to work overtime from the Chief of Police or his designee. The Chief of Police shall also regulate the scheduling of compensatory time off and all policy relating to permission for performing overtime. Failure to obtain prior approval may result in a disciplinary action.
- Section 3. Call back time is defined as service required during times other than regularly scheduled work shifts when the employee is away from the workplace and must be called back into service.
- Section 4. Compensation for overtime worked shall be made at the rate of one and one-half (1-1/2) times the regular rate for FLSA covered employees. The City will abide by the Fair Labor Standards Act with regard to the positions within the Police Department.
- Section 5. Court time shall be considered call back time and shall be compensated for accordingly unless the employee is reimbursed by some party other than the City for necessary Court appearances.
- Section 6. Employees who are called back to duty on their time-off shall receive a minimum of two (2) hours of overtime even if released from duty prior to working two (2) hours.
- Section 7. Overtime shall commence upon the employee's reporting to the designated duty station and shall end upon being released from duty.
- Section 8. One (1) hour of overtime will be allowed for travel time to any hearing outside the city limits of Jenks, but within the Tulsa metropolitan area. Any travel time that goes outside of this boundary shall not exceed three (3) hours. If travel time goes beyond this three-hour limit, prior approval must be obtained from the Chief of Police and City Manager.
- Section 9. Overtime payments will be paid pursuant to the bi-weekly payroll schedule in place for all City employees.

ARTICLE 12 BASE PAY

Section 1. FY 2024-2025: Each member of the Lodge shall receive compensation paid by classification and rank according to the following table of annual base pay for the Fiscal Year 2024-2025 and at the step for each member shown on the attached Exhibit A. Newly hired officers coming off of probation will be paid at Master Patrolman Step 2.

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Master Patrolman		\$48,410.00	\$49,862.30	\$51,358.17	\$52,898.92	\$54,485.89	\$56,120.47
Sergeant				\$57,804.08	\$59,538.20	\$61,324.35	\$63,164.08
Lieutenant				\$64,765.48	\$66,708.44	\$68,709.69	\$70,770.98
Captain				\$73,202.10	\$75,398.16	\$77,660.10	\$79,989.90

FY 2025-2026: For Fiscal Year 2025-2026, on July 1, 2025, the table of annual base will be adjusted for an across-the-board 3% increase (aka “COLA”) and two steps will be added to each rank (at a 3% increase from the previous step). All non-probationary covered members will move to the next step for their rank on June 30, 2026. The following is the table of annual base pay for the Fiscal Year 2025-2026:

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
Master Patrolman		\$49,862.30	\$51,358.17	\$52,898.92	\$54,485.89	\$56,120.47	\$57,804.08	\$59,538.20	\$61,324.35
Sergeant				\$59,538.20	\$61,324.35	\$63,164.08	\$65,059.00	\$67,010.77	\$69,021.09
Lieutenant				\$66,708.44	\$68,709.69	\$70,770.98	\$72,894.11	\$75,080.93	\$77,333.36
Captain				\$75,398.16	\$77,660.10	\$79,989.90	\$82,389.60	\$84,861.29	\$87,407.13

Employees who are designated as a Detective and operate in that capacity on a full-time basis but who have not achieved the rank of Detective Captain, will receive the base pay for his/her rank plus 3%.

Employees with Intermediate CLEET Certification will receive the base pay for his/her rank plus 2%

Employees with Advanced CLEET Certification will receive the base pay for his/her rank plus 4%.

Section 2. Compensation shall be paid, less legal deductions and withholdings in 26 equal, per pay period installments, subject to the payroll procedure of the Finance Department.

Section 3. All future vacancies or additions to rank are subject to testing

Section 4. Police Officers not currently awarded an associate or bachelor's degree in law enforcement or a recognized equivalent curriculum approved by the Chief of Police and City Manager shall be eligible to receive tuition, fees and books reimbursement of up to \$2,500.00 per fiscal year for enrollment in a curriculum plan pre-approved by the Chief of Police and the City Manager. The Police Officer shall make application through the Chief of Police who, if approved, will process the application for advance payment. The employee must reimburse the City for same if the employee fails to pursue such course-work in a usual manner. Such course-work shall not be on City work time but shall be voluntarily undertaken by the Officer. The course work must be at a nationally accredited college or university as approved by the Chief of Police. If the Officer terminates employment, whether voluntarily or involuntarily, with the City within two years (730 days) of the date of the reimbursement check, the Officer is responsible for returning the amount reimbursed within 60 days. The City reserves the right to garnish any final wages to recover all or a portion of the cost of the reimbursement.

a. The City agrees to pay to each officer who has completed a degree at universities or colleges that are accredited by one of the six regional accreditation organizations recognized by the U.S. Department of Education.

Associate's Degree	\$600.00 per year
Bachelor's Degree	\$1,200.00 per year
Master's Degree	\$1,500.00 per year

The education incentive shall be paid in equal, per pay period installments, subject to the payroll procedure of the Finance Department. The education incentive shall be paid for the highest degree attained that is listed above. Once an officer receives a degree and provides documentation of such, the officer will begin receiving the monthly education incentive. That officer shall continue to receive the incentive for

the term of their employment as a member as long as the officer is covered by this CBA.

- Section 5. In situations where there are no ranking supervisors (Lieutenant or Sergeant) on a given shift the senior officer on that shift shall be deemed the "shift supervisor" unless otherwise decided by that shift's Lieutenant and the Chief. As such, upon so serving in this capacity for the shift, the officer shall be paid an additional two hours (straight time) at the rank of Sergeant 4 for working out of classification for that shift.
- Section 6. Police employees who are scheduled to work "double back" will be compensated an extra (2) two hours (straight time). Double back means 8 hours or less between scheduled shifts.
- Section 7. When members are promoted to a higher rank, the member shall be paid at the lowest step of the higher rank which provides an increase of at least three percent (3%) per year over the member's previous base pay.
- Section 8. The Lodge acknowledges that if the City has the desire to provide a holiday bonus to the members of the Lodge in any year on the same terms that the City will provide to non-union employees, the City and Lodge acknowledge that it is not a violation of the CBA or an unfair labor practice.

ARTICLE 13 LONGEVITY

- Section 1. Each member covered by this agreement shall qualify for longevity pay based upon City Council Resolution No. 163 and subsequent modifications and policy amendments. For purposes of longevity pay, the base pay shall be interpreted as longevity pay not to exceed 12.5 percent of the base pay in Section 1 of Article 12.

ARTICLE 14 VACATION LEAVE

- Section 1. Employees shall accrue vacation for years of continuous service. The accumulation schedule shall be as follows:

<u>Years of Employment</u>	<u>Vacation Leave</u>
1 - 3	2 weeks (10 work days)
4 - 9	3 weeks (15 work days)
10+	4 weeks (20 work days)

- Section 2. Employees begin to accumulate vacation leave upon completion of the first full month of employment.
- Section 3. Vacation leave is accrued in units of 3.08 hours of a working day per pay period for years one through three, units of 4.62 hours for years four through nine, and in units of 6.15 hours for ten years and over.
- Section 4. Vacation leave cannot be expended in less than one half (1/2) day units. Vacation leave cannot be expended for more than actual accrued number of days earned by the employee.
- Section 5. Employees are eligible to use vacation leave once it has been accrued. The amount of vacation expended may not exceed the exact number of hours an employee has accrued at the time the vacation leave is taken.
- Section 6.
- a. Vacation periods and scheduling are subject to approval/disapproval by the Chief of Police.
 - b. Vacation scheduling shall be granted, when possible, by seniority within the department.
 - c. Requests for vacation of five or more days shall be submitted at least (14) working days in advance of the requested leave. Requests for vacation of less than five days must be approved by the Chief of Police.
- Section 7. In the event an observed holiday falls within a vacation period, the holiday shall not be charged as a vacation day.
- Section 8. Employees terminating employment with the City of Jenks in good standing, i.e., resignation with proper notice, shall receive a day's pay for each unused vacation day.
- Section 9. Accrued and unused vacation leave may not exceed two (2) times the number of hours an employee would accrue in one (1) year. Employees who reach this maximum number of accrued and unused vacation leave hours will not continue to accrue vacation leave until such time as they have used some of the accrued hours and brought the number available below the maximum allowable amount.

ARTICLE 15 HOLIDAYS

- Section 1. "Holiday" is defined as a day or days that have been designated by the City in which City Hall is closed to the public and ordinary, administrative business functions are not performed. Lodge employees who are scheduled to work holidays set forth below, will receive their regular rate of pay and will accrue holiday time equal to one and one-half times the regular rate of pay. Holidays during the effective date

of this contract shall be as approved for all operations of the City of Jenks but shall not be less than twelve (12) holidays throughout the contract year.

Section 2. An employee who is not scheduled to work, but is on normal days off, will accrue holiday time equal to their regular rate of pay.

Section 3. Holidays for the term of this contract shall conform to the City Council's approved holiday calendar, and shall be:

- a) 4th of July - July 4
- b) Labor Day — First Monday in September
- c) Veteran's Day - November 11
- d) Thanksgiving Day — 4th Thursday in November
- e) Thanksgiving Day — 4th Friday in November
- f) Christmas Day - December 25
- g) Day before Christmas Day - December 24
- h) New Year's Day - January 1
- i) Martin Luther King Day — Third Monday in January
- j) Presidents Day—Third Monday in February
- k) Good Friday — Friday before Easter
- l) Memorial Day — Last Monday in May
- m) Two (2) Floating Holidays

Section 4. Floating Holidays are each an eight (8) hour benefit. Floating Holidays are intended to allow employees time off in order to celebrate holidays that are not provided by the City, although the use of a Floating Holiday is not required to be tied to a particular holiday and is able to be used for any reason. Employees must schedule a Floating Holiday at least twenty-four (24) hours in advance. Floating Holidays may not be carried over. An employee will not be compensated for any Floating Holiday if it is not used during the calendar year (January-December). Employees hired between January 1 and June 30 will receive two (2) Floating Holidays for that calendar year. Employees hired on or after July 1 will receive one (1) Floating Holiday for that calendar year. Employees who terminate from the City and have not used a Floating Holiday will not receive compensation for the holiday. For purposes of Holiday pay, a Floating Holiday shall be treated like Vacation Leave. Floating Holidays may only be used in full day increments.

Section 5. Employees may accrue or “bank” holiday time to a limit of two hundred and forty (240) hours. Any hours of holiday time earned over the 240-hour limit will be paid to the employee on the payroll in which the holiday falls and may not be banked. Provided the employee notifies the payroll department by December 1st, March 1st, June 1st or September 1st of his/her desire to sell back holiday time, the City will have the option to purchase any offered holiday time on the first payroll of the subsequent months; January, April, July and October. The amount of holiday time to be offered for purchase will be at the employee’s discretion. The amount of

holiday time to be purchased will be at the City's discretion and subject to annual appropriation limits.

ARTICLE 16 PENSION PLAN

- Section 1. City agrees to contribute to the pension plan of each police officer in accordance with 11 O.S. §50-101.
- Section 2. Police Officers must participate in the State of Oklahoma Pension Fund.

ARTICLE 17 BENEFITS PROGRAM

- Section 1. Life insurance. All regular employees participate in the life insurance programs. Participation will begin on the first day of the month following thirty (30) days of service with the City. The cost of the program is borne of the City. All members of the bargaining unit shall be provided with Fifty Thousand Dollars (\$50,000) in life insurance benefits, in accord with the same terms and conditions of participation in such plans as available to all City employees as approved by the Jenks City Council.
- Section 2. Health Insurance. All regular employees are eligible on the first day of the month following thirty (30) days of service to the City, to participate in health insurance programs (life, accident, health, vision or dental), in accord with the same terms and conditions of participation in such plans as available to all City employees as approved by the Jenks City Council. The City shall provide a minimum of Sixty Dollars (\$60.00) per month to each member of the bargaining unit to offset the costs of such programs. In the event the Sixty Dollars (\$60.00) benefit toward other insurance programs is not used, then the unused portion of the Sixty Dollars (\$60.00) provided in this section shall be paid in equal installments on a per pay period basis.
- Section 3. In the event a plan is approved by the City Council whereby the City deducts from base pay for tax reporting purposes non-City paid or non-reimbursable fringe benefits, such program shall be available to the bargaining unit on a voluntary basis by individual member.
- Section 4. a. The City will provide behavioral health counseling services to members and certain contractually defined "Immediate Family Members" via contract with a third-party vendor.
b. Members may utilize sick time for these services.

ARTICLE 18 FUNERAL LEAVE

- Section 1. In the event of a death of a member of an employee's or spouse's immediate family (as defined under Article 19), an employee is entitled to up to three (3) consecutive working days of funeral leave, providing one day of leave is that of the funeral. This shall not be charged to sick leave account.
- Section 2. The employee may, under the definition of immediate family in Section 1, take sick leave as funeral leave in supplement to the benefit in Section 1, providing one day of leave is that of the funeral and does not exceed three (3) consecutive working days, unless approved by the Chief of Police.

ARTICLE 19 SICK LEAVE

- Section 1. The Employee shall accrue sick leave in units of one (1) working day per month.
- Section 2. Sick Leave can be expended in units of no less than one hour. Any sick leave extended beyond three (3) consecutive days may require a physician's written statement certifying the employee's conditions or his immediate family's condition that prevented the employee from reporting to work if deemed appropriate by the Chief of Police.
- Section 3. The employee is eligible to take sick leave for one of the following reasons:
- a. Personal illness or physical incapacity other than incurred on the job, including medical, dental or optical diagnosis or treatment and pregnancy;
 - b. Serious illness of a member of the employee's or spouse's immediate family requiring the employee's personal care or attention. Immediate family shall include: husband or wife, father or mother of employee, sister or brother of employee, children or legally adopted children of husband or wife or both or any other person whose relationship could justify the employee's absence, providing special approval by the department head is first obtained;
 - c. Exposure to a contagious disease that in the opinion of the attending physician could jeopardize the health of others.
- Section 4. Sick leave may be accumulated to a maximum of sixty (60) working days.
- Section 5. An employee may donate one half of his/her accumulated annual vacation leave to another City Employee who has exhausted his/her sick leave.
- Section 6. Upon separation of employment an employee will be compensated for the remainder of sick leave which the employee may have accumulated after at least

one year of employment on a pro-rata basis not to exceed \$500 based upon a maximum accumulation of 60 days.

- Section 7. Upon the death of any member covered under the CBA, the City will endeavor to issue a final paycheck no later than the next pay date including any unpaid hours worked prior to death, as well as any eligible accrued leave as outlined in City Policy and the CBA.

ARTICLE 20 SUPPLEMENTAL TO WORKER'S COMPENSATION

- Section 1. If a Police Officer receives an injury covered by Worker's Compensation Statutes, the employee will receive regular salary or rate of pay for a maximum period totaling six (6) months. City funds or insurance proceeds may pay this salary, but the employee shall not receive the benefit of both. All absences related to a single injury, whether or not consecutive, will be combined to determine when the six (6) month (180 days) supplemental pay maximum has been reached. Any injured police officer also shall be entitled to all temporary benefits provided by 11 O.S.A. § 50-116.

ARTICLE 21 MANAGEMENT - LABOR COMMITTEE

- Section 1. The City and the Lodge agree to meet quarterly to discuss matters of mutual concern and to enhance department communications of the Police Department. The committee shall be comprised of the Chief of Police and a member of the central City management, the Lodge President and one F.O.P. designee. The committee shall meet at a mutually agreeable time.
- Section 2. The City agrees to provide safe working conditions for the employees of the Jenks Police Department.
- Section 3. The Lodge President or the President's designee shall participate with the City's management in the strategic planning process for the Police Department.

ARTICLE 22 BULLETIN BOARDS

- Section 1. The Lodge may have a bulletin board within the Police Department, its size and location subject to the approval of the Chief of Police. It is for notices concerning Lodge, educational, recreational, and social affairs, and other such matters as may be agreed upon by the Lodge and the City, and material shall be signed by the member of the Lodge who posts the material. It is understood that material of

political, controversial, or inflammatory nature shall not be posted. For the purpose of this Article, political shall be defined to include matters dealing with the administration of public affairs or pertaining to political activities at the local, state, or national level. For the purposes of this Article, inflammatory shall be defined as those comments tending to excite passion, tumult or of a personal derogatory nature, especially those comments directed toward elected officials of the City of Jenks. The Chief of Police or his designee shall be authorized to remove any material from the bulletin board which. does not conform to the intent of this Article. It shall be the responsibility of the Lodge to maintain the materials they post, to insure prompt removal of outdated material, and further insure that the posting of such material is limited only to the bulletin board.

ARTICLE 23 GRIEVANCE PROCEDURE

- Section 1. The Lodge or any employee covered under this Agreement may file a grievance within ten (10) business days of the alleged occurrence, as hereinafter defined, and shall be afforded the full protection of this Agreement.
- Section 2. The Lodge President, or his authorized representative will report an impending grievance to the Chief of Police in an effort to forestall its occurrence.
- Section 3. Any controversy between the City and the Lodge or any employee concerning manner:
- a. The grievance shall be discussed with the Chief of Police either by the employee or his designee. A police officer who is available at the time may be present at said discussion. The answer may be submitted orally by the Chief of Police within ten (10) business days to the employee involved or to the Lodge President.
 - b. If the grievance is not settled by the provision of Section 3a, it shall be submitted in writing to the Chief of Police within ten (10) business-working days. The Chief shall submit his answer in writing to the employee involved, or the bargaining agent within ten (10) business days. If the grievance has not been settled within that time, it then shall be sent to the City Manager within ten (10) business days.
 - c. The City Manager shall submit his answer in writing to the Chief of Police, the employee involved, and an officer of the Lodge within ten (10) business days. If the City Manager and the Lodge Grievance Committee have not settled the grievance within that time, it shall be submitted to mediation for reconciliation as follows:
 - 1) Within ten (10) business days, the Lodge shall request mediation and the parties shall agree to a third party mediator according to one of the two (2) methods: (a) the parties will mutually agree on a third party mediator and any costs associated with the same shall be borne by the City of Jenks, except those costs associated with any outside

party retained by the Lodge, or (b) the Lodge shall request the services of a mediator from the Federal Mediation and Conciliation Service, at no cost to the Lodge, except those associated with any outside party retained by the Lodge.

- 2) If matter submitted to mediation has not been resolved the grieving party shall request arbitration within ten (10) business days after mediation has been concluded.
- 3) The party declaring impasse shall request a panel of seven (7) arbitrators from the Federal Mediation and Conciliation Service. Within ten (10) business days from receipt of such panel, a representative of the Lodge and of the City shall meet and alternately strike names until one (1) arbitrator remains, who shall be selected as the impartial arbitrator. The party requesting arbitration shall strike the first name.
- 4) With respect to the interpretation, enforcement, or application of the provisions of the Agreement, the decision, findings and recommendations of the arbitrator shall be final and binding on the parties to this Agreement.
- 5) The arbitrator's authority shall be limited to the interpretation and application of the terms of this Agreement and/or supplement thereto. The arbitrator shall have no jurisdiction to establish provisions or a new agreement or to arbitrate away, in whole or part, any provisions or amendments thereof. This shall not preclude individual wage grievances.
- 6) The cost of the impartial arbitrator shall be shared equally between Lodge and City granted the grievance is a Lodge-sponsored grievance. If the grievance is not sponsored by the Lodge, the individual grieved party is responsible for their half of the cost. If a transcript of an arbitration proceeding is requested, the party so requesting shall pay the cost and is not required to provide a copy to the other side unless the other side pays one-half the cost of the transcript.

ARTICLE 24 DESTRUCTION OF OFFICER'S PROPERTY

Section 1. The City will repair, replace or reimburse an officer within a reasonable length of time and at market value, as evidenced by invoices, receipts or other adequate documentation submitted to and approved by the Chief of Police for any of the below listed items which are suddenly and unexpectedly damaged or destroyed as a result of on-the-job duties:

Per incident:

- a. prescription eye glasses:
single vision

- bi-focals
- b. sunglasses
- c. contact lenses
- d. dentures
- e. civilian clothing
- f. watches

- Section 2. An officer shall be required to have all personal items used in the line of duty not specified above pre-approved by the Chief of Police or his designee. These items will be registered in an itemized fashion, by officer. Only items having been pre-approved and registered will qualify for reimbursement of replacement under this Article. No individual or group of items shall exceed a total of \$2,500 in a fiscal year unless extraordinary circumstances are involved and must be approved by the Chief of Police and City Manager.
- Section 3. Department-approved firearms that are damaged, destroyed, or stolen in the line of duty, where there is no negligence, by determination of the Chief of Police, will be repaired or replaced to a maximum of \$500.00 for handguns and \$1,000.00 for rifles per incident.
- Section 4. An officer shall be required to provide the City with a written estimate of repair, replacement, or reimbursement of the damaged or destroyed personal property.
- Section 5. An officer shall be required to submit to Chief of Police a written statement concerning the circumstances surrounding the damaged or destroyed personal property.
- Section 6. Claims by the employees must be made to the City within ten (10) calendar days of loss.
- Section 7. When items are damaged by a member of the public, the employee will file charges through the court system unless the Chief of Police determines filing charges is inappropriate or unwarranted.
- Section 8. Once a claim has been paid, a copy of the receipt or a copy of the claim will be given to the Court Clerk's office to notify the judicial system for reimbursement.

ARTICLE 25 PREVAILING RIGHTS

- Section 1. Lodge and City hereby acknowledge that the Fire and Police Arbitration Act, Title 11 O.S. § 51-111, asserts that "all rules, regulations, fiscal procedures, working conditions, departmental practices and manner of conducting the operation and administration of police departments currently in effect on the effective date of any

negotiated agreement shall be deemed a part of said agreement unless and except as modified or changed by the specific terms of such agreement."

ARTICLE 26
PREPARATION AND DISTRIBUTION OF CONTRACT BY CITY

- Section 1. The City agrees to prepare two (2) original copies of the Agreement for ratification by the Lodge and the Jenks City Council. Each party shall be responsible for its own duplication.

ARTICLE 27
CLOTHING/CLEANING ALLOWANCE

- Section 1. All Police Officers covered by this Agreement, and upon twelve (12) months of service, shall be entitled to one thousand two hundred dollars (\$1,200) per year for uniforms and equipment with each Police Officer receiving the full amount on August 1st. Receipts shall be submitted to the Chief administratively to verify the purchases against the lump sum amount.
- Section 2. All Police Officers covered by this Agreement, and upon twelve (12) months of service, shall be entitled to be paid a Nine Hundred and Sixty Dollars (\$960) per year cleaning allowance. Payment of this allowance shall be made in equal, per pay period installments, subject to the payroll procedure of the Finance Department.
- Section 3. Uniforms or clothing which are damaged in the line of duty may be replaced upon written request to the Chief of Police. Upon determination by the Chief of Police that the request is proper and justified in accordance with this Article, the damaged item will be replaced without regard to the Police Officer's annual uniform and equipment allowance.
- Section 4. Police Officers, upon termination of employment, shall surrender all initial issue uniform items to the City prior to receiving his last compensation check.
- Section 5. The City shall provide for all members of the Police Department an initial complete issue of uniforms, bullet resistant vest and duty gear as approved by the Chief of Police. Further, the City shall replace an officer's Nylon gear, bullet-resistant vest, and carrier every 5 years after issuance to include the following: under belt, duty belt, holster, pepper spray case, asp case, double magazine case, two handcuff cases, and four belt keepers.

ARTICLE 28
SUCCESSORS AND ASSIGNS

- Section 1. This Agreement shall be binding on the successors and assigns of the parties hereto, and no provision, term or obligation contained herein shall be affected, modified, altered or changed to the detriment of the other party by any change of any kind.

ARTICLE 29
SAVINGS CLAUSE

- Section 1. It is understood that the foregoing is a complete understanding of all terms and conditions of employment to be governed by the Agreement during the contractual period, and that it cannot be altered in any manner, except by the complete written agreement of the parties subscribing hereto.
- Section 2. Any appendices to this agreement shall be numbered, dated, and signed by the City and the Lodge and shall be subject to the provisions of the Agreement, unless the terms of said appendices specifically delete or change a provision of this Agreement as if specifically set forth herein.
- Section 3. It is understood that all limits found within this Agreement may be extended by mutual agreement.

ARTICLE 30
SEVERABILITY CLAUSE

- Section 1. If any provisions of the Agreement, or the application of such provision, should be rendered or declared invalid by any court action or by reason of any existing or subsequently enacted legislation the remaining parts or portion of this Agreement shall remain in full force and effect.

ARTICLE 31
LODGE BUSINESS

- Section 1. The Lodge shall be permitted up to one hundred (100) hours per fiscal year of professional leave to conduct Lodge business. If additional time is needed, members may use their accrued vacation leave. The request for professional leave shall be submitted to the Chief or his designee in the same manner as vacation leave (i.e. standard leave request), at least three (3) days prior to its use and approved by the Chief or his designee. Such requests shall be subject to manpower considerations. A log showing total professional days used shall be maintained in the office of the Assistant Chief.

Section 2. The City of Jenks agrees to withhold Lodge Membership dues from Lodge member's payroll checks and will provide the Lodge president a monthly check for all dues collected. Procedures for this deduction will be determined by the Finance Director's office.

IN WITNESS WHEREOF, the parties hereto have executed this contract on this the ____ day of _____, 2025.

CITY OF JENKS, OKLAHOMA

FRATERNAL ORDER OF POLICE
LODGE NO.146

City Manager

F.O.P. Lodge No. 146 President

ATTEST:

ATTEST:

City Clerk

F.O.P. Lodge No. 146 Secretary/Treasurer

EXHIBIT A

Rank	Last Name	FY 2024-2025 Step
Captain	Bowdle	6
Captain	Shouse	5
Captain	Chandlee	5
Captain	McNulty	6
Lieutenant	Simmons	6
Lieutenant	Nunnlee	5
Lieutenant	Golliday	5
Sergeant	Markham	5
Sergeant	Solomon	4
Sergeant	Goode	4
M. P.	Scott, D	5
M. P.	Semke	5
M. P.	Miller	5
M. P.	Arnold	5
M. P.	Galloway	4
M. P.	Hash	3
M. P.	Pierce	3
M. P.	Luttrell	3
M. P.	Sanchez, E	2
M.P.	Davis	2
M. P.	Cole	2
M. P.	Knowlton	2



CITY OF JENKS

211 NORTH ELM STREET • P.O. BOX 2007
JENKS, OKLAHOMA 74037-2007
PHONE (918) 299-5883 • FAX (918) 299-4489

To: Mayor Box and City Councilmembers

Cc: Chris Shrout, City Manager

From: Teresa Nowlin, City Attorney; Courtney Spohn, Paralegal; Marcae Hilton, City Planner; Brandon Macy, City Clerk, Katie Butterfield, Director of Communications; Sarah Takmil, Office Manager, Kedra Bale, Director of Human Resources

Date: February 4, 2025

Re: Proposed Ordinance No. 1663, Amending City Code Chapter 5, "Business and Occupations," Proposed Ordinance No. 1664 Amending City Code Chapter 13, "Nuisances"

These two proposed ordinances add distance limits to where tobacco and e-cigarettes can be sold and add smoking laws to align the City with State law. These ordinances are based on samples from the Tobacco Settlement Endowment Trust (TSET), which is offering a Healthy Incentive grant. The City is interested in applying for this grant, which could increase funding for signage and wayfinding in the City. Further, these ordinances support decreasing youth access to tobacco products and increasing public health.

Proposed ordinance 1663 creates a new article in Chapter 5, "Business and Occupations." This new article, Article 18, "Tobacco Product Retailers" stipulates that new tobacco and e-cigarette retail stores need to be at least three hundred feet from any school, playground, or other facility that is primarily used by people under twenty-one years old (this is the legal age someone can buy tobacco products). Any current tobacco or e-cigarette retail stores that violate this new provision are exempted.

Proposed ordinance 1664 adds a new section to Chapter 13, "Nuisances." This new section 13-1-39, "Smoking in Public Places and Indoor Workplaces," prohibits smoking on City-owned property and most indoor workplaces. This ordinance aligns City with State law and practices regarding smoking on State-owned property. Through the Oklahoma Tobacco Helpline, City staff and all Oklahomans have access to free smoking, e-cigarette, and vaping cessation products and services like patches, gum, and coaching. Further, this ordinance requires owners of most indoor workplaces to place no smoking signs on their entrances. These signs are free and available through the Oklahoma Tobacco Helpline.

Staff recommends approval of Ordinances No. 1663 and 1664.

ORDINANCE NO. 1663

AN ORDINANCE AMENDING CHAPTER 5 OF THE CITY OF JENKS CODE OF ORDINANCES “BUSINESS AND OCCUPATIONS” BY CREATING ARTICLE 18, “TOBACCO PRODUCT RETAILERS”; REPEALING ALL ORDINANCES OR PARTS IN CONFLICT HERewith; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

.....

WHEREAS the City of Jenks is committed to a tobacco-free environment on municipal and public property; and

WHEREAS it is illegal for retailers to sell tobacco to persons under twenty-one (21) years old; and

WHEREAS the City intends to reduce youth access to tobacco.

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

SECTION I. Article 18, “Tobacco Product Retailers,” shall be created in Chapter 5, “Business and Occupations.”

SECTION II. This new article shall read as follows:

Sec. 5-18-1. Definition of Words and Phrases.

(A) The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

School means any property, building, permanent structure, facility, auditorium, stadium, arena or recreational facility owned, leased or under the control of a public school district or private school or any educational facility that is accredited by the state of Oklahoma. School includes all licensed childcare facilities, kindergartens, elementary schools, which may include either K-6 or K-8, and all secondary schools. School includes any institution within the Oklahoma State System of Higher Education or any other public or private college or university that is accredited by a national accrediting body.

Playground means any area used for outdoor play or recreation, especially by children, and often containing recreational equipment such as slides and swings.

Tobacco product means any product that is made from or derived from tobacco, or that contains nicotine, that is intended for human consumption or is likely to be consumed, whether smoked, heated, chewed, absorbed, dissolved, inhaled or ingested by any other means, including, but not limited to, a cigarette, a cigar, pipe tobacco, chewing tobacco, snuff, or snus. Tobacco product also means electronic smoking devices and any component or accessory used in the consumption of a tobacco product, such as filters, rolling papers, pipes, and liquids used in electronic smoking devices, whether or not they contain nicotine. Tobacco product does not include drugs, devices, or combination products authorized for

sale by the U.S. Food and Drug Administration, as those terms are defined in the Federal Food, Drug and Cosmetic Act.

Electronic smoking device means any device that may be used to deliver any aerosolized or vaporized substance to the person inhaling from the device, including, but not limited to, an e-cigarette, e-cigar, e-pipe, vape pen, or e-hookah. Electronic smoking device includes any component, part, or accessory of the device, and also includes any substance that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine. Electronic smoking device does not include drugs, devices, or combination products authorized for sale by the U.S. Food and Drug Administration, as those terms are defined in the Federal Food, Drug, and Cosmetic Act.

Sec. 5-18-2. Location of Retail Tobacco and E-Cigarette Stores.

- (A) The location of a tobacco or e-cigarette store is specifically prohibited within three hundred feet (300') of any playground, school, or other facility when the facility is being used primarily by persons under twenty-one (21) years of age. The distance shall be measured as the shortest straight-line distance from the property line of the proposed tobacco or e-cigarette store to the property line of the entities listed below:
- (1) Public or Private School,
 - (2) Playgrounds, or
 - (3) Facility used primarily by persons under twenty-one years of age.

- (B) Subsection A above does not apply to any retail tobacco or e-cigarette store that is in operation on or before February 2025. If a current licensed tobacco or e-cigarette store is sold then the new owner would no longer be able to use this exemption to obtain a license. The new owner would be held to the provisions in Subsection A above.

SECTION III. That all ordinances or parts of ordinances in conflict herewith be and the same are hereby expressly repealed.

Approved this _____ day of _____ 2025.

CITY OF JENKS, OKLAHOMA

MAYOR

SECTION IV: Since the immediate operation of the provisions of the Ordinance is necessary for the preservation of public health and safety, an emergency is hereby declared to exist and this ordinance shall be in full force and effect immediately after its passage by the City Council.

Emergency Clause approved separately this ____ day of _____ 2025.

CITY OF JENKS, OKLAHOMA

MAYOR

Attest:

CITY CLERK

Approved as to form:

CITY ATTORNEY

ORDINANCE NO. 1664

AN ORDINANCE AMENDING CHAPTER 13 OF THE CITY OF JENKS CODE OF ORDINANCES, “NUISANCES,” BY ADDING SECTION 13-1-39, “SMOKING IN PUBLIC PLACES AND INDOOR WORKPLACES”; PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES OR PARTS THEREOF IN CONFLICT HEREWITH; AND DECLARING AN EMERGENCY.

.....
WHEREAS, 18.9 percent of adults in Oklahoma smoke; and

WHEREAS, tobacco use is the leading preventable cause of death, killing more than 7,500 Oklahomans every year; and

WHEREAS, tobacco use can cause disease in nearly all organ systems, and is responsible for 87 percent of lung cancer deaths, 79 percent of all chronic obstructive pulmonary disease deaths, and 32 percent of coronary heart disease deaths; and

WHEREAS, studies show separate smoking areas or rooms, air filters, and ventilation systems are insufficient to protect nonsmokers from secondhand smoke indoors; and

WHEREAS, according to the United States Surgeon General, there is no risk-free level of exposure to secondhand smoke; and

WHEREAS, nearly 50,000 nonsmokers die each year in the United States as a result of exposure to secondhand smoke; and

WHEREAS, using vapor products or smokeless tobacco products is not safe; and

WHEREAS, research has found that aerosol from vapor products contains chemicals known to cause cancer, birth defects, or other reproductive harm and vapor products may involuntarily expose children, youth, pregnant women, and other bystanders to aerosolized nicotine; and

WHEREAS, smokeless tobacco use increases people’s risk of heart disease, stroke, and cancer, specifically oral, esophageal, and pancreatic cancers, as well as stillbirth and preterm delivery; and

WHEREAS, community policies that fail to prohibit the use of tobacco products normalize tobacco use and make it more likely that people will use tobacco products because they see others using tobacco; and

WHEREAS, tobacco use and exposure to secondhand smoke impose an enormous economic burden upon the government, taxpayers, business owners, and individuals through health care

costs and lost productivity, as evidenced by the \$1.62 billion Oklahoma spends on smoking-related medical care and \$2.1 billion in lost productivity; and

WHEREAS, laws restricting the use of tobacco products have demonstrated a high return on investment; and

WHEREAS, 89.3 percent of Oklahomans agree that all workplaces in cities and towns should have smokefree policies; and

WHEREAS, Oklahoma state law prohibits smoking in most indoor workplaces; and

WHEREAS, Oklahoma state law expressly permits municipalities to impose additional regulations on smoking tobacco products on property owned or operated by local governments; and

WHEREAS, Oklahoma state law does not preempt local governments from regulating the use of smokeless tobacco products and vapor products; and

WHEREAS, it is the intent of the City Council, in enacting this ordinance, to provide for the public health, safety, and welfare by discouraging the inherently dangerous behavior of smoking and the use of tobacco and vapor products around non-users, especially children; by protecting the public from exposure to secondhand smoke where people work, play, and learn; by reducing the potential for children to wrongly associate tobacco product and vapor product use with a healthy lifestyle; and by affirming and promoting a healthy environment in the City.

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

SECTION I. Chapter 13, Article 1 of the City Code is here amended to add section 13-1-39, which reads as follows:

§13-1-39: Smoking in Public Places and Indoor Workplaces.

(A) Definitions. The following words and phrases, whenever used in this section, shall have the meanings defined in this section unless the context clearly requires otherwise:

Health facility means an entity which provides health services, including, but not limited to, hospitals, nursing homes, long-term care facilities, kidney disease treatment centers, health maintenance organizations and ambulatory treatment centers.

Indoor area means any enclosed area used or visited by employees or the public, at all times, regardless of whether work is being performed. Indoor area includes work areas, employee lounges, restrooms, conference rooms, classrooms, employee cafeterias, hallways, any other spaces used or visited by employees, as well as all space between a floor and ceiling that is predominantly or totally enclosed by walls or windows, regardless of doors, doorways, open or closed windows, stairways, or the like.

Indoor workplace means any indoor place of employment or employment-type service for or at the request of another individual or individuals, or any public or private entity, whether part-time or full-time and whether for compensation or not. Such services shall include, without limitation, any service performed by an owner, employee, independent contractor, agent, partner, proprietor, manager, officer, director, apprentice, trainee, associate, servant or volunteer. An indoor workplace includes work areas, employee lounges, restrooms, conference rooms, classrooms, employee cafeterias, hallways, any other spaces used or visited by employees, and all space between a floor and ceiling that is predominantly or totally enclosed by walls or windows, regardless of doors, doorways, open or closed windows, stairways, or the like. The provisions of this section shall apply to such indoor workplace at any given time, whether or not work is being performed.

Meeting means a meeting as defined in the Oklahoma Open Meeting Act.

Municipal property means all buildings, indoor areas, and outdoor areas, including but not limited to recreational areas and other property, or portions thereof, owned or operated by the City, including but not limited to vehicles and equipment owned by the municipality.

Outdoor Area means any area that is not an indoor area, and includes outdoor recreational areas.

Public body means a public body as defined in the Oklahoma Open Meeting Act.

Public place means any enclosed indoor area where individuals other than employees are invited or permitted.

Restaurant means any eating establishment regardless of seating capacity.

Smoking means the carrying by a person of a lighted cigar, cigarette, pipe, or other lighted smoking device for either tobacco or marijuana.

Stand-alone bar, stand-alone tavern, and cigar bar mean an establishment that derives more than sixty percent (60%) of its gross receipts, subject to verification by competent authority, from the sale of alcoholic beverages and no person under twenty-one (21) years of age is admitted, except for members of a musical band employed or hired as provided in paragraph 2 of subsection B of Section 537 of Title 37 of the Oklahoma Statutes and that is not located within, and does not share any common entryway or common indoor area with, any other enclosed indoor workplace, including a restaurant.

Tobacco product means any product that contains tobacco and is intended for human consumption. Tobacco product does not include any product approved by the United States Food and Drug Administration for sale as a tobacco cessation product.

Vapor product means any noncombustible product, that may or may not contain nicotine, that employs a mechanical heating element, battery, electronic circuit, or other mechanism, regardless of shape or size, that can be used to produce a vapor in a solution or other form.

Vapor Product shall include any vapor cartridge or other container with or without nicotine or other form that is intended to be used with an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, or similar product or device and any vapor cartridge or other container of a solution, that may or may not contain nicotine, that is intended to be used with or in an electronic cigarette, electronic cigar, electronic cigarillo, or electronic device.

(B) Smoking and Vaping Banned on Municipal Property. All buildings, properties and portions of any building or property owned or operated by the City of Jenks, or any trust or authority with the City of Jenks as the beneficiary, are designated smoke-free locations. Such buildings and property include both the indoors and outdoors as well as City vehicles, parks, and recreational areas. For the purposes of this subsection, "smoke-free location" means a location where consuming, smoking, or vaping tobacco, nicotine, marijuana or other lawful products is prohibited.

(1) No tobacco or marijuana smoking or marijuana vaping shall be allowed within twenty-five (25) feet of the entrance or exit of any municipal building.

(C) Prohibited Conduct.

(1) Except as specifically provided in the Oklahoma Smoking in Public Places and Indoor Workplaces Act (63 O.S. § 1-1521 et seq.), no person shall smoke tobacco or marijuana or vape marijuana:

- (a) in a public place;
- (b) in any part of a zoo or aquarium to which the public may be admitted, whether indoors or outdoors;
- (c) in an indoor workplace;
- (d) in any vehicle providing public transportation;
- (e) at a meeting of a public body;
- (f) in a nursing facility licensed pursuant to the Nursing Home Care Act;
- (g) or in a child care facility licensed pursuant to the Oklahoma Child Care Facilities Licensing Act.

(2) A nursing facility licensed pursuant to the Nursing Home Care Act may designate tobacco smoking rooms for residents and their guests. Such rooms shall be fully enclosed, directly exhausted to the outside, and shall be under negative air pressure so that no tobacco smoke can escape when a door is opened and no air is recirculated to nonsmoking areas of the building.

(3) A private residence is not a "public place" within the meaning of this section except that areas in a private residence that are used as a licensed childcare facility during hours of operation are "public places."

(4) An employer not otherwise restricted from doing so may elect to provide tobacco smoking rooms where no work is performed except for cleaning and maintenance during the time the room is not in use for tobacco smoking, provided each tobacco smoking room is fully enclosed and exhausted directly to the outside, in such manner that no tobacco smoke can drift or circulate into a nonsmoking area. No exhaust from a tobacco smoking room shall be located within fifteen (15) feet of

any entrance, exit or air intake. If tobacco smoking is to be permitted in any space exempted in subsection H of this section or in a tobacco smoking room pursuant to subsection I of this section, such tobacco smoking space must either occupy the entire enclosed indoor space or, if it shares the enclosed space with any nonsmoking areas, the tobacco smoking space shall be fully enclosed, exhausted directly to the outside with no air from the tobacco smoking space circulated to any nonsmoking area, and under negative air pressure so that no tobacco smoke can drift or circulate into a nonsmoking area when a door to an adjacent nonsmoking area is opened. Air from a tobacco smoking room shall not be exhausted within fifteen (15) feet of any entrance, exit or air intake.

- (5) No person or entity shall knowingly permit Smoking or the use of Tobacco Products or Vapor Products in an area that is under their control, if the use of Tobacco Products or Vapor Products is prohibited by law in that area.
- (6) No person or entity shall permit the placement of ash receptacles, such as ash trays or ash cans, within an area under the control of that person or entity and in which Smoking is prohibited by law. However, the presence of ash receptacles shall not be a defense to a charge of the use of Tobacco Products or Vapor Products in violation of any provision of this section.
- (7) No person shall dispose of Smoking, Tobacco Product, or Vapor Product waste within an area in which Smoking and the use of Tobacco Products or Vapor Products is prohibited.
- (8) No person or entity shall intimidate, threaten, or otherwise retaliate against another person or entity that seeks to attain compliance with this section.
- (9) This section shall not prohibit tobacco smoking in:
 - (a) Stand-alone bars, stand-alone taverns or cigar bars;
 - (b) The room or rooms where licensed charitable bingo games are being operated, but only during the hours of operation of such games;
 - (c) Up to twenty-five percent (25%) of the guest rooms at a hotel or other lodging establishment;
 - (d) Retail tobacco stores predominantly engaged in the sale of tobacco products and accessories and in which the sale of other products is merely incidental and in which no food or beverage is sold or served for consumption on the premises;
 - (e) Workplaces where only the owner or operator of the workplace, or the immediate family of the owner or operator, performs any work in the workplace, and the workplace has only incidental public access;
 - (f) Workplaces occupied exclusively by one or more tobacco smokers, if the workplace has only incidental public access. "Incidental public access" means that a place of business has only an occasional person, who is not an employee, present at the business to transact business or make a delivery. It does not

include businesses that depend on walk-in customers for any part of their business;

- (g) Private offices occupied exclusively by one or more smokers;
 - (h) Workplaces within private residences, except that smoking tobacco or marijuana or vaping marijuana shall not be allowed inside any private residence that is used as a licensed childcare facility during hours of operation;
 - (i) A facility operated by a post or organization of past or present members of the Armed Forces of the United States which is exempt from taxation pursuant to Sections 501(c)(8), 501(c)(10) or 501(c)(19) of the Internal Revenue Code, 26 U.S.C., Section 501(c)(8), 501(c)(10) or 501(c)(19), when such facility is utilized exclusively by its members and their families and for the conduct of post or organization nonprofit operations except during an event or activity which is open to the public;
 - (j) Any outdoor seating area of a restaurant; provided, tobacco or marijuana smoking or vaping marijuana shall not be allowed within fifteen (15) feet of any exterior public doorway or any air intake of a restaurant; and
 - (k) Medical research or treatment centers, if tobacco smoking is integral to the research or treatment. Furthermore, the restrictions on smoking or vaping of marijuana provided in this section shall not apply to medical research or treatment centers, if marijuana smoking or vaping is integral to the research or treatment.
- (10) Nothing in this section prohibits any person or entity from prohibiting Smoking or the use of Tobacco Products or Vapor Products on their property, even if the use of Tobacco Products or Vapor Products is not otherwise prohibited in that area.

(D) Required Signs.

- (1) The person who owns or operates a public place in which Smoking and the use of Tobacco Products or Vapor Products is prohibited by this section shall, at a minimum, do the following in order to prevent tobacco or marijuana smoking or marijuana vaping in public places:
 - (a) Post clear, conspicuous, and unambiguous signs at entrances to and in prominent locations within which state that tobacco or marijuana smoking or marijuana vaping is prohibited or that the indoor environment is free of tobacco or marijuana smoke or marijuana vapor; and
 - (i) For restrictions on Smoking and the use of Tobacco Products or Vapor Products in Indoor Areas, the sign or decal shall be at least 4 inches by 2 inches in size and shall clearly state that smoking or tobacco use is prohibited or that a tobacco-free environment is provided. For restrictions

on the use of Tobacco Products or Vapor Products in Outdoor Areas, signs shall be weather-resistant, at least 15 inches by 15 inches in size, with lettering of at least 1 inch, and shall clearly state that smoking or tobacco use is prohibited or that a tobacco-free environment is provided.

- (b) Upon observation, ask tobacco or marijuana smokers or marijuana vapers to refrain from smoking.
- (2) For purposes of this subsection, the City Manager or designee shall be responsible for the posting of signs on Municipal Property, both indoor and outdoor.
- (3) Notwithstanding this provision, the presence or absence of signs shall not be a defense to a charge of Smoking or the use of Tobacco Products or Vapor Products in violation of any other provision of this section.

(E) Penalties and Enforcement

- (1) Enforcement of this section shall be the responsibility of the City of Jenks. In addition, any peace officer or code enforcement official may enforce this section.
- (2) Any person who knowingly violates this section shall be punished by a citation and fine of not more than \$100 excluding costs, fees and assessments.
- (3) The possession of a lighted tobacco product in violation of this section is a nuisance.
- (4) The remedies provided by this section are cumulative and in addition to any other remedies available at law or in equity.
- (5) Each instance of tobacco product or vapor product use in violation of this section shall constitute a separate violation.
- (6) The use of a vapor product in violation of this section is a nuisance.
- (7) Causing, permitting, aiding, abetting, or concealing a violation of any provision of this section regarding tobacco product or vapor product use shall also constitute a violation of this section.
- (8) In addition to other remedies provided by this section or by other law, any violation of this section regarding tobacco product or vapor product use may be remedied by the City Attorney, including, but not limited to, administrative or judicial nuisance abatement proceedings, criminal code enforcement proceedings, and suits for injunctive relief.

SECTION XLIX. Since the immediate operation of the provisions of the ordinance is necessary for the preservation of public health, welfare and safety, an emergency is hereby declared to exist and this ordinance shall be in full force and effect from and after its passage

by the City Council.

SECTION XXII. That all ordinances or parts of ordinances in conflict herewith be and the same are hereby expressly repealed.

Approved this ____ day of _____ 2025.

CITY OF JENKS, OKLAHOMA

MAYOR

Emergency Clause approved separately this ____ day of _____ 2025.

CITY OF JENKS, OKLAHOMA

MAYOR

Attest:

CITY CLERK

Approved as to form:

CITY ATTORNEY



JENKS POLICE DEPARTMENT

918-299-6311
918-556-7498 (fax)
www.jenks.com

211 N Elm ST
PO Box 2007
Jenks, OK 74037

1/7/2025-1/22/2025

Patrol

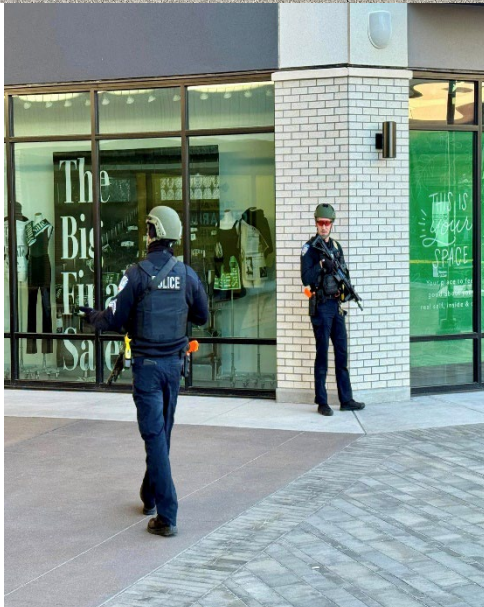
- There were 247 traffic stops, 13 motor vehicle accidents, 6 arrests, 1157 calls for service, and 48 reports taken during this reporting period.
- 6 Domestic Assault and Battery
- 7 Mental Health Call
- 4 Burglary (1st, 2nd, 3rd, residential and business)
- 5 Larceny
- 4 Fraud
- 2 Protective Order Violations
- DUI
- 4 Hit and Runs

Training

- Firearms training for new hire
- Defensive Tactics at CLEET instructor

Events

- Boy Scouts Merit badge presentation
- Walmart snack donation
- Jenks State of Education Luncheon
- Town Hall meeting
- Legislative Luncheon
- Active Shooter Drill
- Girl Scout Merit badge presentation



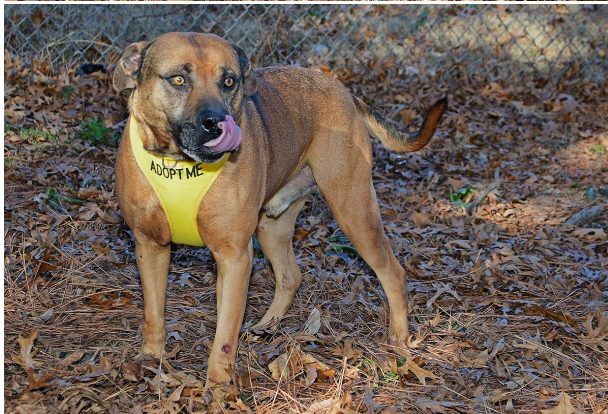


Drone Division Fire Station 1





Animal Welfare-



At Large:	14
Missing:	1
Assist Other Agency:	0
Dead Animal Pickup:	2
Other:	11
Vicious Animal:	2
Wildlife:	0

Animal Bite:	2
Adoption Inquiry:	5
Barking Dog:	7
Livestock All:	0
Trap:	0
Welfare/Cruelty:	3

Code Enforcement

6 cases to go to administrative hearing on January 16, 2025.

Administrative Hearing held on January 16, 2025. 2 of the 6 cases were closed. 1 case given 2 weeks to complete mowing or City will abate. 1 case given 60 days to complete cleaning up cut down tree debris. 2 cases set for immediate abatement by City.

3 cases closed

7 Certified letters mailed.

Trash and Debris

- 105 E. G St. – Bags of leaves on driveway. Certified letter to be mailed to record owner.



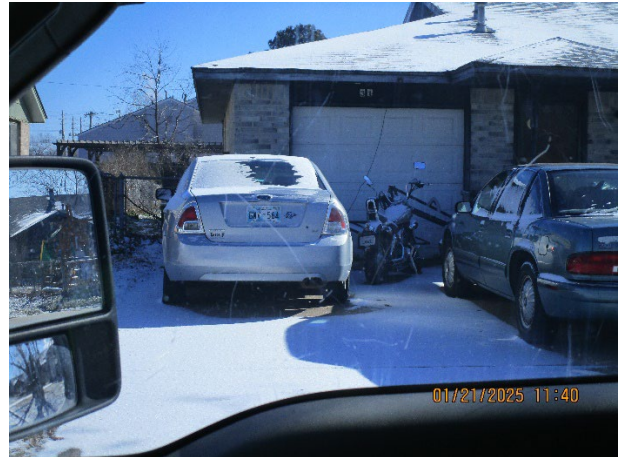
- 107 E. G St. – Tree debris from fallen tree. Certified letter to be mailed to record owner.



- 2584 E. 140th Pl. S. – Report of trash next to house. No trash found. Case closed.

Inoperable Vehicles

- 323 B N. Fir St. – Animal control reported inoperable vehicles (expired tags) in driveway of duplex when going to property on a call. Upon return for pictures, vehicles have all been moved to vacant duplex at 315 A N. Fir St. driveway. Certified letter to be mailed to tenant at 323 B N. Fir St.



Safety

- 12329 S. Ash Ave. – Address originally reported was 12329 W. 125th St. S., which turned out to be 12329 S. Ash Ave. Report of overgrown trees blocking stop sign from view. Certified letter to be sent to record owner to trim trees.

