

AGENDA
JENKS CITY COUNCIL
TUESDAY, FEBRUARY 4, 2020, 6:00 P.M.
JENKS CITY HALL, COUNCIL CHAMBERS, 211 NORTH ELM

If you require special accommodations pursuant to the Americans with Disabilities Act, please notify the City Clerk's Office at (918)209-4960 or email agendas@jenksok.org.

I. CALL TO ORDER

II. ROLL CALL

III. INVOCATION

IV. PLEDGE OF ALLEGIANCE

V. CITIZEN'S COMMENTS

VI. 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 21, 2020

Documents:

[1A - 2020.01.21 CC MINUTES.PDF](#)

B. Approve Encumbrances and Expenditures

Documents:

[1B - ENCUMBRANCES AND EXPENDITURES.PDF](#)

C. Monthly Reports

Documents:

[1C - MONTHLY REPORTS.PDF](#)

D. Request by Amy McAbee, to use Jenks streets for the Jenks Herb and Plant Festival event on Saturday, April 25, 2020 from 7:00 p.m. on April 24, 2020 to 6:00 p.m. on April 25, 2020.

Documents:

[1D - JENKS HERB AND GARDEN EVENT.PDF](#)

E. Request to enter into an Agreement between Simon and the City of Jenks concerning the installation of a sanitary force main crossing underneath the Union Pacific Railroad, connecting the Simon Premium Outlets to City of Jenks infrastructure. General location: South of the intersection of River District Drive and

1st Street.

Documents:

[1E - SIMON OUTLET MALL AGREEMENT.PDF](#)

2. Consideration and appropriate action relating to items removed from the Consent Agenda.
3. Request to approve an Interlocal Agreement with Tulsa County for providing labor and equipment for three separate phases of street overlay and chip sealing projects, funding for Phase 1 in the amount of \$350,000 is included in the FY 19-20 Street Maintenance budget (Account No. 53-521-5393) as part of the existing Pavement Management Program. [Robinson]

Documents:

[3 - TULSA CO. INTERLOCAL AGREEMENT.PDF](#)

4. Request to approve Ordinance No. 1507 amending the City of Jenks City Code, Chapter 18 "Public Utilities", section 18-1-27 to change the notification method of cut-offs. [Nowlin]

Documents:

[4 - ORDINANCE 1507.PDF](#)

5. Request to approve the emergency clause for Ordinance No. 1507, making it effective immediately upon passage.
6. Request to approve a Proposal for Architectural, Civil Engineering, Structural Engineering, and Mechanical/Plumbing/Electrical Engineering design services for a new Jenks Adult Activity Center with GS Helms and Associates, LLC (Jenks, Oklahoma) in the total amount of \$280,000; funds for same are requested to be appropriated from the One Cent Capital Fund Balance and be budgeted to Account No. 53-252-5392. [Carr]

Documents:

[6 - JAAC DESIGN PROPOSAL.PDF](#)

7. Request to approve Resolution No. 691
Request to approve Resolution No. 691, a Resolution authorizing the calling and holding of an election in the City of Jenks, State of Oklahoma, for the purpose of submitting to the registered, qualified electors of said City the question of the issuance of the Bonds of said City in the sum of \$20,500,000 to provide funds for the purpose of constructing, reconstructing, improving and repairing streets within said City (including, but not limited to, lighting, sidewalks, and pedestrian/bike trails, related drainage improvements, landscaping, engineering and other related improvements); to be completed with or without the use of other funds; and levying and collecting an annual tax, in addition to all other taxes, upon all the taxable property in said City for the payment of the interest and principal of said Bonds.

Documents:

[7 - RESOLUTION NO. 691.PDF](#)

VII. OTHER BUSINESS

1. City Manager's Report

Documents:

[CITY MANAGER REPORT.PDF](#)

VIII. ADJOURNMENT

**MINUTES
JENKS CITY COUNCIL
TUESDAY, JANUARY 21, 2020,6:00 P.M.
JENKS CITY HALL, COUNCIL CHAMBERS, 211 NORTH ELM**

The Agenda for the Jenks City Council was posted in City Hall and on the City's website at 12:10 p.m. on January 15, 2020. The meeting was called to order at 6:07 p.m. on the above date with Mayor Robert Lee presiding. A roll call vote of members was taken as follows:

Donna Ogez	Absent
Kaye Lynn	Present
Craig Murray	Present
Gary Isbell	Present
Cory Box	Absent
Dawn Dyke	Present
Mayor Robert Lee	Present

Invocation was given by Pastor Keith Badgett with First Baptist Church Jenks.

Pledge of Allegiance was given.

Citizen's Comments

There were no citizen comments

Employee Recognition

Fire Chief Greg Ostrum recognized Tyler Baxter as a new Firefighter and Richie Martinez as newly promoted to Driver.

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 7, 2020
 - B. Approve Encumbrances and Expenditures
 - C. Monthly Reports
 - D. Request by the Oklahoma Aquarium, to use Jenks streets for an Aquarium Run event on Saturday, April 4, 2020 from 7:30 a.m. to 12:00 p.m.
 - E. Request to authorize the City of Jenks to administer a Community Expansion of Nutrition Assistance Grant by the Department of Commerce/Office of Community Development and INCOG/Area Agency on Aging to Jenks Senior Citizens, Inc., in the amount of \$14,646.41 for capital expenditures in the Jenks Senior Citizens program; and to appropriate \$14,646.41 from the Risk Management Fund fund

balance to be budgeted to Account No. 61-801-5250, which will be reimbursed from grant proceeds.

- F. Request to approve Resolution No. 690, a resolution amending the annual appropriations by \$14,647 from the Risk Management Fund Balance to account 61-801-5250 (Risk Management – Contractual Services Account) due to the grant for the Jenks Senior Citizens program.

Mayor Robert Lee requested to remove Item E from the Consent Agenda. Craig Murray made a motion to approve Item 1, A-D and F. Gary Isbell seconded the motion. A roll call vote of members was taken as follow:

Kaye Lynn	Yes
Craig Murray	Yes
Gary Isbell	Yes
Dawn Dyke	Yes
Mayor Robert Lee	Yes

Motion Carried.

2. Consideration and appropriate action relating to items removed from the Consent Agenda. Councilor Kaye Lynn provided information about the grant for the Jenks Senior Citizens and asked that Attachment A be included in the official record.

Kaye Lynn made a motion to approve Item E. Craig Murray seconded the motion. A roll call vote of members was taken as follow:

Kaye Lynn	Yes
Craig Murray	Yes
Gary Isbell	Yes
Dawn Dyke	Yes
Mayor Robert Lee	Yes

Motion Carried.

3. Request to award a bid for construction of a Street Improvement Project for milling and overlay in Melody Lane and asphalt patching in Melody Lane, South Creek, Sunnybrook Estates and on Union Avenue, to H&G Paving (Muskogee, Oklahoma) in the total amount of \$227,785.00; funding is included in the FY 19-20 Street Maintenance budget (Account No. 53-521-5393) as part of the existing Pavement Management Program. Chris Robinson provided information regarding the street improvement project and the bid to be awarded.

Craig Murray made a motion to approve Item 3. Gary Isbell seconded the motion. A roll call vote of members was taken as follow:

Kaye Lynn	Yes
Craig Murray	Yes
Gary Isbell	Yes
Dawn Dyke	Yes
Mayor Robert Lee	Yes

Motion Carried.

4. Request to approve JZ 19-648 from Theresa Dewhurst, rezoning from RS-3 (Single-Family Residential High-Density District) to CS (Commercial Shopping District). General Location: 122 North 6th Street. Jim Beach presented information regarding the rezoning request with the recommendation of waiving the plat requirement.

Dawn Dyke made a motion to approve Item 4 and waive the plat requirement. Craig Murray seconded the motion. A roll call vote of members was taken as follow:

Kaye Lynn	Yes
Craig Murray	Yes
Gary Isbell	Yes
Dawn Dyke	Yes
Mayor Robert Lee	Yes

Motion Carried.

5. Request to approve Ordinance No. 1504 relating to JZ 19-648, rezoning a tract of land from RS-3 (Single-Family Residential High-Density District) to CS (Commercial Shopping District). General Location: 122 North 6th Street

Craig Murray made a motion to approve Item 5. Gary Isbell seconded the motion. A roll call vote of members was taken as follow:

Kaye Lynn	Yes
Craig Murray	Yes
Gary Isbell	Yes
Dawn Dyke	Yes
Mayor Robert Lee	Yes

Motion Carried.

6. Request to approve the emergency clause for Ordinance No. 1504, making it effective immediately upon passage.

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

Kaye Lynn	Yes
Craig Murray	Yes
Gary Isbell	Yes
Dawn Dyke	Yes
Mayor Robert Lee	Yes

Motion Failed due to lack of 3/4 of Councilors present.

7. Request by Josh Nave for approval of ROW/UEC 19-70 to close a 7-foot wide portion of a utility easement to allow a retaining wall. General Location: 10709 South Nandina Court. Jim Beach presented information regarding the easement closure for a retaining wall. Planning Commission recommending closing a 6.5-foot portion, not the full 7-foot.

Gary Isbell made a motion to approve Item 7 by closing a 6.5-foot portion of the easement, subject to obtaining a Judicial Vacation of said easement, pot holing the PSO electric line, and prohibiting the pool from being in any portion of the easement. Craig Murray seconded the motion. A roll call vote of members was taken as follow:

Kaye Lynn	Yes
Craig Murray	Yes
Gary Isbell	Yes
Dawn Dyke	Yes
Mayor Robert Lee	Yes

Motion Carried.

8. Request to approve Ordinance No. 1506 relating to ROW/UEC 19-70, closing a 7-foot wide portion of a utility easement to allow a retaining wall. General Location: 10709 South Nandina Court

Gary Isbell made a motion to approve Item 8. Dawn Dyke seconded the motion. A roll call vote of members was taken as follow:

Kaye Lynn	Yes
Craig Murray	Yes
Gary Isbell	Yes
Dawn Dyke	Yes
Mayor Robert Lee	Yes

Motion Carried.

9. Request to approve the emergency clause for Ordinance No. 1506, making it effective immediately upon passage.
Withdrawn due to lack of 3/4 of Councilors present.

10. Request by Bell Land Use for approval of JZ 19-649/PUD 97A amending Development Area B of PUD 97 to include Reserve B of Jenks Landing Subdivision in the land area, making the total area of Development Area B approximately 13.2 acres to allow more dwelling units in the previously approved multi-family portion of the PUD. General Location: SE Corner South James Avenue and West 114th Street. Jim Beach presented information regarding the amendment to PUD 97 to include Tract C with Tract B.

Robert Bell, 1011 W G St, attempted to clarify the history of the property.

Jerrie Hall, 11008 August Dr, expressed concern about increased traffic in the area and Chris Robinson stated that the infrastructure was designed for industrial use so it should be able to handle the increased traffic.

Dawn Dyke made a motion to approve Item 10 with the following conditions:

1. Development standards and character descriptions presented in PUD 97 and the requested PUD 97A amendment shall remain applicable to both Development Area A and Development Area B. In addition, the Landscape Standards listed above shall be applied to both Development Areas.
2. The minimum masonry coverage of all building shall be 70%
3. The minimum landscaped area shall be 30%
4. Maintenance of the ponds, as well as all other landscape areas shall be consistent throughout all development areas in Jenks Landing.

Gary Isbell seconded the motion. A roll call vote of members was taken as follow:

Kaye Lynn	Yes
Craig Murray	Yes
Gary Isbell	Yes
Dawn Dyke	Yes
Mayor Robert Lee	Yes

Motion Carried.

11. Request to approve Ordinance No. 1505 relating to JZ 19-649 to amend Development Area B of PUD 97 to include Reserve B of Jenks Landing Subdivision in the land area, making the total area of Development Area B approximately 13.2 acres to allow more dwelling units in the previously approved multi-family portion of the PUD. General Location: SE Corner South James Avenue and West 114th

Gary Isbell made a motion to approve Item 11. Dawn Dyke seconded the motion. A roll call vote of members was taken as follow:

Kaye Lynn	Yes
Craig Murray	Yes
Gary Isbell	Yes
Dawn Dyke	Yes
Mayor Robert Lee	Yes

Motion Carried.

12. Request to approve the emergency clause for Ordinance No. 1505, making it effective immediately upon passage.
Withdrawn due to lack of 3/4 of Councilors present.
13. Request by Bell Land Use for approval of a preliminary/conditional final plat to accompany JZ 19-649 PUD 97A. General Location: SE Corner South James Avenue and West 114th

Jim Beach stated that the Technical Advisory Committee recommends approval and that the applicant is aware of an access charge of \$44,080.41 that must be paid before issuing any building permits.

Craig Murray made a motion to approve Item 13, with the following conditions:

1. Include language in the Deed of Dedication to accomplish the proportional assignment of maintenance responsibilities for Reserve B.
2. Identify location of Access Limits on the face of the plat per Paragraph 1.8 of the Deed of Dedication
3. Numbering of the two paragraphs under 2.2 Reserve Area “B” should be corrected to 2.2.1 and 2.2.2.
4. Reserve Areas “A” and “C” are described as being for various uses, including ingress and egress. No ingress/egress is shown on any of the accompanying site plans. Make modifications necessary to clarify Paragraphs 2.2.1 and 2.2.2 pertaining to Reserve Area “B.”
5. The plat and Deed of Dedication and Restrictive Covenants shall be updated with landscape requirements, masonry percentage, and other changes made in approval of the PUD

Dawn Dyke seconded the motion. A roll call vote of members was taken as follow:

Kaye Lynn	Yes
Craig Murray	Yes
Gary Isbell	Yes
Dawn Dyke	Yes
Mayor Robert Lee	Yes

Motion Carried.

14. Request to approve the capital projects and amounts to include in a G.O. Bond package
Assistant City Manager Robert Carr presented five (5) street projects that staff recommends including in the G.O. Bond package, with a total of \$20 million. These projects include:
1. Main Street Improvements from Date St to East of the Railroad tracks
 2. South Elm Street Widening to 5-lanes from 111th to 131st Street
 3. Design for improvements to 106th Street from Elm to River District
 4. Design, Acquiring Rights-of-way, and Utility relocation for Elwood Ave from 96th Street to 91st Street.
 5. Design, Acquiring Rights-of-way, and Utility relocation for Elwood Ave from 111th Street to 121st Street.

He also stated that staff will be moving forward with the design of a new Senior Center, Central Fire Station, and Animal Shelter and will make recommendations on these projects at a later date.

Jerrie Hall, 11008 Augusta Dr, asked is road construction will be staggered. She was assured that staff will do their best at staggering them, but the roadways will always be passable during construction.

Craig Murray made a motion to approve the addition of the 5 street projects in a G. O. Bond package totaling \$20 million. Gary Isbell seconded the motion. A roll call vote of members was taken as follow:

Kaye Lynn	Yes
Craig Murray	Yes
Gary Isbell	Yes
Dawn Dyke	Yes
Mayor Robert Lee	Yes

Motion Carried.

Other Business

1. City Manager's Report. City Manager Chis Shrout stated that the report was included in the agenda packet.

Adjournment. Craig Murray made a motion to adjourn. Dawn Dyke seconded the motion. A roll call vote of members was taken as follow:

Kaye Lynn	Yes
Craig Murray	Yes
Gary Isbell	Yes
Dawn Dyke	Yes
Mayor Robert Lee	Yes

Motion Carried. The Jenks City Council adjourned at 8:01 p.m.

Robert Lee, **MAYOR**

Brittany Long, **CITY CLERK**

Community Expansion of Nutrition Assistance

CENA

The CENA program is a state funded program designed to assist the Senior Centers in the INCOG Area Agency on Aging (IAAA) region to provide life-enriching services to older persons.

INCOG releases a RFP (Request for Proposal) application in the summer of each year so that senior centers can apply for grant funding to operate and/or enhance their programs. To be eligible for the CENA grant program senior centers must have by-laws in place, a governing board, hold regular board meetings and not receive funding under Title III of the Older Americans Act.

CENA funds are available to use for a variety of projects including construction, renovation and equipment for senior center. **CENA is a reimbursement program.**

The three counties covered by the Tri-County Council on Aging are, Tulsa, Creek and Osage.

Process for obtaining funds.

1. Center receives RFP
2. Terri, Senior Center Coordinator, takes the information to the Senior Board
3. Board members make decision on needs and what to request from grant money.
4. An application is made to INCOG, which include signed copy of minutes from the board meeting
5. Any request over \$5,000, 3 estimates are required to send with application.
6. Senior Center Coordinator sends the completed application to City Finance Director for signature
7. Senior Center Coordinator sends completed application, including all signatures; board minutes estimates if needed, to INCOG Tri County Council.
8. The application then goes to the INCOG Tri County Resource Committee for approval.
9. Approval of the application is returned to Senior Center coordinator
10. Senior Coordinator takes approval back to the City Finance Director.
11. The city pays for approved projects for center.
12. Completion forms with all receipts are returned to INCOG
13. INCOG sends reimbursement check to the Senior Center treasurer
14. The Senior Center Treasurer signs check and takes to the city Finance Director

Total in grants The Jenks Senior Center has received from INCOG over the past 5 years, \$25,650.

The request for City Council approval of \$14,646(INCOG approved) will make the total \$40,296 in grants from INCOG.

Attached is check off list for all things needed with application is returned.

Application Checklist

✓

Application

✓

Budget Justification

✓

Board of Directors

✓

By-laws are included

✓

Meeting minutes included

✓

W-9

In process

County Health Department Food License

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 242		ACCOMMODATIONS TAX				
185976	1 -3653	HOUSEAL LAVIGNE ASSOCIATES	PROFESSIONAL CONSULTING	1/2020	4426 01-22	28,696.29
DEPARTMENT TOTAL:						28,696.29
FUND TOTAL:						28,696.29
GRAND TOTAL:						28,696.29

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 311 UNIFORMED PATROL						
193469	1 -0026	JASON R. JACKSON	LUNCH DRONE TRNG	1/2020	11-07-19 TUL THUND	43.10
193457	1 -1558	INTERSTATE BATTERY SYSTEM	CAR BATTERY	1/2020	42118679 12-23	117.95
193459	1 -2225	JD YOUNG CO.	BUSINESS CARDS	1/2020	890183 01-07	504.53
193458	1 -2876	SUNDANCE OFFICE SUPPLY INC	OFFICE SUPPLIES	1/2020	391760 01-10	503.69
193466	1 -3296	KONICA MINOLTA BUSINESS SOLQTLY	SERVICE AGREEMENT	1/2020	9006379022 12-31	793.60
DEPARTMENT TOTAL:						1,962.87
DEPARTMENT: 315 POLICE RESERVE						
193465	1 -1457	O'REILLY AUTO PARTS	OIL FILTER	1/2020	2075-181732 12-30	19.62
DEPARTMENT TOTAL:						19.62
DEPARTMENT: 321 CENTRAL DISPATCH						
193467	1 -1116	D & C LAUNDRY	JAIL LAUNDRY	1/2020	427328 01-02	13.00
193468	1 -1542	CINTAS CORPORATION	JAIL MED CABINET MAINT	1/2020	5015636277 01-06	115.00
DEPARTMENT TOTAL:						128.00
DEPARTMENT: 411 FIRE SUPPRESSION						
193220	1 -1119	STAPLES	O#9806713195 12-27	1/2020	2410247591 12-19	40.93
193471	1 -1866	AIRCO SERVICE INC	REPLACED MOTOR	1/2020	56268965 12-18	666.91
193488	1 -2198	MCKESSON MEDICAL-SURGICAL	LMEDICAL GLOVES	1/2020	70354325 12-01	67.68
193489	1 -2198	MCKESSON MEDICAL-SURGICAL	LMEDICAL GLOVES	1/2020	70150909 11-26	181.35
193490	1 -2503	ALL MAINTENANCE SUPPLY	CLEANING SUPPLIES	1/2020	00087976-01 12-27	200.35
193625	1 -2503	ALL MAINTENANCE SUPPLY	STATION SUPPLIES	1/2020	00088381-01 01-10	132.15
193626	1 -2503	ALL MAINTENANCE SUPPLY	STATION #1 SUPPLIES	1/2020	00087742-01 12-18	213.25
193472	1 -3048	PAUL CONWAY SHIELDS	NOTCHED SHIELD	1/2020	0450901-IN 01-07	58.89
193470	1 -3215	UN-LEADED DESIGN INC	ABLE COMPLIANCE	1/2020	5800 12-19	495.00
DEPARTMENT TOTAL:						2,056.51
DEPARTMENT: 521 STREET MAINTENANCE						
193481	1 -3186	J H SOLUTIONS	ELEC WORK-ALLEY LIGHTS	1/2020	1628 01-09	400.00
DEPARTMENT TOTAL:						400.00

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 561		PARKS & GROUNDS				
193480	1 -1097	SPRING CREEK NURSERY	MULCH-FLOWER BEDS	1/2020	155046 09-04	517.50
193365	1 -2414	JENKS FENCE CO	FENCE REPAIR-BARK WEST	1/2020	8618 01-17	250.00
DEPARTMENT TOTAL:						767.50
FUND TOTAL:						5,334.50

P.O. #	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 321		CENTRAL DISPATCH				
190117	1 -1022	OKLAHOMA DEPT OF PUBLIC SAFOLETS USER FEE		1/2020	31-3000952 10-19	1,050.00
					DEPARTMENT TOTAL:	1,050.00
					FUND TOTAL:	1,050.00

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 521		STREET MAINTENANCE				
192552	1 -2589	ADVANCE WORKZONE SERVICE	STREET STRIPING	1/2020	18315 12-24	17,750.00
DEPARTMENT TOTAL:						17,750.00
FUND TOTAL:						17,750.00

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 801		INS & CASH REIMB.				
193479	1 -3265	ANDREW ARNOLD	01-06 REIMBURSEMENT	1/2020	01-06 REIMBURSEMET	416.47
DEPARTMENT TOTAL:						416.47
FUND TOTAL:						416.47
GRAND TOTAL:						24,550.97

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 221 MUNICIPAL COURT						
190003	1 -1033	PHIL FRAZIER	JAN 2020 MUN'L JUDGE	1/2020	JAN 20 MUN'L JUDGE	1,470.87
DEPARTMENT TOTAL:						1,470.87
FUND TOTAL:						1,470.87

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 411 ** INVALID DEPARTMENT **						
190002	1 -1112	BANCFIRST	0490090378 01-20 PR	1/2020	0490090378 01-20PR	27,225.77
DEPARTMENT TOTAL:						27,225.77
FUND TOTAL:						27,225.77

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 321 CENTRAL DISPATCH						
190004	1 -1112	BANCFIRST	0490089550 01-20 PR	1/2020	0490089550 01-20PR	22,322.33
DEPARTMENT TOTAL:						22,322.33
FUND TOTAL:						22,322.33
GRAND TOTAL:						51,018.97

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 321 CENTRAL DISPATCH						
192664	1 -1443	MURPHY	SANITARY SUPPLY LLC PAPER TOWELS	1/2020	079944 11-07	104.88
DEPARTMENT TOTAL:				104.88		
FUND TOTAL:				104.88		
GRAND TOTAL:				104.88		

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 311 UNIFORMED PATROL						
190048	1 -1073	OKLAHOMA NATURAL GAS	GAS SERVICE JUL 19/JUN 20	1/2020	182557209 JAN 20	50.75
DEPARTMENT TOTAL:					50.75	
DEPARTMENT: 411 FIRE SUPPRESSION						
190048	1 -1073	OKLAHOMA NATURAL GAS	GAS SERVICE JUL 19/JUN 20	1/2020	113564527 JAN 20	447.02
193483	1 -1726	OTA PIKEPASS CUSTOMER SVC	20191295860 JAN 2020	1/2020	6377751 JAN 2020	47.06
193628	1 -3430	COMMERCIAL POWER SOLUTIONS,SERVICE ON BLOCK HEATER			1/2020 5409 01-09	355.94
DEPARTMENT TOTAL:					850.02	
DEPARTMENT: 512 PROTECTIVE INSPECTIONS						
193483	1 -1726	OTA PIKEPASS CUSTOMER SVC	20191295860 JAN 2020	1/2020	5965055 JAN 2020	0.75
DEPARTMENT TOTAL:					0.75	
DEPARTMENT: 521 STREET MAINTENANCE						
190007	1 -1025	EAST CENTRAL ELECTRIC	ELECTRIC JUL 19/JUN 20	1/2020	3993001 FEB 2020	955.83
190010	1 -1082	PUBLIC SERVICE COMPANY OF	95842358103 FEB 2020	1/2020	95842358103 FEB 20	294.87
193483	1 -1726	OTA PIKEPASS CUSTOMER SVC	20191295860 JAN 2020	1/2020	3316501 JAN 2020	3.15
190008	1 -2027	O G & E ELECTRIC SERVICES	ELECTRIC JUL 19/JUN 20	1/2020	128233410-9 FEB 20	480.13
DEPARTMENT TOTAL:					1,733.98	
DEPARTMENT: 562 ANIMAL CONTROL						
193483	1 -1726	OTA PIKEPASS CUSTOMER SVC	20191295860 JAN 2020	1/2020	3316512 JAN 2020	7.80
DEPARTMENT TOTAL:					7.80	
FUND TOTAL:					2,643.30	

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 321 CENTRAL DISPATCH						
190017	1 -1039	INCOG	E-911 ADMINISTRATIVE SERV	1/2020	E-001515 01-17	4,931.93
DEPARTMENT TOTAL:					4,931.93	
FUND TOTAL:					4,931.93	
GRAND TOTAL:					7,575.23	

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 311 UNIFORMED PATROL						
193453	1 -1101	REASOR'S	SUPPLIES	1/2020	5374 01-10	10.68
193455	1 -1101	REASOR'S	PD TRNG ROOM DRINKS	1/2020	5695 12-26	69.49
DEPARTMENT TOTAL:						80.17
DEPARTMENT: 321 CENTRAL DISPATCH						
193456	1 -1101	REASOR'S	DISP DRINKS	1/2020	9526 01-07	188.07
DEPARTMENT TOTAL:						188.07
DEPARTMENT: 521 STREET MAINTENANCE						
193482	1 -1092	SIGNALTEK INC	TRAFFIC CONTROL MAINT	1/2020	16532 11-14	1,517.48
DEPARTMENT TOTAL:						1,517.48
DEPARTMENT: 562 ANIMAL CONTROL						
193454	1 -1101	REASOR'S	LITTER	1/2020	2463 11-19	15.98
DEPARTMENT TOTAL:						15.98
FUND TOTAL:						1,801.70
GRAND TOTAL:						1,801.70

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 801 INS & CASH REIMB.						
193715	1 -3447	JOHNSON, MATTHEW	DEDUCTIBLE REIMBURSEMENT	1/2020	DEDUCTIBLE REIMBUR	1,000.00
DEPARTMENT TOTAL:				1,000.00		
FUND TOTAL:				1,000.00		
GRAND TOTAL:				1,000.00		

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: N/A NON-DEPARTMENTAL						
190471	1 -1596	COMMUNITY CARE	12-01-19 EAP MONTHLY FEE	1/2020	01-01-20 EAP FEES	55.83
DEPARTMENT TOTAL:					55.83	
FUND TOTAL:					55.83	
GRAND TOTAL:					55.83	

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 411 FIRE SUPPRESSION						
193754	1 -0022	MICHAEL P O'BRIEN	FY 19/20 CLOTHING ALLWNCE	1/2020	FY 19/20 CLOTHING2	275.00
193743	1 -0115	KIRK MORRIS	FY 19/20 CLOTHING ALLWNCE	1/2020	FY 19/20 CLOTHING2	275.00
193748	1 -2106	NICK MORGANS	FY 19/20 CLOTHING ALLWNCE	1/2020	FY 19/20 CLOTHING2	275.00
193751	1 -2108	KYLE FLORA	FY 19/20 CLOTHING ALLWNCE	1/2020	FY 19/20 CLOTHING2	275.00
193745	1 -2446	DAVID OWEN	FY 19/20 CLOTHING ALLWNCE	1/2020	FY 19/20 CLOTHING2	275.00
193756	1 -2866	JOSH KNOEPFEL	FY 19/20 CLOTHING ALLWNCE	1/2020	FY 19/20 CLOTHING2	275.00
193757	1 -2978	RICHARD MARTINEZ	FY 19/20 CLOTHING ALLWNCE	1/2020	FY 19/20 CLOTHING2	275.00
193749	1 -3088	CHASE LANDKAMER	FY 19/20 CLOTHING ALLWNCE	1/2020	FY 19/20 CLOTHING2	275.00
193752	1 -3193	JUSTIN THOMPSON	FY19/20 CLOTHING ALLOWNCE	1/2020	FY19/20 CLOTHING2	275.00
193746	1 -3206	CLIFF MCCONNELL	FY 19/20 CLOTHING ALLWNCE	1/2020	FY 19/20 CLOTHING2	275.00
193750	1 -3271	RICHARD EDWARDS	FY 19/20 CLOTHING ALLWNCE	1/2020	FY 19/20 CLOTHING2	275.00
193744	1 -3285	MATTHEW MITCHELL	FY 19/20 CLOTHING ALLWNCE	1/2020	FY 19/20 CLOTHING2	275.00
193753	1 -3301	JEFF WINN	FY 19/20 CLOTHING ALLWNCE	1/2020	FY 19/20 CLOTHING2	275.00
193755	1 -3304	ALEXANDER WATKINS	FY 19/20 CLOTHING ALLWNCE	1/2020	FY 19/20 CLOTHING2	275.00
193758	1 -3417	MATTHEW OSGOOD	FY 19/20 CLOTHING ALLWNCE	1/2020	FY 19/20 CLOTHING2	275.00
193747	1 -3440	CHRISTOPHER TODD	FY 19/20 CLOTHING ALLWNCE	1/2020	FY 19/20 CLOTHING2	275.00
193742	1 -3642	TYLER BAXTER	FY 19/20 CLOTHING ALLWNCE	1/2020	FY 19/20 CLOTHING	275.00
DEPARTMENT TOTAL:						4,675.00
FUND TOTAL:						4,675.00
GRAND TOTAL:						4,675.00

PAID UNAPPROVED

GENERAL FUND ENCUMBRANCES AND EXPENDITURES

Payroll January 16, 2020 through January 31, 2020

Payroll for employees \$ 150,000.00

Additional payroll benefits and costs for approval January 31, 2020

BancFirst	Federal Tax Deposit	\$ 15,000.00
BancFirst	FICA and Medicare Taxes	6,000.00
BancFirst	State Withholding Tax	5,500.00
Ultipro	Cost of service	-
AFLAC	Cancer & Accident Ins.	300.00
Sun Life	Life Insurance	1,200.00
Community Care HMO	Medical Insurance	36,000.00
Delta Dental of Oklahoma	Dental Insurance	1,600.00
Fort Dearborn	Life Insurance	400.00
Benefits Resoures, Inc	Unreimbursed Medical	250.00
Jenks FOP	Withholdings	500.00
Jenks Firefighters Local	Dues	600.00
ICMA Retirement 401	Contributions to Retirement	2,750.00
ICMA Retirement 457	Contributions to Retirement	1,400.00
Ok Firemen's Pension	Contributions to General Fund	9,500.00
Ok Police Pension	Contributions to General Fund	10,750.00
Firefighters	Cleaning allowance	500.00
Police Officers	Cleaning allowance	750.00
Dispatchers	Cleaning allowance	200.00
STREET MAINTENANCE	Cleaning allowance	100.00
PARKS AND GROUNDS	Cleaning allowance	100.00
ANIMAL CONTROL	Cleaning allowance	50.00
Inspectors	Cleaning allowance	50.00
Garnishments	Garnishments Misc	750.00
	total	\$ 94,250.00

City of Jenks
Fund 10
Financial Position
12/31/2019

	Actual FY 19-20 Jul 1 - Dec 31	Budget Year 2 FY 19-20	Actual FY 18-19 Jul 1 - Dec 31
Gross Revenues:			
Sales Tax Collections	\$ 3,838,763.88	\$ 7,500,000.00	\$ 3,717,683.74
Use Tax Collections	815,469.47	1,500,000.00	614,148.04
Other Licenses & Permits	1,128.00	3,700.00	1,382.50
Electrical Licenses	7,000.00	13,000.00	4,750.00
Plumbing Licenses	5,650.00	14,500.00	4,375.00
Mechanical Licenses	4,000.00	10,000.00	4,000.00
Beverage Licenses	14,620.00	16,000.00	14,630.00
Solicitors Licenses	450.00	1,800.00	1,450.00
Sign Permits	867.00	1,500.00	297.00
Electrical Permits	6,904.25	21,000.00	6,944.00
Plumbing Permits	6,267.00	20,000.00	6,738.00
Mechanical Permits	5,187.00	18,000.00	5,163.00
Building Permits	54,836.00	220,000.00	50,795.00
Solid Waste Revenue	24,958.59	55,000.00	20,892.39
Fireworks Permits	7,660.00	8,000.00	7,350.00
Fireworks Sales Licenses	-	-	-
Inspection/Reinspection Fees	2,973.00	10,000.00	3,610.00
Building Permits Admin Fee	361.12	1,000.00	373.10
Zoning Applications	8,495.52	8,000.00	2,820.00
Alcoholic Beverage Tax	24,809.41	45,000.00	16,714.35
Franchise Fees	537,003.15	1,160,000.00	565,996.30
McDonald's Rental Income	23,172.00	46,000.00	23,172.00
Assessment Letter	280.00	19,500.00	5,100.00
Miscellaneous Revenue	29,728.97	45,000.00	37,898.32
Municipal Court Fine	213,459.18	400,000.00	119,689.52
Miscellaneous Zoning Fees	5,767.00	20,000.00	8,287.36
Gross Receipts	56,317.33	140,000.00	69,278.35
Community Room Rental	640.00	1,400.00	400.00
Auction Sales	71,869.20	20,000.00	57,681.80
Interest	41,745.11	90,000.00	42,815.99
Interest on Investment	27,936.10	60,000.00	32,607.57
Total Gross Revenues:	\$ 5,838,318.28	\$ 11,468,400.00	\$ 5,447,043.33

Expenditures:			
City Manager	\$ 102,846.48	\$ 227,700.00	\$ 128,192.28
City Clerk	129,934.99	275,650.00	88,379.78
City Treasurer	46,920.17	64,850.00	41,074.41
City Attorney	26,815.43	69,480.00	15,469.56
Personnel	85,335.16	171,750.00	63,592.97
Admin Support / Records	36,080.35	73,250.00	14,401.52
Municipal Court	49,373.95	94,080.00	40,019.51
General Government	101,377.88	212,000.00	146,671.55
City Planner	8,893.48	71,350.00	32,271.96
Community Development	11,000.00	43,630.00	10,600.00
Uniformed Patrol	1,363,576.37	2,580,500.00	1,292,098.91
Police Reserves	111,149.92	160,250.00	56,010.31
Central Dispatch	208,850.41	502,000.00	209,442.35
Code Enforcement	28,405.28	62,300.00	-
Fire Suppression	1,299,340.17	2,462,700.00	1,346,528.08
Fire Volunteers	20,313.62	68,850.00	5,119.75
Protective Inspections	39,626.08	89,850.00	40,408.74
Street Maintenance	224,594.58	412,470.00	251,357.24
General Maintenance	6,920.12	26,500.00	8,487.54
Small Capital Projects	-	130,000.00	-
Parks & Grounds	255,817.42	531,650.00	285,737.71
Animal Control	42,941.43	94,500.00	58,368.42
Total Expenditures:	\$ 4,200,113.29	\$ 8,425,310.00	\$ 4,134,232.59
Excess (deficiency) of			
Revenues over Expenditures:	\$ 1,638,204.99	\$ 3,043,090.00	\$ 1,312,810.74
Transfers (In/Out)			
Transfers In	2,622,103.27	\$ 5,443,400.00	\$ 2,440,468.61
Transfers Out	(4,654,233.31)	(9,200,000.00)	(4,331,831.78)
Total Transfers:	\$ (2,032,130.04)	\$ (3,756,600.00)	\$ (1,891,363.17)
Net Change in Fund Balance:			
	\$ (393,925.05)	\$ (713,510.00)	\$ (578,552.43)



PARENT ACCOUNT:
CITY OF JENKS 29

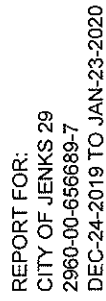
REPORT FOR:
CITY OF JENKS 29
2960-00-656689-7
DEC-24-2019 TO JAN-23-2020

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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
311	Unleaded Regular	2,333.65	2,179	0.00	5,080.73	0.00	-893.66	4,187.07	4,187.07
	PERIOD			0.00	5,080.73	0.00	-893.66	4,187.07	4,187.07
	YTD			0.00	5,080.73	0.00	-893.66	4,187.07	4,187.07
411	Regular Diesel #2	556.32	2,689	0.00	1,495.88	0.00	-246.42	1,249.46	1,249.46
	Unleaded Regular	230.99	2,183	0.00	503.44	0.00	-88.46	414.98	414.98
	Unleaded Super	1.11	2,519	0.00	2.80	0.00	-0.42	2.38	2.38
	PERIOD			0.00	2,002.12	0.00	-335.30	1,666.82	1,666.82
	YTD			0.00	2,002.12	0.00	-335.30	1,666.82	1,666.82
511	Unleaded Regular	144.37	2,290	0.00	332.17	0.00	-55.28	276.89	276.89
	PERIOD			0.00	332.17	0.00	-55.28	276.89	276.89
	YTD			0.00	332.17	0.00	-55.28	276.89	276.89
512	Unleaded Regular	108.59	2,189	0.00	237.24	0.00	-41.59	195.65	195.65
	PERIOD			0.00	237.24	0.00	-41.59	195.65	195.65
	YTD			0.00	237.24	0.00	-41.59	195.65	195.65
521	Unleaded Regular	16.06	2,429	0.00	39.01	0.00	-6.15	32.86	32.86
	Unleaded Super	76.18	2,442	0.00	186.03	0.00	-29.16	156.87	156.87
	PERIOD			0.00	225.04	0.00	-35.31	189.73	189.73
	YTD			0.00	225.04	0.00	-35.31	189.73	189.73
523	Unleaded Regular	108.23	2,323	0.00	256.06	0.00	-41.45	214.61	214.61
	PERIOD			0.00	256.06	0.00	-41.45	214.61	214.61
	YTD			0.00	256.06	0.00	-41.45	214.61	214.61
531	Unleaded Plus	70.55	2,364	0.00	166.77	0.00	-27.01	139.76	139.76
	Unleaded Regular	117.91	2,317	0.00	274.32	0.00	-45.15	229.17	229.17
	Unleaded Super	263.05	2,487	0.00	653.72	0.00	-100.76	552.96	552.96
	PERIOD			0.00	1,094.81	0.00	-172.92	921.89	921.89
	YTD			0.00	1,094.81	0.00	-172.92	921.89	921.89
533	Unleaded Regular	70.74	2,164	0.00	153.00	0.00	-27.10	125.90	125.90
	Unleaded Super	19.61	2,489	0.00	48.81	0.00	-7.52	41.29	41.29
	PERIOD			0.00	201.81	0.00	-34.62	167.19	167.19
	YTD			0.00	201.81	0.00	-34.62	167.19	167.19
562	Unleaded Regular	89.38	2,169	0.00	194.00	0.00	-34.23	159.77	159.77
	PERIOD			0.00	194.00	0.00	-34.23	159.77	159.77
	YTD			0.00	194.00	0.00	-34.23	159.77	159.77
571	Unleaded Regular	5.31	2,596	0.00	13.78	0.00	0.00	13.78	13.78
	PERIOD			0.00	13.78	0.00	0.00	13.78	13.78
	YTD			0.00	13.78	0.00	0.00	13.78	13.78



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PARENT ACCOUNT:
CITY OF JENKS 29

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2960-00-656689-7
DEC-24-2019 TO JAN-23-2020

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Site Summary

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

BRAND	ADDRESS	NO. TRANS	FUEL UNITS	FUEL \$	OTHER \$	EXEMPT TAX	NET \$
QUIKTRIP	4705 S Elm Pl, Broken Arrow, OK 74011	1	13.863	28.82	0.00	-5.31	23.51
	1820 S Aspen Ave, Broken Arrow, OK 74012	1	4.138	8.60	0.00	-1.59	7.01
	91 W 141st St, Glenpool, OK 74033	3	52.724	125.04	0.00	-20.20	104.84
	712 S Elm St, Jenks, OK 74037	326	3,975.943	9,068.96	0.00	-1,553.98	7,514.98
	12100 S Waco Ave, Sapulpa, OK 74066	10	178.718	434.90	0.00	-68.44	366.46
	9555 Riverside Pkwy, Tulsa, OK 74137	2	35.835	78.26	0.00	-13.73	64.53
PERIOD TOTALS		343	4,261.221	9,744.58	0.00	-1,663.25	8,081.33

CITY OF JENKS

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
12/22/2019 05:09:47		****00681	311.10.9275	9.83 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	121247		Goode	311	311
12/22/2019 08:16:34		****00111	311.13.9781	7.3 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	99469		ARNOLD	311	311
12/22/2019 09:21:42		****00351	311.13.4107	8.36 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	88057		Boileau	311	311
12/22/2019 09:38:18		****00231	311.17.2922	12.3 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	56694		simmons	311	311
12/22/2019 13:48:27		****00681	311.10.9275	6.13 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	121282		RACHAL	315	311
12/22/2019 14:08:06		****01451	411 ENGINE 2	16 DSL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	7493		WINN	411	411
12/22/2019 14:37:08		****00811	311.17.2923	11 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	48738		millar	311	311
12/22/2019 17:11:18		****01291	311.18.3658	9.78 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	31183		Hash	311	311
12/22/2019 17:42:08		****01321	311.18.3660	7.52 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	29620		golliday	311	311
12/22/2019 21:49:39		****01261	311.18.4849	10.2 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	22937		Tarasenko	311	311
12/23/2019 04:20:25		****00131	311.14.0890	11.9 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	74037		Goode	311	311
12/23/2019 08:12:50		****01331	311.18.9939	13.3 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	18411		SEMKE	311	311
12/23/2019 08:52:45		****00801	311.15.3007	15.1 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	34436		Shouse	311	311
12/23/2019 13:30:00		****00681	311.10.9275	4.75 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	121336		RACHAL	315	311
12/23/2019 13:36:01		****01291	311.18.3658	5.61 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	31967		SCOTTIS	311	311
12/23/2019 14:25:51		****00291	311.16.6483	5.35 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	47376		46769 wiley	311	311
12/23/2019 15:50:01		****00841	311.14.0891	9.64 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	61607		Slawong	311	311
12/23/2019 18:32:42		****01461	411 ENGINE 1	26.8 DSL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	7029		WATKINS	411	411
12/23/2019 23:21:41		****01261	311.18.4849	10.8 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	23034		Tarasenko	311	311
12/24/2019 04:30:36		****01321	311.18.3660	12 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	29721		golliday	311	311
12/24/2019 05:03:28		****00131	311.14.0890	5.77 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	74535		Goode	311	311
12/24/2019 10:05:56		****01471	411 602 CHEV	19.7 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	3275		ZICKPOOSE	411	411
12/24/2019 10:28:59		****01301	311.18.9938	12.6 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	28423		MARKHAM	311	311
12/24/2019 12:08:55		****01451	411 ENGINE 2	15.1 DSL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	7561		Todd	411	411
12/24/2019 21:30:00		****00131	311.14.0890	7.85 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	74637		Galloway	311	311
12/24/2019 21:49:40		****01261	311.18.4849	4.83 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	23075		Tarasenko	311	311
12/25/2019 03:54:23		****00411	311.13.9181	11.5 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	63598		Solomon	311	311
12/25/2019 08:41:06		****01311	311.18.3659	13.1 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	28637		NUNNELLE	315	311
12/25/2019 14:04:26		****00171	311.09.2168	9.89 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	11727		117256 SEMKE	311	311
12/25/2019 14:35:22		****00291	311.16.6483	7.3 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	47453		47014 wiley	311	311
12/25/2019 15:25:16		****01291	311.18.3658	10 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	37113		32113 Hash	311	311
12/25/2019 16:36:00		****01461	411 ENGINE 1	19.7 DSL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	7112		EDWARDS	411	411
12/25/2019 20:16:17		****00281	311.14.0892	8.92 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	50165		zunwalt	315	311
12/25/2019 20:55:40		****00131	311.14.0890	8.3 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	74727		Galloway	311	311
12/26/2019 04:51:17		****01321	311.18.3660	10.9 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	29659		golliday	311	311
12/26/2019 12:33:10		****00351	311.13.4107	11 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	88168		Boileau	311	311
12/26/2019 13:17:58		****00231	311.17.2922	12.5 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	54866		simmons	311	311
12/26/2019 13:43:03		****01541	311.20.4199	17.6 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	278		Arthur	311	311
12/26/2019 16:53:25		****01461	411 ENGINE 1	12.9 DSL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	6775		7177 BAXTER	411	411
12/26/2019 19:56:46		****00841	311.14.0891	10.3 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	61742		Slawong	311	311
12/26/2019 19:57:15		****00131	311.14.0890	6.01 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	74787		Galloway	311	311
12/26/2019 21:22:36		****00681	311.10.9275	5.45 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	121400		RACHAL	315	311
12/26/2019 21:53:08		****00291	311.16.6483	6.11 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	47511		47658 wiley	311	311
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12/27/2019 16:31:47		****00281	311.14.0892	1.22 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	50183		zunwalt	315	311
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12/28/2019 05:54:06		****01311	311.13.3659	14.4 UNL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	8718		Goode	311	311
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12/29/2019 20:03:26		****01461	411 ENGINE 1	17.6 DSL	Quiktrip 0101	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	32250		Hash	311	311
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											23561		Tarasenko	311	411
											34690		ostrum	411	411

12/30/2019 08:00:05	****0631	411 Truck 2	15.7 DSI	Quikrip 0101	712 S Elm St	Jenks	OK	74037	96067	96114 MCCONNELL	411	411
12/30/2019 08:15:58	****00111	311 13 9781	8.46 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	99605	ARNOLD	311	311
12/30/2019 08:31:45	****01281	311 18 0441	10.1 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	16423	SCOTT	311	311
12/30/2019 09:20:30	****01451	411 ENGINE 2	16.1 DSI	Quikrip 0101	712 S Elm St	Jenks	OK	74037	7716	Todd	411	411
12/30/2019 11:28:49	****00451	311 13 5951	30.7 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	77190	Jackson	311	311
12/30/2019 21:28:06	****00291	311 16 6483	30.7 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	47672	Willey	311	311
12/30/2019 21:28:36	****00371	311 09 2168	10.3 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	117515	RACHAL	315	311
12/30/2019 21:28:38	****01341	311 18 9940	9.61 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	17904	CHANDLEE	311	311
12/30/2019 21:45:02	****01261	311 18 4849	7.55 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	23422	Tarasenko	311	311
12/30/2019 23:50:06	****00131	311 14 0890	9.99 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	75155	Goode	311	311
12/30/2019 05:12:03	****00711	512 12 FORD	32.1 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	86339	ORTEGON	512	512
12/31/2019 10:03:55	****01451	411 ENGINE 2	11.9 DSI	Quikrip 0101	712 S Elm St	Jenks	OK	74037	7765	WINN	411	411
12/31/2019 13:29:02	****00811	311 17 2923	11.2 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	49061	Hash	311	311
12/31/2019 16:09:19	****00781	311 18 0892	9.47 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	50303	zurwalt	315	311
12/31/2019 16:29:57	****01231	562 10 Ford	30.4 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	72163	reid	562	562
12/31/2019 16:32:53	****00131	311 14 0890	8.1 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	78237	Galloway	311	311
12/31/2019 21:08:58	****00681	311 10 9275	12.1 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	121594	RACHAL	315	311
12/31/2019 21:47:53	****01321	311 18 3660	10.3 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	30650	golliday	311	311
12/31/2019 21:44:40	****01261	311 18 4849	7.62 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	23499	Tarasenko	311	311
12/31/2019 22:57:53	****01331	311 18 9939	15.4 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	18005	SEWKE	311	311
01/01/2020 09:05:23	****01461	411 ENGINE 1	16.6 DSI	Quikrip 0101	712 S Elm St	Jenks	OK	74037	6930	WATKINS	411	411
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01/01/2020 21:21:46	****01321	311 18 3660	9.86 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	30152	Solomon	311	311
01/01/2020 21:43:16	****00411	311 13 9181	7.18 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	63868	CHANDLEE	311	311
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01/02/2020 05:52:08	****00501	311 11 1550	25.7 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	68109	68027	311	311
01/02/2020 08:46:03	****01471	411 602 CHEV	18.7 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	3480	ZICKFOOSE	411	411
01/02/2020 08:53:27	****00331	311 17 2922	9.22 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	56984	simmons	311	311
01/02/2020 13:34:37	****00841	311 14 0891	10.1 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	62031	Silavong	311	311
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01/02/2020 18:37:18	****00681	311 10 9275	10.3 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	72353	Galloway	311	311
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01/03/2020 10:18:46	****01421	411 TRUCK 1	7.07 DSI	Quikrip 0101	712 S Elm St	Jenks	OK	74037	28693	MARKHAM	311	311
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01/03/2020 10:41:39	****00801	311 13 3007	13.4 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	164597	BRESE	523	512
01/03/2020 11:18:18	****00641	512 07 CHEVY	22.2 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	34819	ostrom	411	411
01/03/2020 11:22:09	****01361	411 COMMAND 1	18.3 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	62165	Silavong	311	311
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01/03/2020 17:56:15	****00291	311 16 6483	6.94 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	121646	bloss	315	311
01/03/2020 18:16:21	****00681	311 10 9275	3.36 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	23584	Tarasenko	311	311
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01/03/2020 22:28:53	****01341	311 18 9940	11 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	75449	Goode	311	311
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01/04/2020 09:39:18	****01461	411 ENGINE 1	11.5 DSI	Quikrip 0101	712 S Elm St	Jenks	OK	74037	49194	miller	311	311
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01/04/2020 20:12:21	****00681	311 10 9275	1.49 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	75001	Galloway	311	311
01/04/2020 20:24:15	****00131	311 14 0890	6.7 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	7907	MARTINEZ	411	411
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01/05/2020 04:21:40	****01321	311 18 3660	8.98 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	121700	STEWART	315	311
01/05/2020 04:39:18	****00681	311 18 4849	9.5 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	101105	MCCONNELL	411	411
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01/05/2020 13:29:59	****01541	311 20 4199	18.5 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	32390	SCOTT	311	311
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01/05/2020 23:04:23	****01261	311 18 4849	8.15 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	75571	Goode	311	311
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01/06/2020 10:32:36	****01301	311 18 9938	13.5 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	121751	RACHAL	315	311
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01/06/2020 15:26:40	****00811	411 TRUCK 1	13 DSI	Quikrip 0101	712 S Elm St	Jenks	OK	74037	49294	miller	311	311
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01/06/2020 16:04:50	****00841	311 14 0891	10 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	117652	Hash	311	311
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01/06/2020 21:47:48	***01261	311 18 4849	6.28 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	23703	Tarasenko	311	311
01/07/2020 08:25:47	***01281	311 18 0441	8.63 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	16551	SCOTT D	311	311
01/07/2020 12:50:51	***00901	311 17 4536	12.3 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	21966	Monulty	311	311
01/07/2020 15:12:55	***00291	311 16 6483	6.11 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	47902	wiley	311	311
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01/07/2020 21:46:39	***00681	311 10 9275	7.34 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	121817	RACHAL	311	311
01/07/2020 21:51:33	***00411	311 13 9181	6.38 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	64023	Solomon	311	311
01/07/2020 23:05:01	***01261	311 18 4849	7.33 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	23775	Tarasenko	311	311
01/07/2020 05:52:48	***01311	311 18 3659	12.2 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	29210	NUNNELLE	315	311
01/08/2020 08:16:19	***01331	311 18 9939	13.1 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	18777	SEMKE	311	311
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01/08/2020 13:35:39	***00441	512 16 HYUNDAI SF	12.4 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	46642	rush	512	512
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01/09/2020 10:21:18	***00351	311 13 4107	12 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	88382	Boileau	311	311
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01/09/2020 14:52:05	***01461	411 ENGINE 1	13 DSI	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	7120	EDWARDS	411	411
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01/09/2020 20:47:40	***00171	311 09 2168	8.98 UNL	Quiktrip 0121	12100 S Waco Ave	Sapulpa	OK	74066	117753	STEWART	315	311
01/09/2020 20:59:29	***00841	311 14 0891	7.31 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	62350	Silavong	311	311
01/09/2020 21:02:19	***00131	311 14 0890	7.75 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	75652	Galloway	311	311
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01/10/2020 18:19:47	***00741	311 10 4050	8.58 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	48048	wiley	311	311
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01/11/2020 16:32:59	***01231	562 10 Ford	30.6 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	30538	golliday	311	311
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01/18/2020 01:28:00	***00351	311 13 4107	12.7 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	88682	Boileau	311	311
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01/18/2020 18:01:08	***00841	311 14 0891	7.08 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	35384	owen	411	411
01/18/2020 20:26:02	***00131	311 14 0890	7.92 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	62908	Silavong	311	311
01/18/2020 21:53:32	***01261	311 18 4849	6.68 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	76086	Galloway	311	311
01/18/2020 23:15:28	***00411	311 13 9181	6.51 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	24240	Tarasenko	311	311
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01/19/2020 08:37:49	***00231	311 17 2922	14.3 UNL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	30898	golliday	311	311
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01/20/2020 16:50:25	***01461	411 ENGINE 1	14.8 DSL	Quikrip 0101	712 S Elm St	Jenks	OK	74037	7378	BAXTER	411	411
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01/21/2020 10:00:57	****01291	311 13 3658	4.14 UNL	Quiktrip 0082	1820 S Aspen Ave	Broken Arrow	OK	74012	33004	Hash	311	311
01/21/2020 10:58:15	****00901	311 17 4536	14.1 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	22499	McNulty	311	311
01/21/2020 14:38:24	****01231	562 10 Ford	28.3 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	72701	reid	562	562
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01/21/2020 18:43:57	****00281	311 14 0892	9.63 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	50554	turnwalt	315	311
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01/21/2020 03:58:21	****01261	311 18 4849	11.1 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	24508	Tarsenko	311	311
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01/21/2020 15:31:20	****00451	311 13 5951	4.96 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	78030	Jackson	311	311
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01/22/2020 21:27:58	****00681	311 10 9275	8.93 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	122188	RACHAL	315	311
01/22/2020 22:52:12	****01301	311 18 9938	12.2 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	29273	MARKHAM	311	311

Special Event Committee Recommendation

Event title: Jenks Herb & Plant Festival

Proposed date(s): April 25, 2020

Description: Festival

After reviewing the special event application and meeting with the applicant the majority of the committee voted to:

- ☒ Recommend the event be approved by City Council.
- ☐ Does not recommend the event be approved by City Council.

Comments:

Closures of Main Street from Birch to 4th Street, 1st St, 2nd Street & 3rd St From Aquarium Pl to A Street From April 24, 2020 at 7pm to April 25, 2020 at 6PM.



1-20-20

Sgt. Bradley Shouse, Special Event Committee Chair

Date

After reviewing the committee's recommendation:

- ☐ Accept as submitted and approve it to be presented to City Council
- ☐ Accept with the following modifications before it is presented to City Council
- ☐ Reject the recommendation

Comments:



Chris Shrout, City Manager

1-27-2020

Date

Print**SPECIAL EVENT APPLICATION - Submission #1171****Date Submitted: 1/11/2020**

Sgt. Brad Shouse
PO Box 2007
211 N Elm St Jenks OK,
74037
918-556-7481
bshouse@jenksok.org

Special Event Applications are submitted for review and approval for events conducted on a public property, public right of way or easement, and/or events that require the use of other public resources. This application is required on all such events within the City of Jenks and must be submitted 90 days before the event (exceptions may be granted for special, unusual circumstances). There is no fee for a Special Event Application or its approval.

The point of contact during the application process will be Sgt. Brad Shouse; his contact information is listed above. He will be glad to answer questions and offer guidance during this process to insure that your submitted application packet is complete with all required documentation.

Once the completed application packet has been accepted, a date will be scheduled for the applicant to present their plan to the Special Events Committee. The Committee will send its recommendation regarding the event to the City Council, who will vote to approve or deny the event. You may attend the City Council meeting for your event's City Council review. Agendas are displayed at the City of Jenks City Hall at 211 N. Elm and online at www.jenks.com.

An application approval does not imply city sponsorship. The applicant will be responsible for any extra ordinary costs relating to the public for the event; for example, required city personnel and services, approved barricades, directional signage, adequate cleanup, and/or damages occurring to city property and/or facilities. The applicant has the responsibility to be aware of and comply with City Ordinances and Regulations including, but not limited to, Curfew Ordinance, County/City Public Health Regulations, police safety requirements, and insurance coverage requirements.

Event and Event Organizer Information**Event Title***

Jenks Herb 'n' Plant Festival

Event Description*

Plants, herbs, Food Vendors, Garden Crafts

Date of Event*

4/25/2020

Event Location (Include Site & Street Maps)***Diagram/Map**

Main Street, RR tracks to just east of 3rd Street. Apache to "A" Street on 1st, 2nd & 3rd

Site Map- 2020.docx

Total Anticipated Attendance (Participants, staff, vendors, crowd, etc.)*

10,000+

Event Organizer*

Amy McAbee

Email Address*

my_mcb@yahoo.com

Primary Contact*

Amy McAbee

Primary Phone*

918-688-7313

Secondary Contact

Sherry Bonner

Secondary Phone

918-899-8222

Primary Email Address*

my_mcb@yahoo.com

Primary Mailing Address*

P.O. Box 215

City*

Jenks

State*

Oklahoma

Zip Code*

74037

Agency Status*

- ☐ Profit
☒ Non-Profit
☐ Fundraiser/What Cause

Fundraiser/What Cause (Please Specify)

Jenks Beautification. Scholarship for Jenks Senior High School Student

TIMELINE OF EVENT

Event Start	Date*	Time*
	4/25/2020	8:00 AM
Street Closing (for setup)	Date *	Time*
	4/24/2020	7:00 PM
Event Closes	Date*	Time*
	4/25/2020	4:00 PM
Street Opening	Date*	Time*
	4/25/2020	6:00 PM

Street(s) requested to be closed*

Main Street - RR tracks to 2nd driveway east of 3rd Street. 1st, 2nd, 3rd Streets from Apache to "A" Street (1st Street from Main to A Street will be closed @ 3:00 a.m.

Attach diagram/Maps as appropriate

Map/Diagram

Site Map- 2020.docx

Medical Plan*

1st Aid Kit @ Jenks Garden Club Booth. 911 Responders

Security Plan*

2 overnight security. Police Patrol during event.

Safety Plan*

Club members available before, during and after event

Traffic Plan *

Barracades

Fire Prevention Plan*

911 Responders

Parking Plan*

High School Lot for Vendors. Empty lot west of RR Tracks

Disabled Parking*

available @ River City Trading Post

Noise & Light Pollution Plan*

Festival Noise & no pollution should be present

Restroom Facilities Plan*

Several Port-A-Potties at all areas of festival. Park restrooms are available

Refuse Collection Plan*

20 extra trash cans, will be picked up by American Waste on Monday, April 27, 2020

Additional Responsibilities**Open Air Event***☒ Yes☐ No**Private Property ***☐ Yes☒ No**Owner of Property/Contact****Phone**

	Owner of Property/Contact	Phone
Non-City Public Property* ☐ Yes ☒ No		
City of Jenks Property* ☒ Yes ☐ No	Explain Downtown Jenks	
Alcohol/Beer* OK ABLE License Required ☐ Yes ☒ No	Explain	
Food Sales* ☒ Yes ☐ No	Number of Food Vendors 8-10	
Tents* ☒ Yes ☐ No	Tent Sizes/Locations 10 X 10 Attach map	
Other Information* ☐ Yes ☒ No	Explain	
Special Permits Needed* ☒ Yes ☐ No	Explain Special Event Permit from Oklahoma Tax Commission	
Appropriate Zoning* ☒ Yes ☐ No	Explain City of Jenks	
Venue Insurance* ☒ Yes ☐ No	Agency Contact Farmers Alliance	Phone 918-307-2651

EXTRAORDINARY USES*

- | | | |
|---|---|---|
| ☐ Animals | ☒ Road Closures | ☒ Tents/Temp Structures |
| ☐ Firearms | ☐ Cooking | ☐ Aircraft |
| ☐ Explosives/Fireworks | ☐ Alcoholic Beverages Served | ☐ Other |

Please specify if other chosen

1. Describe your organization and its purpose.*

Jenks Garden Club was formed for the beautification of the City of Jenks. We are a community club. We also award a \$2,000 scholarship to a Senior at Jenks High School that is pursuing a career in horticulture.

2. Describe your experience managing similar events and/or activities.*

This is our 24th year of hosting the Jenks Herb 'n' Plant Festival

3. What is the purpose of the event?*

this is our only fundraiser for our projects that we accomplish during the year.

4. Summarize your event.*

Plant/Vegetable Vendors (all of our vendors are local owners). Food vendors, and other craftsmen

5. Has an event like this been held before? By whom?*

Yes. Jenks Garden Club has hosted this event for 23 years.

6. What do you see as the biggest challenge for a successful event?*

Getting our vendors set up and open so ensure the event begins on time. Also, we want to be sure that the areas are cleared quickly so the streets can be re-opened

7. What is your budget for the entire event?*

\$2,000

8. Do you have adequate funding to hold the event at this time? If not, when will you have the funds and how will you acquire them?*

Yes

9. What is your advertising plan?*

Newspapers, Website. The Chamber will also be promoting this event. We have yard signs and banners that will line the Main Street of Jenks. Our event will also be in the Oklahoma Travel magazine and on their calendar.

10. How many people will be needed to staff the event?*

Our entire club will be responsible for staffing this event.

11. List all the organizations that will provide staff for the event (include numbers).*

FFA Class at Jenks High School approximately 20.
Boy Scout Troop - approximately 12-15

12. List any special equipment needed and the organization that will provide it.*

Barracades for the street will be provided by the City of Jenks

13. List any special equipment needed and the organization that will provide it.*

None

Affidavit of Applicant

City personnel and services, approved barricades and directional signage will be required for street closings, traffic/crowd control, and security. The Event Organizer has the responsibility to be aware of and comply with City Ordinances and Regulations including, but not limited to, Curfew Ordinance, City/County Public Health Regulations, and Police/Park/Public Safety requirements. Further, the Event Organizer is responsible for:

1) Providing evidence of public liability coverage in a sum of not less than \$1,000,000 (one million) dollars, including property damage coverage of not less than \$100,000 (one hundred thousand) dollars before the event date or within ten days of Council approval, whichever comes first, and

2) Notifying businesses in the affected areas two weeks prior to the event.

Failure to comply with these requirements may result in additional fees and denial of subsequent applications by the Event Organizer. An application approval does not imply City sponsorship. Review the cover letter for further information in reference to Special Events.

I certify the information contained in the foregoing application is true and correct to the best of my knowledge and belief, and that I have read, understand, and agree to abide by the rules and regulations governing the proposed Special Event.

I further certify that I, on the behalf of the Event Organizer, am also authorized to commit that Organizer and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to the City of Jenks.

Electronic Signature Agreement

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I agree.**Electronic Signature**

Amy McAbee

Print Name*

Amy McAbee

Date*

1/11/2020

Route To: Jenks Police Department, Attn: Sgt. Brad Shouse, P. O. Box 2007, Jenks, OK 74037, email: bshouse@jenksok.org

City of Jenks & Related Entities Hold Harmless Agreement

Name of Event Sponsor*

Jenks Garden Club

hereinafter referred to as "APPLICANT"

Address of Applicant*

P.O. Box 215

City

Jenks

State

Ok

Zip Code

74037

The APPLICANT has made an application to use certain property, streets, sidewalks, or easements under the ownership or control of the City of Jenks, Oklahoma, or its related public trust entities e.g. the Jenks Public Works Authority and the Jenks Aquarium Authority d/b/a the Oklahoma Aquarium, hereinafter collectively referred to as "CITY", for a special event to be held on

Date*

4/25/2020

Between the hours of*

8:00 AM

—

4:00 PM

Event described as*

Jenks Herb 'n' Plant Festival

That APPLICANT warrants that any participating agencies selected or employed by APPLICANT for the special event carry public liability and property damage insurance.

That in consideration of CITY granting APPLICANT approval for the special event above described, APPLICANT agrees to hold CITY, its officers, agents and employees harmless and indemnify the same from any claims which could be asserted by APPLICANT, its invitees, agents or employees, for damages, personal injury or death which occurred as a result of said special event which was not caused by the deliberate or grossly negligent acts or acts of CITY's officers, agents or employees.

Date*

1/11/2020

Name of Sponsoring Organization*

Jenks Garden Club

Electronic Signature Agreement

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I agree.**Electronic Signature**

First M. Last

Print Name*

Amy McAbee

Phone Number*

9186887313

Witness Signature

For Office Use

COMMERCIAL GENERAL LIABILITY

CG DS 01 FA 03 10

COMMERCIAL GENERAL LIABILITY DECLARATIONS

POLICY NO. CL010848CL01

POLICY PERIOD: FROM 01/01/2020

TO 01/01/2021

12:01 A.M. STANDARD TIME

LIMITS OF INSURANCE			
EACH OCCURRENCE LIMIT	\$	1,000,000	
DAMAGE TO PREMISES RENTED TO YOU LIMIT	\$	100,000	Any one premises
MEDICAL EXPENSE LIMIT	\$	5,000	Any one person
PERSONAL & ADVERTISING INJURY LIMIT	\$	Excluded	Any one person or organization
GENERAL AGGREGATE LIMIT	\$		1,000,000
PRODUCTS/COMPLETED OPERATIONS AGGREGATE LIMIT	\$		No separate aggregate - General Aggregate applies

ALL PREMISES YOU OWN, RENT OR OCCUPY	
LOCATION NUMBER	ADDRESS OF ALL PREMISES YOU OWN, RENT OR OCCUPY
1	523 W B St, Jenks, OK 74037-3713

PREMIUM INFORMATION							
CLASSIFICATIONS, RATES AND PREMIUMS							
LOC. NO.	CLASSIFICATION	CODE NO.	PREMIUM BASE	EXPOSURE	RATE		ADVANCE PREMIUM
					Prem/ Ops	Prod/ Comp Ops	Prem/ Ops
1	Clubs-civic, service or social-no blgs or premises owned or leased except for office purposes-NFP incl products &/or compl operations. Products/Compl Operations are subject to the Gen Aggregate Limit.	41670	Each Member	20	1.619		\$32
Premises and Operations Minimum Premium Adjustment							\$303

ITEMIZED PREMIUM-BEARING ENDORSEMENT SCHEDULE

Endorsement No.	Description	Premium
CG2170 0115	Cap on Losses From Certified Acts Of Terrorism	\$10

TOTAL PREMIUM (SUBJECT TO AUDIT)

\$345

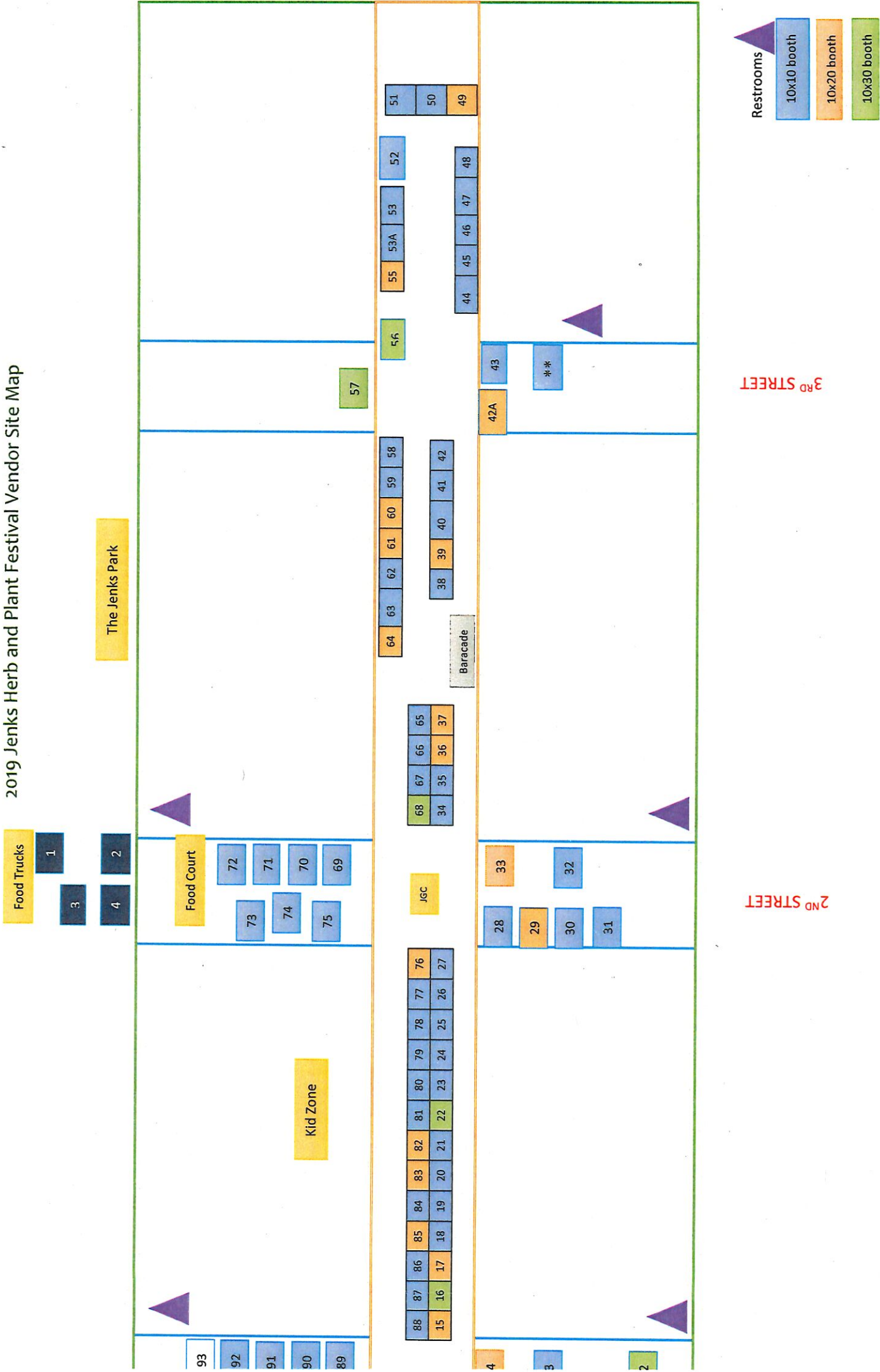
pd 12/16/19 CR 2269

CL010848CL01

Page 1 of 2

11/08/2019 1807 sander TN-24001

2019 Jenks Herb and Plant Festival Vendor Site Map





CITY OF JENKS

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

MEMORANDUM

To: **Chris Shrout, City Manager**
F. Robert Carr, Jr., P.E., Assistant City Manager

From: **Christopher C. Robinson, P. E. City Engineer**

Date: **February 04, 2020**

Subject: **Simon Premium Outlets – Forcemain Construction Agreement**

The Simon Premium Outlets has been designed to bring a 6-inch sanitary sewer force main line west, beneath the Union Pacific Railroad and connect to our existing 14" force main that heads south to our waste water treatment plant. As part of the design, a permit with Union Pacific Railroad to bore under the railroad is required. Union Pacific is requiring in the attached permit to enter into an agreement with the City of Jenks. The agreement contains several conditions from both parties.

An agreement between the City of Jenks and Simon is attached and outlines what items from the Union Pacific Railroad Agreement that Simon and their developer must follow during the installation of the forcemain. Staff has discussed each of these conditions with Simon. The one-time licensing fee of three thousand dollars (\$3,000.00) is being paid by Simon. These agreements have been reviewed by the City Attorney. Engineering Plans for Simon Premium Outlets has been reviewed and approved by city staff and DEQ.

Staff requests to enter into an Agreement between Simon and the City of Jenks concerning the installation of a sanitary forcemain crossing underneath the Union Pacific Railroad. This sanitary forcemain will connect the Simon Premium Outlets to City of Jenks infrastructure. General location: South of the intersection of River District Drive and 1st Street.

Attachments:
Simon Agreement

**AGREEMENT FOR PRIVATELY FUNDED PUBLIC INFRASTRUCTURE
SIMON-UNION PACIFIC SEWER LINE**

This Agreement, dated on the date last signed below, is made by and between the City of Jenks, Oklahoma, a municipal corporation (the “City”), Jenks Public Works Authority (“Authority”), and Oklahoma public trust with the City as its beneficiary, and Tulsa Premium Outlets, LLC, a Delaware limited liability company (the “Company”).

- A. The Company proposes to construct a retail outlet center in the City of Jenks (the “Facility”).
- B. The Authority is responsible for furnishing and supplying utility services and physical facilities, including wastewater facilities, in the City of Jenks.
- C. On January 7, 2020, the Authority entered a pipeline crossing agreement with Union Pacific Railroad Company (the “Railroad”) whereby the Railroad granted the Authority to construct, maintain and operate a six (6) inch domestic sewer forcemain that will service the Facility on, along, across and under Railroad Property (the “Pipeline Crossing Agreement.”).
- D. City, Authority and Company desire to enter an agreement whereby the Company will construct the sanitary sewer forcemain (“pipeline”) and then dedicate the pipeline for public use.

The parties agree as follows:

- 1. The Pipeline Crossing Agreement is hereby incorporated by reference.
- 2. Company shall construct the pipeline at the location specified in the approved plan set showing the pipeline crossing attached hereto as Attachment A in accordance with all applicable federal and state law and all applicable local laws and standards. Refer to the approved construction plans and specifications for details regarding the pipeline construction. Company shall bear the entire cost and expense of the design and construction of Pipeline which may be reimbursable under other agreements between Company and City of Jenks.
- 3. Company shall construct the pipeline in compliance with the provisions of the Pipeline Crossing Agreement specifically including but not limited to the General Terms and Conditions set forth in Exhibit B (to the Pipeline Crossing Agreement).
- 4. Company shall pay the License Fee of \$3,000 as set forth in Article 2 of the Pipeline Crossing Agreement upon execution of this agreement.
- 5. During construction until completion and acceptance of the pipeline, Company shall comply or cause its contractor(s) to fully comply with the insurance requirements described in Exhibit C of the Pipeline Crossing Agreement. Upon request of either the Authority or the Railroad, Company shall send copies of all insurance documentation (e.g., certificates, endorsements,

etc.) to Railroad at the address listed in the "NOTICES" Section of the Pipeline Crossing Agreement or to Authority.

6. If safety measures are performed by Railroad as described in Section 4 of Exhibit B of the Pipeline Crossing Agreement, Company shall reimburse Railroad in accordance with Section 4.
7. Company shall provide the Authority one set of as-built drawings. The as-built drawings shall be furnished at the Company's expense and shall be delivered to the City prior to the acceptance of the pipeline for connection to the City's sewer system.
8. Upon completion of the construction of the pipeline in accordance with the plans and delivery to the Authority and the City of the required as-built drawings and deed(s) of easement, the City shall promptly accept the dedication of the pipeline.
9. Upon completion and acceptance of the pipeline, the City shall thereupon assume the operation and maintenance of the pipeline and it shall become the sole property of the City.
10. Indemnity. Company shall indemnify, defend and hold harmless City, its officials, employees, trusts and authorities from and against any and all loss, costs, penalties, fines, damages, claims, expenses (including attorney's fees) or liabilities, arising out of, resulting from, or in connection with Company's construction of the pipeline.
11. Severance. If any provision of this Agreement is determined by any court or other competent authority to be unlawful and/or unenforceable, the other provisions of this Agreement will continue in effect.
12. Counterparts. This Amendment may be executed in any number of counterparts, each of which shall be deemed an original, but all of which when taken together shall constitute one and the same instrument. The signature page of any counterpart may be detached therefrom without impairing the legal effect of the signature(s) thereon provided such signature page is attached to any other counterpart identical thereto except having additional signature pages executed by other parties to this Amendment attached thereto.

[Signature page to follow.]

IN WITNESS WHEREOF, the parties hereto have executed this Amendment on the dates reflected below.

City of Jenks

Approved by the Jenks City Council this ____ day of _____, 2020.

Mayor

Attest:

City Clerk

Approved by Tulsa Premium Outlets, LLC this ____ day of _____, 2020.

Tulsa Premium Outlets, LLC

Name:
Title:

Jenks Public Works Authority

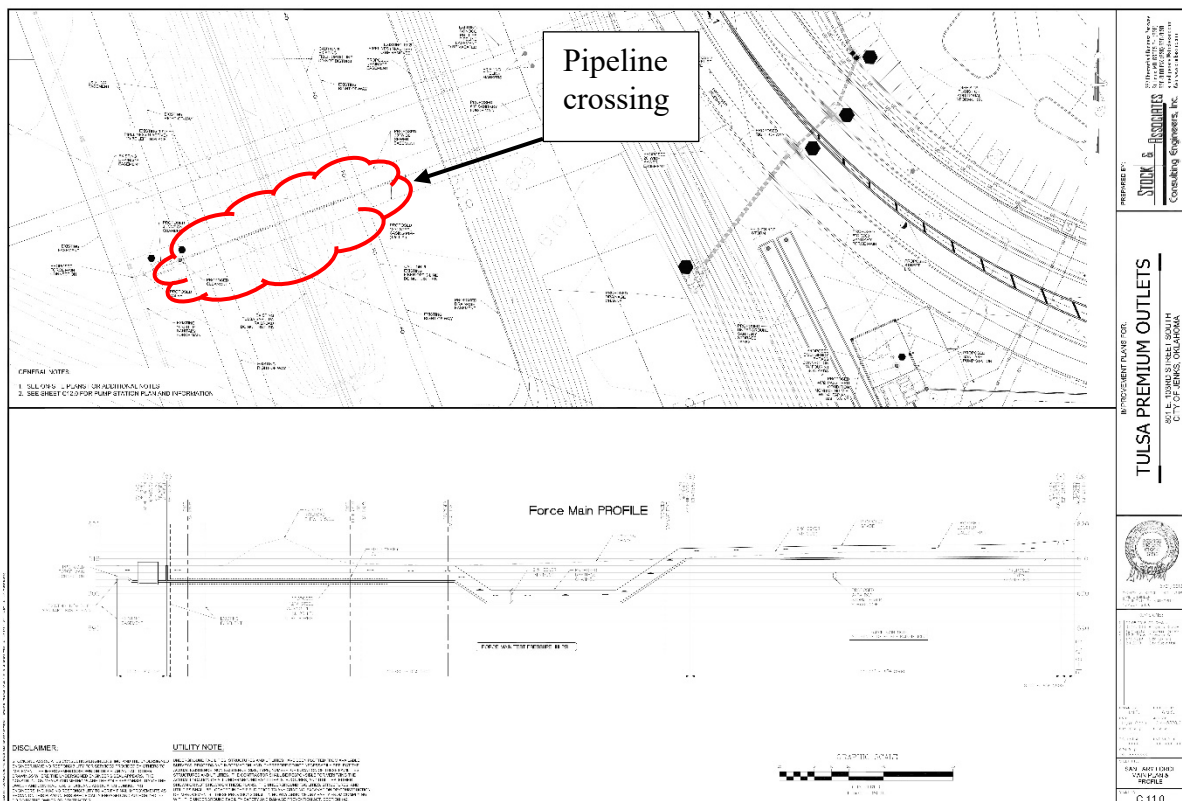
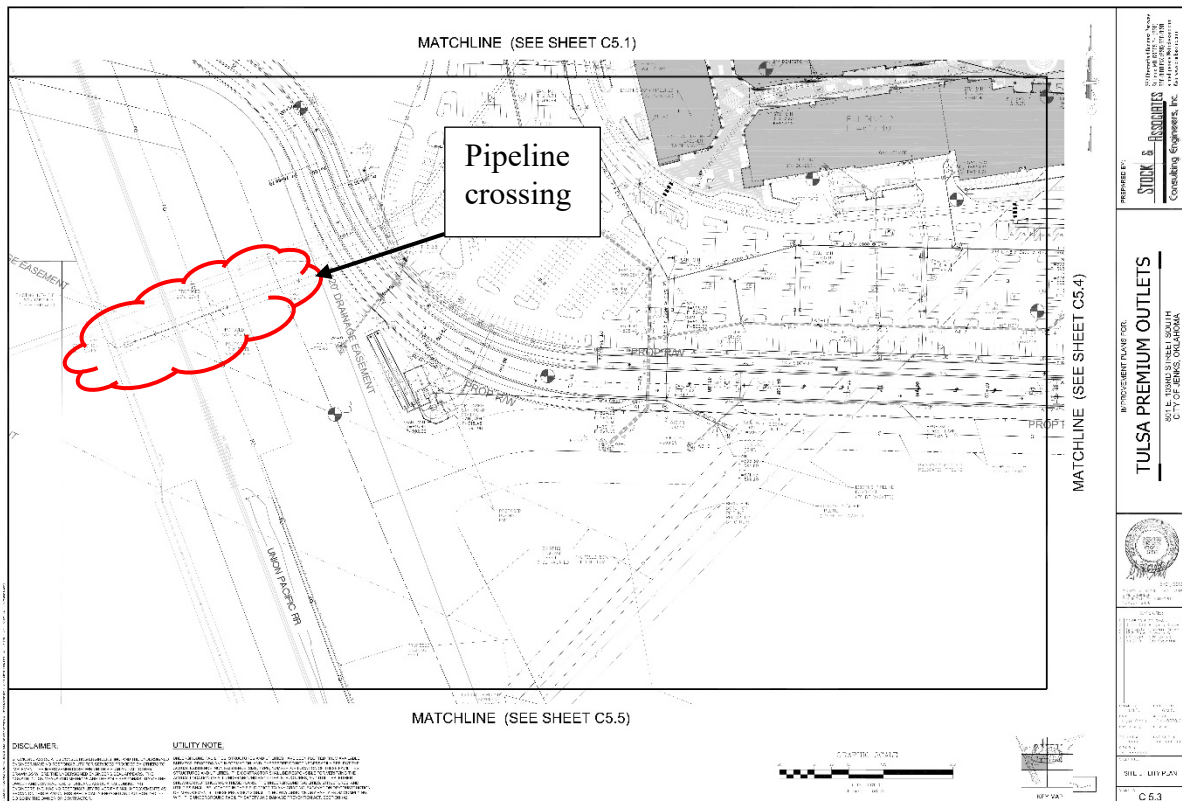
Approved by the Authority this ____ day of _____, 2020.

Chair

Attest:

City Clerk/Authority Secretary

ATTACHMENT A PLAN SHEETS C5.3 & C11.0





CITY OF JENKS

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

MEMORANDUM

To: **Chris Shrout, City Manager**
F. Robert Carr, Jr., P.E., Assistant City Manager

From: **Christopher C. Robinson, P. E. City Engineer**

Date: **February 04, 2020**

Subject: **Interlocal Agreement with Tulsa County for Street Overlay and Chip Sealing**

The Board of County Commissioners is authorized to enter into Agreements with municipalities to construct, improve, and repair any of the streets within the municipalities. Under the terms of such an Agreement, the City provides all the necessary materials and traffic control and the County provides the necessary labor and equipment to complete the project. This agreement also requires the City of Jenks to pay for fuel and labor at the set price of \$3.00 per ton of asphalt/material laid.

Using this arrangement, it has been estimated that at least forty percent (40%) of the cost to bid a project and use a paving contractor is saved. As a result, more streets can be repaired and overlaid with the assistance of Tulsa County equipment and personnel. In addition, these agreements are used to formalize other projects.

Attached is an Interlocal Agreement with Tulsa County for street overlay and chip sealing. The proposed projects included in this Agreement are listed on Exhibit "A". Projects are broken into three phases. Phase 1 projects will be the first projects to be performed and all projects in a phase will be completed before moving onto the next phase.

- Phase 1 includes chip sealing Elgin Ave, south of 111th Street and 101st Street, west of Elwood Ave. Phase 1 also includes overlay of Melody Lane - South. This includes the streets east of the Golf Course, west of Elm Street, north of Main Street and south of "G" Street. Overlay of Union Ave from 91st Street to the 96th Street Bridge is included in Phase 1. This phase has an estimated cost of \$350,000. The city has an existing contract with A&A asphalt to provide milling operations before Tulsa County preforms the asphalt overlay for these streets.
- Phase 2 includes the overlay of southeast section of Downtown Jenks, including all of the Sanco Additions south of Aquarium Place between 1st and 2nd Street. River Oaks addition, north of City Hall on the east side of Elm Street will also have overlay of new asphalt placed during Phase 2. Before Phase 2 can be performed, the drainage along the streets in the Sanco Addition will need to be improved. Phase 2 has a total estimated cost of \$215,000
- Phase 3 includes the overlay of the remaining section of downtown, from the railroad tracks, eastward to the levee. South of "K" Place and north of Main Street. Before Phase 3 can be completed, the edge of the existing pavement along Birch Street and "F" Street on the west and north side of Jenks High School will need to be improved. Phase 3 has a total estimated cost of \$335,000.

The duration of this Agreement shall be from the date of execution of this Agreement until the work at each location is completed. As projects are scheduled by Tulsa County and estimated costs of materials are determined, specific funding requests as needed will be presented to City Council for approval. The estimated costs shown in Exhibit "A" are based on using the price of asphalt per ton for the week of January 20, 2020. The price of asphalt may fluctuate greatly over the next several years. The estimated time frame to complete all the proposed projects is 5 years, however, the work is dependent on Tulsa County availability. Total cost associated with this agreement between Tulsa County and the City of Jenks is not to exceed \$500,000 per fiscal year.

Staff requests approval of an Interlocal Agreement with Tulsa County for providing labor and equipment for three separate phases of street overlay and chip sealing projects, funding for Phase 1 in the amount of \$350,000 is included in the FY 19-20 Street Maintenance budget (Account No. 53-521-5393) as part of the existing Pavement Management Program.

Attachments:

Tulsa County Interlocal Agreement

Exhibit A: Project List and Location Maps

INTERLOCAL AGREEMENT

THIS AGREEMENT, by and between the Board of County Commissioners of Tulsa County, Oklahoma, hereinafter called "County" and the City of Jenks, Oklahoma, hereinafter called "City".

WITNESSETH:

WHEREAS, by virtue of 69 O.S., 1981, Section 1903, the Board of County Commissioners is authorized to enter into Agreements with municipalities to construct, improve, and repair any of the streets of such municipalities, and;

WHEREAS, the County is desirous of participating in projects and the provision of services mutually advantageous to the County and other units of government;

THEREFORE, in consideration of the covenants and conditions hereinafter contained, the parties hereto agree as follows:

1. The duration of this Agreement shall be from the date of execution of this Agreement until the project is complete.
2. The purpose of this Agreement shall be to provide an asphalt overlay as directed by City on the street surfaces depicted in the attached Exhibit "A".
3. The City shall provide all the necessary materials, easements, and traffic control.
4. The City shall reimburse the County an amount equal to \$3 per ton of asphalt laid, to offset County's expense for fuel and equipment. This cost shall not exceed \$500,000 per fiscal year unless the parties expressly agree in a written amendment to this Agreement. This Agreement will not be valid in future years if the Jenks City Council fails to appropriate sufficient funds.
5. The County shall provide the necessary labor and equipment to complete the project.
6. This Agreement shall be effective from and after the date of execution hereof and is intended only for the purpose described in Section 2 above.
7. The rights, duties, and obligations under or arising from this Agreement shall not be assigned by either party hereto without the express written consent of the other.

Approved by the Jenks City Council on the _____ day of _____, 2020.

CITY OF JENKS, OKLAHOMA

BY: _____
Robert Lee, Mayor

ATTEST:

BY: _____
Brittany Long, City Clerk

APPROVED AS TO FORM:

BY: _____
Teresa Nowlin, City Attorney

Approved by the Board of County Commissioners of Tulsa County, Oklahoma on the
_____ day of _____, 2020.

TULSA COUNTY
BOARD OF COUNTY COMMISSIONERS

By: _____
Ron Peters, Chairman

ATTEST:

Michael Willis, County Clerk

APPROVED AS TO FORM:

BY: _____
Asst. District Attorney

INTERLOCAL AGREEMENT EXHIBIT

CITY OF JENKS

EXHIBIT "A"

STREET OVERLAY – CHIP SEAL (Phase 1)

LOCATIONS	LINEAR FEET	SQUARE YARDS (EST)	ESTIMATED COST
A Elgin Ave (South of 111th Street)	1,700 LF	4,000 SY	\$20,000
B 101st Street (West of Elwood Ave)	2,550 LF	6,500 SY	\$32,500

STREET OVERLAY – ASPHALT (Phase 1)

MELODY LANE SOUTH	LINEAR FEET	TONS (EST)	ESTIMATED COST
1 West F Street (Juniper to Gum Street)	1,400 LF	350	\$15,750.00
2 West E Street (Juniper to Fir Street)	1,800 LF	440	\$19,800.00
3 West D Street (Juniper to Gum)	1,200 LF	370	\$16,650.00
4 West C Street (Ivy Street to Fir Street)	1,100 LF	460	\$20,700.00
5 Ivy Street (G Street to Main Street)	1,400 LF	480	\$21,600.00
6 Juniper Street (F Street to Main Street)	1,100 LF	350	\$15,750.00
7 Gum Street (G Street to C Street)	1,300 LF	460	\$20,700.00
8 Fir Street (G Street to Main Street)	2,000 LF	860	\$38,700.00
9 Forest Street (C Street to K Place)	2,400 LF	920	\$41,400.00
10 C Street (Fir Street to Elm Street)	750 LF	230	\$10,350.00
11 F Street (Forest Street to Elm Street)	400 LF	120	\$5,400.00
12 Koa Street (Main Street to C Street)	620 LF	150	\$6,750.00
13 C Street (Koa Street to Locust Street)	1,100 LF	290	\$13,050.00
TOTAL		5,480	\$246,600.00

UNION AVE	LINEAR FEET	TONS (EST)	ESTIMATED COST
14 Union Ave (91st to 96th Street)	2700	1,150	\$51,750.00

STREET OVERLAY – ASPHALT (Phase 2)

SANCO ADDITION - DOWNTOWN SOUTHEAST	LINEAR FEET	TONS (EST)	ESTIMATED COST
15 Duncan Street (1st to 6th Street)	1,600 LF	580	\$26,100.00
16 Comanche Street (1st to 6th Street)	1,700 LF	550	\$24,750.00
17 Beaver Street (1st Street to 7th Street)	2,000 LF	630	\$28,350.00
18 2nd Street (Aquarium Place to Beaver Street)	330 LF	120	\$5,400.00
19 3rd Street (Duncan Street to Aquarium Place)	1,050 LF	290	\$13,050.00
20 4th Street (Duncan Street to Aquarium Place)	1,050 LF	290	\$13,050.00
21 5th Street (Duncan Street to Aquarium Place)	1,050 LF	290	\$13,050.00
22 6th Street (Duncan Street to Beaver Street)	670 LF	170	\$7,650.00
23 6th Street (Aquarium Place to Beaver Street)	350 LF	100	\$4,500.00
TOTAL		3,010	\$135,450.00

RIVEROAKS ADDITION	LINEAR FEET	TONS (EST)	ESTIMATED COST
24 F Street / Cedar St (Elm to B St)	1,800 LF	810	\$36,450.00
25 E Street (Elm to Cedar St)	700 LF	330	\$14,850.00
26 D Street (Elm to Cedar St)	650 LF	300	\$13,500.00
27 C Street / Date Street (Elm to B Street)	800 LF	350	\$15,750.00
TOTAL		1,780	\$80,100.00

STREET OVERLAY – ASPHALT (Phase 3)

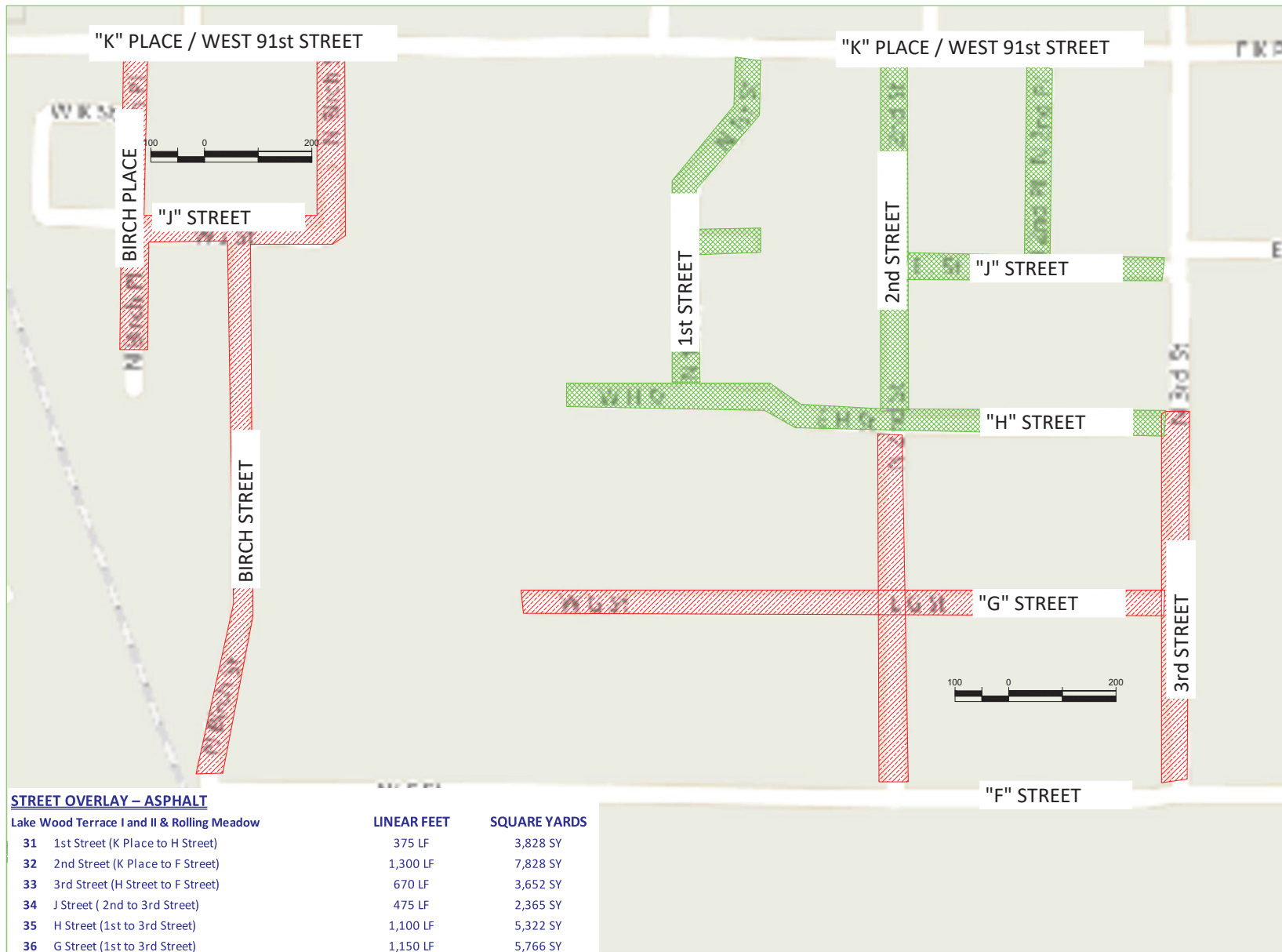
HOLLIS MARTIN (BIRCH ST, SOUTH OF K PLACE TO F STREET)		LINEAR FEET	TONS (EST))	ESTIMATED COST
28	Birch Street (F to J Street)	1,000 LF	540	\$24,300.00
29	J Street	650 LF	460	\$20,700.00
30	Birch Place	550 LF	310	\$13,950.00
TOTAL			1,310	\$58,950.00

LAKE WOOD TERRACE I AND II & ROLLING MEADOW		LINEAR FEET	TONS (EST)	ESTIMATED COST
31	1st Street (K Place to H Street)	375 LF	450	\$20,250.00
32	2nd Street (K Place to F Street)	1,300 LF	920	\$41,400.00
33	3rd Street (H Street to F Street)	675 LF	430	\$19,350.00
34	J Street (2nd to 3rd Street)	475 LF	280	\$12,600.00
35	H Street (1st to 3rd Street)	1,100 LF	620	\$27,900.00
36	G Street (1st to 3rd Street)	1,150 LF	670	\$30,150.00
TOTAL			3,360	\$151,200.00

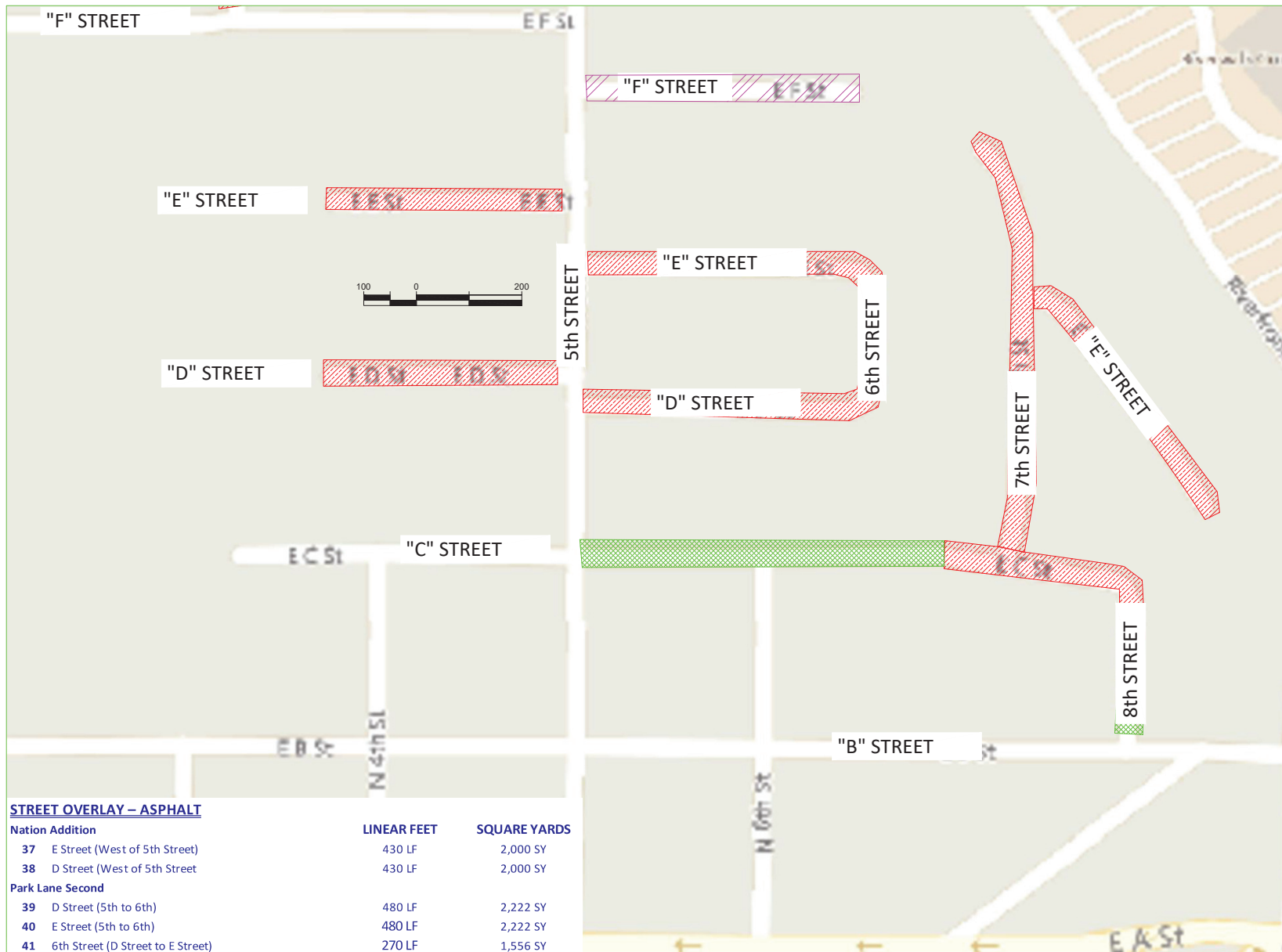
NATION ADDITION		LINEAR FEET	TONS (EST)	ESTIMATED COST
37	E Street (West of 5th Street)	425 LF	230	\$10,350.00
38	D Street (West of 5th Street)	425 LF	230	\$10,350.00
PARK LANE SECOND				
39	D Street (5th to 6th)	475 LF	260	\$11,700.00
40	E Street (5th to 6th)	475 LF	260	\$11,700.00
41	6th Street (D Street to E Street)	275 LF	180	\$8,100.00
TOTAL			1,160	\$52,200.00

GARDEN PARK		LINEAR FEET	TONS (EST)	ESTIMATED COST
42	7th Street (C Street to north end)	775 LF	450	\$20,250.00
43	E Street (7th Street, east to end)	550 LF	300	\$13,500.00
44	C Street (5th Street to 8th Street)	1,000 LF	700	\$31,500.00
45	8th Street (C Street to B Street)	300 LF	160	\$7,200.00
TOTAL			1,610	\$72,450.00

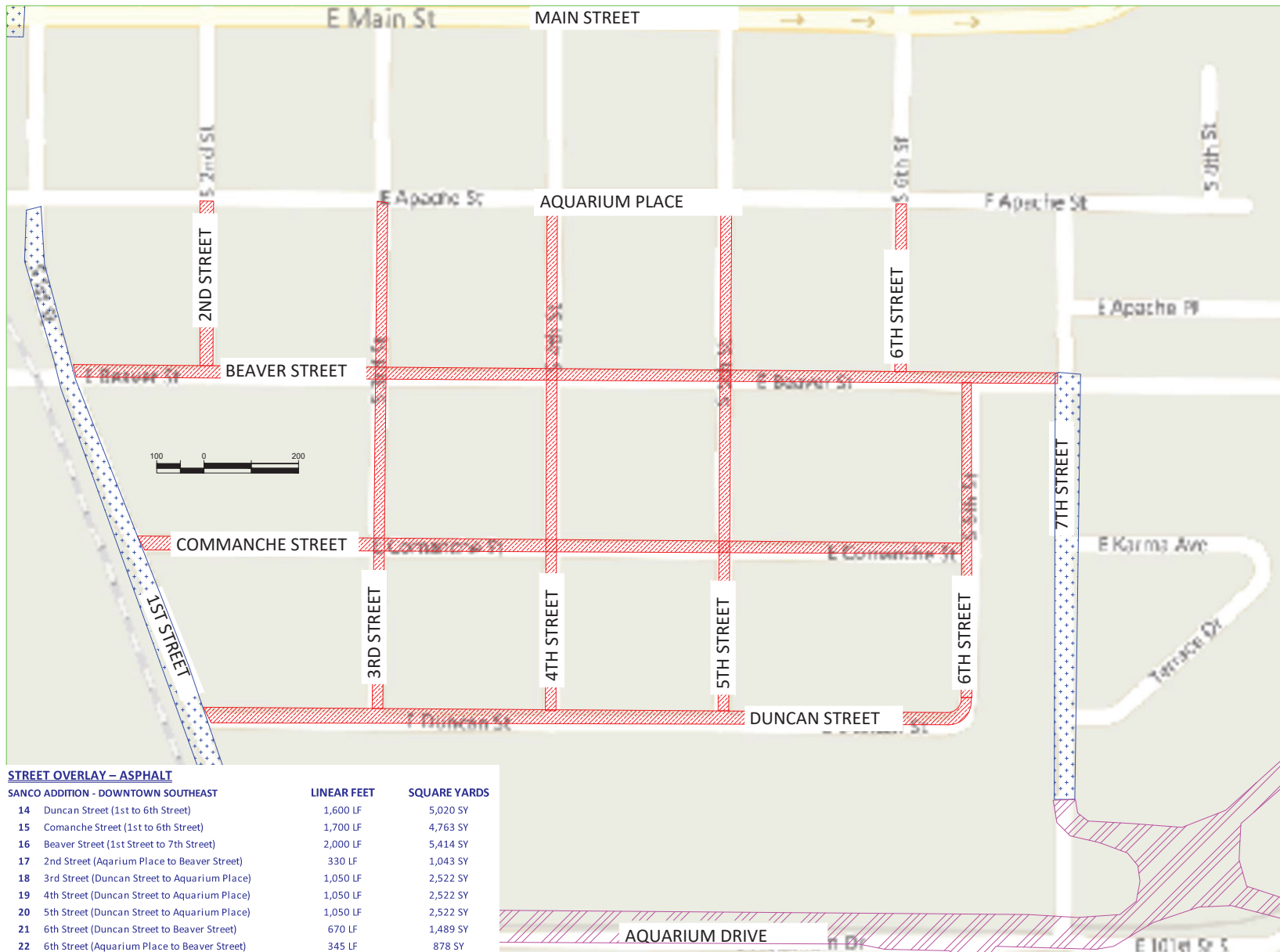
- ❖ All linear feet, square yardage, and tonnage listed above are estimated values. Precise tonnage of asphalt laid will be determined during the overlay process.
- ❖ Milling of existing pavement before overlay will be by separate contracts performed in conjunction with the overlay projects.



General Notes		
Projects in Design Completed Capital Projects (2016-2018) Chip Seal Overlay (Streets without Curb) Overlay (Streets with Curb & Gutter)		
No.	Revision/Issue	Date
Firm Name and Address		
Project Name and Address		
Value	Value	Value
Project	Value	Sheet
Date	12/4/2018	00
Scale	As Noted	



General Notes		
Projects in Design Completed Capital Projects (2016-2018) Chip Seal Overlay (Streets without Curb) Overlay (Streets with Curb & Gutter)		
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General Notes		
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No.	Revision/Issue	Date
Firm Name and Address		
Project Name and Address		
Value	Value	Value
Project	Value	Sheet
Date	12/4/2018	00
Scale	As Noted	



STREET OVERLAY – ASPHALT

UNION AVE		LINEAR FEET	SQUARE YARDS
23	Union Ave (91st to 96th Street)	2,712 LF	10,165 SY

General Notes

-  Capital Projects in Design
-  Completed Capital Projects (2016-2018)
-  Chip Seal
-  Overlay (Streets without Curb)
-  Overlay (Streets with Curb & Gutter)

No.	Revision/Issue	Date

Firm Name and Address

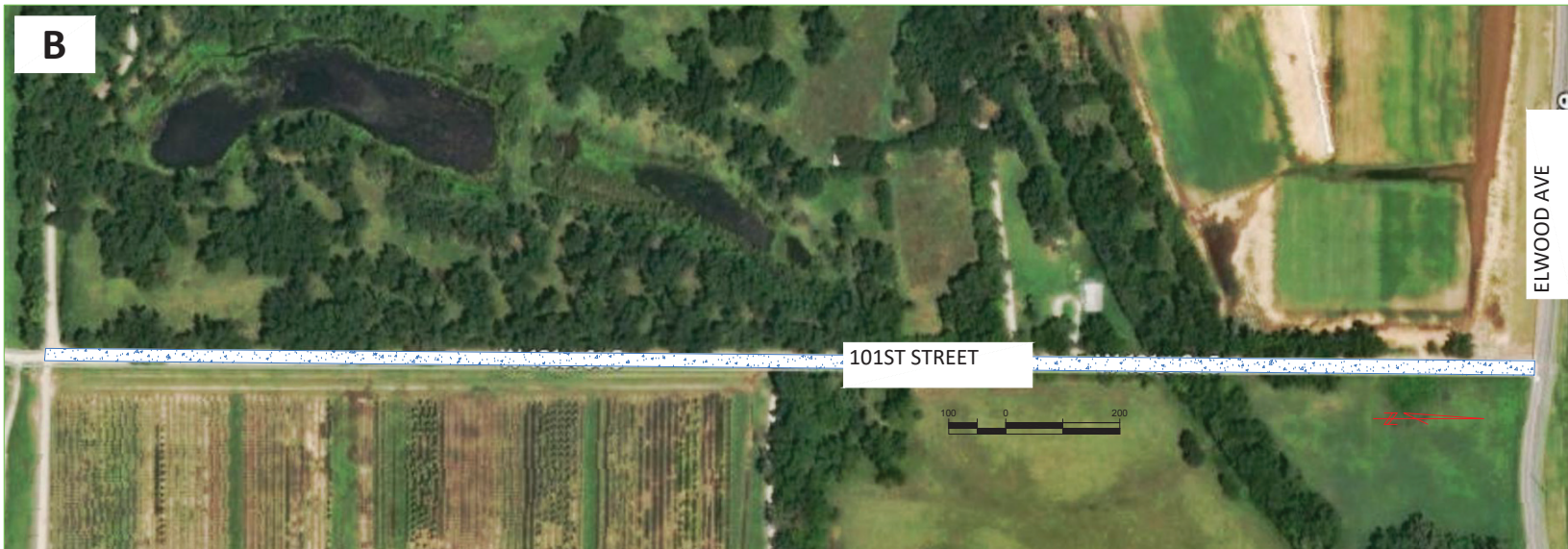
Project Name and Address

Project	Value	Sheet
Date	12/4/2018	00
Scale	As Noted	



STREET OVERLAY – CHIP SEAL

		LF	SY
A	Elgin Ave (South of 111th Street)	1,690 LF	3,811 SY
B	101st Street (West of Elwood Ave)	2,550 LF	6,463 SY



General Notes

-  Capital Projects in Design
-  Completed Capital Projects (2016-2018)
-  Chip Seal
-  Overlay (Streets without Curb)
-  Overlay (Streets with Curb & Gutter)

No.	Revision/Issue	Date

Firm Name and Address

Project Name and Address

Value

Value

Value

Project	Value	Sheet
Date	12/4/2018	00
Scale	As Noted	



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: Walter Gerow, Deputy Finance Director

Date: January 29, 2020

Re: Proposed Ordinance No. 1507; amending Section 18-1-27, changing the notification method of cut-offs

While reviewing city ordinances staff identified inconsistencies regarding the “method” of advance notice to citizens / residents regarding City / JPWA work to be performed in their area or on their property.

The two methods of notification of pending work by the City/JPWA include USPS Mail or affixing a door hanger. Specifically,

1. Section 18-1-27 of Jenks Municipal Code, item B states, “*In cutting water off to a customer, sufficient notice will have been given by mail to the residence being furnished water.*”
2. Other Sections that don’t refer specifically to water allow notice to be given via door hanger:
 - a. Section 9-1-8, paragraph under item C, states that solid waste collectors may leave notice with customer in a form approved by the City Manager, and
 - b. Section 13-1-29, states that City / JPWA personnel may give notice of public nuisance by tacking a notice to the resident’s door.

The delivery of JPWA cutoff notices by mail creates customer service issues. Even though notices could be mailed days in advance of actual cut-off, mail delivery may be untimely which cause the customer to receive the notice after their services were disconnected. Also, customers may remit payment for services before receiving the mailed cut-off notice and upon receiving the notice express concern that their payment has not been applied and that staff is unreliable.

Staff recommends approval of Ordinance No. 1507, that changes the language in Section 18-1-27:

- FROM, “In cutting water off to a customer, sufficient notice will have been given by mail to the residence being furnished water.”,
- TO, “In cutting water off to a customer, notice will have been given by affixing a door hanger to the residence where water service is cut-off.”

ORDINANCE NO. 1507

AN ORDINANCE AMENDING CHAPTER 18 OF THE CITY OF JENKS CODE OF ORDINANCES “PUBLIC UTILITIES,” BY AMENDING SECTION 18-1-27, “CHARGE FOR TURNING OFF AND RECONNECT OF WATER SERVICE,” TO DEFINE NOTICE BEING PROVIDE BY DOOR HANGER INSTEAD OF MAIL; PROVIDING FOR SEVERABILITY; REPEALING ALL CONFLICTING ORDINANCES; AND DECLARING AN EMERGENCY.

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

SECTION I. BACKGROUND

Currently the City provides customers notice of water cut-offs by using a door hanger. The City Code states that cut-off notices will be provided by mail. This ordinance updates the City Code to match current practice.

SECTION II. SECTION 18-127 AMENDMENT

Section 18-1-27(B) of the City of Jenks Code of Ordinances shall be amended to require a water cut-off notice be provided by a door hanger instead of mail. It shall read as follows:

(B) In cutting water off to a customer, notice will have been given by affixing a door hanger to the residence where water service is cut-off.

SECTION XII. SEVERABILITY

If any part of this ordinance is found to be invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remainder of this ordinance or any part thereof.

SECTION XIII. CONFLICT

All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION XIV. EMERGENCY DECLARATION

Since the immediate operation of the provisions of this 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.

Approved this 4th day of February 2020.

CITY OF JENKS, OKLAHOMA

MAYOR

Attest:

CITY CLERK

Approved as to form:

CITY ATTORNEY

Emergency Clause approved separately this 4th day of February 2020.

CITY OF JENKS, OKLAHOMA

MAYOR

Attest:

CITY CLERK



CITY OF JENKS

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

MEMORANDUM

To: **Chris Shrout, City Manager**

From: **F. Robert Carr, Jr., P.E., Assistant City Manager** 

Date: January 28, 2020

Re: **Proposal for Architectural, Civil engineering, Structural Engineering, and Mechanical/Plumbing/Electrical Engineering Design Services
GS Helms and Associates, LLC
Community/Senior Center**

Attached is a letter proposal from GS Helms and Associates, LLC for design for a new Community/Senior Center. Services included are:

- Architectural design services
- Structural engineering design
- Mechanical, electrical and plumbing engineering design
- Civil engineering design for the immediate Community Center site and new parking lot
- Kitchen equipment consultant
- Cost estimating by third-party construction company

The project also includes demolition of the existing Fire Station and construction of a new parking lot at that site.

The cost for these services is calculated at 7% of the anticipated construction budget of \$3,500,000. Additional services that will be coordinated include surveying and geotechnical subsurface investigations. These services are expected to be approximately \$35,000. The resulting total proposed fee is \$280,000.

Staff recommends approval of the Proposal for Architectural, Civil Engineering, Structural Engineering, and Mechanical/Plumbing/Electrical Engineering design services for a new Community Center with GS Helms and Associates, LLC (Jenks, Oklahoma) in the total amount of \$280,000; funds for same are requested to be appropriated from the One Cent Capital Fund fund balance and be budgeted to Account No. 53-252-5392.

Attachments

Proposal – GS Helms and Associates, LLC

January 27, 2020

City of Jenks
Office of the Assistant City Manager
Mr. Robert Carr, P.E.
P.O. Box 2007
Jenks, OK 74037

Re: Fee Proposal for Professional Design Services
City of Jenks
New Community Center
Jenks, Oklahoma

Dear Mr. Carr,

Below is our proposal to provide Architectural, Civil Engineering, Structural Engineering and Mechanical / Plumbing / Electrical Engineering design services for a new Community Center. In addition to design of the Community Center, the project shall also include demolition of existing Fire Station #1 and construction of a new parking lot on that site.

Professional Services Included in Proposal:

- Architectural Design Services
- Structural Engineering Design
- Mechanical, Electrical and Plumbing Engineering Design
- Civil Engineering Design for the immediate Community Center Site & New Parking Lot
- Kitchen Equipment Consultant
- Cost Estimating by Third-Party Construction Company

We propose to provide the above services for fee of 7% of the construction costs and under the nationally accepted *AIA Document B101 – 2017, Standard Form of Agreement Between Owner and Architect*. It is our understanding that the anticipated construction budget is \$3,500,000.00 subject to adjustment as final project programming and construction cost estimates are developed.

The percentage fee can be modified to a fixed fee upon completion of Project Programming in which the scope of the project has been better defined and a more accurate construction budget can be established.

Additional services not included in this proposal, but which can be coordinated and billed directly to the City of Jenks by the consultant or billed as a reimbursable expense include boundary and topographic surveying of the proposed Community Center and existing Fire Station #1 sites and geotechnical subsurface investigations. These services could be in the range of \$35,000.00 total, but could be shared between the Fire Station project and this project.

Thank you for the opportunity to provide this fee proposal. Should you have any questions concerning the proposal, do not hesitate to call.

Sincerely,



Gregory S. Helms

THE COUNCIL OF THE CITY OF JENKS, STATE OF OKLAHOMA, MET IN
REGULAR SESSION IN THE COUNCIL CHAMBERS, JENKS CITY HALL, 211
NORTH ELM, JENKS, OKLAHOMA, ON THE 4TH DAY OF FEBRUARY, 2020,
AT 6:00 O'CLOCK P.M.

Present:

Absent:

Notice of the regular meetings of the governing body of the municipality for the calendar year 2020 having been given in writing to the Clerk of the municipality and public notice of this meeting having been posted in prominent view at the Jenks City Hall, 211 North Elm, Jenks, Oklahoma, twenty-four (24) hours prior to this meeting, excluding Saturdays, Sundays and legal holidays, all in compliance with the Oklahoma Open Meeting Act.

(Other Proceedings)

Thereupon, _____, introduced a Resolution which was read in full by the Clerk and considered by sections, and upon motion by _____, seconded by _____, said Resolution was adopted by the following vote:

Aye:

Nay:

Said Resolution was thereupon signed by the Mayor, attested by the Clerk, sealed with the seal of said City, and is as follows:

RESOLUTION NO. 691

A RESOLUTION AUTHORIZING THE CALLING AND HOLDING OF AN ELECTION IN THE CITY OF JENKS, STATE OF OKLAHOMA, FOR THE PURPOSE OF SUBMITTING TO THE REGISTERED, QUALIFIED ELECTORS OF SAID CITY THE QUESTION OF THE ISSUANCE OF THE BONDS OF SAID CITY IN THE SUM OF \$20,500,000.00 TO PROVIDE FUNDS FOR THE PURPOSE OF CONSTRUCTING, RECONSTRUCTING, IMPROVING AND REPAIRING STREETS WITHIN SAID CITY (INCLUDING, BUT NOT LIMITED TO, LIGHTING, SIDEWALKS AND PEDESTRIAN/BIKE TRAILS, RELATED DRAINAGE IMPROVEMENTS, LANDSCAPING, ENGINEERING AND OTHER RELATED IMPROVEMENTS); TO BE COMPLETED WITH OR WITHOUT THE USE OF OTHER FUNDS; AND LEVYING AND COLLECTING AN ANNUAL TAX, IN ADDITION TO ALL OTHER TAXES, UPON ALL THE TAXABLE PROPERTY IN SAID CITY FOR THE PAYMENT OF THE INTEREST AND PRINCIPAL OF SAID BONDS

WHEREAS, it is deemed advisable by the City of Jenks, State of Oklahoma, to construct, reconstruct, improve and repair streets (including, but not limited to, lighting, sidewalks and pedestrian/bike trails, related drainage improvements, landscaping, engineering and other related improvements) within said City; and

WHEREAS, the estimated amount necessary for such purpose is Twenty Million Five Hundred Thousand Dollars (\$20,500,000.00); and

WHEREAS, there are no funds in the Treasury for such purpose, and power is granted said City by Section 27, Article 10 of the Constitution, and laws of the State of Oklahoma, to issue bonds to provide funds for such purpose; provided the same be authorized by the registered, qualified voters thereof, voting at an election held for such purpose;

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

SECTION 1. That the Mayor of said City be, and he is hereby authorized and directed to call a Special Election to be held in said City on the 7th day of April, 2020, for the purpose of submitting to the registered, qualified voters thereof the following proposition:

PROPOSITION

"SHALL THE CITY OF JENKS, STATE OF OKLAHOMA, INCUR AN INDEBTEDNESS BY ISSUING ITS BONDS IN THE SUM OF TWENTY MILLION FIVE HUNDRED THOUSAND DOLLARS (\$20,500,000.00), TO PROVIDE FUNDS FOR THE PURPOSE OF CONSTRUCTING, RECONSTRUCTING, IMPROVING AND REPAIRING STREETS WITHIN SAID CITY (INCLUDING, BUT NOT LIMITED TO, LIGHTING, SIDEWALKS AND PEDESTRIAN/BIKE TRAILS, RELATED DRAINAGE IMPROVEMENTS, LANDSCAPING, AND OTHER RELATED IMPROVEMENTS); TO BE COMPLETED WITH OR WITHOUT THE USE OF OTHER FUNDS, AND LEVY AND COLLECT AN ANNUAL TAX, IN ADDITION TO ALL OTHER TAXES, UPON ALL THE TAXABLE PROPERTY IN SAID CITY SUFFICIENT TO PAY THE INTEREST ON SAID BONDS AS IT FALLS DUE, AND ALSO TO CONSTITUTE A SINKING FUND FOR THE PAYMENT OF THE PRINCIPAL THEREOF WHEN DUE, SAID BONDS TO BEAR INTEREST AT NOT TO EXCEED THE RATE OF TEN PERCENTUM (10%) PER ANNUM, PAYABLE SEMI-ANNUALLY AND TO BECOME DUE SERIALY WITHIN TWENTY (20) YEARS FROM THEIR DATE?"

SECTION 2. The specific projects for which at least seventy percent (70%) of the proceeds of the aforesaid bonds shall be expended, and the dollar amounts for each project shall be as follows:

Proposition

Grading, drainage, paving and traffic control street improvements, including increasing the number of lanes on Elm Street from 111th Street to 131st Street to a 5 lane roadway; including, but not limited to, resurfacing, repairing and roadway widening, curbs, sidewalks and pedestrian/bike trails, intersection improvements including signalization at 116th Street and intersection widenings at 121st Street and 131st Street; traffic control equipment, landscaping, street lights, right-of-way acquisition, utility relocation, engineering and construction..... \$13,940,000.00

Constructing, reconstructing, paving and providing improvements to Main Street from Date Street to 1st Street and to Birch Street from Main Street to Veterans Drive; including, but not limited to, paving, drainage system improvements, curbs, center medians, sidewalks, street lighting, landscaping and irrigation..... \$871,250.00

Engineering and design for the planned future extension of 106th Street from Elm Street to South Lewis Avenue..... \$871,250.00

Engineering, design, right-of-way acquisition and utility relocation for planned future improvements to Elwood Avenue from 96th Street (Main Street) to 91st Street..... \$871,250.00

Engineering, design, right-of-way acquisition and utility relocation for planned future improvements to Elwood Avenue from 111th Street to 121st Street..... \$871,250.00

TOTAL..... \$17,425,000.00

the remainder to be used for the above specified projects, respectively, or other lawful purposes.

SECTION 3. That such call for said Special Election shall be by Proclamation, signed by the Mayor and attested by the City Clerk, setting forth the proposition to be voted upon, the hours of opening and closing of the polls, and the substance of Section 2 hereof. That the ballots shall set forth the proposition to be voted upon substantially as set out in Section 1 thereof, and that the returns of said election shall be made to and canvassed by the Tulsa County Election Board.

ADOPTED AND APPROVED this 4th day of February, 2020.

Mayor, City of Jenks, Oklahoma

ATTEST: (Seal)

City Clerk, City of Jenks, Oklahoma

STATE OF OKLAHOMA)
) SS:
COUNTY OF TULSA)

I, the undersigned, the duly qualified and acting Clerk of the City of Jenks, Oklahoma, hereby certify that the foregoing is a true and complete copy of a Resolution authorizing the calling and holding of an election for the purposes therein set out and adopted by the governing body of said City, and the transcript of proceedings of said Council had at a regular meeting thereof held on the date therein set out, insofar as the same relates to the introduction, reading and adoption thereof as the same appears of record in my office.

I FURTHER CERTIFY, that attached hereto is a true and complete copy of the public notice posted at Jenks City Hall, 211 North Elm, Jenks, Oklahoma, at least twenty-four (24) hours prior to the meeting wherein said Resolution was adopted, excluding Saturdays, Sundays and legal holidays.

WITNESS my hand and seal this 4th day of February, 2020.

City Clerk, City of Jenks, Oklahoma

(Seal)

STATE OF OKLAHOMA)
) SS:
COUNTY OF TULSA)

I, the undersigned, the duly qualified and acting Secretary of the County Election Board of the above County, hereby certify that a copy of the above and foregoing Resolution by the Council of the City of Jenks, was personally served upon the office of the County Election Board of said County on the _____ day of February, 2020.

WITNESS my hand and the seal of the County Election Board of said County this _____ day of February, 2020.

Secretary, County Election Board

(Seal)

Police

1/15/20-1/21/20

Patrol

- There were 37 citations, 100 traffic stops, 6 arrests, 336 calls for service, 2 Code Enforcement calls, 10 accidents, and 30 reports taken during this reporting period.
- 2 warrant arrests
- Protective Order Violation
- School bus incident (children fighting)
- Hit and Run accident
- Curfew violations
- 3 DUI arrests
- Threatening messages
- Aggravated Domestic Assault and Battery with children present. Children taken into protective custody.
- Juvenile runaway and located
- Multiple Mental Health calls
- Unresponsive 2 year old due to cold weather (transported to hospital and doing better)
- Vandalism to electric gate at Riverwalk
- Justin Little Homicide sentencing was passed on 1/21/2020 due to the public defender not filing paperwork. It will be rescheduled

Detective Division

- Follow up investigations on the Aggravated Domestic Assault and Battery
- Follow up investigation on the unresponsive 2 year old due to cold weather
- Suspects identified in fraud case and working with BAPD and Claremore PD for charges
- Skid Steer theft, working with Kiefer PD to identify the suspect.

Professional Standards

- Officer Hash did his physical agility test for CLEET which starts in February.
- Cpl. Golliday is at supervisory training in OKC this week (FBI LEEDA)

Fire

Calls

From 1/15 to 1/21, Jenks Fire Rescue responded to 26 incidents. Of these incidents, 16 were EMS calls 5 were false alarms and 5 were other emergencies.

- 1/15-Medical Emergency-Jenks Elementary-Jenks Fire Rescue was dispatched to the report of a female student in the nurse's office that was actively seizing. Crews assisted EMSA with patient care and transport.
- 1/16-Grass Fire-Los Cabos-Jenks Fire Rescue responded to the report of a small grass fire near Los Cabos. Crews extinguished the fire and determined that it was caused by a transformer that had blown. The scene was secured until PSO arrived.
- 1/17-Motor Vehicle Accident with Injuries/Rollover-Main Street-Jenks Fire Rescue was dispatched to the report of a rollover motor vehicle accident with injuries on Main Street. Crews assisted EMSA with patient care and transport and JPD with traffic control and cleanup.
- 1/18-Haz-Mat-Gas Leak-6th Ct-Jenks Fire Rescue responded to the report of the smell of gas in a residence. Crews checked the home with a four-gas monitor and found no hazards present. As part of the investigation it was noted that no CO detectors were installed. Crews advised the homeowner about the value of CO detectors.

Weekly Update
January 27, 2020

- 1/19-Motor Vehicle Accident with Injuries-111th and Elwood-Jenks Fire Rescue responded to the report of a two-vehicle accident with injuries at the intersection of 111th and Elwood. Crews assisted EMSA with patient care and transport and JPD with traffic control and cleanup.

Employee Recognition

- Tyler Baxter was recognized as our newest full-time firefighter and Driver Martinez was recognized for completing the promotional process at the City Council meeting this week.

Community Risk Reduction

- Jenks Fire Rescue hosted a car seat check-up clinic at Station 2 on Saturday. Crews assisted the Safe Kids staff with checking 22 car seats during the event.

Training

- Chief Zickefoose and Chief Ostrum will be attending the Servant Leadership training conference in Dallas this week.

Planning

PLANNING COMMISSION – Jan 23

- None

CITY COUNCIL – Feb 04

- None

PLANNING COMMISSION – Feb 06 / CITY COUNCIL – Feb 18

- Ord 1502 – Ordinance to change the language and the amount for zoning fees and requiring payment for publications up front instead of billing after.

PLANNING COMMISSION – Feb 20 / CITY COUNCIL – Mar 03

- ROW/UEC 20-71 – Request by Erik Enyart to close a 15-foot wide utility easement on the South side of Lot 3, Block 2, Polly “T” 2nd Addition for ease of creating a new Plat for proposed residential lots. General Location: S Elwood Ave & W 111th St S

JZ 19-645 PUD 118 - Perryman Ranch 80-acre single family residential development of which 51 acres contains 136 single-family lots up to a maximum of 155 lots and 29 acres is flood plain to remain undeveloped except for trails, picnic and playground areas, etc. ITEM TABLED UNTIL FURTHER NOTICE AT NOVEMBER 7 PLANNING COMMISSION.

Aquarium Place Apartments Preliminary Plat - Request by Wallace Engineering for plat approval. General Location: SW/corner S 3rd Street and E Aquarium Place – Tabled at Planning Commission Nov. 7. Staff is working with applicant to make ready for hearing.

OTHER PLANNING DEPARTMENT ACTIVITIES

- Horizon Jenks
 - Houseal Lavigne working on drafts of all Comp Plan chapters and refining subarea plans for review by staff and CAC. Anticipated Draft Plan ready for review in February.