

AGENDA
JENKS CITY COUNCIL
TUESDAY, MARCH 3, 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 February 4, 2020

Documents:

[1A - 2020.02.04 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 Corey Crandall, to use Jenks streets for the George's St. Patty's Day Bash on Tuesday, March 17, 2020 from 7:00 a.m. to Wednesday, March 18, 2020 at 2:00 a.m.

Documents:

[1D - GEORGES ST. PATTYS DAY.PDF](#)

E. Request by Kristen Flores, to use Jenks Trail System from the Aquarium to the North end of the Riverwalk for the Walk MS Tulsa Event on Saturday, April 25, 2020 from 9:00 a.m. to 12:00 p.m.

Documents:

[1E - WALK MS.PDF](#)

2. Consideration and appropriate action relating to items removed from the Consent Agenda.
3. 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. [Gerow]

Documents:

[3 - ORDINANCE 1507.PDF](#)
[CUTOFF BAR GRAPHS.PDF](#)

4. Request to approve the emergency clause for Ordinance No. 1507, making it effective immediately upon passage.
5. Request to approve the reimbursement agreement for the extension of the existing casing on the Explorer Pipeline Company 24" gas pipeline that crosses Elm Street near 118th Street in the amount of \$216,973.00; funding of the same is requested to be appropriated from the JPWA One-Cent Capital Fund Balance to be budgeted to Account No. 53-521-5393. [Robinson]

Documents:

[5 - EXPLORER PIPELINE AGREEMENT.PDF](#)

6. Request by Erik Enyart for approval of ROW/UEC 20-71 to close a 15-foot wide utility easement for ease of creating a new Plat for proposed residential lots. General Location: South Elwood Avenue & West 111th Street South [Carr]

Documents:

[6 - ROW-UEC 20-71.PDF](#)

7. Request to approve Ordinance No. 1508 relating to ROW/UEC 20-71, closing a 15-foot wide portion of a utility easement for ease of creating a new Plat for proposed residential lots. General Location: South Elwood Avenue & West 111th Street South [Carr]

Documents:

[7 - ORDINANCE 1508 ROW-UEC 20-71.PDF](#)

8. Request to approve the emergency clause for Ordinance No. 1508, making it effective immediately upon passage
9. Request by Lou Reynolds for approval of JZ 20-650/PUD 83B-1 for a minor amendment to Gateway Plaza to allow for a bank and new parking lot. [Carr]

Documents:

[9 - JZ 20-650 PUD 83B1.PDF](#)

10. Request to approve Ordinance No. 1509 relating to JZ 20-650/PUD 83B-1 for a minor amendment to Gateway Plaza to allow for a bank and new parking lot. [Carr]

Documents:

11. Request to approve the emergency clause for Ordinance No. 1509, making it effective immediately upon passage.

VII. OTHER BUSINESS

1. City Manager's Report

Documents:

[CITY MANAGER REPORT.PDF](#)

VIII. ADJOURNMENT

**MINUTES
JENKS CITY COUNCIL
TUESDAY, FEBRUARY 4, 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 3:35 p.m. on January 30, 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:

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

Invocation was given by Pastor Doug Carey with Crossroads Free Will Baptist Church.

Pledge of Allegiance was given.

Citizen's Comments

GiGi Zyla, 11707 S Vine St, asked about the various nature spots on 106th and west of BarkWest.

April Norcross, 11386 S Franklin Ave, asked the City to do something about the debris on Elwood from a horse stable that has collapsed.

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
 - B. Approve Encumbrances and Expenditures
 - C. Monthly Reports
 - 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.
 - E. Request 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, connecting the Simon Premium Outlets to City of Jenks infrastructure. General location: South of the intersection of River District Drive and 1st Street.

Cory Box made a motion to approve Item 1. Dawn Dyke seconded the motion. A roll call vote of members was taken as follow:

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

Motion Carried.

2. Consideration and appropriate action relating to items removed from the Consent Agenda.
Withdrawn

Mayor Lee asked to consider Item 7 next to allow the presenters time to get back home before the inclement weather hit.

7. 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. City Manager Chris Shrout presented information regarding the history of the G.O. Bond package and explained various ways the City gathered the citizen's input. He also described each project that is included in the proposed package, which include widening Elm Street from 111th to 131st to 5-lanes (\$16 million), improving Main Street from Date Street to the Railroad (\$1 million), design and engineering for 106th Street from Elm to River District (\$1 million), design and engineering for Elwood from 91st Street to 96th Street (\$1 million), and design and engineering for Elwood from 111th Street to 121st Street (\$1 million).

GiGi Zyla, 11707 S Vine St, asked for clarification of the 106th Street project.

Greg Neito, the Baker Group, stated that the cost to the homeowner for the first year will be about \$75 per \$100,000 valuation of their property but that amount will change over the life of the bond due to other bonds maturing at different times.

Mayor Robert Lee made a motion to approve Item 7. Craig Murray seconded the motion. A roll call vote of members was taken as follow:

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

Motion Carried.

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. Chris Robinson presented information regarding the interlocal agreement with Tulsa County.

Donna Ogez made a motion to approve Item 3. Kaye Lynn seconded the motion. A roll call vote of members was taken as follow:

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

Motion Carried.

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. City Attorney Teresa Nowlin presented information regarding the proposed change in notification method. Discussion was held regarding the amount of notice a citizen gets before cut-off.

Cory Box made a motion to table Item 4 until a later meeting. Kaye Lynn seconded the motion. A roll call vote of members was taken as follow:

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

Motion Carried.

5. Request to approve the emergency clause for Ordinance No. 1507, making it effective immediately upon passage.

Withdrawn

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. Assistant City Manager Robert Carr presented information regarding the design for the new Jenks Adult Activity Center (JAAC) with a cost of 7% of the estimated construction value, which is \$280,000.

Greg Helms, GS Helms and Associates, LLC, clarified the fees, project scope, and timeline of design.

Councilor Isbell read a statement regarding the reasons he believes this proposed design is premature and that there are more pressing priorities to be focusing on instead.

Bill Rodgers, 705 E 119th St S, stated that the Jenks Senior Citizens is currently only serving 20% of the seniors in Jenks and gave reasons why a new center is needed.

Cory Box made a motion to approve Item 6. Dawn Dyke seconded the motion. A roll call vote of members was taken as follow:

Kaye Lynn	Yes
Craig Murray	Yes
Gary Isbell	No
Cory Box	Yes
Dawn Dyke	Yes
Donna Ogez	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 and stated that the meeting for February 18, 2020 will likely be cancelled. He also stated that staff is currently interviewing for a new City Planner and will hopefully make a decision within the next couple of weeks.

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

Kaye Lynn	Yes
Craig Murray	Yes
Gary Isbell	No
Cory Box	Yes
Dawn Dyke	Yes
Donna Ogez	Yes
Mayor Robert Lee	Yes

Motion Carried. The Jenks City Council adjourned at 7:35 p.m.

Robert Lee, **MAYOR**

Brittany Long, **CITY CLERK**

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 214 CITY ATTORNEY						
194158	1 -3423	DOERNER SAUNDERS DANIEL & ACALL	RE ADA ISSUE	2/2020	218624 02-12	124.00
DEPARTMENT TOTAL:					124.00	
DEPARTMENT: 231 GENERAL GOVERNMENT						
194124	1 -3053	ARLEDGE & ASSOCIATES PC	AUDIT BILLING	2/2020	32012 02-13	11,680.00
DEPARTMENT TOTAL:					11,680.00	
DEPARTMENT: 241 CITY PLANNER						
193955	1 -2199	TULSA WORLD	I0000624496-0130	2/2020	I0000624496-0130	99.84
DEPARTMENT TOTAL:					99.84	
DEPARTMENT: 311 UNIFORMED PATROL						
193961	1 -1457	O'REILLY AUTO PARTS	SHOP SUPPLIES	2/2020	2075-184693 01-29	321.32
193938	1 -1558	INTERSTATE BATTERY SYSTEM	PD CAR BATTERIES	2/2020	42116660A 09-18	117.95
193966	1 -3186	J H SOLUTIONS	ELEC WORK PD	2/2020	1636 01-31	80.00
DEPARTMENT TOTAL:					519.27	
DEPARTMENT: 411 FIRE SUPPRESSION						
193945	1 -0022	MICHAEL P O'BRIEN	UNMANNED AIRCRAFT TEST	2/2020	UNMANNED AIRCRAFT	160.00
194102	1 -1027	DAIOHS USA	COFFEE-FIRE STATION 1	2/2020	32925 01-02	176.75
193943	1 -1322	HOLDER'S (INC)	REPLACE CLUTCH ASSEMBLY	2/2020	10766 01-21	176.68
193960	1 -1457	O'REILLY AUTO PARTS	SUPPLIES-JFD VEHICLE	2/2020	2075-184893 01-31	134.71
194105	1 -1866	AIRCO SERVICE INC	REPLACE PRESSURE SWITCH	2/2020	57893225 02-07	584.91
193982	1 -2764	BACKDRAFT OPCO, LLC	STREETWISE CAD LINK	2/2020	02-10-20 SETUP	600.00
193942	1 -2992	PRO OVERHEAD DOOR (INC)	OVERHEAD DOOR REPAIR	2/2020	22114 02-10	870.00
193971	1 -2992	PRO OVERHEAD DOOR (INC)	RPLCD SLD SHAFT BAY DOOR	2/2020	22125 02-12	430.00
194101	1 -3285	MATTHEW MITCHELL	FOOD FOR TRAINING	2/2020	02-13-20 LOS MARIA	61.48
193959	1 -3313	AUTOZONE INC	PARTS-RPR FD BRUSH TRUCK	2/2020	6377709633 01-29	18.89
194107	1 -3313	AUTOZONE INC	SUPPLIES-UTILITY PARTS	2/2020	6377713574 02-08	89.16
193946	1 -3643	EMILY LOVEDAY	EMT-B COURSE	2/2020	07-15-19 EMT-B	1,499.00
DEPARTMENT TOTAL:					4,801.58	

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
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DEPARTMENT: 412 FIRE VOLUNTEERS

193944	1 -3647	ADAM LEAK	02-07 REIMBURSEMENT	2/2020	EMT BASIC TUITION	1,656.88
194106	1 -3651	CREWBOSS	FREIGHT- CERT GEAR	2/2020	0100159A 01-30	129.22

DEPARTMENT TOTAL: 1,786.10

DEPARTMENT: 521 STREET MAINTENANCE

194109	1 -1101	REASOR'S	SUPPLIES-SNOW DEBRIEF	2/2020	9768 02-10	15.58
190474	1 -2170	ONEFIRE PAVEMENT SOLUTIONS ESTIMATE #AR-10577		2/2020	AR-10577 07-31	150.00
194108	1 -2701	OK OUTDOOR POWER EQUIPMENT PARTS FOR SAND SPREADERS		2/2020	213977 02-05	13.86
190056	1 -3381	TULSA-SAPULPA UNION RAILWAY19/20 MAINT & INSPECTION		2/2020	JK-0220 02-20	1,491.68

DEPARTMENT TOTAL: 1,671.12

DEPARTMENT: 522 GENERAL MAINTENANCE

190155	1 -3302	LAMPTON WELDING SUPPLY CO	IMONTHLY WELDING RENTAL	2/2020	00940735 12-31	72.30
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DEPARTMENT TOTAL: 72.30

DEPARTMENT: 561 PARKS & GROUNDS

193964	1 -1155	JDI SALES INC	PARTS-RPR FOUNTAIN	2/2020	125244 02-06	84.18
193963	1 -1558	INTERSTATE BATTERY SYSTEM	BATTERIES-CITY VEHICLE	2/2020	42119493 02-04	457.80

DEPARTMENT TOTAL: 541.98

FUND TOTAL: 21,296.19

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 311 UNIFORMED PATROL						
192557	1 -3687	911 CUSTOM LLC	NEW EQUIPMENT	2/2020	39078 12-02	7,445.29
193954	1 -3687	911 CUSTOM LLC	CAGE & INSTALL	2/2020	39078A 12-02	1,070.63
DEPARTMENT TOTAL:					8,515.92	
FUND TOTAL:					8,515.92	

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 775 OTA/TURNPIKE						
194111	1 -1839	BENNETT SURVEYING INC	SPARKMAN JOB 191020	2/2020	11323 04-24	2,606.50
DEPARTMENT TOTAL:					2,606.50	
FUND TOTAL:					2,606.50	
GRAND TOTAL:					32,418.61	

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 211 CITY MANAGER						
192908	1 -2450	JPMORGAN CHASE BANK NA	SPEAKERS	1/2020	12-09-19 AMAZON	26.07
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	1/2020	10/19-12/20 LICENS	62.17
193376	1 -2450	JPMORGAN CHASE BANK NA	TRAVEL/CONFERENCE EXP	1/2020	09-16-19 PAYPAL	640.00
DEPARTMENT TOTAL:						728.24
DEPARTMENT: 212 CITY CLERK						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	1/2020	10/19-12/20 LICEN2	186.51
193519	1 -2450	JPMORGAN CHASE BANK NA	TRAINING REGISTRATION FEE	1/2020	12-16-19 NEPELRA	380.00
DEPARTMENT TOTAL:						566.51
DEPARTMENT: 213 CITY TREASURER						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	1/2020	10/19-12/20 LICEN3	62.17
DEPARTMENT TOTAL:						62.17
DEPARTMENT: 214 CITY ATTORNEY						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	1/2020	10/19-12/20 LICEN4	62.17
193519	1 -2450	JPMORGAN CHASE BANK NA	TRAINING REGISTRATION FEE	1/2020	12-04-19 DOUBLETRE	16.95-
DEPARTMENT TOTAL:						45.22
DEPARTMENT: 216 PERSONNEL						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	1/2020	10/19-12/20 LICEN5	124.34
DEPARTMENT TOTAL:						124.34
DEPARTMENT: 218 ADMIN SUPPORT/RECORDS						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	1/2020	10/19-12/20 LICEN6	62.17
DEPARTMENT TOTAL:						62.17
DEPARTMENT: 221 MUNICIPAL COURT						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	1/2020	10/19-12/20 LICEN7	124.34
DEPARTMENT TOTAL:						124.34

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 231 GENERAL GOVERNMENT						
193374	1 -2450	JPMORGAN CHASE BANK NA	NLC CITY SUMMIT/CONFRNCS	1/2020	08-09-19 NLC	6,059.00
193376	1 -2450	JPMORGAN CHASE BANK NA	TRAVEL/CONFERENCE EXP	1/2020	09-23-19 SOUTHWEST	1,567.36
DEPARTMENT TOTAL:						7,626.36
DEPARTMENT: 241 CITY PLANNER						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	1/2020	10/19-12/20 LICEN8	62.17
193517	1 -2450	JPMORGAN CHASE BANK NA	BREAKFAST MEETING	1/2020	12-13-19 VINTAGE K	35.91
DEPARTMENT TOTAL:						98.08
DEPARTMENT: 311 UNIFORMED PATROL						
190975	1 -2450	JPMORGAN CHASE BANK NA	ADOBE SUBSCRIPTION	1/2020	12-11-19 ADOBE	14.99
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	1/2020	10/19-12/20 LICEN9	1,554.23
193529	1 -2450	JPMORGAN CHASE BANK NA	LEEDA TRAINING HOTEL	1/2020	11-18-19 DOUBLETRE	110.95
193531	1 -2450	JPMORGAN CHASE BANK NA	TRNG LUNCH/SUPPLIES	1/2020	11-07-19 SAMS CLUB	1,283.13
193533	1 -2450	JPMORGAN CHASE BANK NA	BUSINESS LUNCH/SUPPLIES	1/2020	12-03-19 FLIGHT RE	418.77
193534	1 -2450	JPMORGAN CHASE BANK NA	OFFICE SUPPLIES	1/2020	12-12-19 AMAZON	708.78
193536	1 -2450	JPMORGAN CHASE BANK NA	OACP MEMBERSHIPS	1/2020	12-20-19 OACP	270.00
193537	1 -2450	JPMORGAN CHASE BANK NA	SHIPPING PAPERWORK	1/2020	12-12-19 UPS	29.80
193539	1 -2450	JPMORGAN CHASE BANK NA	FOOD FOR VICTIMS	1/2020	12-14-19 PAPA JOHN	208.46
193541	1 -2450	JPMORGAN CHASE BANK NA	PINS	1/2020	09-19-19 DAVIS & S	384.00
193543	1 -2450	JPMORGAN CHASE BANK NA	DRONE REGISTRATION PD	1/2020	10-11-19 FAA DRONE	5.00
193545	1 -2450	JPMORGAN CHASE BANK NA	MISC OFFICE SUPPLIES	1/2020	11-22-19 SAFETY DR	1,340.64
193546	1 -2450	JPMORGAN CHASE BANK NA	PWR INVRTR, STAND, OUTLET	1/2020	11-27-19 AMAZON	535.85
193548	1 -2450	JPMORGAN CHASE BANK NA	LUNCH MTG/DRONE CONF	1/2020	10-30-19 HUGOS	347.94
193549	1 -2450	JPMORGAN CHASE BANK NA	LUNCH, MED SUPPLY, SOCKS	1/2020	10-16-19 NATIONAL	818.56
193550	1 -2450	JPMORGAN CHASE BANK NA	LUNCH MTG/UNIFORMS	1/2020	12-09-19 WATERFRON	516.05
193551	1 -2450	JPMORGAN CHASE BANK NA	OFFICE SUPPLY/BSNS LUNCH	1/2020	11-20-19 TED & DEB	395.08
193553	1 -2450	JPMORGAN CHASE BANK NA	LUNCH MTGS/SHIPPING	1/2020	11-25-19 RED ROBIN	276.77
193585	1 -2450	JPMORGAN CHASE BANK NA	TRAINING & COFFEE	1/2020	12-17-19 ACADEMY H	565.00
DEPARTMENT TOTAL:						9,784.00

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 315 POLICE RESERVE						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	1/2020	10/19-12/20 LICE10	621.69
193530	1 -2450	JPMORGAN CHASE BANK NA	VERBAL JUDO HOTEL	1/2020	12-06-19 HAMPTON I	1,120.00
193540	1 -2450	JPMORGAN CHASE BANK NA	MMPI FITZPATRICK	1/2020	10-03-19 PSYCHOLOG	150.00
193547	1 -2450	JPMORGAN CHASE BANK NA	DRONE CONFERENCE	1/2020	10-26-19 TCC CONTI	198.00
DEPARTMENT TOTAL:						2,089.69
DEPARTMENT: 321 CENTRAL DISPATCH						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	1/2020	10/19-12/20 LICE11	621.69
193542	1 -2450	JPMORGAN CHASE BANK NA	TRAINING/MEMBERSHIP	1/2020	11-15-19 MEDICAL P	394.00
193557	1 -2450	JPMORGAN CHASE BANK NA	CHAIR PARTS SHIPPING	1/2020	11-27-19 LACKE & J	31.94
DEPARTMENT TOTAL:						1,047.63
DEPARTMENT: 331 CODE ENFORCEMENT						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	1/2020	10/19-12/20 LICE12	62.17
193554	1 -2450	JPMORGAN CHASE BANK NA	CODE ENFORCEMENT SUPPLIES	1/2020	12-20-19 HOME DEPO	125.92
DEPARTMENT TOTAL:						188.09
DEPARTMENT: 411 FIRE SUPPRESSION						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	1/2020	10/19-12/20 LICE13	1,181.21
193522	1 -2450	JPMORGAN CHASE BANK NA	SYMPATHY FLOWERS	1/2020	12-31-19 RATHBONE'	79.13
193525	1 -2450	JPMORGAN CHASE BANK NA	SYMPATHY FLOWERS	1/2020	12-09-19 FTD	107.43
193526	1 -2450	JPMORGAN CHASE BANK NA	SHIFT DINNER	1/2020	12-15-19 MAZZIO'S	63.92
193527	1 -2450	JPMORGAN CHASE BANK NA	LUNCH-FUNERAL A ZELINGER	1/2020	12-11-19 ANDOLINI	160.00
193528	1 -2450	JPMORGAN CHASE BANK NA	ADMIN STAFF MTG/LUNCH	1/2020	12-04-19 BRAMBLE	62.00
DEPARTMENT TOTAL:						1,653.69
DEPARTMENT: 412 FIRE VOLUNTEERS						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	1/2020	10/19-12/20 LICE14	621.69
193518	1 -2450	JPMORGAN CHASE BANK NA	FF SKILLS & HAZ MATS BOOK	1/2020	01-01-20 JONES & B	134.12
193520	1 -2450	JPMORGAN CHASE BANK NA	FF SKILLS & HAZMAT RESP	1/2020	12-23-19 JONES & B	123.71
193521	1 -2450	JPMORGAN CHASE BANK NA	BACKGROUND CHECK	1/2020	12-20-19 OSBI	19.00
DEPARTMENT TOTAL:						898.52

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 512 PROTECTIVE INSPECTIONS						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	1/2020	10/19-12/20 LICE15	62.17
DEPARTMENT TOTAL:						62.17
DEPARTMENT: 521 STREET MAINTENANCE						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	1/2020	10/19-12/20 LICE16	248.68
DEPARTMENT TOTAL:						248.68
DEPARTMENT: 561 PARKS & GROUNDS						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	1/2020	10/19-12/20 LICE17	435.18
DEPARTMENT TOTAL:						435.18
DEPARTMENT: 562 ANIMAL CONTROL						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	1/2020	10/19-12/20 LICE18	62.16
193538	1 -2450	JPMORGAN CHASE BANK NA	ANIMAL CONTROL PATCHES	1/2020	12-16-19 ARTISTIC	442.30
193552	1 -2450	JPMORGAN CHASE BANK NA	PATCHES ANIMAL CONTROL	1/2020	12-20-19 SEW IT	76.00
193555	1 -2450	JPMORGAN CHASE BANK NA	POUND SUPPLIES	1/2020	12-20-19 WALMART	22.98
193558	1 -2450	JPMORGAN CHASE BANK NA	VET FEES	1/2020	10-21-19 WOODLAND	141.47
DEPARTMENT TOTAL:						744.91
FUND TOTAL:						26,589.99

PAID UNAPPROVED

FUND: 12 - UNIFORMED PATROL VEHICLES

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 311		UNIFORMED PATROL				
193532	1 -2450	JPMORGAN CHASE BANK NA	PD PATCH EMBLEM	1/2020	12-05-19 FULL TILT	100.00
DEPARTMENT TOTAL:						100.00
FUND TOTAL:						100.00

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 317 POLICE GENERAL RECEIPTS						
193544	1 -2450	JPMORGAN CHASE BANK NA	HALLOWMARINE SUPPLIES	1/2020	10-25-19 HOME DEPO	202.81
193556	1 -2450	JPMORGAN CHASE BANK NA	HALLOWMARINE-FIRE SUPPLIE	1/2020	10-07-19 SPIRIT OF	252.64
DEPARTMENT TOTAL:						455.45
FUND TOTAL:						455.45
GRAND TOTAL:						27,145.44

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 311 UNIFORMED PATROL						
190009	1 -1047	JENKS PUBLIC WORKS AUTHOR	WATER SERV JUL 19/JUN 20	1/2020	05-0230-01 FEB 20.	35.93
DEPARTMENT TOTAL:				35.93		
DEPARTMENT: 411 FIRE SUPPRESSION						
190009	1 -1047	JENKS PUBLIC WORKS AUTHOR	WATER SERV JUL 19/JUN 20	1/2020	05-0160-01 FEB 20.	202.90
DEPARTMENT TOTAL:				202.90		
DEPARTMENT: 561 PARKS & GROUNDS						
190009	1 -1047	JENKS PUBLIC WORKS AUTHOR	WATER SERV JUL 19/JUN 20	1/2020	01-2801 00 FEB 20	550.85
DEPARTMENT TOTAL:				550.85		
FUND TOTAL:				789.68		
GRAND TOTAL:				789.68		

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 245 COMMUNITY DEVELOPMENT						
190012	1 -1701	PUBLIC SERVICE CO. OF OKL	ELECTRIC SERV 2019/2020	2/2020	95094298213 FEB 20	291.06
DEPARTMENT TOTAL:					291.06	
DEPARTMENT: 311 UNIFORMED PATROL						
190012	1 -1701	PUBLIC SERVICE CO. OF OKL	ELECTRIC SERV 2019/2020	2/2020	95471419218 FEB 20	243.29
193771	1 -3312	WEX BANK-QUIKTRIP	63469278 01-23-20 FUEL	2/2020	63469278 01-23-20	3,578.14
DEPARTMENT TOTAL:					3,821.43	
DEPARTMENT: 315 POLICE RESERVE						
193771	1 -3312	WEX BANK-QUIKTRIP	63469278 01-23-20 FUEL	2/2020	63469278 01-23-20	523.71
DEPARTMENT TOTAL:					523.71	
DEPARTMENT: 411 FIRE SUPPRESSION						
190012	1 -1701	PUBLIC SERVICE CO. OF OKL	ELECTRIC SERV 2019/2020	2/2020	95483091716 FEB 20	1,174.06
190051	1 -2586	A T & T MOBILITY	287284955796X02032020 FEB	2/2020	520-5704 FEB 2020	390.25
193771	1 -3312	WEX BANK-QUIKTRIP	63469278 01-23-20 FUEL	2/2020	63469278 01-23-20	1,666.82
DEPARTMENT TOTAL:					3,231.13	
DEPARTMENT: 521 STREET MAINTENANCE						
190008	1 -2027	O G & E ELECTRIC SERVICES	ELECTRIC JUL 19/JUN 20	2/2020	128515769-7 FEB 20	25.51
193771	1 -3312	WEX BANK-QUIKTRIP	63469278 01-23-20 FUEL	2/2020	63469278 01-23-20	189.73
DEPARTMENT TOTAL:					215.24	
DEPARTMENT: 562 ANIMAL CONTROL						
190012	1 -1701	PUBLIC SERVICE CO. OF OKL	ELECTRIC SERV 2019/2020	2/2020	95323119305 FEB 20	145.11
193771	1 -3312	WEX BANK-QUIKTRIP	63469278 01-23-20 FUEL	2/2020	63469278 01-23-20	159.77
DEPARTMENT TOTAL:					304.88	
FUND TOTAL:					8,387.45	

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 801 INS & CASH REIMB.						
193358	1 -2013	BENEFIT RESOURCES INC	FSA PARTICIPANTS FEES	2/2020	18-7236 02-01-2020	125.00
DEPARTMENT TOTAL:				125.00		
FUND TOTAL:				125.00		
GRAND TOTAL:				8,512.45		

PAID UNAPPROVED

VENDOR	INVOICE#	POST DATE/ BANK	PO #	LINES	G/L	ACCOUNT	DISTR/DISC DESCRIPTION	INVOICE AMOUNT	VENDOR AMOUNT	TOTAL
1 -1082	PUBLIC SERVICE							8,468.61		
	95015815103	FEB 20 2/06/2020					ELECTRIC JUL 19	21.97		
	95015815103	FEB 20 1019 190011		1	10	5-521-5260	95015815103 FEB	21.97		
	95038423505	FEB 20 2/06/2020					ELECTRIC JUL 19	29.74		
	95038423505	FEB 20 1019 190011		1	10	5-521-5260	95038423505 FEB	29.74		
	95061048203	FEB 20 2/06/2020					ELECTRIC JUL 19	64.15		
	95061048203	FEB 20 1019 190011		1	10	5-521-5260	95061048203 FEB	64.15		
	95116418005	FEB 20 2/06/2020					ELECTRIC JUL 19	45.85		
	95116418005	FEB 20 1019 190011		1	10	5-521-5260	95116418005 FEB	45.85		
	95129500807	FEB 20 2/06/2020					ELECTRIC JUL 19	61.67		
	95129500807	FEB 20 1019 190011		1	10	5-521-5260	95129500807 FEB	61.67		
	95157034919	FEB 20 2/06/2020					ELECTRIC JUL 19	227.69		
	95157034919	FEB 20 1019 190011		1	10	5-521-5260	95157034919 FEB	227.69		
	95168325306	FEB 20 2/06/2020					ELECTRIC JUL 19	895.94		
	95168325306	FEB 20 1019 190011		1	10	5-521-5260	95168325306 FEB	895.94		
	95182719708	FEB 20 2/06/2020					ELECTRIC JUL 19	125.09		
	95182719708	FEB 20 1019 190011		1	10	5-521-5260	95182719708 FEB	125.09		
	95220615306	FEB 20 2/06/2020					ELECTRIC JUL 19	24.84		
	95220615306	FEB 20 1019 190011		1	10	5-561-5260	95220615306 FEB	24.84		
	95222995300	FEB 20 2/06/2020					ELECTRIC JUL 19	631.07		
	95222995300	FEB 20 1019 190011		1	10	5-521-5260	95222995300 FEB	631.07		
	95256376302	FEB 20 2/06/2020					ELECTRIC JUL 19	25.43		
	95256376302	FEB 20 1019 190011		1	10	5-521-5260	95256376302 FEB	25.43		
	95263617201	FEB 20 2/06/2020					ELECTRIC JUL 19	22.45		
	95263617201	FEB 20 1019 190011		1	10	5-521-5260	95263617201 FEB	22.45		
	95298576406	FEB 20 2/06/2020					ELECTRIC JUL 19	4.93		
	95298576406	FEB 20 1019 190011		1	10	5-521-5260	95298576406 FEB	4.93		
	95307768606	FEB 20 2/06/2020					ELECTRIC JUL 19	4.93		
	95307768606	FEB 20 1019 190011		1	10	5-521-5260	95307768606 FEB	4.93		

PAID UNAPPROVED

VENDOR	INVOICE#	POST DATE/ BANK	PO #	LINES	G/L ACCOUNT	DISTR/DISC DESCRIPTION	INVOICE AMOUNT	VENDOR AMOUNT	TOTAL
1 1082	(CONTINUED)								
	95323579904	FEB 20 2/06/2020				ELECTRIC JUL 19	4.93		
	95323579904	FEB 20 1019 190011		1 10	5-521-5260	95323579904 FEB	4.93		
	95362998221	FEB 20 2/06/2020				ELECTRIC JUL 19	25.63		
	95362998221	FEB 20 1019 190011		1 10	5-561-5260	95362998221 FEB	25.63		
	95380968834	FEB 20 2/06/2020				ELECTRIC JUL 19	123.01		
	95380968834	FEB 20 1019 190011		1 10	5-521-5260	95380968834 FEB	123.01		
	95428248512	FEB 20 2/06/2020				ELECTRIC JUL 19	238.51		
	95428248512	FEB 20 1019 190011		1 10	5-561-5260	95428248512 FEB	238.51		
	95451989909	FEB 20 2/06/2020				ELECTRIC JUL 19	6.71		
	95451989909	FEB 20 1019 190011		1 10	5-521-5260	95451989909 FEB	6.71		
	95461308900	FEB 20 2/06/2020				ELECTRIC JUL 19	11.01		
	95461308900	FEB 20 1019 190011		1 10	5-521-5260	95461308900 FEB	11.01		
	95484574306	FEB 20 2/06/2020				ELECTRIC JUL 19	144.64		
	95484574306	FEB 20 1019 190011		1 10	5-561-5260	95484574306 FEB	144.64		
	95512213901	FEB 20 2/06/2020				ELECTRIC JUL 19	282.70		
	95512213901	FEB 20 1019 190011		1 10	5-521-5260	95512213901 FEB	282.70		
	95550982201	FEB 20 2/06/2020				ELECTRIC JUL 19	23.13		
	95550982201	FEB 20 1019 190011		1 10	5-521-5260	95550982201 FEB	23.13		
	95582446100	FEB 20 2/06/2020				ELECTRIC JUL 19	4,338.17		
	95582446100	FEB 20 1019 190011		1 10	5-521-5260	95582446100 FEB	4,338.17		
	95589751007	FEB 20 2/06/2020				ELECTRIC JUL 19	4.93		
	95589751007	FEB 20 1019 190011		1 10	5-521-5260	95589751007 FEB	4.93		
	95649754009	FEB 20 2/06/2020				ELECTRIC JUL 19	73.63		
	95649754009	FEB 20 1019 190011		1 10	5-521-5260	95649754009 FEB	73.63		
	95658780507	FEB 20 2/06/2020				ELECTRIC JUL 19	101.53		
	95658780507	FEB 20 1019 190011		1 10	5-521-5260	95658780507 FEB	101.53		
	95721572105	FEB 20 2/06/2020				ELECTRIC JUL 19	20.41		
	95721572105	FEB 20 1019 190011		1 10	5-521-5260	95721572105 FEB	20.41		
	95748901105	FEB 20 2/06/2020				ELECTRIC JUL 19	128.78		

PAID UNAPPROVED

VENDOR	INVOICE#	POST DATE/ BANK	PO #	LINES	G/L ACCOUNT	DISTR/DISC DESCRIPTION	INVOICE AMOUNT	VENDOR AMOUNT	TOTAL
1 1082	(CONTINUED)								
	95748901105	FEB 20 1019	190011	1 10	5-521-5260	95748901105 FEB	128.78		
	95750845000	FEB 20 2/06/2020				ELECTRIC JUL 19	20.41		
	95750845000	FEB 20 1019	190011	1 10	5-521-5260	95750845000 FEB	20.41		
	95784772717	FEB 20 2/06/2020				ELECTRIC JUL 19	26.53		
	95784772717	FEB 20 1019	190011	1 10	5-521-5260	95784772717 FEB	26.53		
	95794729608	FEB 20 2/06/2020				ELECTRIC JUL 19	44.82		
	95794729608	FEB 20 1019	190011	1 10	5-561-5260	95794729608 FEB	44.82		
	95795039510	FEB 20 2/06/2020				ELECTRIC JUL 19	346.81		
	95795039510	FEB 20 1019	190011	1 10	5-521-5260	95795039510 FEB	346.81		
	95829525609	FEB 20 2/06/2020				ELECTRIC JUL 19	47.93		
	95829525609	FEB 20 1019	190011	1 10	5-521-5260	95829525609 FEB	47.93		
	95830446100	FEB 20 2/06/2020				ELECTRIC JUL 19	21.36		
	95830446100	FEB 20 1019	190011	1 10	5-521-5260	95830446100 FEB	21.36		
	95874705809	FEB 20 2/06/2020				ELECTRIC JUL 19	4.93		
	95874705809	FEB 20 1019	190011	1 10	5-521-5260	95874705809 FEB	4.93		
	95883947707	FEB 20 2/06/2020				ELECTRIC JUL 19	111.28		
	95883947707	FEB 20 1019	190011	1 10	5-561-5260	95883947707 FEB	111.28		
	95917648305	FEB 20 2/06/2020				ELECTRIC JUL 19	37.94		
	95917648305	FEB 20 1019	190011	1 10	5-521-5260	95917648305 FEB	37.94		
	95948928809	FEB 20 2/06/2020				ELECTRIC JUL 19	23.95		
	95948928809	FEB 20 1019	190011	1 10	5-521-5260	95948928809 FEB	23.95		
	95970353009	FEB 20 2/06/2020				ELECTRIC JUL 19	4.93		
	95970353009	FEB 20 1019	190011	1 10	5-521-5260	95970353009 FEB	4.93		
	95976150607	FEB 20 2/06/2020				ELECTRIC JUL 19	53.24		
	95976150607	FEB 20 1019	190011	1 10	5-521-5260	95976150607 FEB	53.24		
	95995250305	FEB 20 2/06/2020				ELECTRIC JUL 19	11.01		
	95995250305	FEB 20 1019	190011	1 10	5-561-5260	95995250305 FEB	11.01		
1 1221	RAMBIN PETROLEU						1,122.61		

PAID UNAPPROVED

VENDOR	INVOICE#	POST DATE/ BANK	PO #	LINES	G/L ACCOUNT	DISTR/DISC DESCRIPTION	INVOICE AMOUNT	VENDOR AMOUNT	TOTAL
1 1221	(CONTINUED)								
	85306 01-23-20	2/06/2020			85306 01-23-20		1,122.61		
	85306 01-23-20	1019 193860	1 10	5-411-5238	85306 01-23-20		701.63		
	85306 01-23-20	1019 193860	1 10	5-521-5238	85306 01-23-20		210.49		
	85306 01-23-20	1019 193860	1 10	5-561-5238	85306 01-23-20		210.49		
1 1750	LOWE'S BUSINESS						299.03		
	01407 01-17	2/06/2020			SUPPLIES-SHOP S		87.95		
	01407 01-17	1019 193653	1 10	5-522-5242	01407 01-17		87.95		
	02305 01-31	2/06/2020			SUPPLIES- JOB S		16.25		
	02305 01-31	1019 193853	1 10	5-521-5242	02305 01-31		16.25		
	10111 01-29	2/06/2020			SUPPLIES-DRILLS		194.83		
	10111 01-29	1019 193826	1 10	5-412-5242	10111 01-29		194.83		
1 2025	TIMMONS OIL COM						448.42		
	BI32373 01-10-20	2/06/2020			BI32373 01-10-2		448.42		
	BI32373 01-10-20	1019 193717	1 10	5-411-5238	BI32373 01-10-2		280.26		
	BI32373 01-10-20	1019 193717	1 10	5-521-5238	BI32373 01-10-2		84.08		
	BI32373 01-10-20	1019 193717	1 10	5-561-5238	BI32373 01-10-2		84.08		
1 3312	QUIKTRIP						60.28		
	63546514 01-31-20	2/06/2020			63546514 01-31-		60.28		
	63546514 01-31-20	1019 193844	1 10	5-311-5238	63546514 01-31-		60.28		
1 3447	JOHNSON, MATTHE						27.60		
	JAN 20 MILEAGE	2/06/2020			MILEAGE EXCEL T		27.60		
	JAN 20 MILEAGE	1019 193768	1 10	5-213-5125	JAN 20 MILEAGE		27.60		

PAID UNAPPROVED

PO#	VENDOR	===== NAME =====	PREVIOUSLY		CURRENTLY		ADJUSTMENT/	VOIDED	VOIDED	VARIANCE	OUTSTANDING	TOTAL
			RECEIVED/	STAT	RECEIVED/	ORDERED						
190011	1 -1082	PUBLIC SERVICE COMPANY OF	P	105,000.00	59,735.76	8,468.61			36,795.63	105,000.00		
			0.00	0.00								
193653	1 -1750	LOWE'S BUSINESS ACCOUNT	R	87.95	0.00	87.95				87.95		
			0.00	0.00								
193717	1 -2025	TIMMONS OIL COMPANY INC	R	448.42	0.00	448.42				448.42		
			0.00	0.00								
193768	1 -3447	MATTHEW JOHNSON	R	27.60	0.00	27.60				27.60		
			0.00	0.00								
193826	1 -1750	LOWE'S BUSINESS ACCOUNT	R	194.83	0.00	194.83				194.83		
			0.00	0.00								
193844	1 -3312	WEX BANK-QUIKTRIP	R	60.28	0.00	60.28				60.28		
			0.00	0.00								
193853	1 -1750	LOWE'S BUSINESS ACCOUNT	R	16.25	0.00	16.25				16.25		
			0.00	0.00								
193860	1 -1221	RAMBIN PETROLEUM INC	R	1,122.61	0.00	1,122.61				1,122.61		
			0.00	0.00								
=====												
**** TOTALS ****				106,957.94	59,735.76	10,426.55	0.00	36,795.63	106,957.94			
				0.00	0.00	0.00						

PAID UNAPPROVED

			PREVIOUSLY	CURRENTLY							
		REL.	RECEIVED/	RECEIVED/	ADJUSTMENT/						
PO#	VENDOR	=====	NAME =====	STAT FLAG	ORDERED	VOIDED	VOIDED	VARIANCE	OUTSTANDING	TOTAL	

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 213 CITY TREASURER						
193768	1 -3447	MATTHEW JOHNSON	MILEAGE EXCEL TRAINING	2/2020	JAN 20 MILEAGE	27.60
DEPARTMENT TOTAL:					27.60	
DEPARTMENT: 311 UNIFORMED PATROL						
193844	1 -3312	WEX BANK-QUIKTRIP	63546514 01-31-20 FUEL	2/2020	63546514 01-31-20	60.28
DEPARTMENT TOTAL:					60.28	
DEPARTMENT: 411 FIRE SUPPRESSION						
193860	1 -1221	RAMBIN PETROLEUM INC	85306 01-23-20 MOTOR OIL	2/2020	85306 01-23-20	701.63
193717	1 -2025	TIMMONS OIL COMPANY INC	BI32373 01-10-20 DIESEL	2/2020	BI32373 01-10-20	280.26
DEPARTMENT TOTAL:					981.89	
DEPARTMENT: 412 FIRE VOLUNTEERS						
193826	1 -1750	LOWE'S BUSINESS ACCOUNT	SUPPLIES-DRILLS	2/2020	10111 01-29	194.83
DEPARTMENT TOTAL:					194.83	
DEPARTMENT: 521 STREET MAINTENANCE						
190011	1 -1082	PUBLIC SERVICE COMPANY OF	ELECTRIC JUL 19/JUN 20	2/2020	95015815103 FEB 20	7,867.88
193860	1 -1221	RAMBIN PETROLEUM INC	85306 01-23-20 MOTOR OIL	2/2020	85306 01-23-20	210.49
193853	1 -1750	LOWE'S BUSINESS ACCOUNT	SUPPLIES- JOB SITE RPRS	2/2020	02305 01-31	16.25
193717	1 -2025	TIMMONS OIL COMPANY INC	BI32373 01-10-20 DIESEL	2/2020	BI32373 01-10-20	84.08
DEPARTMENT TOTAL:					8,178.70	
DEPARTMENT: 522 GENERAL MAINTENANCE						
193653	1 -1750	LOWE'S BUSINESS ACCOUNT	SUPPLIES-SHOP STOCK	2/2020	01407 01-17	87.95
DEPARTMENT TOTAL:					87.95	
DEPARTMENT: 561 PARKS & GROUNDS						
190011	1 -1082	PUBLIC SERVICE COMPANY OF	ELECTRIC JUL 19/JUN 20	2/2020	95220615306 FEB 20	600.73
193860	1 -1221	RAMBIN PETROLEUM INC	85306 01-23-20 MOTOR OIL	2/2020	85306 01-23-20	210.49
193717	1 -2025	TIMMONS OIL COMPANY INC	BI32373 01-10-20 DIESEL	2/2020	BI32373 01-10-20	84.08
DEPARTMENT TOTAL:					895.30	
FUND TOTAL:					10,426.55	
GRAND TOTAL:					10,426.55	

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 214 CITY ATTORNEY						
190202	1 -1228	WEST PAYMENT CENTER	841766212 JAN 20 - 02-01	2/2020	841766212 JAN 20	347.16
DEPARTMENT TOTAL:					347.16	
FUND TOTAL:					347.16	
GRAND TOTAL:					347.16	

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 801		INS & CASH REIMB.				
193902	1 -3669	ROBERT SAUCEDA	01-29 DEDUCTIBLE REIMBURS	2/2020	01-29 DEDUCTIBLE R	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: 245 COMMUNITY DEVELOPMENT						
190048	1 -1073	OKLAHOMA NATURAL GAS	GAS SERVICE JUL 19/JUN 20	2/2020	113491891 FEB 20	334.16
190013	1 -2101	AMERICAN WASTE CONTROL INC	TRASH SERV 2019/2020	2/2020	0005486116 FEB 20	57.05
DEPARTMENT TOTAL:					391.21	
DEPARTMENT: 411 FIRE SUPPRESSION						
190048	1 -1073	OKLAHOMA NATURAL GAS	GAS SERVICE JUL 19/JUN 20	2/2020	109782864 FEB 20	512.60
190013	1 -2101	AMERICAN WASTE CONTROL INC	TRASH SERV 2019/2020	2/2020	0005484609 FEB 20	145.94
DEPARTMENT TOTAL:					658.54	
DEPARTMENT: 561 PARKS & GROUNDS						
190013	1 -2101	AMERICAN WASTE CONTROL INC	TRASH SERV 2019/2020	2/2020	0005484797 FEB 20	135.78
DEPARTMENT TOTAL:					135.78	
DEPARTMENT: 562 ANIMAL CONTROL						
190048	1 -1073	OKLAHOMA NATURAL GAS	GAS SERVICE JUL 19/JUN 20	2/2020	251827736 FEB 20	147.45
DEPARTMENT TOTAL:					147.45	
FUND TOTAL:					1,332.98	

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 321 CENTRAL DISPATCH						
190016	1 -2542	A T & T	91815400606522 FEB 2020	2/2020	15400606522 FEB 20	236.90
DEPARTMENT TOTAL:					236.90	
FUND TOTAL:					236.90	
GRAND TOTAL:					1,569.88	

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: N/A NON-DEPARTMENTAL						
193878	1 -2653	OKLAHOMA UNIFORM BUILDING	CJAN 20 BLDG PERMIT FEES	2/2020	JAN 20 BLDG PERMIT	676.00
DEPARTMENT TOTAL:				676.00		
DEPARTMENT: 216 PERSONNEL						
193903	1 -3654	AMERICAN CHECKED, INC	BACKGROUND CHECK	2/2020	9254-20200131	12.50
DEPARTMENT TOTAL:				12.50		
DEPARTMENT: 221 MUNICIPAL COURT						
193659	1 -2644	CARR GRAPHICS PRODUCTION	PROFFICER PATROL SUPPLIES	2/2020	30534 01-29	1,392.50
DEPARTMENT TOTAL:				1,392.50		
DEPARTMENT: 231 GENERAL GOVERNMENT						
193866	1 -2004	U S POSTMASTER	PO BOX RENEWAL FEE	2/2020	PO BOX RENEWAL FEE	364.00
193867	1 -2154	SOURCE 2000 TULSA FORM & LANO	10 ENVELOPES	2/2020	5128 01-27	175.00
193785	1 -2199	TULSA WORLD	ADVERTISING INVOICE	2/2020	I0000622470-019	35.84
193764	1 -3664	THE ULTIMATE SOFTWARE GROUP	SHIPPING & HANDLING-W2S	2/2020	INV1174646 01-24	19.72
193842	1 -3664	THE ULTIMATE SOFTWARE GROUP	SHIPPING & HANDLING	2/2020	INV1176492 01-31	91.00
193762	1 -3763	CRAWFORD & ASSOCIATES, P.C.	ANNUAL FINANCIAL STMT	2/2020	13148 01-15	3,687.00
DEPARTMENT TOTAL:				4,372.56		
DEPARTMENT: 241 CITY PLANNER						
193646	1 -2199	TULSA WORLD	ADVERTISING INVOICE	2/2020	I0000619175-0102	88.32
193785	1 -2199	TULSA WORLD	ADVERTISING INVOICE	2/2020	I0000623115-0123	423.68
193660	1 -3419	MUNICODE	MUNICODE SUPPLEMENT	2/2020	00337529 12-09	4,472.20
DEPARTMENT TOTAL:				4,984.20		
DEPARTMENT: 311 UNIFORMED PATROL						
193460	1 -1443	MURPHY SANITARY SUPPLY LLC	TOWELS	2/2020	080624A 01-08	52.44
192553	1 -3687	911 CUSTOM LLC	NEW EQUIP INSTALL	2/2020	39092 12-02	3,000.00
193464	1 -3736	BACKGROUND SOLUTIONS, LLC	BACKGROUND SOFTWARE	2/2020	BS2019-199 11-04	1,590.00
DEPARTMENT TOTAL:				4,642.44		

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 411 FIRE SUPPRESSION						
193851	1 -1027	DAIOHS USA	36078 01-29	2/2020	36078 01-29	176.75
193837	1 -1095	MULLIN PLUMBING INC	STATION 1 UNCLOG DRAIN	2/2020	231516896 01-17	304.00
193838	1 -1322	HOLDER'S (INC)	DOOR HANDLE REPAIR	2/2020	10748 01-14	205.00
193656	1 -1457	O'REILLY AUTO PARTS	NEW BATTERY VEHICLE	2/2020	2075-183144 01-14	181.83
193790	1 -1457	O'REILLY AUTO PARTS	SUPPLIES FOR COMMAND 1	2/2020	2075-180524 12-18	25.02
193849	1 -1457	O'REILLY AUTO PARTS	SUPPLIES-FD BRUSH TRUCK	2/2020	2075-184653 01-28	64.99
193835	1 -1546	STERICYCLE INC	TUB DISPOSAL & STOP CHRGE	2/2020	4009108691 01-13	85.00
193850	1 -2198	MCKESSON MEDICAL-SURGICAL	LSTATION 1 EQUIPMENT	2/2020	75011354 01-24	148.04
193834	1 -2286	CONRAD FIRE EQUIPMENT INC	RAN POWER LINES	2/2020	540346 01-15	75.11
193848	1 -2646	ADVANCED ELECTRIC REBUILDER	REPLACEMENT ALTERNATOR	2/2020	60497 01-30	205.00
193652	1 -2764	BACKDRAFT OPCO, LLC	MONTHLY FIRE PACKAGE	2/2020	INV202011110 01-17	279.29
193917	1 -2764	BACKDRAFT OPCO, LLC	MONTHLY FIRE PACKAGE	2/2020	INV202011861 02-06	279.29
190015	1 -2832	SCOTT PRO PEST CONTROL	PEST CONTROL 2019/2020	2/2020	FS #2 01-30	150.00
193654	1 -3185	TROJAN TIRE & AUTOMOTIVE	REPLACE TIRES-FD COMMAND	2/2020	61700 01-15	1,219.38
193637	1 -3215	UN-LEADED DESIGN INC	BIG BLAST FIREWORKS	2/2020	5806 01-08	225.00
193658	1 -3215	UN-LEADED DESIGN INC	JENKS HIGH SCHOOL RENOVAT	2/2020	5815 01-13	4,005.00
193827	1 -3215	UN-LEADED DESIGN INC	PERMIT 4464	2/2020	5823 01-28	382.50
193852	1 -3215	UN-LEADED DESIGN INC	PERMIT 4630/4579	2/2020	5829 01-30	1,980.00
193899	1 -3215	UN-LEADED DESIGN INC	PERMIT INSPECTIONS	2/2020	5834 02-03	472.50
193918	1 -3215	UN-LEADED DESIGN INC	PERMIT 4677	2/2020	5836 02-06	135.00
193794	1 -3313	AUTOZONE INC	TRUCK SUPPLIES	2/2020	6377709351 01-28	119.92
193824	1 -3313	AUTOZONE INC	BAR OIL	2/2020	6377700569 01-08	11.99
193836	1 -3313	AUTOZONE INC	STATION/VEHICLE SUPPLIES	2/2020	6377533312 01-24	64.99
193900	1 -3313	AUTOZONE INC	CLEANING SUPPLIES	2/2020	6377710823 02-01	80.81

DEPARTMENT TOTAL: 10,876.41

DEPARTMENT: 412 FIRE VOLUNTEERS						
193833	1 -2624	MARK DELEWSKI	01-28-20 VLNTR SRVC REIMB	2/2020	01-28-20 VLNTR SRV	70.00
193627	1 -2747	WITMER PUBLIC SAFETY GROUP	HELMET/FACESHIELD	2/2020	E1926525.001 01-31	403.18
193829	1 -3094	TYLER ROBINSON	VOLUNTEER SERVICE REIMBUR	2/2020	01/28/20 VLNTR SRV	80.00
193828	1 -3643	EMILY LOVEDAY	VLNTR SERVICE REIMBURSE	2/2020	01/28/20 VLNTR SRV	350.00
193830	1 -3644	WILL LANDSHEFT	VOLUNTEER SERVICE REIMBUR	2/2020	01-28-20 VLNTR SRV	181.00
193832	1 -3648	CHARLES PARKS	01-28-20 VLNTR SRVC REIMB	2/2020	01-28-20 VLNTR SRV	57.00
193831	1 -3679	ANNA BALLIET	01-28-20 VLNTR SRVC REIMB	2/2020	01-28-20 VLNTR SRV	53.00

DEPARTMENT TOTAL: 1,194.18

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P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 512 PROTECTIVE INSPECTIONS						
193491	1 -2952	SHI INTERNATIONAL CORP	2-DELL LAPTOP COMPUTER	2/2020	BS2019-199 11-04	4,533.74
DEPARTMENT TOTAL:				4,533.74		
DEPARTMENT: 521 STREET MAINTENANCE						
193729	1 -1041	ANCHOR STONE CO.	STREET REPAIR MATERIALS	2/2020	193026009 12-27	740.83
193733	1 -1072	OKLAHOMA CORRECTIONAL IND	MISC STREET SIGNS	2/2020	95400 01-10	821.60
193788	1 -1106	GRAINGER	HARD HATS	2/2020	9418909454 01-22	22.77
193730	1 -1190	MAXWELL SUPPLY COMPANY	EQUIPMENT-ST REPAIRS	2/2020	506984 01-15	962.16
193655	1 -1457	O'REILLY AUTO PARTS	SUPPLIES-VEHICLE	2/2020	2075-182513 01-07	157.88
193792	1 -1457	O'REILLY AUTO PARTS	SUPPLIES FOR VEHICLE	2/2020	2075-183916 01-21	23.12
193789	1 -2047	AARON FENCE CO. (CORP)	BASES FOR SIGNS	2/2020	138374 01-27	331.50
193791	1 -3313	AUTOZONE INC	REPAIR PARTS FOR TRK	2/2020	6377689204 12-13	45.99
193732	1 -3696	STANDARD MATERIALS GROUP, I	CONCRETE-RPR	2/2020	2000051815 01-16	2,000.00
DEPARTMENT TOTAL:				5,105.85		
DEPARTMENT: 522 GENERAL MAINTENANCE						
193793	1 -1457	O'REILLY AUTO PARTS	SHOP SUPPLIES	2/2020	2075-181031 12-23	645.53
193854	1 -1457	O'REILLY AUTO PARTS	SHOP SUPPLIES-VEHICLES	2/2020	2075-179249 12-04	17.99
190155	1 -3302	LAMPTON WELDING SUPPLY CO	MONTHLY WELDING RENTAL	2/2020	00943561 01-31	77.30
193728	1 -3735	MIDWEST WRAPS & THE SIGN	MADECALS-CITY VEHICLES	2/2020	2022458 01-22	24.74
DEPARTMENT TOTAL:				765.56		
DEPARTMENT: 561 PARKS & GROUNDS						
193731	1 -1081	PREGLER LAWN & GARDEN INC	REPAIRS TO CHAINSAW	2/2020	141543 01-17	57.24
193657	1 -1552	OKLAHOMA EMPLOYMENT SECURIT	4TH QTR '19 UNEMPLOYMENT	2/2020	4TH QTR '19 R HODS	81.69
DEPARTMENT TOTAL:				138.93		
FUND TOTAL:				38,694.87		

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 321 CENTRAL DISPATCH						
190144	1 -1228	WEST PAYMENT CENTER	INVESTIGATION SOFTWARE	2/2020	841750467 02-01	180.41
DEPARTMENT TOTAL:				180.41		
FUND TOTAL:				180.41		

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 775 OTA/TURNPIKE						
191671	1 -1822	MESHEK & ASSOCIATES PLC	ENGNG SERV SPARKMAN CASE	2/2020	6907 02-03	4,155.00
191672	1 -2540	MONAGHAN & ASSOCIATES	FY 2020 LGL FEES SPARKMAN	2/2020	01-31 SPARKMAN LAN	39,420.93
DEPARTMENT TOTAL:				43,575.93		
FUND TOTAL:				43,575.93		

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 801 INS & CASH REIMB.						
193879	1 -2013	BENEFIT RESOURCES INC	JULY, OCT, NOV 2019 FSA	2/2020	18-639 11-01	590.00
DEPARTMENT TOTAL:					590.00	
FUND TOTAL:					590.00	
GRAND TOTAL:					83,041.21	

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 221 MUNICIPAL COURT						
193925	1 -2586	A T & T MOBILITY	287291914369X02032020 FEB	2/2020	704-4299 FEB 2020	59.66
DEPARTMENT TOTAL:					59.66	
DEPARTMENT: 311 UNIFORMED PATROL						
193925	1 -2586	A T & T MOBILITY	287291914369X02032020 FEB	2/2020	237-6573 FEB 2020	1,878.14
DEPARTMENT TOTAL:					1,878.14	
DEPARTMENT: 512 PROTECTIVE INSPECTIONS						
193925	1 -2586	A T & T MOBILITY	287291914369X02032020 FEB	2/2020	808-7096 FEB 2020	61.31
DEPARTMENT TOTAL:					61.31	
FUND TOTAL:					1,999.11	
GRAND TOTAL:					1,999.11	

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 315 POLICE RESERVE						
190836A	1 -1338	COMPSOURCE MUTUAL INSURANCEWORKERS COMP		2/2020	1023028064 01-23	644.71
DEPARTMENT TOTAL:				644.71		
DEPARTMENT: 411 FIRE SUPPRESSION						
190836	1 -1338	COMPSOURCE MUTUAL INSURANCEWORKERS COMP		2/2020	1023028064 01-23	1,202.71
DEPARTMENT TOTAL:				1,202.71		
DEPARTMENT: 412 FIRE VOLUNTEERS						
190836	1 -1338	COMPSOURCE MUTUAL INSURANCEWORKERS COMP		2/2020	1023028064 01-23	4,200.00
DEPARTMENT TOTAL:				4,200.00		
DEPARTMENT: 521 STREET MAINTENANCE						
190836	1 -1338	COMPSOURCE MUTUAL INSURANCEWORKERS COMP		2/2020	1023028064 01-23	2,200.00
DEPARTMENT TOTAL:				2,200.00		
DEPARTMENT: 561 PARKS & GROUNDS						
190836	1 -1338	COMPSOURCE MUTUAL INSURANCEWORKERS COMP		2/2020	1023028064 01-23	107.01
190836A	1 -1338	COMPSOURCE MUTUAL INSURANCEWORKERS COMP		2/2020	1023028064 01-23	7,092.99
DEPARTMENT TOTAL:				7,200.00		
FUND TOTAL:				15,447.42		
GRAND TOTAL:				15,447.42		

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 411 FIRE SUPPRESSION						
193984	1 -3774	TIM YANDELL	NFPA FIRE INVESTIGATORS	2/2020	100 02-13	1,500.00
DEPARTMENT TOTAL:					1,500.00	
FUND TOTAL:					1,500.00	
GRAND TOTAL:					1,500.00	

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 242 ACCOMMODATIONS TAX						
185976	1 -3653	HOUSEAL LAVIGNE ASSOCIATES	PROFESSIONAL CONSULTING	2/2020	4483 02-13	32,855.00
DEPARTMENT TOTAL:				32,855.00		
FUND TOTAL:				32,855.00		
GRAND TOTAL:				32,855.00		

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: N/A NON-DEPARTMENTAL						
190471	1 -1596	COMMUNITY CARE	02-01-20 EAP MONTHLY FEE	2/2020	02-01-20 EAP FEE	55.42
DEPARTMENT TOTAL:						55.42
DEPARTMENT: 221 MUNICIPAL COURT						
190003	1 -1033	PHIL FRAZIER	FEB 2020 MUN'L JUDGE	2/2020	FEB 20 MUN'L JUDGE	1,470.87
DEPARTMENT TOTAL:						1,470.87
FUND TOTAL:						1,526.29

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 411 ** INVALID DEPARTMENT **						
190002	1 -1112	BANCFIRST	0490090378 02-20 PR	2/2020	0490090378 02-20PR	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 02-20 PR	2/2020	0490089550 02-20PR	22,322.33
DEPARTMENT TOTAL:						22,322.33
FUND TOTAL:						22,322.33
GRAND TOTAL:						51,074.39

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 411 FIRE SUPPRESSION						
190014	1 -1450	EMERGENCY MEDICAL SERVICE	2020-18 3RD QTR 19-20	2/2020	2020-18 3RD QTR	58,568.00
DEPARTMENT TOTAL:					58,568.00	
DEPARTMENT: 521 STREET MAINTENANCE						
190010	1 -1082	PUBLIC SERVICE COMPANY OF	95842358103 MAR 2020	2/2020	95842358103 MAR 20	255.63
190008	1 -2027	O G & E ELECTRIC SERVICES	ELECTRIC JUL 19/JUN 20	2/2020	128233410-9 MAR 20	480.13
DEPARTMENT TOTAL:					735.76	
FUND TOTAL:					59,303.76	

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 801 INS & CASH REIMB.						
193516	1 -3394	CURTIS RESTAURANT SUPPLY	COREFRIGERATOR/FREEZE/STOVE	2/2020	0767090-IN 02-10	9,060.41
DEPARTMENT TOTAL:				9,060.41		
FUND TOTAL:				9,060.41		
GRAND TOTAL:				68,364.17		

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	2/2020	182557209 FEB 20	60.22
DEPARTMENT TOTAL:					60.22	
DEPARTMENT: 411 FIRE SUPPRESSION						
190048	1 -1073	OKLAHOMA NATURAL GAS	GAS SERVICE JUL 19/JUN 20	2/2020	113564527 FEB 20	447.92
DEPARTMENT TOTAL:					447.92	
DEPARTMENT: 521 STREET MAINTENANCE						
190007	1 -1025	EAST CENTRAL ELECTRIC	ELECTRIC JUL 19/JUN 20	2/2020	3993001 MAR 2020	943.48
DEPARTMENT TOTAL:					943.48	
FUND TOTAL:					1,451.62	

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SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 321 CENTRAL DISPATCH						
190017	1 -1039	INCOG	E-911 ADMINISTRATIVE SERV	2/2020	E-001527 02-18	4,934.89
DEPARTMENT TOTAL:					4,934.89	
FUND TOTAL:					4,934.89	
GRAND TOTAL:					6,386.51	

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 211 CITY MANAGER						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	2/2020	01-20-20 LICENSES	19.36
DEPARTMENT TOTAL:						19.36
DEPARTMENT: 212 CITY CLERK						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	2/2020	01-20-20 LICENSES2	58.08
194020	1 -2450	JPMORGAN CHASE BANK NA	TRAVEL EXP-APT CASH HNDLE	2/2020	11-06-20 QT	14.28
DEPARTMENT TOTAL:						72.36
DEPARTMENT: 213 CITY TREASURER						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	2/2020	01-20-20 LICENSES3	19.36
DEPARTMENT TOTAL:						19.36
DEPARTMENT: 214 CITY ATTORNEY						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	2/2020	01-20-20 LICENSES4	19.36
194019	1 -2450	JPMORGAN CHASE BANK NA	LABOR RELATIONS TRAINING	2/2020	01-16-20 NEPELRA	190.00
DEPARTMENT TOTAL:						209.36
DEPARTMENT: 216 PERSONNEL						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	2/2020	01-20-20 LICENSES5	38.72
DEPARTMENT TOTAL:						38.72
DEPARTMENT: 218 ADMIN SUPPORT/RECORDS						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	2/2020	01-20-20 LICENSES6	19.36
DEPARTMENT TOTAL:						19.36
DEPARTMENT: 221 MUNICIPAL COURT						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	2/2020	01-20-20 LICENSES7	38.72
DEPARTMENT TOTAL:						38.72

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 241 CITY PLANNER						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	2/2020	01-20-20 LICENSES8	19.36
193919	1 -2450	JPMORGAN CHASE BANK NA	POSTINGS-PLANNING POSITN	2/2020	12-18-20 APA	589.95
DEPARTMENT TOTAL:						609.31
DEPARTMENT: 311 UNIFORMED PATROL						
190974	1 -2450	JPMORGAN CHASE BANK NA	ADOBE SUBSCRIPTION	2/2020	01-11-20 ADOBE	14.99
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	2/2020	01-20-20 LICENSES9	484.00
193992	1 -2450	JPMORGAN CHASE BANK NA	HARD DRIVE, FLYER HOLDER	2/2020	01-29-20 AMAZON	78.96
193994	1 -2450	JPMORGAN CHASE BANK NA	EMR VOUCHERS	2/2020	01-31-20 NATIONAL	300.00
193995	1 -2450	JPMORGAN CHASE BANK NA	TRNG-IA & PROBLEM EMPLOYEE	2/2020	01-27-20 ON TARGET	450.00
193996	1 -2450	JPMORGAN CHASE BANK NA	COFFEE, V. BELT, MBRSH	2/2020	01-07-20 AMAZON	280.71
193997	1 -2450	JPMORGAN CHASE BANK NA	KIDS HIGHLIGHTER	2/2020	01-23-20 4IMPRINT	538.90
193999	1 -2450	JPMORGAN CHASE BANK NA	JOB EXPO	2/2020	01-07-20 RELIANTJO	350.00
194000	1 -2450	JPMORGAN CHASE BANK NA	TRNG ROOM DRINKS/LUNCH	2/2020	01-09-20 WALMART	312.98
194001	1 -2450	JPMORGAN CHASE BANK NA	RIFLE SLINGS	2/2020	01-10-20 MAD CITY	67.80
194003	1 -2450	JPMORGAN CHASE BANK NA	FINGERPRINT EQUIP	2/2020	01-08-20 SIRCHIE	851.59
194004	1 -2450	JPMORGAN CHASE BANK NA	LUNCH, WINDOW TINT	2/2020	01-10-20 JERSEY MI	368.44
194005	1 -2450	JPMORGAN CHASE BANK NA	GUN RACKS	2/2020	01-07-20 911 CUSTO	360.85
DEPARTMENT TOTAL:						4,459.22
DEPARTMENT: 315 POLICE RESERVE						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	2/2020	01-20-20 LICENSE10	193.60
DEPARTMENT TOTAL:						193.60
DEPARTMENT: 321 CENTRAL DISPATCH						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	2/2020	01-20-20 LICENSE11	193.60
193991	1 -2450	JPMORGAN CHASE BANK NA	SERVANT LEADERSHIP CONF	2/2020	01-24-20 HAMPTON I	809.49
194002	1 -2450	JPMORGAN CHASE BANK NA	SERVANT LEADERSHIP CONF	2/2020	01-09-20 STRATEGIC	1,497.00
DEPARTMENT TOTAL:						2,500.09

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 331 CODE ENFORCEMENT						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	2/2020	01-20-20 LICENSE12	19.36
193993	1 -2450	JPMORGAN CHASE BANK NA	CODE ENFRMNT-MMBRSHP	2/2020	12-20-19 OML	50.00
DEPARTMENT TOTAL:						69.36
DEPARTMENT: 411 FIRE SUPPRESSION						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	2/2020	01-20-20 LICENSE13	367.84
193523	1 -2450	JPMORGAN CHASE BANK NA	FIRE PREVENTION WRISTBAND	2/2020	12-06-19 WRISTBAND	182.40
193524	1 -2450	JPMORGAN CHASE BANK NA	BREAKFAST MEETINGS	2/2020	12-31-19 BRAMBLE	130.00
193998	1 -2450	JPMORGAN CHASE BANK NA	MMBRSHP/BREAK ROOM SUPPLY	2/2020	01-16-20 AMAZON	245.80
194008	1 -2450	JPMORGAN CHASE BANK NA	MEALS-LDRSHP CONF	2/2020	01-22-20 BRONCO'S	98.90
194009	1 -2450	JPMORGAN CHASE BANK NA	GC EXEC BOARD MTG	2/2020	01-30-20 SAVOY RES	20.00
194011	1 -2450	JPMORGAN CHASE BANK NA	RGSTRN-FIRE FATALITY TRNG	2/2020	01-29-20 FIRE TRAI	825.00
194012	1 -2450	JPMORGAN CHASE BANK NA	SERVANT LDRSHP CONF EXP	2/2020	01-24-20 UBER	54.03
194013	1 -2450	JPMORGAN CHASE BANK NA	COMMENDATION BARS	2/2020	01-27-20 EPOLICE S	423.41
194014	1 -2450	JPMORGAN CHASE BANK NA	NEPELRA/MTG/SUPPLIES	2/2020	01-13-20 NEPELRA	405.29
194015	1 -2450	JPMORGAN CHASE BANK NA	INVITATIONS	2/2020	01-15-20 VISTAPRIN	93.01
194016	1 -2450	JPMORGAN CHASE BANK NA	LDRSHP CONF/DRONE CLASS	2/2020	01-24-20 AIRPORT P	90.99
194017	1 -2450	JPMORGAN CHASE BANK NA	LUNCH-TRAINING	2/2020	01-14-20 MAZZIO'S	241.49
DEPARTMENT TOTAL:						3,178.16
DEPARTMENT: 412 FIRE VOLUNTEERS						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	2/2020	01-20-20 LICENSE14	193.60
193524	1 -2450	JPMORGAN CHASE BANK NA	BREAKFAST MEETINGS	2/2020	12-20-19 METRO DIN	35.68
DEPARTMENT TOTAL:						229.28
DEPARTMENT: 512 PROTECTIVE INSPECTIONS						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	2/2020	01-20-20 LICENSE15	19.36
DEPARTMENT TOTAL:						19.36
DEPARTMENT: 521 STREET MAINTENANCE						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	2/2020	01-20-20 LICENSE16	77.44
194007	1 -2450	JPMORGAN CHASE BANK NA	LEADERSHIP CONF EXP	2/2020	01-22-20 STARBUCKS	316.91
DEPARTMENT TOTAL:						394.35

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 561 PARKS & GROUNDS						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	2/2020	01-20-20 LICENSE17	135.52
DEPARTMENT TOTAL:						135.52
DEPARTMENT: 562 ANIMAL CONTROL						
193345	1 -2450	JPMORGAN CHASE BANK NA	EMAIL LICENSES FY 20	2/2020	01-20-20 LICENSE18	19.36
194006	1 -2450	JPMORGAN CHASE BANK NA	VET FEES	2/2020	01-10-20 WOODLAND	523.68
DEPARTMENT TOTAL:						543.04
FUND TOTAL:						12,748.53

PAID UNAPPROVED

FUND: 14 - FIRE SUPPRESSION VEHICLES

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 411 ** INVALID DEPARTMENT **						
194010	1 -2450	JPMORGAN CHASE BANK NA	FIREFIGHTING GLOVES	2/2020	02-03-20 DINGES FI	493.39
DEPARTMENT TOTAL:						493.39
FUND TOTAL:						493.39

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 775		OTA/TURNPIKE				
194018	1 -2450	JPMORGAN CHASE BANK NA	SPARKMAN LUCHES/PARKING	2/2020	01-27-20 IKES	38.34
DEPARTMENT TOTAL:						38.34
FUND TOTAL:						38.34
GRAND TOTAL:						13,280.26

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 801 INS & CASH REIMB.						
194147	1 -0026	JASON R. JACKSON	MEDICAL REIMBURSEMENT	2/2020	MEDICAL REIMBURSEM	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: 411 FIRE SUPPRESSION						
194103	1 -1750	LOWE'S BUSINESS ACCOUNT	SUPPLIES FOR TRAINING	2/2020	2682 01-22	203.30
194104	1 -1750	LOWE'S BUSINESS ACCOUNT	SUPPLIES	2/2020	01994 02-11	42.05
DEPARTMENT TOTAL:					245.35	
FUND TOTAL:					245.35	
GRAND TOTAL:					245.35	

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 412		FIRE VOLUNTEERS				
185692	1 -3651	CREWBOSS	06-07-19	2/2020	0100159 10-10	11,920.00
DEPARTMENT TOTAL:						11,920.00
FUND TOTAL:						11,920.00
GRAND TOTAL:						11,920.00

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
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DEPARTMENT: 916 EVENTS

194227	3 -7208	OKLAHOMA ABLE COMMISSION	SPECIAL EVENT LICENSE FEE	2/2020	SPECIAL EVENT LICE	55.00
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DEPARTMENT TOTAL: 55.00

FUND TOTAL: 55.00

GRAND TOTAL: 55.00

PAID UNAPPROVED

VISION 2025 FUNDS / South James Sewer Improvements Project

[illegible]

GENERAL FUND ENCUMBRANCES AND EXPENDITURES

Payroll February 1, 2020 through February 15, 2020
PAID UNAPPROVED

Payroll for employees 150,000.00

Additional payroll benefits and costs for approval February 15, 2020

BancFirst	Federal Tax Deposit	17,500.00
BancFirst	FICA and Medicare Taxes	7,000.00
BancFirst	State Withholding Tax	6,200.00
Ultipro	Service fee	-
Benefits Resoures, Inc	Unreimbursed Medical	300.00
Jenks FOP	Withholdings	500.00
Jenks Firefighters Local	Dues	560.00
ICMA Retirement 401	Contributions to Retirement	2,750.00
ICMA Retirement 457	Contributions to Retirement	1,250.00
Ok Firemen's Pension	Contributions to General Fund	9,750.00
Ok Police Pension	Contributions to General Fund	11,000.00
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	Misc Garnishments	400.00
	total	58,960.00

GENERAL FUND ENCUMBRANCES AND EXPENDITURES

Payroll February 16, 2020 through February 29, 2020

Payroll for employees \$ 150,000.00

Additional payroll benefits and costs for approval February 29, 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
1/31/2020

	Actual FY 19-20 Jul 1 - Jan 31	Budget Year 2 FY 19-20	Actual FY 18-19 Jul 1 - Jan 31
Gross Revenues:			
Sales Tax Collections	\$ 4,449,509.59	\$ 7,500,000.00	\$ 4,272,162.37
Use Tax Collections	993,466.22	1,500,000.00	810,753.16
Other Licenses & Permits	2,223.00	3,700.00	1,470.50
Electrical Licenses	7,875.00	13,000.00	5,000.00
Plumbing Licenses	6,575.00	14,500.00	4,750.00
Mechanical Licenses	4,500.00	10,000.00	4,125.00
Beverage Licenses	14,620.00	16,000.00	14,630.00
Solicitors Licenses	495.00	1,800.00	1,535.00
Sign Permits	1,159.00	1,500.00	311.00
Electrical Permits	11,533.25	21,000.00	9,301.00
Plumbing Permits	9,874.00	20,000.00	8,650.00
Mechanical Permits	8,384.00	18,000.00	6,868.00
Building Permits	124,285.00	220,000.00	79,123.00
Solid Waste Revenue	30,393.72	55,000.00	25,069.43
Fireworks Permits	7,660.00	8,000.00	7,350.00
Fireworks Sales Licenses	-	-	-
Inspection/Reinspection Fees	3,373.00	10,000.00	3,930.00
Building Permits Admin Fee	445.62	1,000.00	428.60
Zoning Applications	8,875.44	8,000.00	2,795.00
Alcoholic Beverage Tax	29,343.02	45,000.00	21,176.02
Franchise Fees	610,865.85	1,160,000.00	627,387.47
McDonald's Rental Income	27,034.00	46,000.00	27,034.00
Assessment Letter	300.00	19,500.00	7,420.00
Miscellaneous Revenue	40,414.13	45,000.00	38,003.32
Municipal Court Fine	231,989.87	400,000.00	119,689.52
Miscellaneous Zoning Fees	7,045.00	20,000.00	8,962.36
Gross Receipts	56,815.70	140,000.00	89,966.55
Community Room Rental	740.00	1,400.00	620.00
Auction Sales	71,869.20	20,000.00	57,681.80
Interest	47,937.81	90,000.00	51,669.04
Interest on Investment	29,410.25	60,000.00	37,113.07
Total Gross Revenues:	\$ 6,839,011.67	\$ 11,468,400.00	\$ 6,344,975.21

Expenditures:			
City Manager	\$ 127,748.63	\$ 227,700.00	\$ 145,749.32
City Clerk	163,901.73	275,650.00	98,088.37
City Treasurer	54,192.65	64,850.00	41,074.41
City Attorney	30,485.29	69,480.00	16,462.75
Personnel	105,606.77	171,750.00	75,930.21
Admin Support / Records	44,331.24	73,250.00	14,401.52
Municipal Court	57,904.07	94,080.00	45,334.43
General Government	111,473.19	212,000.00	163,745.19
City Planner	14,303.50	71,350.00	37,350.87
Community Development	11,000.00	43,630.00	10,600.00
Uniformed Patrol	1,653,351.71	2,580,500.00	1,486,408.69
Police Reserves	136,249.14	160,250.00	69,031.88
Central Dispatch	258,619.63	502,000.00	242,974.27
Code Enforcement	35,527.50	62,300.00	-
Fire Suppression	1,469,269.70	2,462,700.00	1,494,019.83
Fire Volunteers	24,584.84	68,850.00	5,119.75
Protective Inspections	52,052.10	89,850.00	46,345.87
Street Maintenance	243,492.94	412,470.00	267,193.71
General Maintenance	8,066.07	26,500.00	10,519.47
Small Capital Projects	-	130,000.00	-
Parks & Grounds	290,575.44	531,650.00	297,887.96
Animal Control	52,102.62	94,500.00	64,401.92
Total Expenditures:	\$ 4,944,838.76	\$ 8,425,310.00	\$ 4,632,640.42
Excess (deficiency) of			
Revenues over Expenditures:	\$ 1,894,172.91	\$ 3,043,090.00	\$ 1,712,334.79
Transfers (In/Out)			
Transfers In	3,066,465.22	\$ 5,443,400.00	\$ 2,863,614.38
Transfers Out	(5,442,975.77)	(9,200,000.00)	(5,082,915.53)
Total Transfers:	\$ (2,376,510.55)	\$ (3,756,600.00)	\$ (2,219,301.15)
Net Change in Fund Balance:	\$ (482,337.64)	\$ (713,510.00)	\$ (506,966.36)



PARENT ACCOUNT:
CITY OF JENKS 29

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

PAGE 1
END OF REPORT

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	12037 S Memorial Dr, Bixby, OK 74008-2031	1	10.831	22.30	0.00	0.00	18.15
	4705 S Elm Pl, Broken Arrow, OK 74011	1	10.718	21.43	0.00	-4.11	17.32
	501 W Kenosha St, Broken Arrow, OK 74012	1	9.067	18.31	0.00	-3.47	14.84
	1820 S Aspen Ave, Broken Arrow, OK 74012	1	10.644	22.87	0.00	-4.08	18.79
	91 W 141st St, Glenpool, OK 74033	2	28.830	73.00	0.00	-11.05	61.95
	712 S Elm St, Jenks, OK 74037	308	3,845.526	8,402.64	0.00	-1,500.14	6,902.50
	12100 S Waco Ave, Sapulpa, OK 74066	12	246.018	568.86	0.00	-94.26	474.60
	1222 N 9th St, Sapulpa, OK 74066-2222	1	21.366	42.25	0.00	-8.27	33.98
	9535 Riverside Pkwy, Tulsa, OK 74137	3	41.311	92.41	0.00	-16.73	75.68
	2949 Basswood Blvd, Fort Worth, TX 76131	1	18.392	39.34	0.00	-3.37	35.97
	PERIOD TOTALS	332	4,242.903	9,303.41	0.00	-1,649.63	7,653.78



PARENT ACCOUNT:
CITY OF JENKS 29

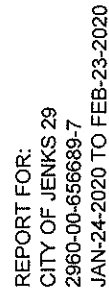
REPORT FOR:
CITY OF JENKS 29
2960-00-656689-7
JAN-24-2020 TO FEB-23-2020

PAGE 1

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	2,052.74	2,088	0.00	4,286.41	0.00	-786.13	3,500.28	3,500.28
	PERIOD YTD			0.00	4,286.41	0.00	-786.13	3,500.28	3,500.28
	Regular Diesel #2	454.49	2,562	0.00	1,165.04	0.00	-201.35	963.69	963.69
411	Unleaded Regular	356.27	2,090	0.00	743.44	0.00	-136.47	606.97	606.97
	PERIOD YTD			0.00	1,908.48	0.00	-337.82	1,570.66	1,570.66
	Unleaded Regular	149.47	2,257	0.00	3,910.60	0.00	-673.12	3,237.48	3,237.48
	PERIOD YTD			0.00	336.99	0.00	-57.25	279.74	279.74
	Unleaded Regular	94.98	2,099	0.00	336.99	0.00	-57.25	279.74	279.74
	PERIOD YTD			0.00	669.16	0.00	-112.53	556.63	556.63
512	Unleaded Regular			0.00	198.73	0.00	-36.40	162.33	162.33
	PERIOD YTD			0.00	435.97	0.00	-77.99	357.98	357.98
521	Unleaded Plus	45.54	2,292	0.00	104.50	0.00	-17.45	87.05	87.05
	Unleaded Regular	43.26	2,189	0.00	94.69	0.00	-16.57	78.12	78.12
	Unleaded Super	83.59	2,456	0.00	205.30	0.00	-32.01	173.29	173.29
	PERIOD YTD			0.00	404.49	0.00	-66.03	338.46	338.46
523	Unleaded Regular	153.82	2,259	0.00	629.53	0.00	-101.34	528.19	528.19
	PERIOD YTD			0.00	355.93	0.00	-55.26	300.67	300.67
	Unleaded Plus	194.49	2,312	0.00	446.83	0.00	-74.49	372.34	372.34
531	Unleaded Regular	141.30	2,129	0.00	300.70	0.00	-54.12	246.58	246.58
	Unleaded Super	202.07	2,482	0.00	499.50	0.00	-77.39	422.11	422.11
	PERIOD YTD			0.00	1,247.03	0.00	-206.00	1,041.03	1,041.03
533	Unleaded Regular	148.70	2,089	0.00	310.94	0.00	-56.96	253.98	253.98
	PERIOD YTD			0.00	310.94	0.00	-56.96	253.98	253.98
561	Unleaded Regular	25.01	1,959	0.00	49.00	0.00	-9.58	39.42	39.42
	PERIOD YTD			0.00	49.00	0.00	-9.58	39.42	39.42
562	Unleaded Regular	56.06	2,014	0.00	113.00	0.00	-21.47	91.53	91.53
	PERIOD YTD			0.00	113.00	0.00	-21.47	91.53	91.53
	Unleaded Regular			0.00	307.00	0.00	-55.70	251.30	251.30



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END OF REPORT

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JENKS FIRE & RESCUE MONTHLY RUN REPORTS January 2020

Prepared by: Fire Chief Greg Ostrum

Jenks Fire & Rescue

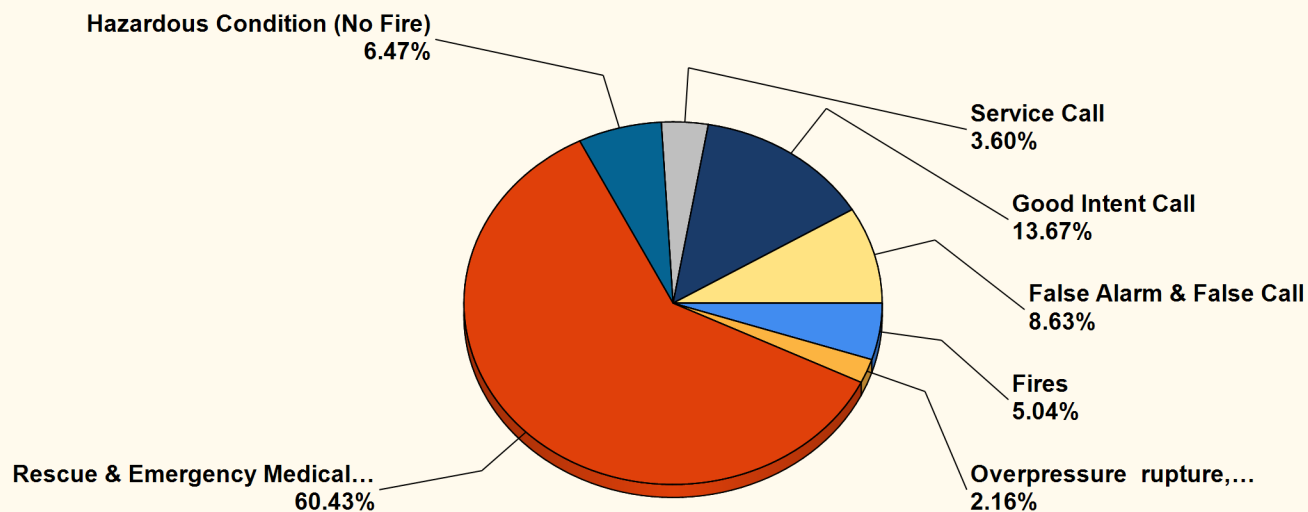
Jenks, OK

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2020 | End Date: 01/31/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	7	5.04%
Overpressure rupture, explosion, overheating - no fire	3	2.16%
Rescue & Emergency Medical Service	84	60.43%
Hazardous Condition (No Fire)	9	6.47%
Service Call	5	3.60%
Good Intent Call	19	13.67%
False Alarm & False Call	12	8.63%
TOTAL	139	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero. Does not include Imported data.

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
135 - Aircraft fire	1	0.72%
140 - Natural vegetation fire, other	1	0.72%
142 - Brush or brush-and-grass mixture fire	1	0.72%
143 - Grass fire	3	2.16%
151 - Outside rubbish, trash or waste fire	1	0.72%
223 - Air or gas rupture of pressure or process vessel	1	0.72%
251 - Excessive heat, scorch burns with no ignition	2	1.44%
311 - Medical assist, assist EMS crew	15	10.79%
320 - Emergency medical service, other	8	5.76%
321 - EMS call, excluding vehicle accident with injury	53	38.13%
322 - Motor vehicle accident with injuries	6	4.32%
324 - Motor vehicle accident with no injuries.	2	1.44%
412 - Gas leak (natural gas or LPG)	2	1.44%
421 - Chemical hazard (no spill or leak)	1	0.72%
422 - Chemical spill or leak	1	0.72%
424 - Carbon monoxide incident	1	0.72%
440 - Electrical wiring/equipment problem, other	1	0.72%
445 - Arcing, shorted electrical equipment	1	0.72%
463 - Vehicle accident, general cleanup	2	1.44%
500 - Service Call, other	2	1.44%
553 - Public service	1	0.72%
554 - Assist invalid	2	1.44%
611 - Dispatched & cancelled en route	15	10.79%
622 - No incident found on arrival at dispatch address	2	1.44%
651 - Smoke scare, odor of smoke	1	0.72%
671 - HazMat release investigation w/no HazMat	1	0.72%
700 - False alarm or false call, other	3	2.16%
733 - Smoke detector activation due to malfunction	3	2.16%
735 - Alarm system sounded due to malfunction	1	0.72%
736 - CO detector activation due to malfunction	1	0.72%
740 - Unintentional transmission of alarm, other	1	0.72%
743 - Smoke detector activation, no fire - unintentional	1	0.72%
744 - Detector activation, no fire - unintentional	1	0.72%
745 - Alarm system activation, no fire - unintentional	1	0.72%
TOTAL INCIDENTS:	139	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero. Does not include Imported data.

Jenks Fire & Rescue

Jenks, OK

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Incident Type Count per Station for Date Range

Start Date: 01/01/2020 | End Date: 01/31/2020

INCIDENT TYPE	# INCIDENTS
Station: 1 - STATION 1	
135 - Aircraft fire	1
140 - Natural vegetation fire, other	1
143 - Grass fire	1
151 - Outside rubbish, trash or waste fire	1
251 - Excessive heat, scorch burns with no ignition	1
311 - Medical assist, assist EMS crew	11
320 - Emergency medical service, other	5
321 - EMS call, excluding vehicle accident with injury	35
322 - Motor vehicle accident with injuries	3
324 - Motor vehicle accident with no injuries.	1
412 - Gas leak (natural gas or LPG)	2
421 - Chemical hazard (no spill or leak)	1
422 - Chemical spill or leak	1
440 - Electrical wiring/equipment problem, other	1
445 - Arcing, shorted electrical equipment	1
463 - Vehicle accident, general cleanup	2
500 - Service Call, other	1
554 - Assist invalid	2
611 - Dispatched & cancelled en route	10
622 - No incident found on arrival at dispatch address	2
651 - Smoke scare, odor of smoke	1
671 - HazMat release investigation w/no HazMat	1
700 - False alarm or false call, other	2
743 - Smoke detector activation, no fire - unintentional	1
745 - Alarm system activation, no fire - unintentional	1

Incidents for 1 - STATION 1: 89

Station: 2 - STATION 2	
142 - Brush or brush-and-grass mixture fire	1
143 - Grass fire	2

Only REVIEWED incidents included.



**EMERGENCY
REPORTING**

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INCIDENT TYPE	# INCIDENTS
223 - Air or gas rupture of pressure or process vessel	1
251 - Excessive heat, scorch burns with no ignition	1
311 - Medical assist, assist EMS crew	4
320 - Emergency medical service, other	3
321 - EMS call, excluding vehicle accident with injury	18
322 - Motor vehicle accident with injuries	3
324 - Motor vehicle accident with no injuries.	1
424 - Carbon monoxide incident	1
500 - Service Call, other	1
553 - Public service	1
611 - Dispatched & cancelled en route	5
700 - False alarm or false call, other	1
733 - Smoke detector activation due to malfunction	3
735 - Alarm system sounded due to malfunction	1
736 - CO detector activation due to malfunction	1
740 - Unintentional transmission of alarm, other	1
744 - Detector activation, no fire - unintentional	1

Incidents for 2 - STATION 2: 50

Only REVIEWED incidents included.

Jenks Fire & Rescue

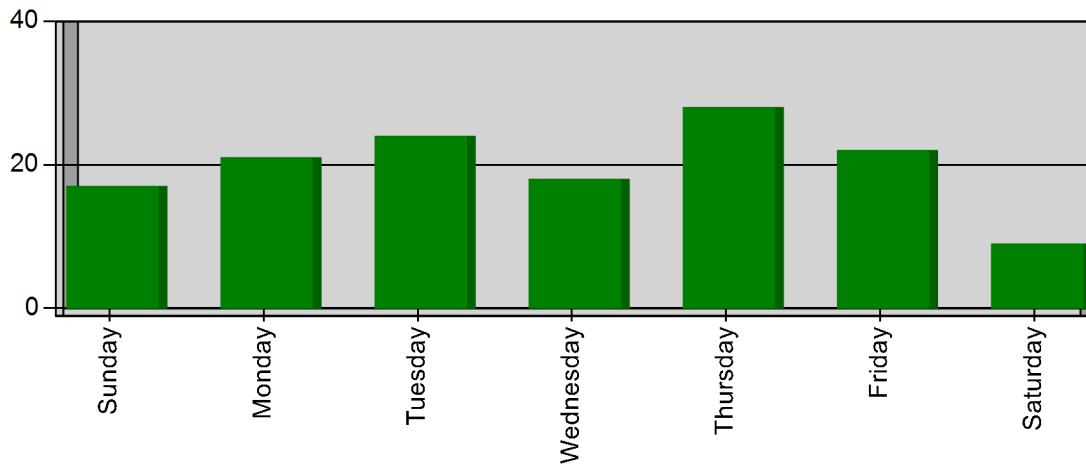
Jenks, OK

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Incidents by Day of the Week for Date Range

Start Date: 01/01/2020 | End Date: 01/31/2020



DAY OF THE WEEK	# INCIDENTS
Sunday	17
Monday	21
Tuesday	24
Wednesday	18
Thursday	28
Friday	22
Saturday	9
TOTAL	139

Only REVIEWED incidents included



**EMERGENCY
REPORTING**

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Page # 1

Jenks Fire & Rescue

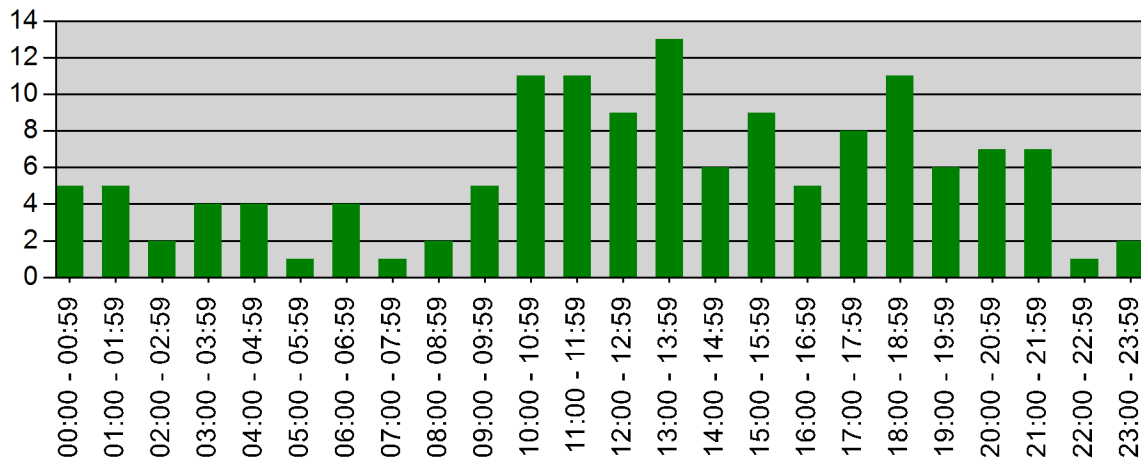
Jenks, OK

This report was generated on 2/10/2020 11:59:20 AM



Incidents by Hour for Date Range

Start Date: 01/01/2020 | End Date: 01/31/2020



Hour	# of CALLS
00:00 - 00:59	5
01:00 - 01:59	5
02:00 - 02:59	2
03:00 - 03:59	4
04:00 - 04:59	4
05:00 - 05:59	1
06:00 - 06:59	4
07:00 - 07:59	1
08:00 - 08:59	2
09:00 - 09:59	5
10:00 - 10:59	11
11:00 - 11:59	11
12:00 - 12:59	9
13:00 - 13:59	13
14:00 - 14:59	6
15:00 - 15:59	9
16:00 - 16:59	5
17:00 - 17:59	8
18:00 - 18:59	11

Only REVIEWED incidents included



**EMERGENCY
REPORTING**

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Doc Id: 19

Page # 1

HOUR	# of CALLS
19:00 - 19:59	6
20:00 - 20:59	7
21:00 - 21:59	7
22:00 - 22:59	1
23:00 - 23:59	2

Only REVIEWED incidents included



**EMERGENCY
REPORTING**

emergencyreporting.com

Doc Id: 19

Page # 2

Jenks Fire & Rescue

Jenks, OK

This report was generated on 2/10/2020 11:59:56 AM



Code Hours Summary per Training Code For Date Range

Training Code(s): All Training Codes | Start Date: 01/01/2020 | End Date: 01/31/2020

Total Training Hours By Code	
Total Hours for Training Code: Administrative duties and functions	4:00
Total Hours for Training Code: Aerial operations	12:00
Total Hours for Training Code: Building construction	7:00
Total Hours for Training Code: Building inspections	5:00
Total Hours for Training Code: Child safety seat	10:00
Total Hours for Training Code: Communications	20:00
Total Hours for Training Code: Computer skills	2:00
Total Hours for Training Code: Confined Space	19:30
Total Hours for Training Code: Driver training	17:00
Total Hours for Training Code: FFI Skills	1:30
Total Hours for Training Code: Fire behavior	0:05
Total Hours for Training Code: Fire control	0:05
Total Hours for Training Code: Fire hose	26:00
Total Hours for Training Code: Fire prevention and public education	10:00
Total Hours for Training Code: Fire streams	7:00
Total Hours for Training Code: Forcible entry	48:30
Total Hours for Training Code: General	83:35
Total Hours for Training Code: Ground ladders	14:05
Total Hours for Training Code: High and low angle	1:30
Total Hours for Training Code: Ice and winter water rescue	3:00
Total Hours for Training Code: ICS	9:00
Total Hours for Training Code: Leadership	58:25
Total Hours for Training Code: Legal	7:00
Total Hours for Training Code: Life safety	30:00
Total Hours for Training Code: Lifting and moving patients	3:00
Total Hours for Training Code: Maintenance	3:00
Total Hours for Training Code: Medical Emergencies	2:00
Total Hours for Training Code: NREMT Skills	50:00
Total Hours for Training Code: Patient handling, packaging and carries	2:00
Total Hours for Training Code: Plan review	12:00
Total Hours for Training Code: Pump operations	47:30
Total Hours for Training Code: Rapid intervention team	8:00
Total Hours for Training Code: Ropes, knots and rigging	20:35
Total Hours for Training Code: Safety & health	19:20
Total Hours for Training Code: Search and recovery	60:00
Total Hours for Training Code: Streets and addresses	14:00
Total Hours for Training Code: Supervision	3:00

Displays the total training hours per for each of the selected Training Codes. NOTE that this report only applies to accounts that are set to Track Hours by Training Code. Archived Training Codes are not included in this report. This report also includes hours for non-agency Personnel. This report pulls training hours from the Training Code Hours field on the Info Page.



**EMERGENCY
REPORTING**

emergencyreporting.com

Doc Id: 1623

Page # 1 of 2

Total Hours for Training Code:Vehicle extrication	8:00	
Total Hours for Training Code:Ventilation	61:00	
Total Hours for Training Code:Water	5:00	
Totals for all selected Training Codes 1/1/2020 - 1/31/2020	27 personnel	714:40

Displays the total training hours per for each of the selected Training Codes. NOTE that this report only applies to accounts that are set to Track Hours by Training Code. Archived Training Codes are not included in this report. This report also includes hours for non-agency Personnel. This report pulls training hours from the Training Code Hours field on the Info Page.



JENKS FIRE & RESCUE RUN REPORTS Comparison 2019 / 2020

Jenks Fire & Rescue

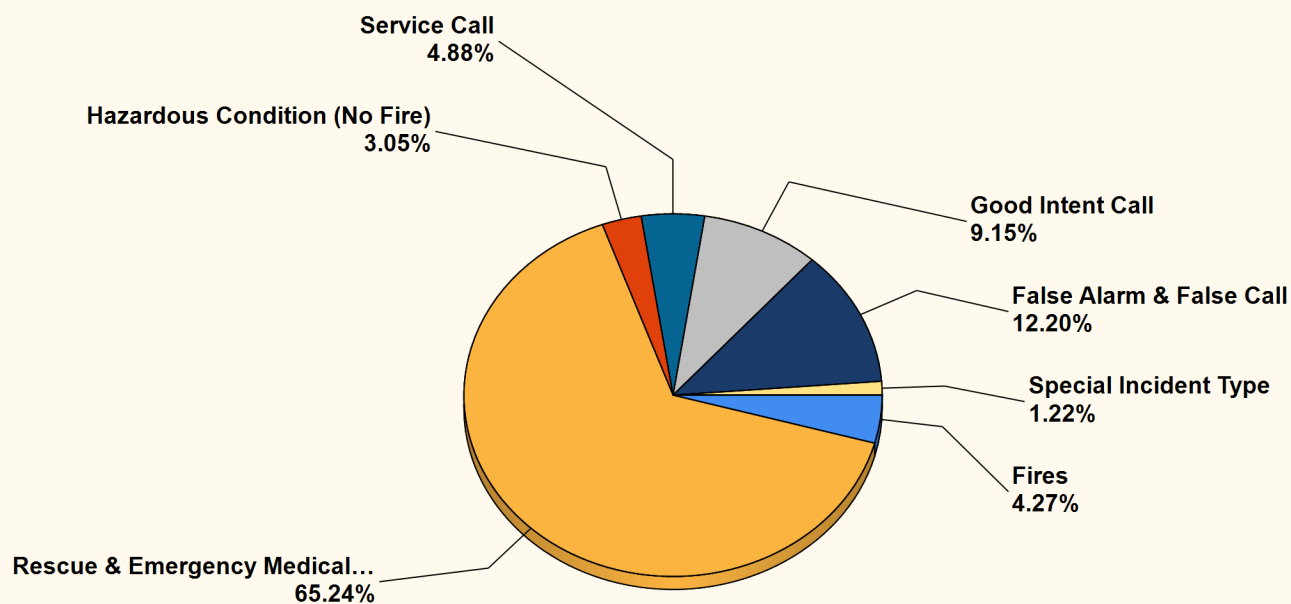
Jenks, OK

This report was generated on 2/10/2020 11:57:02 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2019 | End Date: 01/31/2019



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	7	4.27%
Rescue & Emergency Medical Service	107	65.24%
Hazardous Condition (No Fire)	5	3.05%
Service Call	8	4.88%
Good Intent Call	15	9.15%
False Alarm & False Call	20	12.20%
Special Incident Type	2	1.22%
TOTAL	164	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero. Does not include Imported data.

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
100 - Fire, other	1	0.61%
111 - Building fire	2	1.22%
131 - Passenger vehicle fire	1	0.61%
142 - Brush or brush-and-grass mixture fire	1	0.61%
143 - Grass fire	1	0.61%
151 - Outside rubbish, trash or waste fire	1	0.61%
311 - Medical assist, assist EMS crew	33	20.12%
320 - Emergency medical service, other	5	3.05%
321 - EMS call, excluding vehicle accident with injury	62	37.80%
322 - Motor vehicle accident with injuries	2	1.22%
324 - Motor vehicle accident with no injuries.	5	3.05%
412 - Gas leak (natural gas or LPG)	2	1.22%
442 - Overheated motor	1	0.61%
445 - Arcing, shorted electrical equipment	1	0.61%
463 - Vehicle accident, general cleanup	1	0.61%
511 - Lock-out	1	0.61%
550 - Public service assistance, other	3	1.83%
553 - Public service	1	0.61%
554 - Assist invalid	2	1.22%
561 - Unauthorized burning	1	0.61%
611 - Dispatched & cancelled en route	10	6.10%
622 - No incident found on arrival at dispatch address	1	0.61%
650 - Steam, other gas mistaken for smoke, other	1	0.61%
651 - Smoke scare, odor of smoke	2	1.22%
652 - Steam, vapor, fog or dust thought to be smoke	1	0.61%
700 - False alarm or false call, other	7	4.27%
730 - System malfunction, other	2	1.22%
733 - Smoke detector activation due to malfunction	1	0.61%
735 - Alarm system sounded due to malfunction	4	2.44%
743 - Smoke detector activation, no fire - unintentional	2	1.22%
744 - Detector activation, no fire - unintentional	2	1.22%
745 - Alarm system activation, no fire - unintentional	1	0.61%
746 - Carbon monoxide detector activation, no CO	1	0.61%
911 - Citizen complaint	2	1.22%
TOTAL INCIDENTS:	164	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero. Does not include Imported data.

Jenks Fire & Rescue

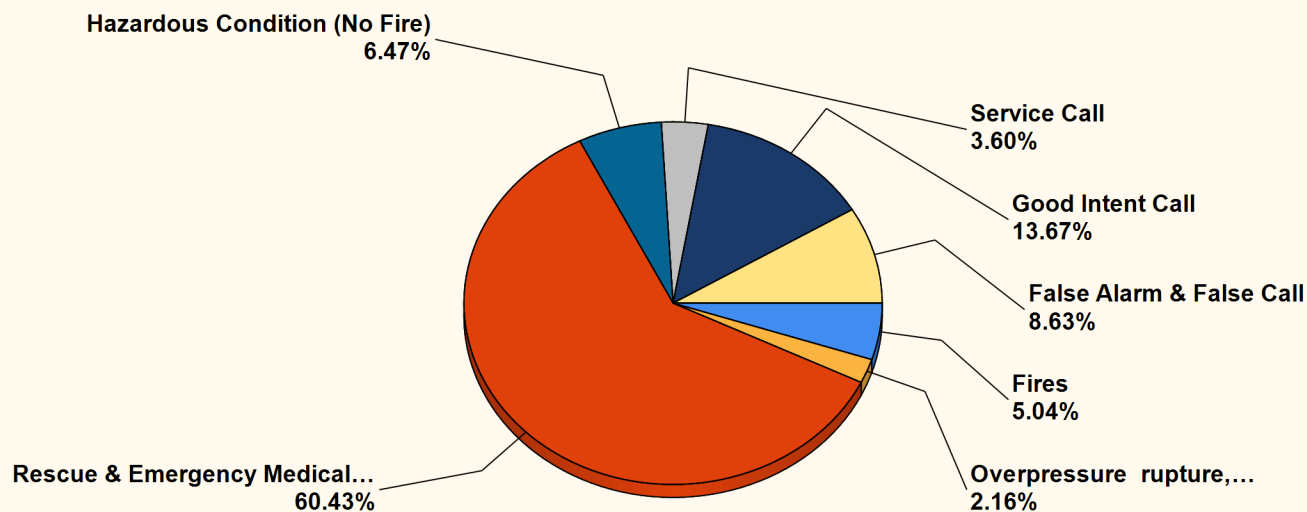
Jenks, OK

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2020 | End Date: 01/31/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	7	5.04%
Overpressure rupture, explosion, overheating - no fire	3	2.16%
Rescue & Emergency Medical Service	84	60.43%
Hazardous Condition (No Fire)	9	6.47%
Service Call	5	3.60%
Good Intent Call	19	13.67%
False Alarm & False Call	12	8.63%
TOTAL	139	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero. Does not include Imported data.

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
135 - Aircraft fire	1	0.72%
140 - Natural vegetation fire, other	1	0.72%
142 - Brush or brush-and-grass mixture fire	1	0.72%
143 - Grass fire	3	2.16%
151 - Outside rubbish, trash or waste fire	1	0.72%
223 - Air or gas rupture of pressure or process vessel	1	0.72%
251 - Excessive heat, scorch burns with no ignition	2	1.44%
311 - Medical assist, assist EMS crew	15	10.79%
320 - Emergency medical service, other	8	5.76%
321 - EMS call, excluding vehicle accident with injury	53	38.13%
322 - Motor vehicle accident with injuries	6	4.32%
324 - Motor vehicle accident with no injuries.	2	1.44%
412 - Gas leak (natural gas or LPG)	2	1.44%
421 - Chemical hazard (no spill or leak)	1	0.72%
422 - Chemical spill or leak	1	0.72%
424 - Carbon monoxide incident	1	0.72%
440 - Electrical wiring/equipment problem, other	1	0.72%
445 - Arcing, shorted electrical equipment	1	0.72%
463 - Vehicle accident, general cleanup	2	1.44%
500 - Service Call, other	2	1.44%
553 - Public service	1	0.72%
554 - Assist invalid	2	1.44%
611 - Dispatched & cancelled en route	15	10.79%
622 - No incident found on arrival at dispatch address	2	1.44%
651 - Smoke scare, odor of smoke	1	0.72%
671 - HazMat release investigation w/no HazMat	1	0.72%
700 - False alarm or false call, other	3	2.16%
733 - Smoke detector activation due to malfunction	3	2.16%
735 - Alarm system sounded due to malfunction	1	0.72%
736 - CO detector activation due to malfunction	1	0.72%
740 - Unintentional transmission of alarm, other	1	0.72%
743 - Smoke detector activation, no fire - unintentional	1	0.72%
744 - Detector activation, no fire - unintentional	1	0.72%
745 - Alarm system activation, no fire - unintentional	1	0.72%
TOTAL INCIDENTS:	139	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero. Does not include Imported data.

Special Event Committee Recommendation

Event title: George's St. Pattys Day Bash

Proposed date(s): March 17, 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:

Closure of "A" Street between Main Street and A Street for a St. Patty's Dash Festival.



Sgt. Bradley Shouse, Special Event Committee Chair

2-6-20

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

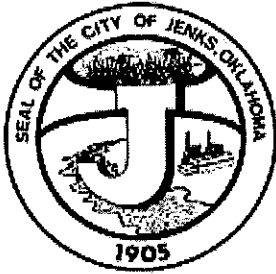
Comments:



Chris Shrout, City Manager

2.6.2020

Date

Print**SPECIAL EVENT APPLICATION - Submission #1161****Date Submitted: 1/7/2020**

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*****GEORGE'S PUB 10TH ANNUAL ST. PAT'S PARTY****Event Description*****GEORGE'S ANNUAL STREET PARTY****Date of Event*****3/17/2020****Event Location (Include Site & Street Maps)*****108 N. 1ST STREET JENKS, OK 74037****Diagram/Map****St. Patricks Layout.pptx**

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

1700

Event Organizer*

COREY CRANDALL

Email Address*

Coreycrandall1710@gmail.com

Primary Contact*

Corey Crandall

Primary Phone*

9186939602

Secondary Contact

Kirstie Ward

Secondary Phone

9184029768

Primary Email Address*

Georgespubs@gmail.com

Primary Mailing Address*

108 n. 1st street

City*

Jenks

State*

OK

Zip Code*

74037

Agency Status*

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

Fundraiser/What Cause (Please Specify)

TIMELINE OF EVENT

Event Start**Date***

3/17/2020

Time*

4:00 PM

Street Closing (for setup)**Date ***

3/17/2020

Time*~~3:00 PM~~

7Am

Event Closes**Date***

3/18/2020

Time*

1:00 AM

Street Opening**Date***

3/18/2020

Time*

2:00 AM

Street(s) requested to be closed*

108 N 1st Street

Attach diagram/Maps as appropriate

Map/DiagramSt. Patricks Layout.pptx

Medical Plan*

hired contractors

Security Plan*

hired contractors

Safety Plan*

hired contractors

Traffic Plan *

hired contractors

Fire Prevention Plan*

hired contractors

Parking Plan*

designated parking

Disabled Parking*

designated parking

Noise & Light Pollution Plan*

time frame available

Restroom Facilities Plan*

porta potties and restroom facilities

Refuse Collection Plan*

n/a

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

corey crandall

Phone

9186939602

Non-City Public Property*☐ Yes
☒ No**Owner of Property/Contact****Phone**

9186939602

City of Jenks Property*☒ Yes
☐ No**Explain**

108 n. 1st street jenks ok 74037

Alcohol/Beer*

OK ABLE License Required

☒ Yes☐ No**Explain**

able license

Food Sales*☒ Yes☐ No**Number of Food Vendors**

normal

Tents*☒ Yes☐ No**Tent Sizes/Locations**

30x75

Attach map

Other Information*☐ Yes☒ No**Explain****Special Permits Needed***☒ Yes☐ No**Explain**

able

Appropriate Zoning*☒ Yes☐ No**Explain**

closed off on each end

Venue Insurance*☒ Yes☐ No**Agency Contact**

tedford insurance

Phone

9182992345

EXTRAORDINARY USES*☐ Animals☐ Firearms☐ Explosives/Fireworks☒ Road Closures☐ Cooking☒ Alcoholic Beverages Served☒ Tents/Temp Structures☐ Aircraft☐ Other

Please specify if other chosen

1. Describe your organization and its purpose.*

GEORGE'S PUB

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

10TH ANNUAL ST. PATS BASH

3. What is the purpose of the event?*

ST PATTYS DAY

4. Summarize your event.*

ST. PATS BASH

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

YES, BY US FOR 9 YEARS PREVIOUS

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

NOTHING

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

10000

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?*

NONE

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

20

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

GEORGE'S PUB AND MARYNS EMPLOYEES

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

WAYMATICS, ROLL AWAY BAR- LDF

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

POSSIBLE JOCKEY BOXES- BUDWEISER OR REPUBLIC

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**

JOHN C. CRANDALL

Print Name*

COREY CRANDALL

Date*

1/7/2020

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*

GEORGE'S PUB 10TH ANNUAL ST. PAT'S BASH

hereinafter referred to as "APPLICANT"

Address of Applicant*

108 N. 1ST STREET

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*

3/17/2020

Between the hours of*

4:00 PM

11:45 PM

—

Event described as*

GEORGE'S PUB 10TH ANNUAL ST. PATS BASH

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*

1/7/2020

Name of Sponsoring Organization*

GEORGE'S PUB

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**

JOHN C. CRANDALL

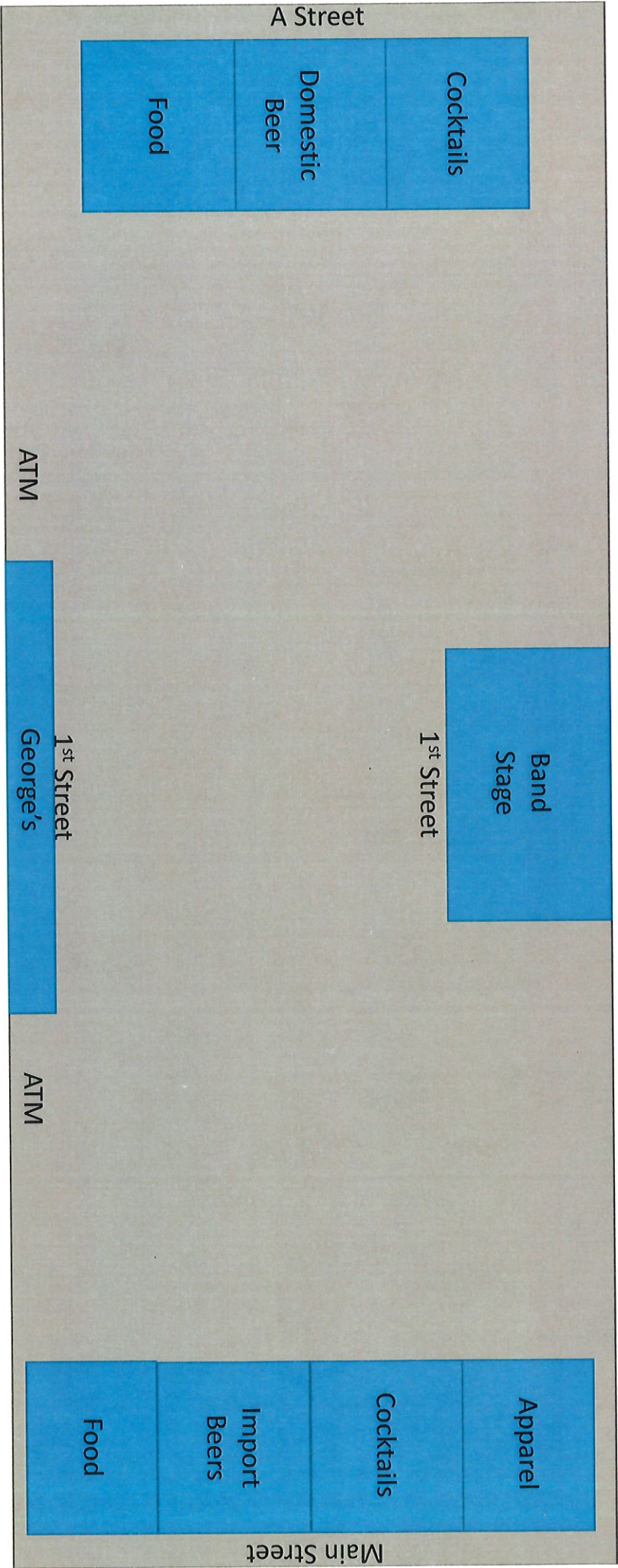
Print Name*

COREY CRANDALL

Phone Number*

9186939602

Witness Signature**For Office Use**



Special Event Committee Recommendation

Event title: Walk MS Tulsa

Proposed date(s): April 25, 2020

Description: Rally/Walk

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:

Use of the Trail system from the Aquarium to the North end of the Riverwalk.



Sgt. Bradley Shouse, Special Event Committee Chair

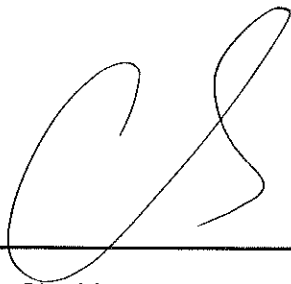
2-6-20

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

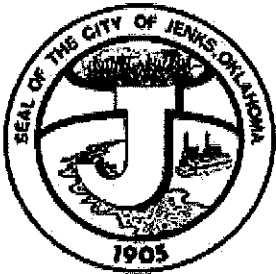
Comments:



2-6-2020

Chris Shrout, City Manager

Date

Print**SPECIAL EVENT APPLICATION - Submission #1158****Date Submitted: 1/6/2020**

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***

Walk MS Tulsa

Event Description*

Fundraising Walk for MS Society

Date of Event*

4/25/2020

Event Location (Include Site & Street Maps)*

Oklahoma Aquarium

Diagram/Map

TulsaOverviewSiteMap2020.jpg

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

750-850

Event Organizer*

National MS Society

Email Address*

kristen.flores@nmss.org

Primary Contact*

Kristen Flores

Primary Phone*

9187707270

Secondary Contact**Secondary Phone****Primary Email Address***

kristen.flores@nmss.org

Primary Mailing Address*

2526 E 71st Street, Suite A

City*

Tulsa

State*

OK

Zip Code*

74136

Agency Status*

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

Fundraiser/What Cause (Please Specify)

Multiple Sclerosis

TIMELINE OF EVENT

Event Start**Date***

4/25/2020

Time*

7:30 AM

Street Closing (for setup)**Date ***

1/25/2020

Time*

9:00 AM

Event Closes**Date***

4/25/2020

Time*

1:30 PM

Street Opening**Date***

4/25/2020

Time*

12:00 PM

Street(s) requested to be closed*

NA

Attach diagram/Maps as appropriate

Map/Diagram No file chosen**Medical Plan***

We will have volunteer medical staff as well as EMSA provided ambulance on site

Security Plan*

Overnight security to watch over items

Safety Plan*

We have a detailed Emergency Response Plan that will be finalized in the next month for sharing

Traffic Plan *

Use Jenks Police assistance to establish a safe route

Fire Prevention Plan*

Fire extinguishers on site as well as receive all necessary fire department approvals for tent rentals

Parking Plan*

Use of Aquarium parking lot

Disabled Parking*

Additional parking spots will be reserved for disabled parking

Noise & Light Pollution Plan*

No light issues. Sound will be kept on site at aquarium.

Restroom Facilities Plan*

Portapotty rental from At Your Service Rentals

Refuse Collection Plan*

NA

Additional Responsibilities**Open Air Event***

☒ Yes
☐ No

Private Property *

☐ Yes
☒ No

Owner of Property/Contact

Phone

Non-City Public Property*

☐ Yes
☒ No

Owner of Property/Contact

Phone

City of Jenks Property*

☐ Yes
☒ No

Explain

Alcohol/Beer*
OK ABLE License Required
☐ Yes
☒ No
✓

Explain

Food Sales*
☐ Yes
☒ No
✓

Number of Food Vendors

Tents*
☒ Yes
✓ ☐ No

Tent Sizes/Locations

ABCO rentals - 40x60, 20x30, 10x20, 10x10

Attach map

Other Information*
☐ Yes
☒ No
✓

Explain

Special Permits Needed*
☒ Yes
✓ ☐ No

Explain

Street closures for walk

Appropriate Zoning*
☐ Yes
☒ No
✓

Explain

Venue Insurance*
☐ Yes
☒ No
✓

Agency Contact**Phone**

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.*

A World Free of MS. People affected by MS can live their best lives as we stop MS in its tracks, restore what has been lost and end MS forever

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

Our staff oversees 24 Walk events in OK, TX, AR, and LA. Some much larger and some smaller.

3. What is the purpose of the event?*

Raise awareness and funds for the MS Society

4. Summarize your event.*

Ending multiple sclerosis for good will take all of us. It's why Walk MS matters so much. And it's why you matter so much. Walk MS helps us team up with friends, loved ones and co-workers to change the world for everyone affected by MS.

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

Yes. We've held this event for the past 33 years in Tulsa. Most recently we have been located at Guthrie Green downtown.

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

Weather

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

5000

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?*

Online, posters, email, word of mouth, magazines, and billboards

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

8

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

National MS Society

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

ABCO tents, tables, chairs.

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

NA

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

Kristen Flores

Print Name*

Kristen Flores

Date*

1/6/2020

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*

National MS Society

hereinafter referred to as "APPLICANT"

Address of Applicant*

2526 E 71st Street, Suite A

City

Tulsa

State

OK

Zip Code

74136

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*

7:30 AM

1:30 PM

—

Event described as*

Walk MS Tulsa

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*

1/6/2020

Name of Sponsoring Organization*

National MS Society

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**

Kristen Flores

Print Name*

Kristen Flores

Phone Number*

9187707270

Witness Signature

For Office Use

WALK MS TULSA

Oklahoma Aquarium

April 25, 2020



Walk MS Event

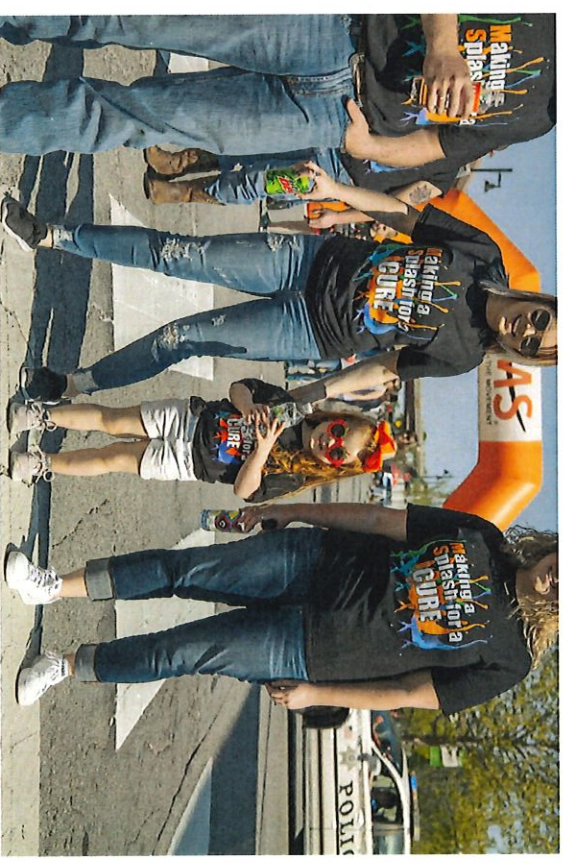
Ending multiple sclerosis for good will take all of us. Walk MS helps us team up with friends, loved ones and co-workers to change the world for everyone affected by MS. Together, we become a powerful force. And with every step we take, every dollar we raise... we're that much closer.

Walk Info & Requirements

- Event open to the public with no registration fee. Fundraising is encouraged.
- Walk MS routes are fully accessible and feature one- and three-mile options.
- All Walk MS sites are accessible for scooters, wheelchairs, walkers or a cane.
- Walk MS is held rain or shine. In the event of lightning or other dangerous conditions, we will delay the event until conditions improve. Updates are emailed and posted to the Walk MS event website.
- Children must be registered to participate.
- Accessible restrooms will be available.

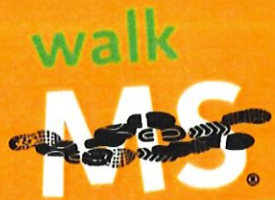
Overview

- Set Up on Friday April 24th
 - 1:00pm - 5:00pm
- Event Date April 25th
 - Set Up – 5:00am
 - Site Opens – 7:30am
 - Walk Start – 9:00am
 - Site Closes – 1:30pm
 - Clean Up Complete – 2:30pm



General Items

- Tents
 - ABCO Party Supply will be setting up tents on Friday afternoon
 - Tents will be weighted down with water barrels. We will utilize hose hook up at the Aquarium.
- Arch
 - We have an inflatable arch that will be set up at the start/finish line next to our event set up. Small generator will be used.

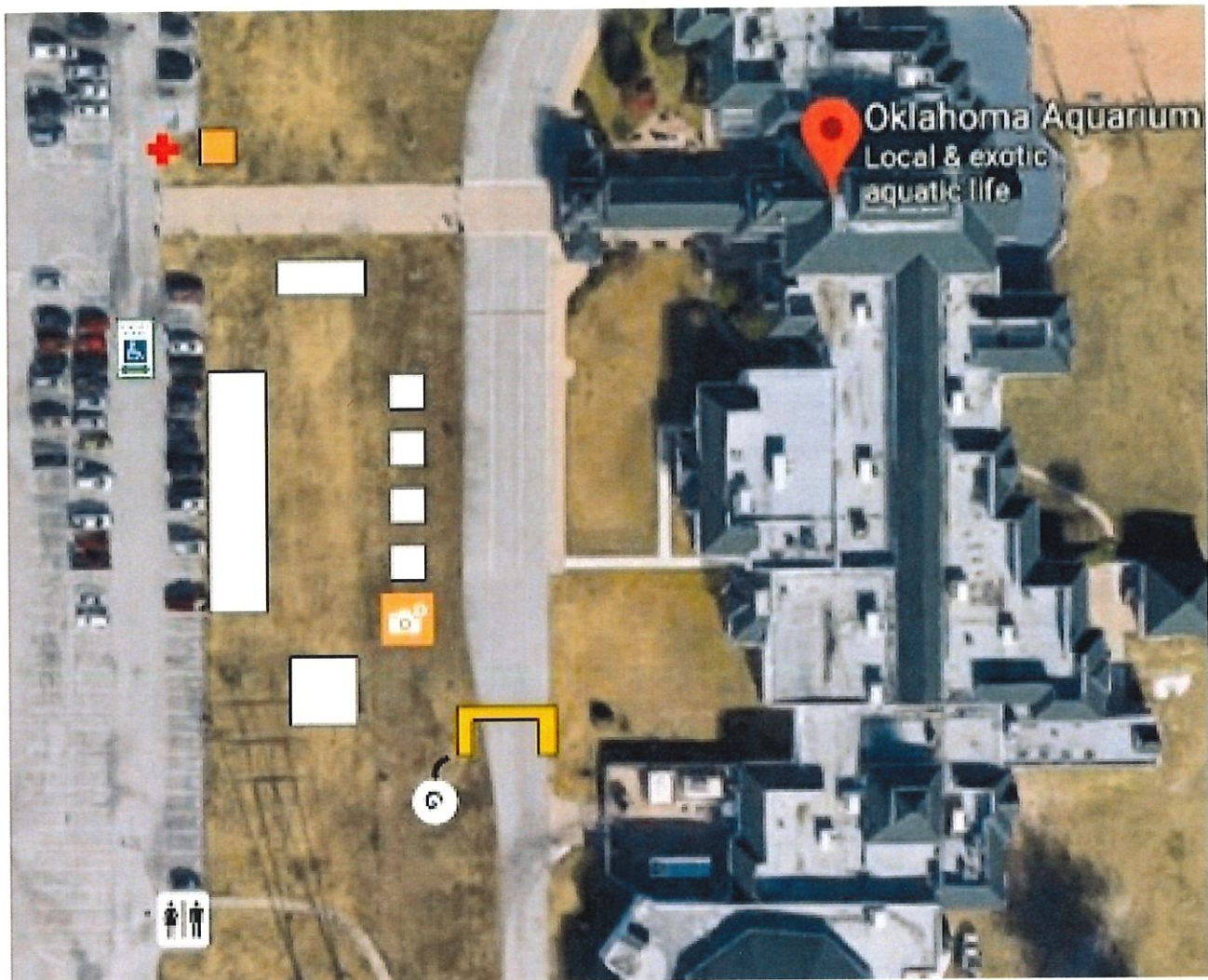


WALK MS. TOGETHER
WE ARE STRONGER.

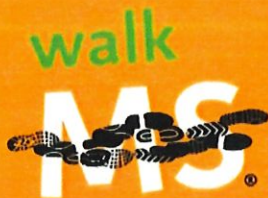
WALK MS: TULSA— SITE MAP

April 25, 2020—Site Opens at 7:30am / Walk Starts at 9:00am

OKLAHOMA AQUARIUM—300 Aquarium Dr, Jenks, OK 74037



- White and orange boxes are tents
- Red cross is where first aid station will be set up
- Arch is set up on pathway. Portable generator on site.
- Portapotties on south east side of parking lot



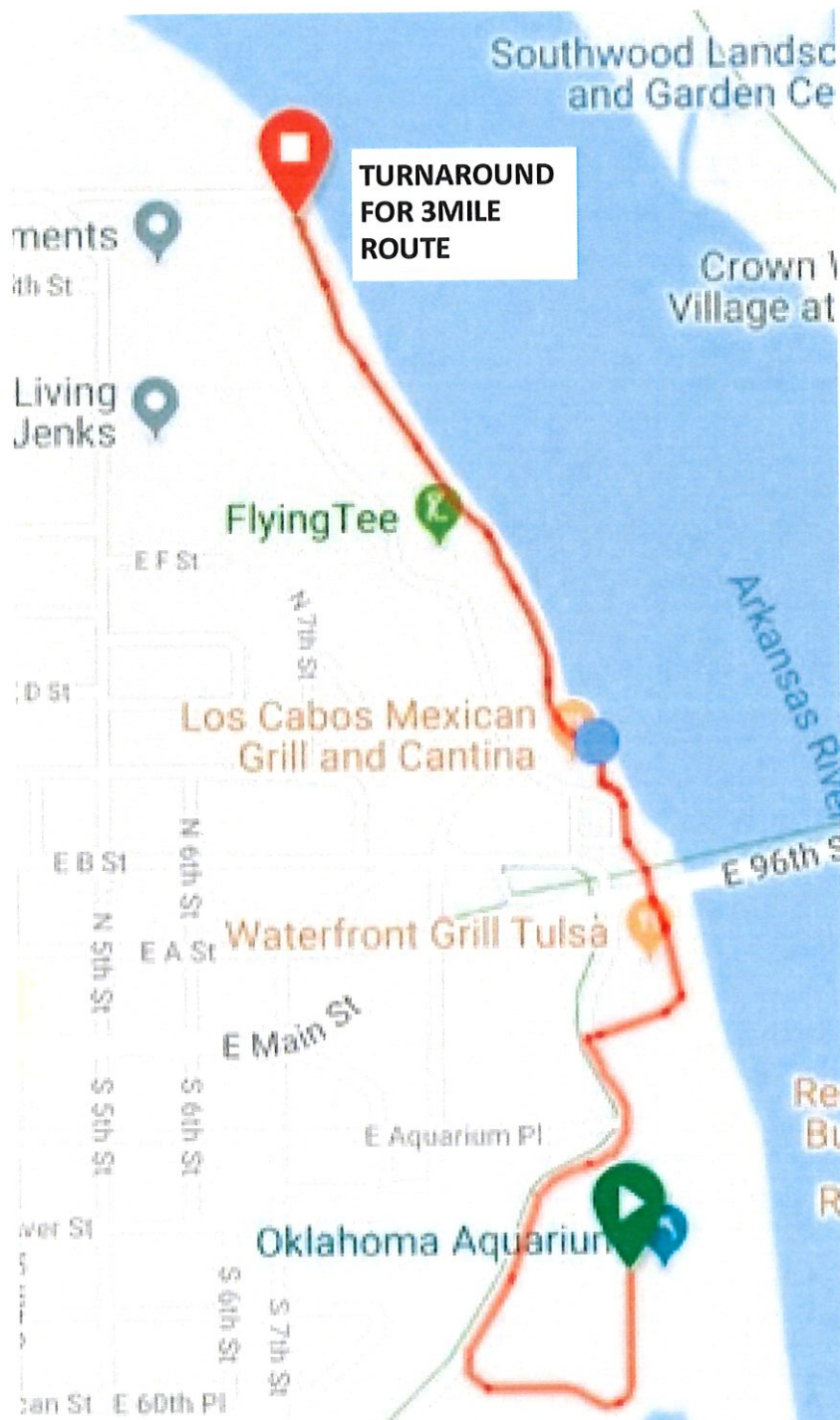
WALK MS.

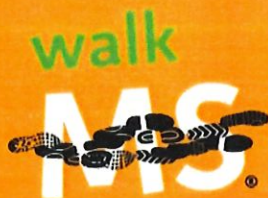
TOGETHER
WE ARE STRONGER.

WALK MS: TULSA—3 Mile Option

April 25, 2020—Site Opens at 7:30am / Walk Starts at 9:00am

OKLAHOMA AQUARIUM—300 Aquarium Dr, Jenks, OK 74037



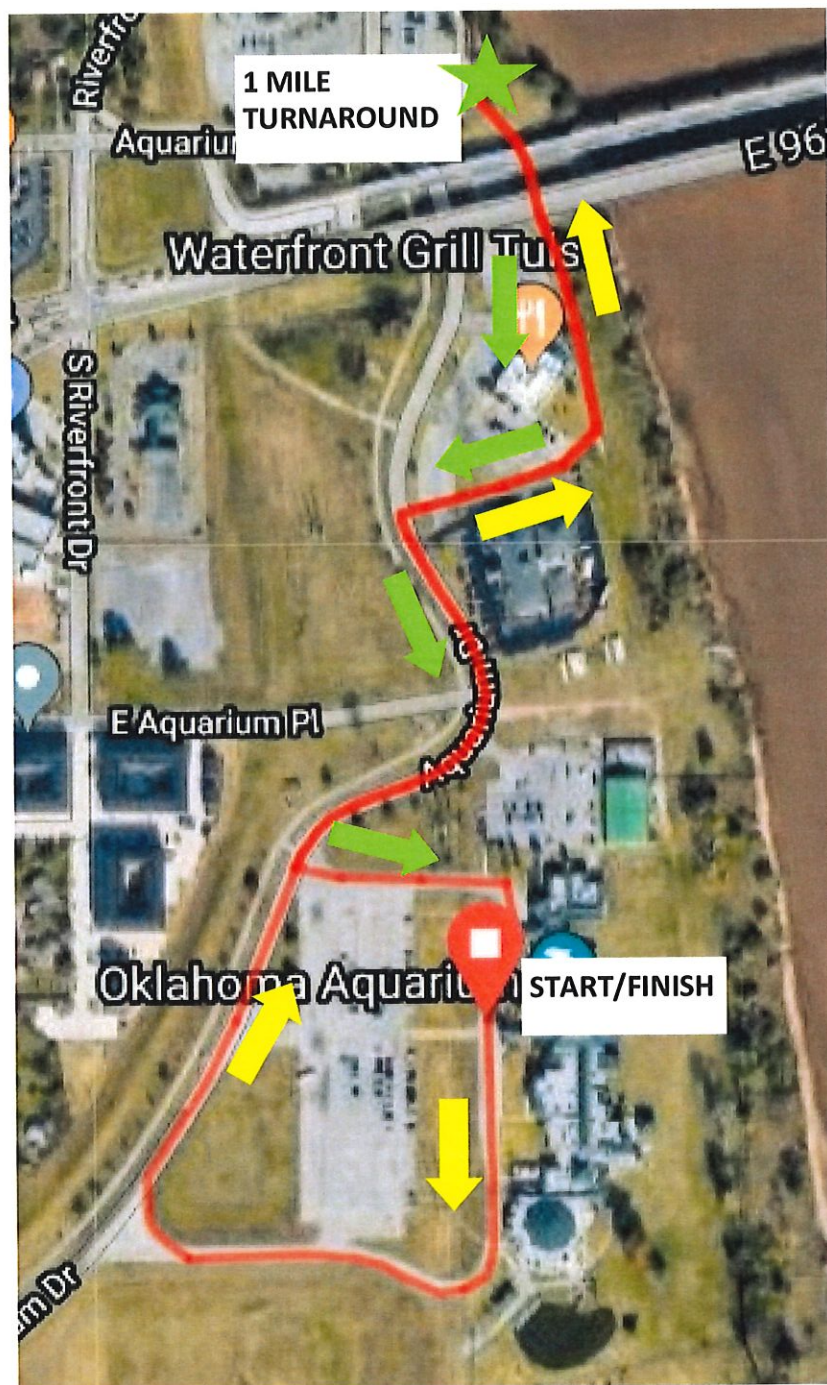


WALK MS. TOGETHER
WE ARE STRONGER.

WALK MS: TULSA—1 Mile Option

April 25, 2020—Site Opens at 7:30am / Walk Starts at 9:00am

OKLAHOMA AQUARIUM—300 Aquarium Dr, Jenks, OK 74037



WALK MS. ® **TOGETHER
WE ARE STRONGER.**

2020 Walk MS: Tulsa EMERGENCY PLAN

- Emergency Plan
- Incident Report
- Right to Dismissal
- Weather Plan



EMERGENCY MANAGEMENT PLAN

Walk MS: Tulsa

Location: Oklahoma Aquarium

Intent:

This emergency plan is intended to provide various options to meet the needs of the participants and staff in the event of an emergency, given the constraints of the site. It is further intended to function as an addendum to the event site's own emergency management plan. The Site Lead (**Kristen Flores National MS Society's Event Production Manager**) will coordinate with the site owner's representative on site. Emergency personnel on site will be empowered to initiate appropriate emergency procedures as outlined herein.

Name

Jenks Police Department

Jenks Fire Department

EMSA

Phone

(918) 299-6311

(918) 299-2727

(918) 596-3049

Emergency Shelter Locations:

- 1. Primary:** If conditions allow, participants may use their automobiles or other nearby parking garages as temporary shelter. Participants will be discouraged from sheltering in their vehicles for conditions such as a tornado, high winds or a hazardous chemical release. Participants also will be discouraged from sheltering in tents or under trees if lightning or high wind conditions are present.
- 2. Secondary:** Participants will be able to utilize the Aquarium building.

WALK MS. TOGETHER WE ARE STRONGER.

2. Generalized - affecting most or all of the event area:

An emergency occurring on or off the event site that threatens many or all of the participants will result in an immediate response by the site lead to call 9-1-1, and/or activate onsite police and fire personnel. Additional resources should be requested as necessary, and an **Incident Command System** established. Should event closure and / or evacuation become necessary participants will be directed to safe exits via the public address system and with the assistance of Society staff, volunteers, but taking the lead from police and/or other civilian emergency personnel.

Evacuation:

1. Localized: A localized evacuation of a portion of the event site will be conducted as necessary to ensure the safety of the participants, volunteers and staff. The extent and duration of this evacuation will be at the discretion of the on-site police and fire commanders.

2. Generalized: A general evacuation is the complete closing of the event and the removal of all participants from the site. The evacuation may be immediate or delayed depending on the nature of the emergency. Participants may leave in their own vehicles or be directed to designated shelters, again depending on the nature of the emergency.

Shelter:

If conditions allow, participants may use their automobiles as temporary shelter. **Participants will be discouraged from sheltering in their vehicles for conditions such as a tornado, high winds or a hazardous chemical release.** Participants also will be discouraged from sheltering in tents or under trees if lightning or high wind conditions are present.

This plan was developed to establish guidelines and provide for the continuity necessary for a coordinated response in the event of an emergency. It is consistent with the emergency management plan and the standard operating procedures of the Police and Fire Departments. Event personnel should be familiar with the guidelines herein as well as the policies and procedures of their respective departments.

The Society representatives will adhere to all directives given by appropriate City and State Officials on emergency response protocols. The site emergency lead for Walk MS: Tulsa is Karen Littlejohn.

WALK MS. TOGETHER WE ARE STRONGER.

Event staff can find additional information and printable materials at:

<https://www.dhs.gov/see-something-say-something>

Should local or state law enforcement advise event organizers of a credible threat to the event, NMSS Risk Management must be notified.

HOMELAND SECURITY SAYS: To report suspicious activity, contact your local law enforcement agency. Describe specifically what you observed, including:

- **Who** or **what** you saw;
- **When** you saw it;
- **Where** it occurred; and
- **Why** it's suspicious.

If there is an emergency, call 9-1-1.

Walk MS WEATHER PLAN

The Walk MS takes place rain or shine. If there is impending dangerous weather, postponement will occur and a final decision will be made to walkers/runners to determine if event will take place by 8:30am.

NMSS Staff Emergency Protocol & Information to be activated by the Society's site lead

HOSPITAL INFORMATION:

Saint Francis Hospital

6161 S Yale Ave, Tulsa, OK 74136

(918) 494-2200

Ascension St. John Urgent Care Jenks

220 S Elm St #100, Jenks, OK 74037

(918) 403-7146

HOSPITAL LIASON:

Danielle Morrison

918-813-9383

WALK MS.® TOGETHER WE ARE STRONGER.

Weather-related route evacuation
Robbery, significant theft or vandalism

Should a fatality or a catastrophic loss (potential threat or loss of substantial property, assets or reputation) occur during your event, please call
844-4-HELP-44 (844.443.5744)

This emergency number will connect you directly to "AnsweringService Care," a vendor that we have retained to provide on call emergency answering service support. This service will allow chapters to have access to staff on the Crisis Response Team 24/7 to provide immediate support in the event of a catastrophic situation. AnsweringService Care will immediately contact the crisis team lead on call this weekend listed below.

This weekend's Crisis Team Lead:

TBD

The Crisis Team lead will follow up with you by phone as soon as possible.

With your help, s/he will assess the situation and depending on the needs of your chapter, reach out to members of the response team and organize support. This team is composed of representatives from risk management, PR, marketing and development, IT, and client services (counseling support) departments. The team is prepared to provide whatever assistance your chapter might need to support the crisis at hand.



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: 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 inconsistencies involve two methods of notification of pending work by the City: USPS Mail or 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 are mailed days in advance of actual cutoff, mail delivery may be untimely causing the customer to receive notice of cutoff after their services were cutoff. Also, customers may remit payment for services before receiving the mailed cutoff notice and upon receiving the notice express concern that their payment has not been applied and that staff is incompetent.

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, sufficient 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, sufficient 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 3rd day of March 2020.

CITY OF JENKS, OKLAHOMA

MAYOR

Attest:

CITY CLERK

Approved as to form:

CITY ATTORNEY

Emergency Clause approved separately this 3rd day of March 2020.

CITY OF JENKS, OKLAHOMA

MAYOR

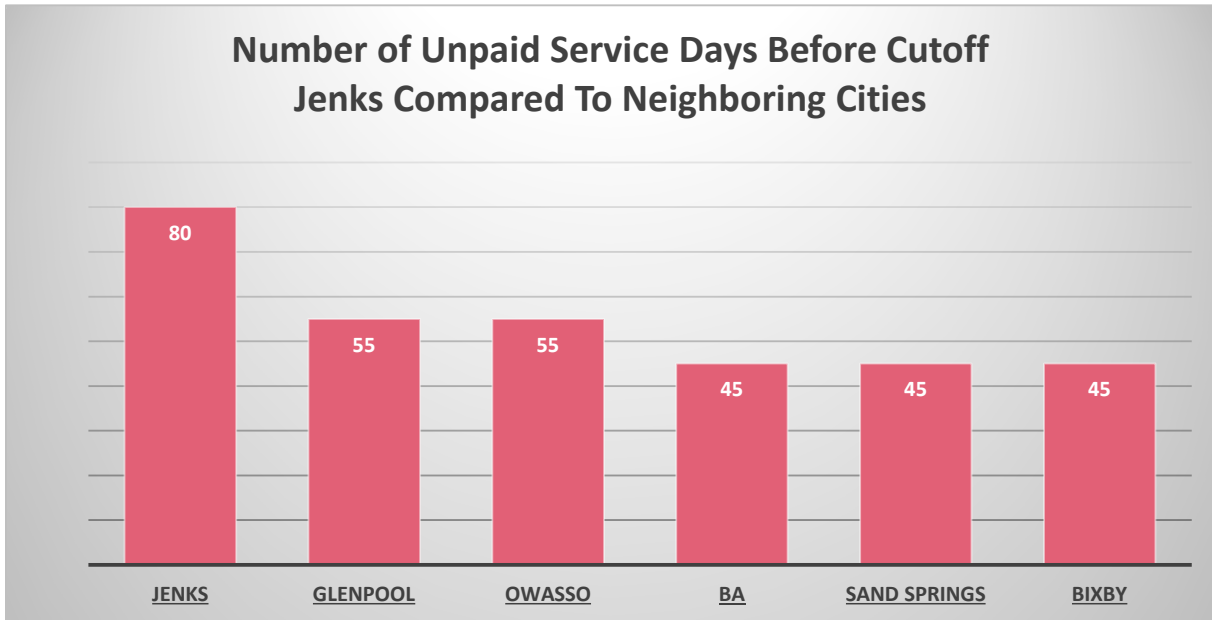
Attest:

CITY CLERK

CITY OF JENKS

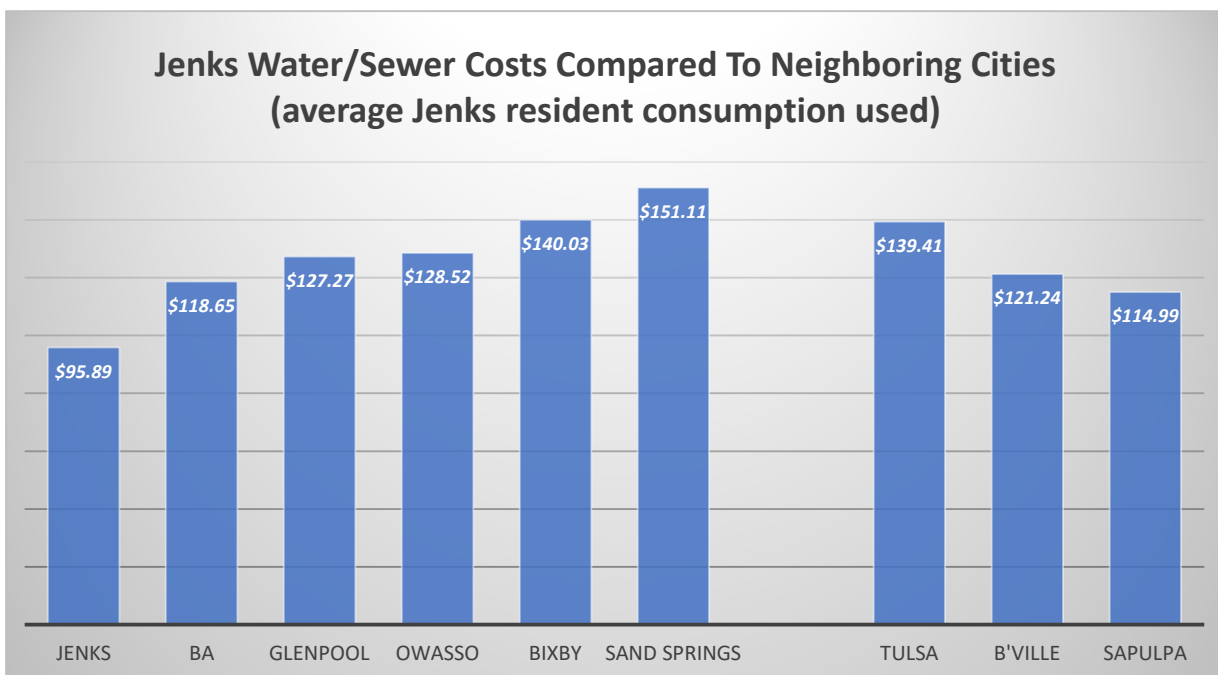
MUNICIPAL STATISTICS COMPARISON - CUTOFFS & WATER/SEWER RATE

March 3, 2020



* Only 2% of Jenks residents face possible cutoff on any given month

** Only 10% of Jenks residents carry more than 30 days of outstanding charges





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: **March 03, 2020**

Subject: **Explorer Reimbursement Agreement – Elm Street Project**

On May 2016, the City of Jenks entered into a Professional Engineering Services contract with Marquardt Engineering PLLC. for the Elm Street widening (111th to 131st Street) project. This project includes widening Elm Street to 5 lanes from 111th Street to 131st Street. This also include improvements to 111th Street, 116th Street, 121st Street, and 131st Street Intersections. Rights-of-Way Acquisition has started as of February 2020. The utility relocation phase of this project has been started.

A 24" Explorer pipeline that crosses Elm Street near 118th Street will need the protective casing for this pipeline extended for the proposed widening of Elm Street to 5-lanes. This pipeline goes from the Glenpool tank farm to the Missouri State line. The existing 30" casing will be extended approximately 20 feet to the west and to the east of the current casing limits. The agreement has been approved by the City Attorney. Estimated cost of this modification to the existing pipe line is \$216,973. Explorer Pipeline Company is requiring the full amount of the estimate to be deposited with them before they will start the work. The final costs of this project may be lower or higher than the estimate. If the cost is over 10% higher than the estimate, re-negotiations of the contract are required before proceeding with additional work.

Request approval of a reimbursement agreement with Explorer Pipeline Company for extension of a 24" gas pipeline casing crossing Elm Street near 118th Street as part of utility relocation on the Elm Street widening project (111th Street to 131st Street) in the amount of \$216,973.00; funding for the same is requested to be appropriated from the JPWA One-Cent Capital Fund fund balance to be budgeted to Account No. 53-521-5393. Fund 53 would be reimbursed if the April 7, 2020 GO Bond is approved by the voters.

Attachments:
Explorer Pipeline Agreement and Exhibits

REIMBURSEMENT AGREEMENT

This Reimbursement Agreement (the "Agreement") is made and entered into effective the ___ day of _____, 2019, by and between the City of Jenks, an Oklahoma municipal corporation, with its principal offices at _____ (the "City") and Explorer Pipeline Company, a corporation organized and existing under the laws of the State of Delaware, with its principal offices at 6120 S. Yale Ave., #1100, Tulsa, OK 74136 (the "Company").

RECITALS:

1. The Company operates a refined petroleum products pipeline system which runs from Port Arthur, Texas, west to Houston, and then north to Dallas, Fort Worth and Tulsa, then northeast to St. Louis and the Chicago area. Explorer holds an easement in which its pipeline system runs along South Elm Street in the City of Jenks.

2. The City intends to initiate a project which involves widening an intersection located in or around the South Elm Street area (the "Project"); the Project plans are described and set forth as Exhibit "A". To achieve that end, the City has requested the Company take necessary steps to protect and relocate the pipeline in order to accommodate City's Project. Consequently, the City has agreed to reimburse the Company for costs and expenses incurred in accommodating the Project.

Now, therefore, in consideration of the mutual promises in this Agreement, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. Scope of Work. The Company shall furnish any and all labor, supervision, permits, machinery, equipment, tools, fuel, supplies, facilities, materials, transportation and all other things necessary for the performance and completion of the authorized work. The scope of work is set forth and attached hereto as Exhibit "B" (the "Work"). Company will have full control over the methods, supervision, materials and equipment used to complete the Work. City shall provide the Company unfettered access to the work site. Should the Work be stopped prior to project scheduled completion for any reason, regulatory, economic or otherwise, Company will restore its pipeline to a permanent working condition as soon as possible and with least cost. Thereafter, Company will perform an accounting and reimburse the City accordingly.

2. Reimbursement. As reimbursement for the Company's costs in accomplishing the Work, the City agrees to pay to Company the sum of \$216,973 Dollars and no/100 (\$0.00) paid in advance. A current estimate of costs is set forth and attached as Exhibit "C". In the event conditions arise that cause a significant change in the estimated cost (more than 10% increase), the parties will cease work and renegotiate the terms of this agreement before proceeding.

3. Audit. Company will make a complete accounting of all costs associated with the Project. If at the end of the Project and the conclusion of the Work, costs were less than estimated, the Company will reimburse the City accordingly. If actual costs exceed the original estimate, the City agrees to further reimburse Company for all actual incurred costs in excess of the estimated costs provided herein.

4. Notice. The primary contact for each party is as follows:

Explorer Pipeline Company**City of Jenks**

Patrick Nwakoby, Project Engineer

pnwakoby@expl.com

Phone: 918.493.5172

Phone:

5. Confidentiality. The Company may make available to the City certain Confidential Information which the Company regards as confidential and proprietary. This information is furnished solely in connection with Work to be performed for the City by the Company. The Company agrees that it and any subcontractors used by the City to assist in the performance completion of the Project or the Work will keep all such information confidential subject to the provisions of the Oklahoma Open Records Act.

6. Miscellaneous.

- a. Authority. By executing this document, the signatories agree they are duly authorized agents for their respective companies, and have the power and authority to bind their respective companies to the promises made herein. Furthermore, CITY warrants it has the right from landowners to engage EPL to do the work described herein.
- b. Entire Agreement. This document incorporates the complete agreement between the parties. All claims to promises made regarding any aspects of this project outside of this writing are presumed invalid.
- c. Extensions, Modifications, Amendments. No extension, modification or amendment of this Agreement shall be binding upon a party hereto unless such extension, modification or amendment is set forth in a written instrument, which is executed by both parties and delivered on behalf of such party.
- d. Severability. Except as provided in the following sentence, the invalidity of any one or more covenants or provisions of this Agreement shall not affect the validity of any other provisions hereof or this Agreement as a whole, and in case of any such invalidity, this Agreement shall be construed to the maximum extent possible as if such invalid provision had not been included herein. In no event shall partial or incomplete invalidity, illegality or unenforceability affect the validity of this Agreement. In the event this Agreement is terminated for any reason, the Parties will reasonably cooperate to return the Parties to the same economic situation they were in prior to the initiation of the Project and the Work to the maximum extent reasonably possible.
- e. Waiver. The failure or delay of either party hereto at any time or times to require performance of any provision of this Agreement shall in no manner affect its right to enforce that provision. No single or partial waiver by either party hereto of any condition of this Agreement, or the breach of any term, agreement or covenant or the inaccuracy of any representation or warranty of this Agreement, whether by conduct or otherwise, in any one or more instances shall be construed or deemed to be a further or continuing waiver of any such condition, breach or inaccuracy or a waiver of any other condition, breach or inaccuracy.

- f. Successors & Assigns. This agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto; and the rights herein granted may be leased or assigned, together or separately and in whole or in part.
- g. Counterparts. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same Agreement.

IN WITNESS WHEREOF, the parties have agreed and executed this Agreement effective upon the date first written above.

Remainder of page intentionally left blank

Signature page to follow

SIGNATURE PAGE

“Company”

Explorer Pipeline Company, a Delaware corporation

By:

T.J. Jensen, President

Explorer Pipeline Co.
Approved as to form

Helen M. Callahan

The “City”

CITY OF JENKS, OKLAHOMA,

by: _____

ATTEST:

City Clerk

APPROVED:

 2/20/20

City Attorney Date

APPROVED:

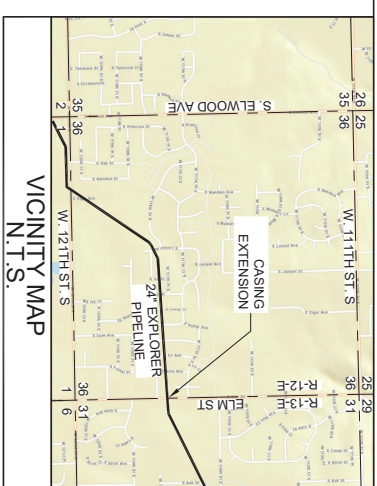
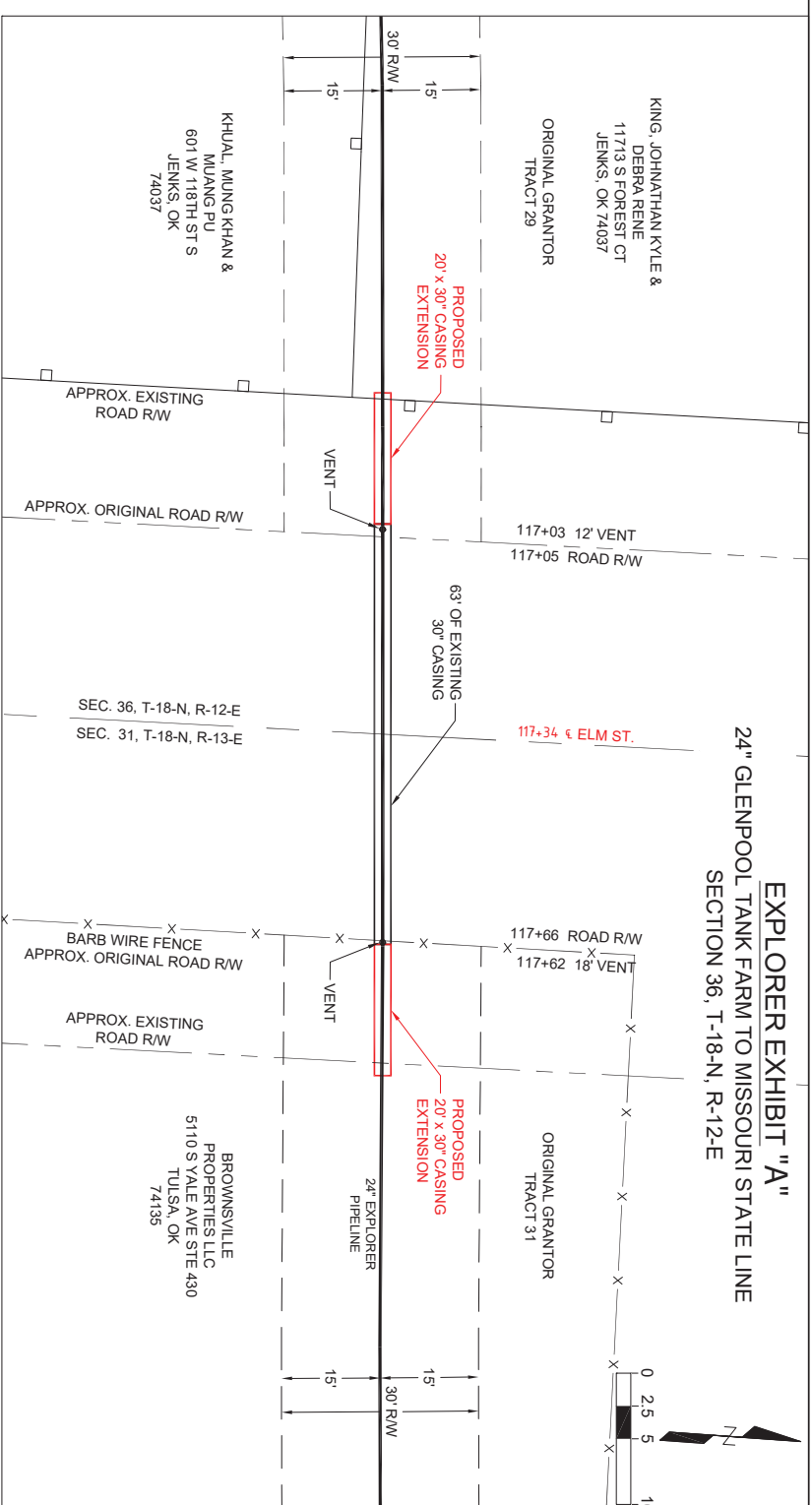
 2/17/2020

City Engineer Date

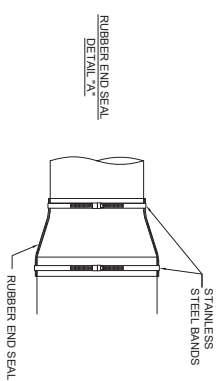
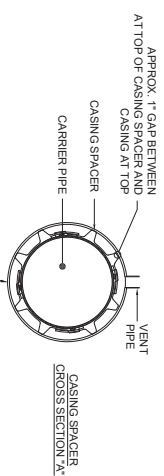
EXHIBIT A

Project Plans & Drawings

EXPLORER EXHIBIT "A"
24" GLENPOOL TANK FARM TO MISSOURI STATE LINE
SECTION 36, T-18-N, R-12-E

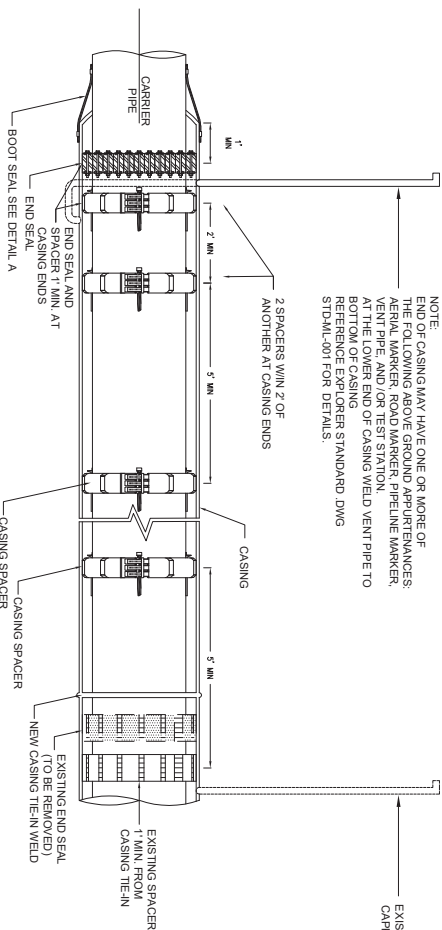


- LEGEND
- EXPLORER PIPELINE
 - PROPOSED RELOCATION
 - PERMANENT EASEMENT
 - EXISTING CASING
 - PROPOSED CASING
 - TEMPORARY WORKSPACE
 - PROPERTY LINE
 - RIGHT-OF-WAY LINE
 - CENTERLINE OF ROAD
 - SECTION LINE



NOTE:
END OF CASING MAY HAVE ONE OR MORE OF THE FOLLOWING: 1. CASING SPACERS, AERIAL MARKER, ROAD MARKER, PIPELINE MARKER, VENT PIPE, AND/OR TEST STATION. AT THE LOWER END OF CASING WELD VENT PIPE TO BOTTOM OF CASING. REFERENCE EXPLORER STANDARD DWG STDAL-001 FOR DETAILS.

EXISTING CASING TO BE CAPPED BELOW GRADE



- NOTES
- PARCEL BOUNDARIES AND EXPLORER PIPELINE ARE APPROXIMATE AND ARE NOT NECESSARILY ACCURATE TO SURVEYING OR ENGINEERING STANDARDS.
 - FOR PROPOSED ROAD PLANS SEE SHEET 333-EX-1000 OF THE CITY OF TULSA, OK. THE CITY OF TULSA, OK. THE CITY OF TULSA, OK. THE CITY OF TULSA, OK.
 - REFERENCE STDAL-001
 - REFERENCE 328-AA-1128

REV	DESCRIPTION	DATE	BY	CHKD	APPR	DRWN	T.M.M.	SCALE	VARIABLES	CC	REGION	SHEET	OF
0	ISSUED FOR REVIEW	12/23/23	CC	12/23/23		DRWN	T.M.M.	333-EX-1000		CC		1	OF 1
1	ISSUED FOR REVIEW	12/23/23	CC	12/23/23		DRWN	T.M.M.	333-EX-1000		CC		1	OF 1



GLENPOOL AREA
EXPLORER PIPELINE
ELM ST. CASING EXTENSION
M.P. 2.22
SECTION 36, T-18-N, R-12-E
333-EX-1000

EXHIBIT B

Scope of Work

EXHIBIT “B”

Scope of Work

Work is to be performed at Explorer Pipeline’s 24-inch crossing – Elms Street in Jenks, Oklahoma.

The work involves extending the existing Pipeline Casing by the installation of 40 feet (20 feet on either side) of 30-inch Split Casing on the 24-inch OD Pipeline. See attached drawing.

The work will also involve installation of casing insulators, link seals and vent pipe.

EXHIBIT C

Estimate of Costs

EXHIBIT "C"

PROJECT INFORMATION

\$ 216,973	Estimate Total
------------	----------------

Estimate Form
Revision 1.2
11/11/19

TITLE: Elm Street Casing Extension
TAB 01 Extending casing 20' on both sides of Elm street to accommodate City of
SCOPE: Jenks project.

Requested By: City of Jenks
Estimate # :
Date: 01/21/2020
Prepared By: C.Cavaliere
Project Manager: TBD

Size	Description	Quantity	Units	Unit Cost	Cost	Total	Tax Total
30.000	0.375 Gr B 42 52 60 Pipe, c/w 14-16 mil FBE	40	ft	120.00	4,800		
	Freight Allowance	1	Is	10%	480		

	PIPE (101)					5,280	5,716
	VALVES (102)					-	-
	FITTINGS (103)					-	-
	MEASUREMENT EQUIPMENT (104)					-	-
	EFM, PLC, SOFTWARE (105)					-	-
	PUMPS AND EQUIPMENT (106)					-	-
	SEPARATORS (107)					-	-
	BUILDING (109)					-	-
	TANKS(110)					-	-
	CORROSION MATERIALS (111)					-	-
	TOTAL MATERIALS AND SUPPLIES					5,280	5,716

COMPANY LABOR

GIS / Drafting	8	hr	70.00	560			
EMT	40	hr	70.00	2,800			
Engineering	40	hr	70.00	2,800			
	COMPANY LABOR (201)					6,160	6,160
	COMPANY BENEFITS (202)					-	-
	EMPLOYEE EXPENSE (203)					-	-
	VEHICLE EXPENSE (204)					-	-
	TOTAL COMPANY COST					6,160	6,160

MECHANICAL

Mob/Demob	1	Is	10,000.00	10,000			
	Individual Item SubTotal - \$10,000						

DAILY CREW RATES

Hr Rate	# Hr/Day	# Men	Description	Days	Reg Hr	OT Hrs	Cost
40.00	10.0	1	Superintendent	10	80	20	4,400
34.00	10.0	1	Foreman (Welding/Piping)	10	80	20	3,740
21.00	10.0	1	Foreman (Labor)	10	80	20	2,310
50.00	10.0	2	Welder with Equipment	5	80	20	5,500
18.00	10.0	2	Welder's Helper	5	80	20	1,980
18.00	10.0	5	Laborer	10	400	100	9,900
25.00	10.0	2	Operator	10	160	40	5,500
25.00	10.0	1	Truck Driver/Carpenter/Concrete Finisher	10	80	20	2,750
30.00	10.0	1	Safety Coordinator	10	80	20	3,300
		16	Out of Town Per Diem	10	125	(\$\$/Man/Day)	20,000
40.00	10.0	1	Trackhoe Cat 315	10	400		4,000
60.00	10.0	1	Dozer - D5	10	600		6,000
8.00	10.0	1	Misc Tools & Supplies	10	80		800
1,500.00	1.0	2	Trench Box - Small (Day Rate)	10	3,000		30,000
2,500.00	1.0	1	Beveling Machine (Day Rate)	5	2,500		12,500
460.00	1.0	1	Generator - 5 KW or Smaller (Day Rate)	10	460		4,600
			Daily Crew SubTotal - \$117,280				

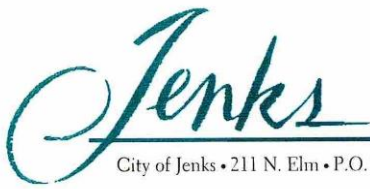
	PRIMARY CONSTRUCTION CONTRACTOR (301)					127,280	133,644
	SECONDARY CONSTRUCTION CONTRACTOR (302)					-	-
	THIRD PARTY CONSULTING / ENGINEERING (303)					-	-
Inspection	1	Number of Inspectors	20	day	900	18,000	
	INSPECTION SERVICES (304)					18,000	18,900
	RADIOGRAPHY SERVICES (305)					-	-
	ENVIRONMENTAL CONTRACTOR (306)					-	-
	ELECTRICAL & INSTRUMENTATION (307)					-	-
	RIGHT OF WAY CONTRACTOR (308)					-	-
	SURVEY & DRAFTING CONTRACTOR (309)					-	-
Outside Legal Services	1	Is	2,500		2,500		
	OUTSIDE LEGAL SERVICES (310)					2,500	2,625
	TOTAL OUTSIDE SERVICES					147,780	155,169

\$ 216,973	Estimate Total

Requested By:	City of Jenks
Estimate # :	
Date:	01/21/2020
Prepared By:	C.Cavaliere
Project Manger:	TBD

Size	Description	Quantity	Units	Unit Cost	Cost	Total	Tax Total
				ROW RENTAL (401)		-	-
				RIGHT OF WAY - LAND (402)		-	-
ROW Damages		1	rod	1,500	1,500		
				RIGHT OF WAY - DAMAGES (403)		1,500	1,500
				TOTAL RIGHT OF WAY AND DAMAGES		1,500	1,500
Environmental Permits		1	ls	1,000.00	1,000		
				TOTAL PERMITTING (501)		1,000	1,000
				PRODUCT LOSS (601)		-	-
Contingency		1	ls	10.00%	16,954		
				CONSTRUCTION CONTINGENCY (602)		16,954	16,954
				TOTAL OTHER		16,954	16,954
Company Overhead		1	ls	16.34%	30,474		
				CAPITALIZED OVERHEAD (701)		30,474	30,474
				TOTAL TAB		209,148	216,973
				ARWS TOTAL (LESS OVERHEAD)			186,499

Summary	
MATERIAL (INCL SALES TAX)	5,716
TOTAL COMPANY COST	6,160
OUTSIDE SERVICES (INCL SALES TAX)	155,169
ROW & DAMAGES	1,500
PERMIT FEES	1,000
CONSTRUCTION CONTINGENCY	16,954
SUBTOTAL	186,499
CAPITALIZED OVERHEAD (BURDEN)	30,474
GROSS ESTIMATED COST	216,973



Staff Report

To: Mayor Lee and City Council Members
From: F. Robert Carr, Jr., P.E., Assistant City Manager
Hearing Date: February 25, 2020
Subject: **UEC 20-71**
Location: S Elwood Ave & W 111th St S

Attachments:

1. Location Map
2. Easement Closure Exhibit picture
3. Polly T 2nd Addition Plat
4. Hickory Creek – Face of Preliminary Plat overlaid with proposed closure
5. Hickory Creek of Jenks Preliminary Plat and Conceptual Utilities

Applicant:	Erik Enyart for Tanner Consultants
Action Requested:	Close a 15-foot wide utility easement to allow new residential lots
Current Zoning:	RS-3, PUD 108
Surrounding Zoning and Land Uses:	Single-family residences in AG

BACKGROUND

Hickory Creek of Jenks includes a portion of the Polly-T 2nd Addition on the north and previously undeveloped land south as shown on the Location Map. The 15-foot utility easement to be closed is located where the two plats are merged together on the southern perimeter of the Polly-T 2nd Addition. The current easement location was platted in 1977 (Plat #3681 Polly-T 2nd Addition) and underlies the new Hickory Creek plat.

A Preliminary/Conditional Final Plat for Hickory Creek of Jenks was approved by the Planning Commission on January 25, 2018, and the Jenks City Council on February 19, 2018. As shown on the plat and conceptual utilities plan, the land included in the Polly-T 2nd Addition is to provide detention and some residential lots with a cul-de-sac.

STAFF EVALUATION

A Technical Advisory Committee meeting was held on February 11, 2020 to discuss this closure. City Engineering and Fire Department staff and representatives from Oklahoma Natural Gas and Public Service Company of Oklahoma were present. There were no existing utilities in the east-west portion of the easement (highlighted yellow on the exhibits) that would be impacted by the closure or anticipated to be needed in the future. No concerns were stated with closing the easement. The current north-south easements will remain but will be wider than what are currently in place on the Polly-T plat to conform to current perimeter utility easement requirements and may contain existing utilities.

PLANNING COMMISSION

The Planning Commission met on February 20, 2020 with five (5) members present. Items discussed included:

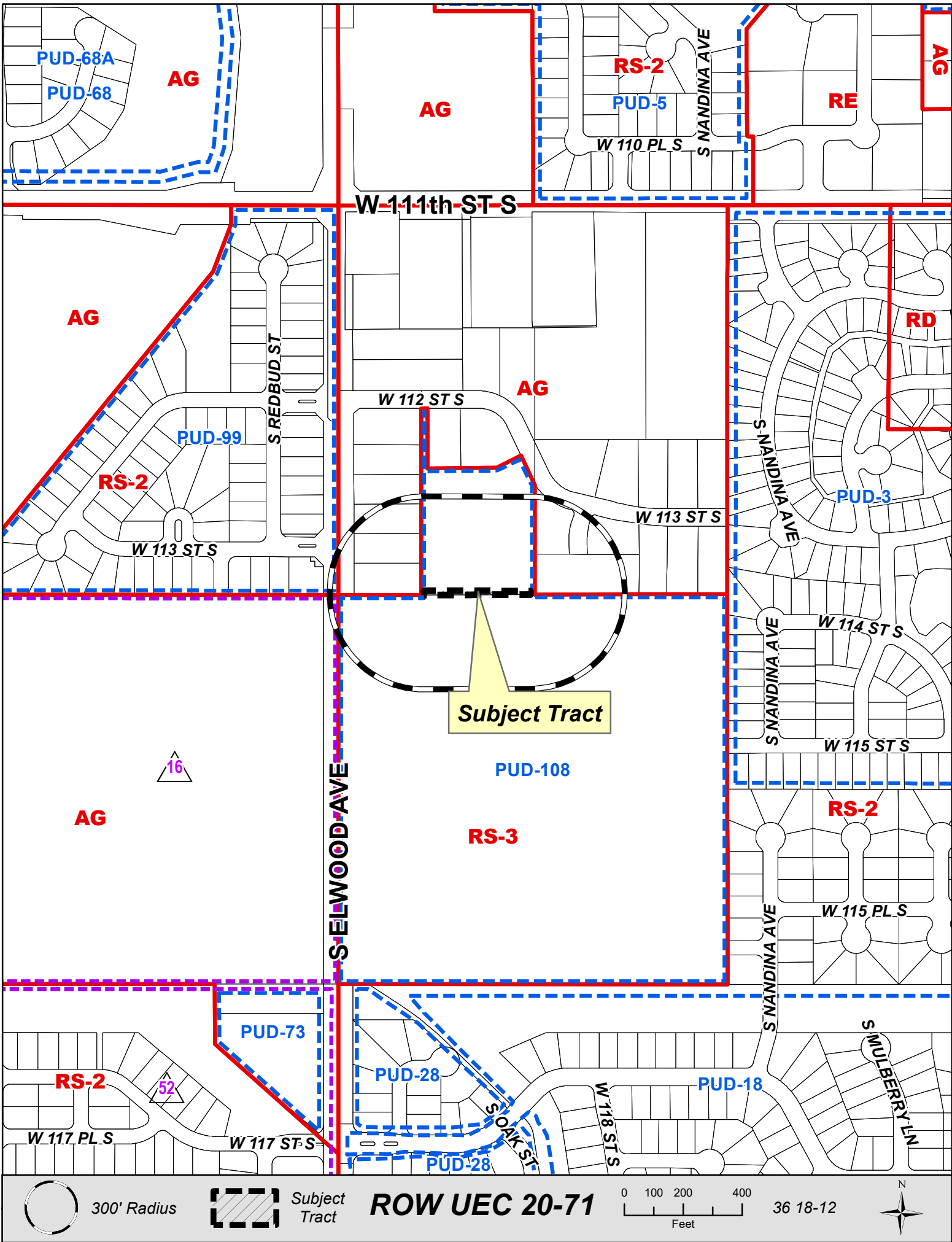
- Concerns from citizens about how homes that were planned to be built over the easement would impact drainage.

- Presently there are no utilities in the easement being closed. As a result, there is no present or future adverse utilities impact.
- A cul-de-sac with four (4) new lots are proposed that cross on top of the easement. Drainage piping from the cul-de-sac is directed north across the easement to detention.
- One citizen (11402 S. Nandina Avenue) living east of the development in the adjacent subdivision expressed concerns that the four (4) new homes could cause water to back up into his yard. The underlying easement being eliminated does not have any impact on his property since stormwater will flow west and north from the cul-de-sac.
- Another citizen living north of the subdivision (302 W. 112th Street S.) stated water is currently by-passing the detention pond and overflowing existing piping on W. 112th Street. This situation will be addressed as discussed below.
- U.S. Army Corps of Engineers (Corps) has issued a “Cease and Desist Order”
 - Construction of the subdivision has occurred that may have filled wetlands under the jurisdiction of the Corps. As a result, no further construction is being allowed at this time.
 - Most of the site grading has been completed, but infrastructure has not been completed that will properly channel the water from the east before they were told to cease construction.
 - Similarly, proper channelization of water into the detention pond to eliminate the by-passing has not been completed.
 - Drainage issues will be addressed before infrastructure will be accepted by the City of Jenks. Closure of this easement has no bearing on these issues.

The Planning Commission voted 5-0 on February 20, 2020 to approve the closure of the utility easement.

RECOMMENDATION

Staff recommends approval to close a 15-foot wide utility easement on the Polly-T 2nd Addition plat to allow new residential lots subject to the applicant obtaining a Judicial Vacation of the easement.



534197

Plot #3681

FINAL PLAT

CERTIFICATE OF APPROVAL

I hereby certify that this plat was approved
by the Tulsa Metropolitan Area Planning
Commission on MAY 08 1976

Sandra D. Dumas
VICE CHAIRMAN - SECRETARY

This approval is void if this plat is not
filed in the office of the County Clerk on
or before MAY 31 1977

Roy J. Gordon
COUNTY ENGINEER

RECEIVED
NOV 24 1976

TULSA METRO. AREA
PLANNING COMM.

THE OKLAHOMA STATE DEPARTMENT OF HEALTH certifies

that this plat is approved for the construction

of Individual sewage disposal systems.

S. P. Gordon R.P.S. DATE 12-22-76

Tulsa City-County Health Department

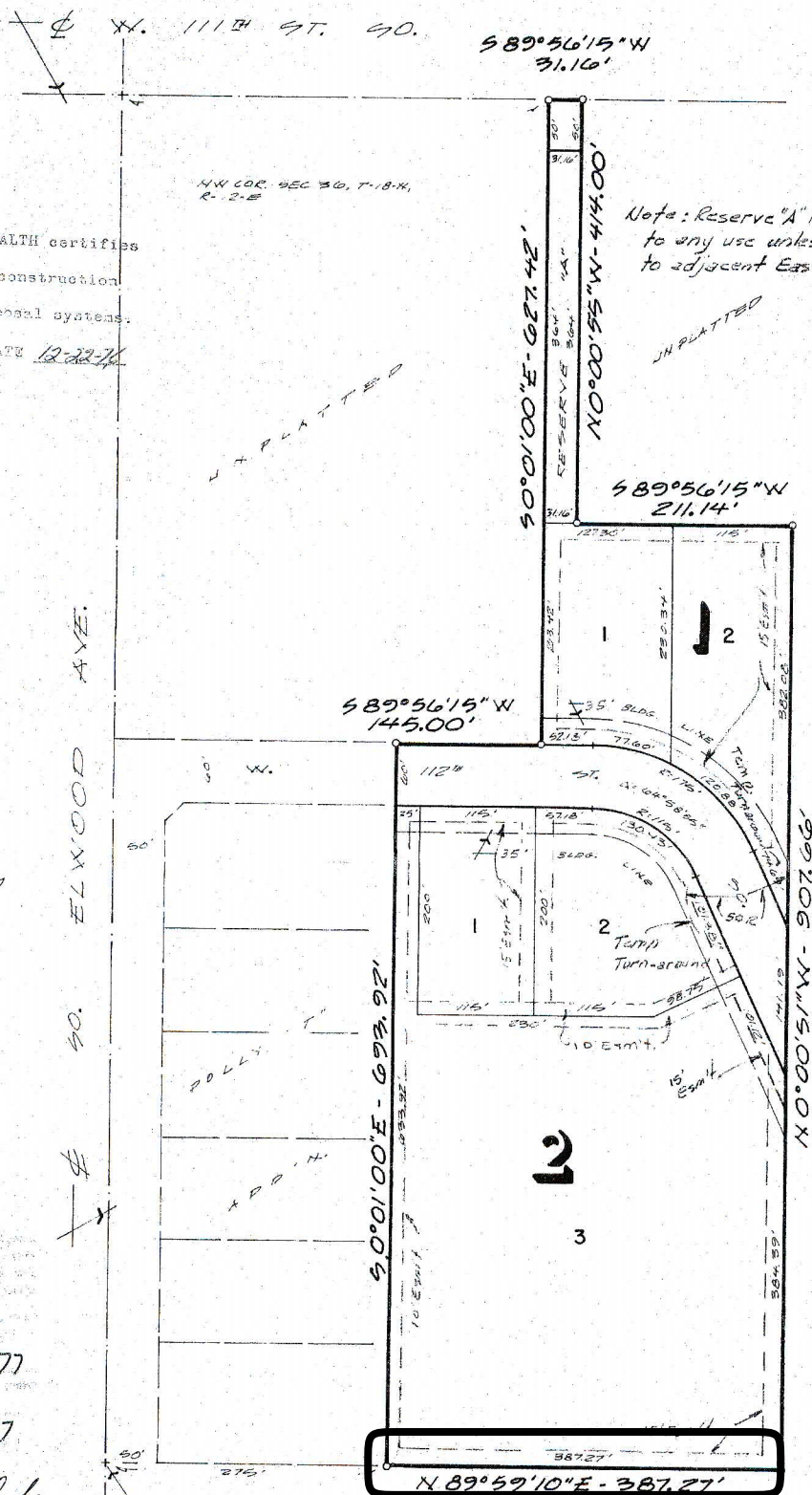
POLLY "T" 2ND ADDITION

A SUBDIVISION OF A PART OF THE NW 1/4 NW 1/4 OF
SECTION 36, TOWNSHIP 18 NORTH RANGE 12
EAST, TULSA COUNTY, OKLAHOMA.

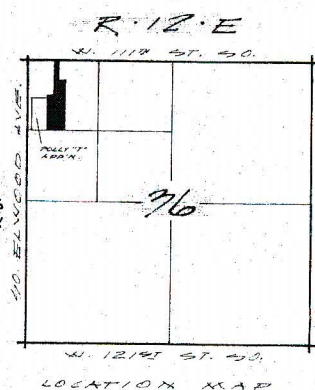
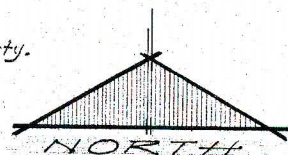
STATE OF OKLAHOMA
TULSA COUNTY
FILED - CORRED

JAN 21 AM 11 02

Jan Campbell
COUNTY CLERK



Note: Reserve "A" is restricted
to any use unless attached
to adjacent East or West property.



Ac: 7.6577
Lots: 5

0' 25' 50' 75' 100'
SCALE: 1"=100'

Note: Sewage disposal shall be approved
prior to construction by Tulsa City-
County Health Dept.

ENGINEER:
J-B ENGINEERING CO.
5927 E. 21ST ST. 90.
TULSA, OKLAHOMA 74135

OWNER:
EUGENE THOMASOK, AND
GEORGIA PAULINE THOMASOK, HIS WIFE
11245 NORTH ELWOOD AVENUE
JENKS, OKLAHOMA 74037

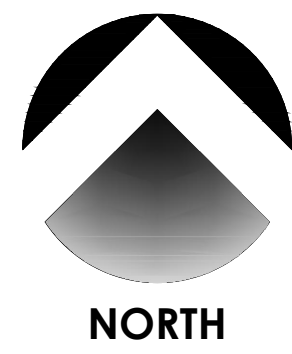
Preliminary Plat

Hickory Creek of Jenks

ALL OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER (SW/4 NW/4) OF SECTION THIRTY-SIX (36) TOWNSHIP EIGHTEEN (18) NORTH, RANGE TWELVE (12) EAST OF THE INDIAN MERIDIAN AND ALL OF LOT THREE (3), BLOCK TWO (2) "POLY T" 2ND ADDITION" (PLAT NO. 3681) A SUBDIVISION WITHIN THE CITY OF JENKS, TULSA COUNTY, STATE OF OKLAHOMA

SURVEYOR/ENGINEER:
Tanner Consulting, L.L.C.
DAN E. TANNER, P.L.S. NO. 1435
OK CA NO. 2661, EXPIRES 6/30/2019
EMAIL: DAN@TANNERBATHSHOP.COM
5323 South Lewis Avenue
Tulsa, Oklahoma 74105
Phone: (918) 745-9929

OWNER:
Jenks Land, L.L.C.
AN OKLAHOMA LIMITED LIABILITY COMPANY
MIKE WALLACE, MANAGER
114 South 3rd Street
Jenks, Oklahoma 74037
Phone: (918)298-6100



Scale: 1"= 100'
Tanner Consulting

SUBDIVISION CONTAINS:

ONE HUNDRED TWENTY (120) LOTS
IN TEN (10) BLOCKS
WITH SEVEN (7) RESERVE AREAS

GROSS SUBDIVISION AREA: 44.156 ACRES

Curve Table

CURVE	LENGTH(L)	RADIUS(R)	DELTA(D)	CHORD BRG(CB)	CHORD DIS(CD)
1	43.92'	30.00'	83°53'18"	N43°06'48"W	40.10'
2	47.12'	30.00'	90°00'00"	N43°49'52"E	42.43'
3	134.45'	213.64'	36°03'25"	N67°01'44"W	132.24'
4	63.60'	86.36'	42°11'43"	N70°05'04"W	62.18'
5	41.21'	185.00'	12°45'42"	N55°22'51"W	41.12'
6	99.41'	135.00'	42°11'22"	N70°05'41"W	97.18'
7	32.70'	25.00'	74°57'09"	N24°17'08"W	30.42'
8	100.25'	400.00'	14°21'35"	N6°00'39"E	99.99'
9	85.33'	350.00'	13°58'09"	N5°48'56"E	85.12'
10	33.68'	25.00'	77°11'59"	N51°24'00"E	31.19'
11	6.04'	185.00'	1°52'13"	N89°44'45"E	6.04'
12	39.27'	25.00'	90°00'00"	N43°48'38"E	35.36'
13	95.53'	50.00'	109°28'16"	N55°55'30"W	81.65'
14	30.77'	25.00'	70°31'44"	N34°04'30"E	28.87'
15	39.27'	25.00'	90°00'00"	N46°11'22"W	35.36'
16	16.09'	25.00'	36°52'12"	N19°37'27"W	15.81'
17	142.89'	50.00'	163°44'23"	N43°48'38"E	98.99'
18	16.09'	25.00'	36°52'12"	N72°45'16"W	15.81'
19	21.03'	25.00'	48°11'23"	N64°42'57"E	20.41'
20	151.48'	50.00'	173°35'08"	N46°10'18"W	99.84'
21	21.03'	25.00'	48°11'23"	N22°56'26"E	20.41'
22	39.29'	25.00'	90°02'06"	N46°10'18"W	35.37'
23	39.25'	25.00'	89°57'54"	N43°49'42"E	35.34'
24	42.66'	25.00'	97°45'46"	N47°43'38"E	37.67'
25	32.35'	25.00'	74°08'24"	N38°13'27"W	30.14'
26	96.88'	350.00'	15°51'36"	N83°13'27"W	96.57'
27	124.21'	400.00'	17°47'32"	N82°15'28"W	123.71'
28	140.02'	450.00'	17°49'38"	N82°16'32"W	139.45'
29	68.05'	500.00'	7°47'52"	N87°17'25"W	68.00'
30	113.00'	50.00'	129°29'24"	N26°26'40"W	90.44'
31	26.18'	38.00'	39°28'10"	N18°33'57"E	25.66'
32	78.56'	50.00'	90°01'13"	N46°10'45"W	70.72'
33	39.26'	25.00'	89°58'47"	N43°49'15"E	35.35'
34	39.28'	25.00'	90°01'13"	N46°10'45"W	35.36'

Notes:

- THIS PLAT MEETS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS.
- ALL PROPERTY CORNERS ARE SET 3/8" IRON REBAR WITH YELLOW CAP STAMPED "TANNER RLS 1435" UNLESS OTHERWISE NOTED.
- THE BEARINGS SHOWN HEREON ARE BASED UPON THE OKLAHOMA STATE PLANE COORDINATE SYSTEM, NORTH ZONE (3501), NORTH AMERICAN DATUM 1983 (NAD83); SAID BEARINGS ARE BASED LOCALLY UPON FIELD-OBSERVED TIES TO THE FOLLOWING MONUMENTS:
(a) FOUND 3/4" IRON PIN AT THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER (SW/4) OF SECTION 36;
(b) FOUND 5/8" IRON PIN AT THE SOUTHWEST CORNER OF THE SOUTHWEST QUARTER (SW/4) OF SECTION 36;
THE BEARING BETWEEN SAID MONUMENTS BEING SOUTH 1°11'23" EAST.
- ACCESS AT THE TIME OF PLAT WAS PROVIDED BY SOUTH ELWOOD AVENUE BY VIRTUE OF RIGHT-OF-WAY DEDICATED BY THIS PLAT.

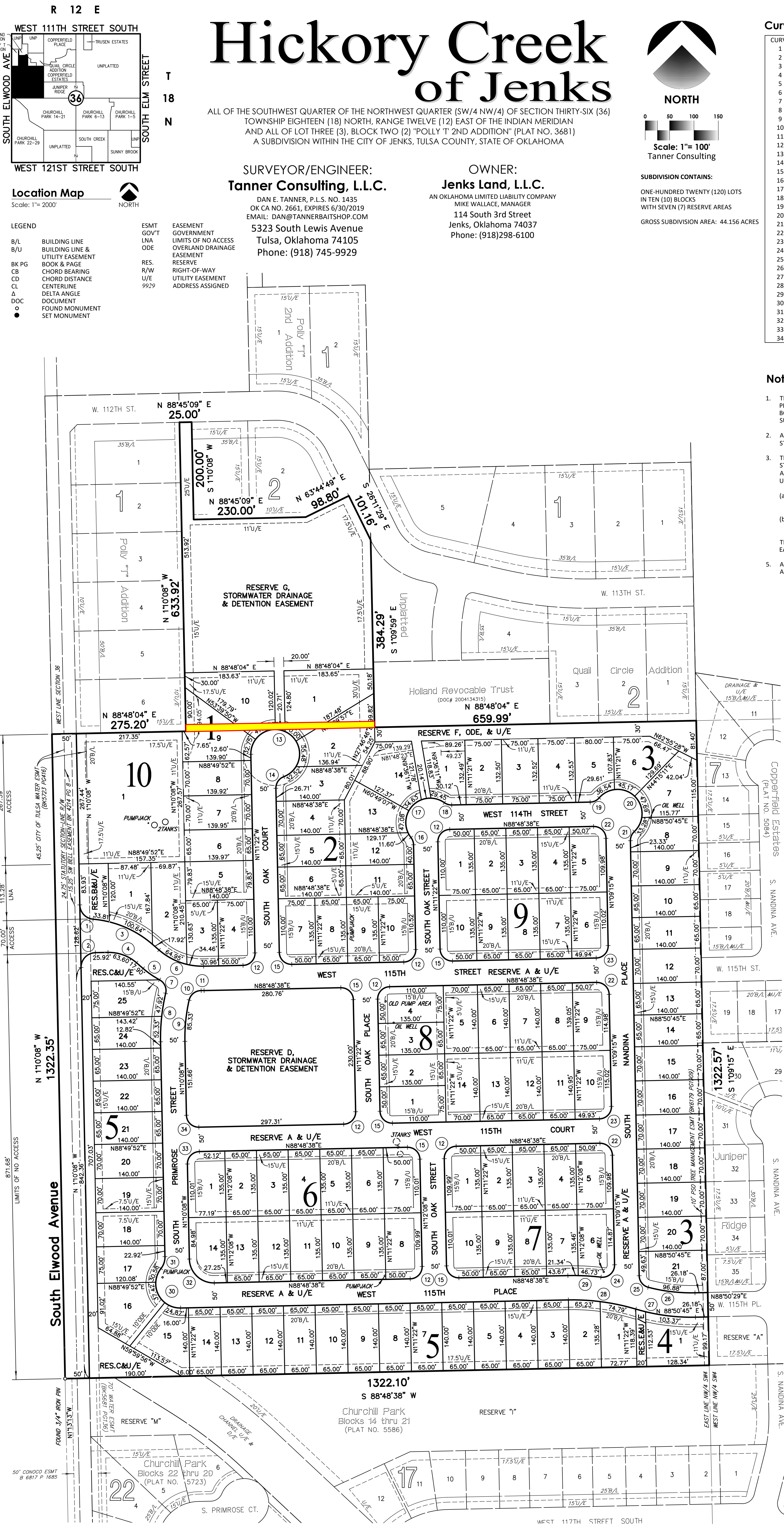
FINAL PLAT
CERTIFICATE OF APPROVAL

I hereby certify that this plat was approved by the Jenks City Council on _____

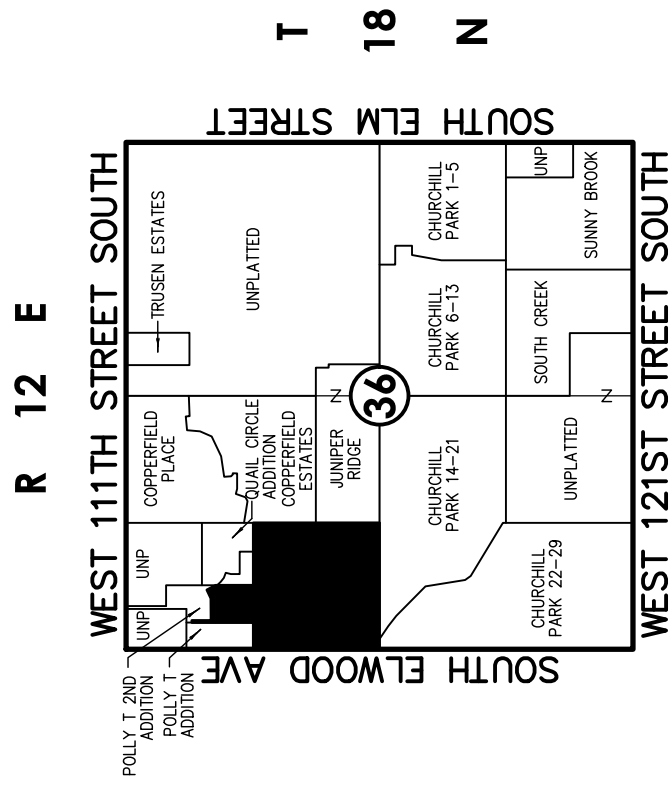
MAYOR-VICE MAYOR

This approval is void if the above signature is not endorsed by the City Manager.

CITY MANAGER



DATE OF PREPARATION: December 12, 2017



CONCEPTUAL UTILITY PLAN

Hickory Creek of Jenks

ALL OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER (SW/4 NW/4) OF SECTION THIRTY-SIX (36) TOWNSHIP EIGHTEEN (18) NORTH, RANGE TWELVE (12) EAST OF THE INDIAN MERIDIAN AND ALL OF LOT THREE (3), BLOCK TWO (2) "POLLY T 2ND ADDITION" (PLAT NO. 3481) A SUBDIVISION WITHIN THE CITY OF JENKS, TULSA COUNTY, STATE OF OKLAHOMA

SURVEYOR/ENGINEER:

Tanner Consulting, L.L.C.

DAN E. TANNER, P.L.S. NO. 1435
OK CA NO. 2661, EXPIRES 6/30/2019
EMAIL: DAN@TANNERBATHOP.COM
5323 South Lewis Avenue
Tulsa, Oklahoma 74105
Phone: (918) 745-9929

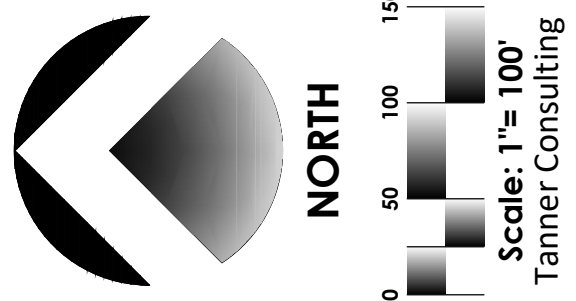
OWNER:

Jenks Land, L.L.C.

AN OKLAHOMA LIMITED LIABILITY COMPANY
MIKE WALLACE, MANAGER
114 South 3rd Street
Jenks, Oklahoma 74037
Phone: (918)298-6100

Notes:

- THIS PLAT MEETS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS.
- ALL PROPERTY CORNERS ARE SET 3/8" IRON REBAR WITH YELLOW CAP STAMPED TANNER RLS 1435" UNLESS OTHERWISE NOTED.
- THE BEARINGS SHOWN HEREON ARE BASED UPON THE OKLAHOMA STATE PLANE COORDINATE SYSTEM, NORTH ZONE (3501), NORTH AMERICAN DATUM 1983 (NAD83).
- ACCESS TO THE SUBJECT PROPERTY IS PROVIDED BY SOUTH ELWOOD AVENUE AND WEST 11TH STREET SOUTH, BOTH BEING PUBLIC STREETS.

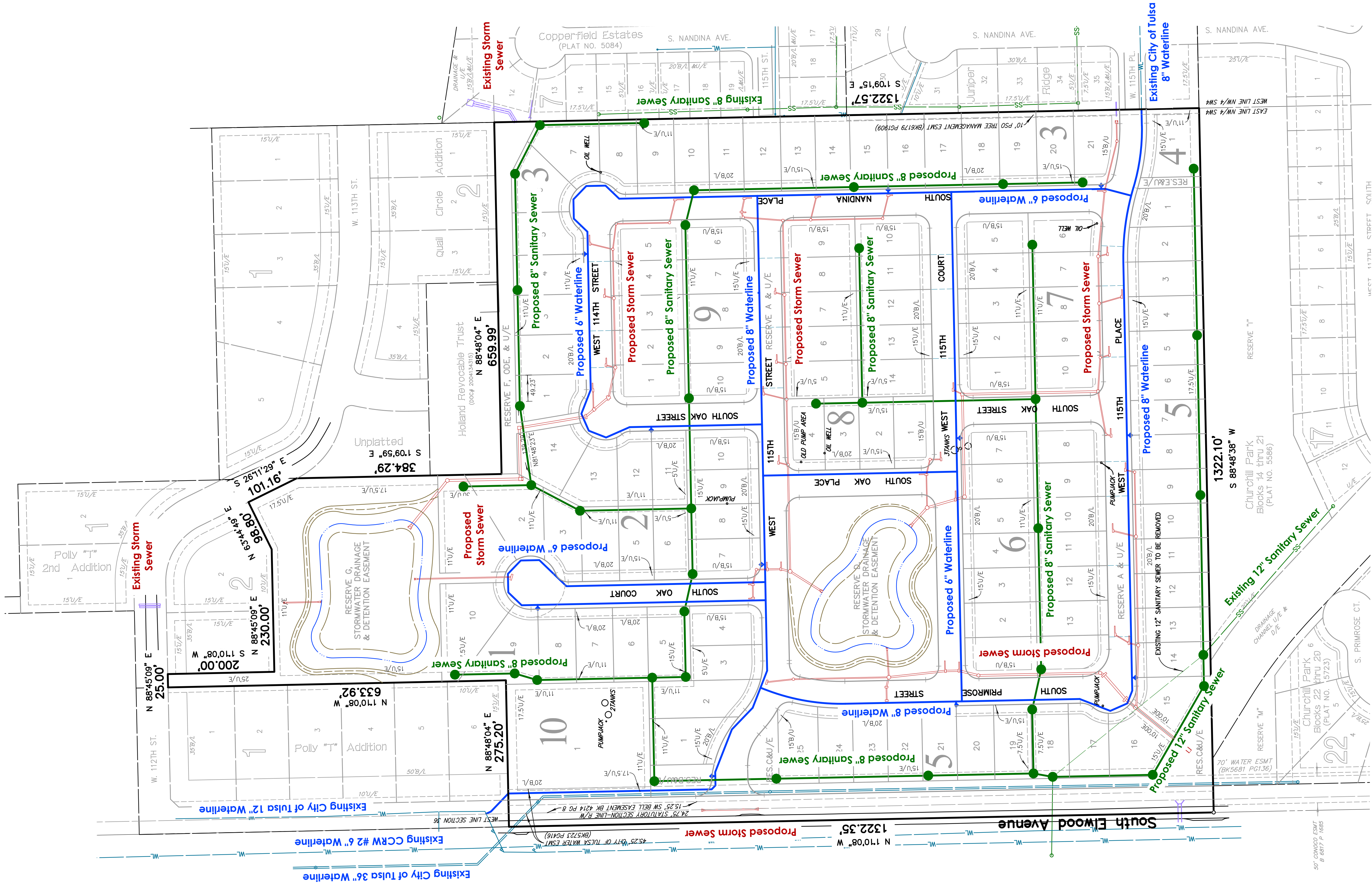


LEGEND

B/L	BUILDING LINE	ESMT	EASEMENT
B/U	BUILDING LINE & UTILITY	GOV'T	GOVERNMENT
BK PG	EASEMENT	LNA	LIMITS OF NO
CB	EASEMENT	ODE	OVERLAND
CD	CHORD BEARING	RES	RESERVE
CL	CHORD	R/W	RIGHT-OF-WAY
CL	CENTERLINE	SS	STORMWATER
DOC	DOCUMENT	U/E	UTILITY
			EASEMENT
			ASSIGNED

SUBDIVISION CONTAINS:

ONE-HUNDRED TWENTY (120) LOTS
IN TEN (10) BLOCKS
WITH SEVEN (7) RESERVE AREAS
GROSS SUBDIVISION AREA: 44.156 ACRES



**ORDINANCE NO. 1508
(ROW-UEC 20-71)**

AN ORDINANCE CLOSING TO PUBLIC USE A CERTAIN UTILITY EASEMENT IN THE CITY OF JENKS PRESENTLY LOCATED NEAR LOT THREE (3), BLOCK TWO (2), POLLY “T” 2ND ADDITION, AN ADDITION TO THE CITY OF JENKS, COUNTY OF TULSA, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT NO 3681; REPEALING ALL ORDINANCES OR PARTS THEREOF IN CONFLICT HERewith; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

.....

WHEREAS, on May 7, 1984, the City Council of the City of Jenks, with the approval of Resolution 104, established procedures for the closing of a public right-of-way or easement within the City of Jenks; and

WHEREAS, the owner of certain real property has petitioned for the closure of certain easements and has an immediate need for use of the same; and

WHEREAS, the City of Jenks, Oklahoma, grantees of said certain easements, has consented to the closing and has been provided alternate rights-of-way or easements, if necessary; and

WHEREAS, a public hearing on said easement closure was held by the Jenks Planning Commission on February 20, 2020, and a public hearing on said easement’s closure was held by the Jenks City Council on March 03, 2020, and due consideration has been given to any public comments; and

WHEREAS, the City Council of the City of Jenks, Oklahoma finds that the closing of the described easements will not adversely affect the health, safety, or general welfare of the public and that the same is necessary and expedient.

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

SECTION I. Pursuant to the authority granted by 11 O.S. Section 42-110, that the following described utility easement in the City of Jenks, Tulsa County, Oklahoma:

THE SOUTH 15 FEET OF LOT 3, BLOCK 2, “POLLY “T” 2ND ADDITION”, A SUBDIVISION OF A PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER (NW/4 NW/4) OF SAID SECTION 36, ACCORDING TO THE RECORDED PLAT THEREOF (PLAT NO. 3681), TULSA COUNTY, STATE OF OKLAHOMA, LESS AND EXCEPT THE WEST TEN (10) FEET AND THE EAST 15 FEET THEREOF.

General Location: W 112th St & S Elwood Ave

Is hereby closed.

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

SECTION III. If any section, sentence, clause or phrase of this ordinance or any part thereof is for any reason 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.

Approved this 3rd day of March 2020

CITY OF JENKS, OKLAHOMA

MAYOR

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

Emergency Clause approved separately this 3rd day of March 2020.

CITY OF JENKS, OKLAHOMA

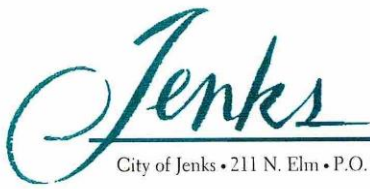
MAYOR

Attest:

CITY CLERK

Approved as to form:

CITY ATTORNEY



Staff Report

To: Mayor Lee and City Council Members
From: F. Robert Carr, Jr., P.E., Assistant City Manager
Hearing Date: February 25, 2020
Subject: JZ 20-650 PUD 83-B-1
Location: S Gateway Pl

Exhibits:

1. Gateway Plaza Plat
2. Gateway First Bank Minor Amendment Packet

Applicant:	Lou Reynolds
Action Requested:	Request for Minor Amendment to PUD 83 Amended and PUD 83-B to allow for a Bank and a new parking lot at Gateway Plaza
Current Zoning:	AG/PUD 83/PUD 83B – Agriculture
Surrounding Zoning and Land Uses:	Surrounded by commercial and agriculture zoning. To the north is a hospital.

BACKGROUND

Amendments are being proposed to the Gateway Plaza PUD 83 which was approved in August 2013. The requests for these amendments are based on the following:

- Gateway has acquired a bank in Oklahoma that makes them the fourth largest bank in the state. The chain is being called Gateway First Bank and they propose to build their first location at the northwest corner of this property.
- Additional parking is proposed at the Gateway Mortgage site which will add 86 spaces south of the existing parking lot and relieve parking of vehicles presently overflowing to S. Franklin Avenue.

The action requested by the applicant is to amend the PUD to accommodate the above needs. Some lot splits and combination will be requested for approval in subsequent applications at a later date.

The original PUD has four development areas as shown on the attached Exhibit A.

- Development Area "A" was envisioned for restaurants, retail, or hotel uses. Office uses are not included.
- Development Area "B" allows the same uses as Area "A" but adds office uses.
- Development Area "C" contains the Gateway office building and parking.
- Development Area "D" is for parks, open space and intensive recreation.

PUD 83 has been modified twice before. The first time was in November 2014, and the second time in November 2015. The first amendment was a minor amendment to allow for the maximum building height of Development Area C to 75 feet instead of the standard 50 feet. This was done to accommodate the Gateway Mortgage building. The second amendment allowed for parts of Use Unit 20 to be a use by right in Lot 1 Block 4 of the Gateway Plaza Plat: Amusement Activities, drive-in theatre, golf driving range, outdoor recreation, outdoor (offsite) advertising and festivals. It also prohibited billboards on Lots 1 Block 1, Lots 1 and 2 Block2, and lot 1 Block 3 of Gateway Plaza.

Details for this action are presented in the attached document entitled “Gateway First Bank Minor Amendment PUD 83-B-1, Gateway Plaza, Jenks, Oklahoma” (dated February 2020). The Development Concept proposed consists of:

- Existing Development Area “A” on the north portion of PUD 83 is to be reconfigured into two (2) Development Areas to be called Development Area “A-1” and Development Area “A-2” (see Exhibit “F”). The bank will be located in Area “A-2”. PUD 83-B-1 amends PUD 83 by clarifying that Development Area “A-2” may be used for office purposes, including a bank with a drive-through facility. Development Area “A-2” is to permit the uses as matter of right in the OL – Office Light District and the CS – Commercial Shopping District, excluding Use Unit 21 – Outdoor Advertising Signs (only), and uses customarily accessory to the permitted uses. Development Area “A-1” remains unchanged.
- Existing Development Area “D” on the south portion of PUD 83 is to be reconfigured into two (2) Development Areas to be called Development Area “D-1” and Development Area “D-2” (see Exhibit “F”). Development Area D-2 would be immediately south of the current Gateway Mortgage building and would add Use Unit 1 – Area-wide uses by right and Use Unit 10 – Off-street parking area, as well as uses customarily accessory to the permitted uses.
- Because of the location of the projects within the “Gateway District” in the City of Jenks, landscaping consistent with recently proposed landscaping design criteria are planned for Development Area “A-2”(see Exhibit “G”) and Development Area “D-2”(see Exhibit “H”). As part of the development for the Gateway First Bank, Reserve Area “B” will be landscaped consistent with the plan shown on Exhibit “I”.
- After approval of this amendment, a lot split to separate Development Area “A-2” into its own lot for Gateway First Bank, a lot split to create Development Area “D-2”, and a lot combination to join with Development Area “C” (Block 3, Lot 1) will be proposed.

STAFF EVALUATION

Since approval of the original PUD and plat, the intent of providing only for commercial uses and not allowing office uses at the corner of Main Street and US 75 has not been achieved. Development in Gateway Plaza and the adjacent development of 2900 W. Main have been slow. More office uses leads to increased daytime employment density with daytime employees and can make the area more attractive to restaurants and other convenience retail development. Expanding the immediately available market is usually a catalyst for more development in the area.

A Technical Advisory Committee meeting was held on February 11, 2020 to discuss this application. City Engineering and Fire Department staff and representatives from Oklahoma Natural Gas and Public Service Company of Oklahoma were present. The technical issues discussed are not part of PUD approval and will be applicable during construction permitting. Therefore, the findings are not being presented at this time.

The City of Jenks staff provided proposed standards that have been used to prepare conceptual landscaping plans presented in this application. These plans are to be finalized and included in future applications for building permits. As shown, conceptual landscaping plans have been submitted for the bank site, new parking lot, and along the ODOT U.S. Highway 75 Corridor (platted as Reserve “B”).

- Development Area “A-2”: 19+ trees
- Development Area “D-2”: 22+ trees
- Reserve “B”: 37+ trees
- All Areas:
 - 2-1/2 inch minimum caliper for shade trees
 - 8-foot minimum height for evergreen trees
 - Tree selection (variety):
 - Shumard Oak
 - Legacy Maple
 - Chinese Pistache

- Elm (Improved Varieties)
 - Loblolly Pine
 - Holly Trees
- Landscaping must meet the requirements set forth in PUD 83.

PLANNING COMMISSION

The Planning Commission met on February 20, 2020 with five (5) members present. Items discussed included:

- The proposed bank parcel (in Development Area “D-2”) was originally intended to be used for retail development.
 - Staff stated that the developer indicated the width of the parcel is not conducive to constructing retail.
 - Development Area “D-1” is to remain designated retail.
 - Applying landscaping standards to both the bank parcel and Reserve “B” is beneficial to the City to provide aesthetics at the interchange of U.S. Highway 75 and Main Street.
- Additional parking at the Gateway Mortgage building could alleviate some of the parking concerns with the hotel that is currently under construction.
 - Hotel parking overflow may potentially be served at night by additional parking south of Block 3, Lot 1. PUD 83 (Section 3.A.15) includes a provision for mutual access or ingress and egress from all adjacent tracts.
- Construction of the new parking impact on Polecat Creek flooding.
 - The new parking lot will extend approximately 200-feet south of Block 3, Lot 1. It will be into an overland drainage easement and the designated FEMA floodway of Polecat Creek. Drainage is proposed to be collected from the parking lot with a direct discharge to Polecat Creek. Collecting stormwater with direct discharge helps get the water out of the area faster as water rises in the creek should flooding occur.
 - In addition, the parking lot will require signage to alert users during high water events.

The Commission voted 4-0 to approve the amendment to the PUD (David Randolph recused himself due to a conflict of interest).

RECOMMENDATION

Staff recommends approval of a Minor Amendment to PUD 83 for Gateway Plaza for a bank and an additional parking lot with the following conditions:

1. A detailed finalized landscape plan must be submitted before any building permits are issued.
2. The new additions comply with the existing standards in PUD 83.
3. Signage is posted in the parking lot to alert users about the possibility of flooding.

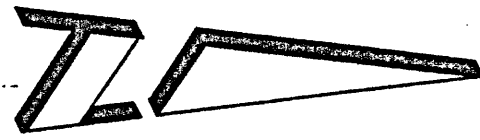


OWNER:
3152 W Main LP
6910 EAST 14TH ST. SO.
TULSA, OKLAHOMA 74112
CONTACT: KEVIN STITT
PHONE: 918-645-2551

ENGINEER/SURVEYOR:
JR DONELSON, INC.
12820 SO. MEMORIAL DRIVE
OFFICE 100
BIXBY, OKLAHOMA 74008
PHONE: 918-394-3030
C.A. NO. 5611, EXP. 6-30-2017

FINAL PLAT
Gateway Plaza
AN ADDITION IN THE SW/4 OF SECTION 23,
T-18-N, R-12-E, CITY OF JENKS,
TULSA COUNTY, STATE OF OKLAHOMA.

PUD NO. 83

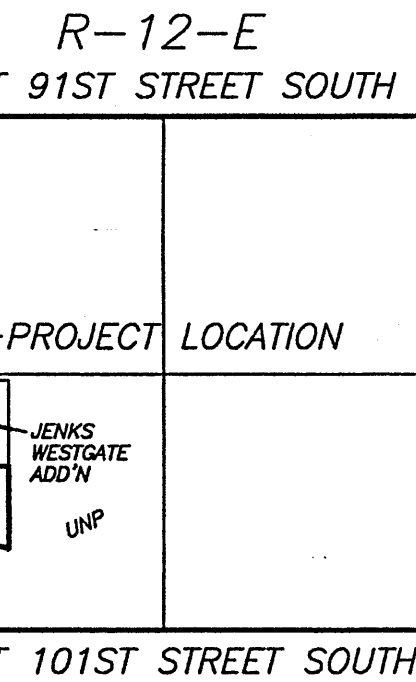
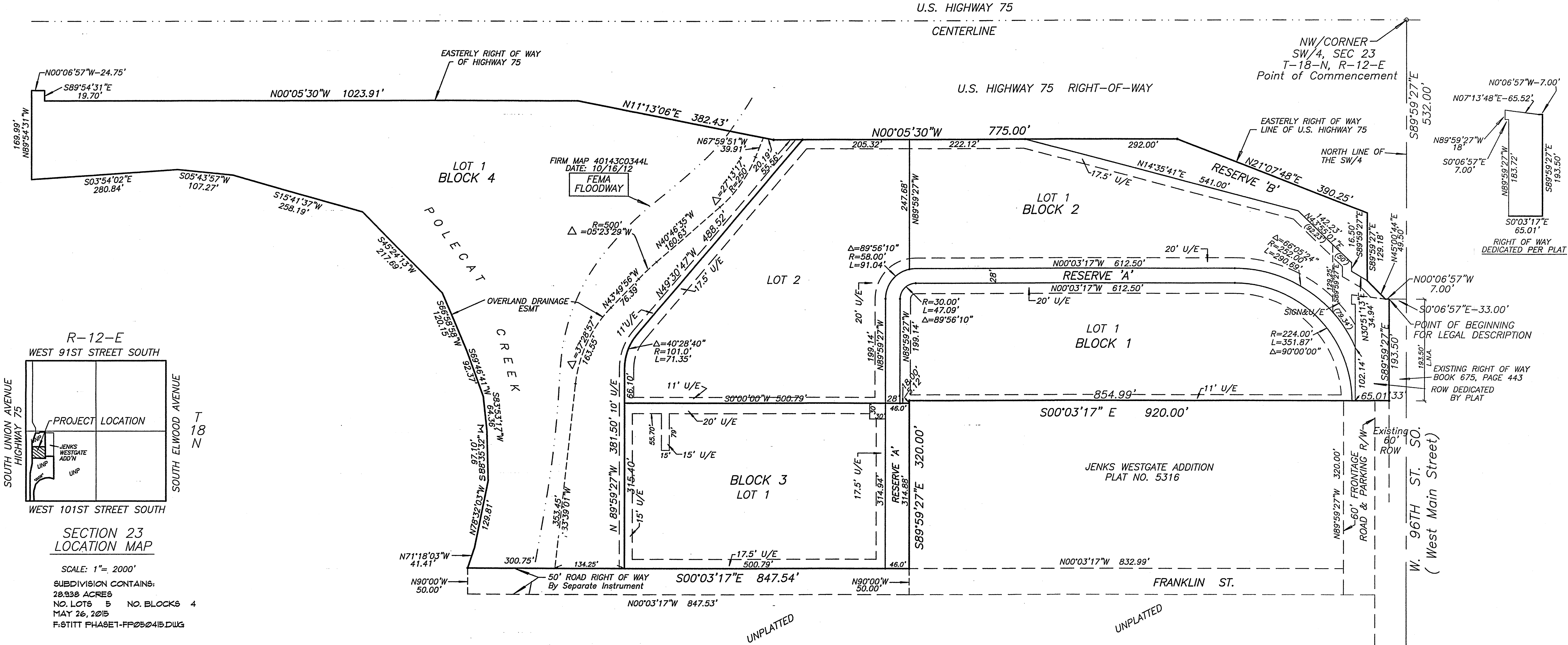


0 50 100 150 200
SCALE: 1"=100'

FINAL PLAT
CERTIFICATE OF APPROVAL
I hereby certify that this plat was approved
by the City Council of the City of Jenks on
11/3/14
By: Kevin Stitt
Mayor - Vice Mayor

This approval is void if the above signature
is not endorsed by the City Manager
By: [Signature]
City Manager

PLAT NO.



NOTES:

- Addresses shown on this plat were accurate at the time this plat was filed. Addresses are subject to change and should never be relied on in place of legal descriptions.
- This plat meets the Oklahoma minimum standards for the practice of Land Surveying as adopted by the Oklahoma State Board of Registration for Professional Engineers and Surveyors.
- The basis for bearings for the survey shown thereon is the North line of the SW/4 of Section 23, N 89°59'27"W
- Lot 1, Block 1, Lots 1 and 2, Block 2, and Lot 1, Block 3, are located outside the FEMA 100 year flood plain.

CERTIFICATE

I hereby certify that all real estate taxes involved in this plat have been paid as reflected by the current tax rolls. Security as required has been provided in the amount of \$20,464.00 per trust receipt no. 13918 to be applied to 2015 taxes. This certificate is NOT to be construed as payment of 2015 taxes in full but is given in order that this plat may be filed on record. 2015 taxes may exceed the amount of the security deposit.

Dated: 06/08/2015
Dennis Smith
Tulsa County Clerk
By: [Signature]
Deputy

LEGEND	
BL	BUILDING LINE
U/E	UTILITY EASEMENT
ESMT	EASEMENT
ROW	RIGHT-OF-WAY
LNA	LIMITS OF NO ACCESS
AO	ACCESS OPENING
O.D.E.	OVERLAND DRAINAGE EASEMENT
△	CURVE DATA LABEL

GATEWAY PLAZA
5/26/2015
FILE: STITT-PHASE7-FP
SHEET 1 OF 3

GATEWAY FIRST BANK

Minor Amendment PUD 83-B-1



**Gateway Plaza
Jenks, Oklahoma**

FEBRUARY 2020

GATEWAY FIRST BANK

Minor Amendment PUD 83-B-1

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I. DEVELOPMENT CONCEPT	1
II. DEVELOPMENT STANDARDS	2
III. PROJECT LEGAL DESCRIPTIONS	4
IV. SCHEDULE OF DEVELOPMENT	4

List of Exhibits

- Exhibit "A" - Map of Existing Development Areas in PUD 83
- Exhibit "B" - Legal Description of Development Area A-1
- Exhibit "C" - Legal Description of Development Area A-2
- Exhibit "D" - Legal Description of Development Area D-1
- Exhibit "E" - Legal Description of Development Area D-2
- Exhibit "F" - Map of Development Areas in PUD 83-B-1
- Exhibit "G" - Conceptual Landscaping Plan for Development Area A-2
- Exhibit "H" - Conceptual Landscaping Plan for Development Area D-2
- Exhibit "I" - Conceptual Landscaping Plan for Reserve Area B

GATEWAY FIRST BANK

Minor Amendment PUD 83-B-1

I. DEVELOPMENT CONCEPT.

A map of the existing Development Areas in the PUD 83 is attached hereto as **Exhibit “A”**.

Plan Unit Development Minor Amendment 83-B-1 (“PUD 83-B-1”) reconfigures Development Area A into two (2) Development Areas called “Development Area A-1” and “Development Area A-2” herein.

The legal descriptions of Development Area A-1 and Development Area A-2 are attached hereto as **Exhibit “B”** and **Exhibit “C”**.

Additionally, PUD 83-B-1 also reconfigures Development Area D by splitting Development Area D into two (2) Development Areas called “Development Area D-1” and “Development Area D-2”.

The legal descriptions of Development Area D-1 and Development Area D-2 are attached hereto as **Exhibit “D”** and **Exhibit “E”**, respectively.

A map of all of the Development Areas as reconfigured by PUD 83-B-1 is attached hereto as **Exhibit “F”**.

PUD 83-B-1 also amends the PUD 83 by clarifying that Development Area A-2 may be used for, among other things, office purposes, including a bank with a drive-through facility. PUD 83-B-1 further amends the PUD to allow parking as a permitted use in Development Area D-2. As a part of the development of Development Area D-2, Development Area D-2 will be tied to Lot One (1), Block Three (3), Gateway Plaza, an Addition to the City of Jenks, Tulsa County, State of Oklahoma, according to the recorded plat thereof.

Because of the location of the Project within the “Gateway District” in the City of Jenks, both Development Area A-2 and Development Area D-2 will be developed consistent with the Conceptual Landscape Plans for both such Development Areas.

The Conceptual Landscape Plans for Development Area A-1 and Development Area D-2 are attached hereto as **Exhibit “G”** and **Exhibit “H”**, respectively.

Finally, as a part of the development to the Gateway First Bank on part of Development Area A-2, Reserve Area B will be landscaped consistent with the Conceptual Landscape Plan for Reserve Area B.

The Conceptual Landscape Plan for Reserve Area B is attached hereto as **Exhibit “I”**.

All of the property within PUD 83 is zoned CS – Commercial Supply District. No zoning change is necessary to support PUD 83-B-1.

GATEWAY FIRST BANK
Minor Amendment PUD 83-B-1

II. DEVELOPMENT STANDARDS.

DEVELOPMENT AREA A-2

LAND AREA:

Net:	1.39 Acres	60,438.49 SF
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PERMITTED USES:

The Uses permitted as matter of right in the OL – Office Light District and the CS – Commercial Shopping District, excluding Use Unit 21 Outdoor Advertising Signs (only), and uses customarily accessory to the permitted uses.

MAXIMUM BUILDING FLOOR AREA (using .75 FAR):	45,358 SF
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MAXIMUM FRONTAGE (per lot):	N/A
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MAXIMUM BUILDING HEIGHT:	75 FT
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MINIMUM BUILDING SETBACKS:

From the west boundary of Lot 2, Block 1	10 FT
From the south boundary	10 FT
From the north boundary of Lot 2, Block 1	50 FT
From the east boundary	20 FT
From internal boundaries	10 FT

GATEWAY FIRST BANK
Minor Amendment PUD 83-B-1

DEVELOPMENT AREA D-1

LAND AREA:

Net:	10.42 Acres	453,737.95 SF
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DEVELOPMENT AREA D-2

LAND AREA:

Net:	1.03 Acres	44,796.17 SF
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PERMITTED USES:

Use Unit 1, area wide uses by right, limited to landscaping, open spaces and similar uses, and Use Unit 10, Off-Street Parking Areas, and uses customarily accessory to the permitted uses.

Except as amended hereby all the other Development Standards of PUD 83 shall remain unchanged.

GATEWAY FIRST BANK
Minor Amendment PUD 83-B-1

III. PROJECT LEGAL DESCRIPTIONS.

The legal descriptions of Development Area A-1 and Development Area A-2 are attached hereto as **Exhibit “B”** and **Exhibit “C”**, respectively. The legal descriptions of Development Area D-1 and Development Area D-2 are attached hereto as **Exhibit “D”** and **Exhibit “E”**, respectively.

IV. SCHEDULE OF DEVELOPMENT.

The anticipated construction start date for development within Development Area A-2 and Development Area D-2 is the third quarter of 2020.

GATEWAY FIRST BANK
Minor Amendment PUD 83-B-1

EXHIBIT “A”

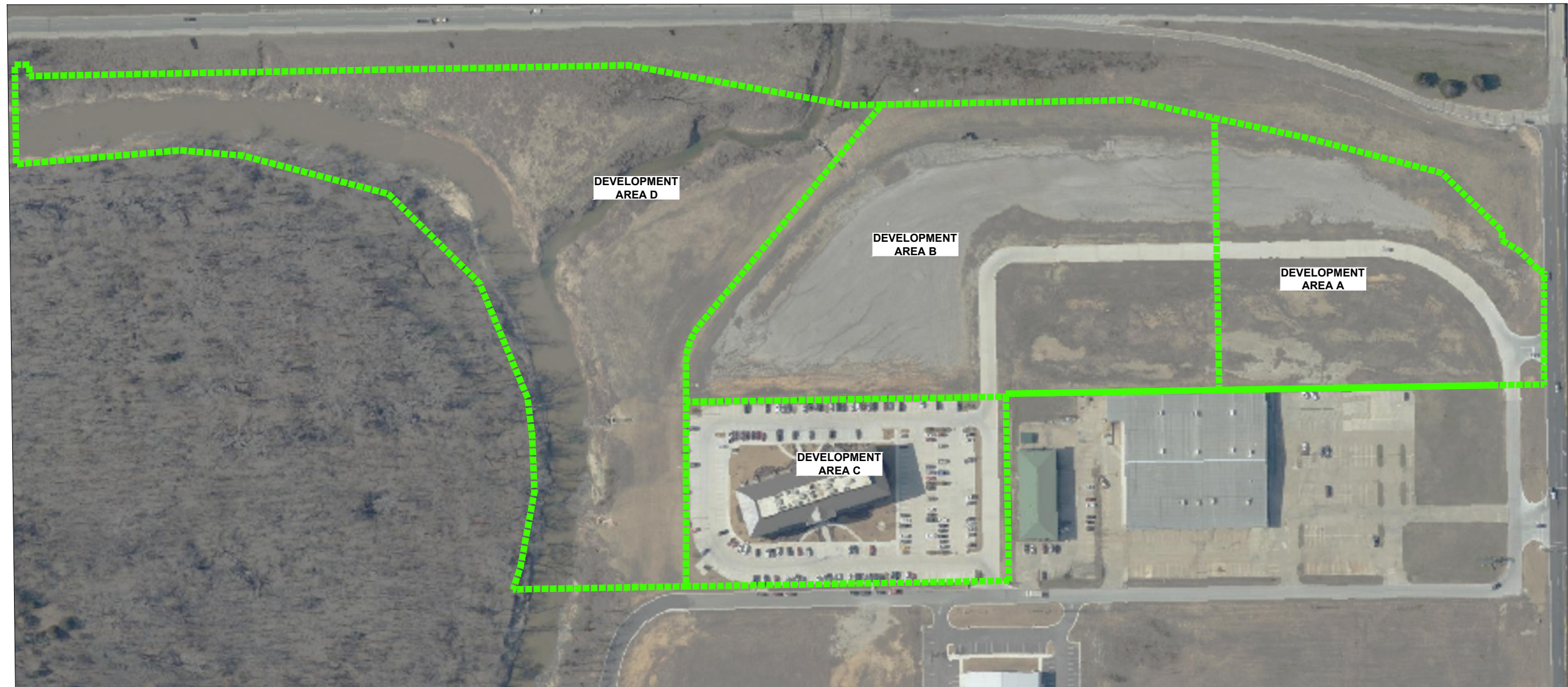
MAP OF EXISTING DEVELOPMENT AREAS IN PUD 83



DRAWING SCALE: 1"= 100'
0 50 100 200

Exhibit A

Existing Development Areas



PLOT DATE: Nov. 03 Feb 2020 FILE: P1181022-GATEWAY BANKINGWAY BANKSAFE(PLO)



AAB Engineering, LLC
AAB
Engineering • Surveying • Land Planning
PO Box 2136 Sand Springs, OK 74063
OK CA#6318 Exp: June 30, 2020
KS CA#2292 Exp: Dec. 31, 2020
Office: (918) 514-4283 Fax: (918) 514-4288

GATEWAY FIRST BANK
Minor Amendment PUD 83-B-1

EXHIBIT "B"

LEGAL DESCRIPTION DEVELOPMENT AREA A-1

A PART OF LOT ONE (1) BLOCK ONE (1) OF GATEWAY PLAZA, AN ADDITION IN THE SW/4 OF SECTION 23, TOWNSHIP 18 NORTH, RANGE 12 EAST, CITY OF JENKS, TULSA COUNTY, STATE OF OKLAHOMA ACCORDING TO THE OFFICIAL RECORDED PLAT DOC. #6614, BEING MORE FULLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID LOT ONE (1); THENCE SOUTH 00°03'17" EAST ALONG THE EAST LINE THEREOF, A DISTANCE OF 487.73 FEET; THENCE SOUTH 89°56'43" WEST, A DISTANCE OF 224.00 FEET TO THE WEST LINE OF SAID LOT ONE (1); THENCE NORTH 00°03'17" WEST ALONG SAID WEST LINE, A DISTANCE OF 263.73 FEET; THENCE ALONG A CURVE TO THE RIGHT, HAVING A RADIUS OF 224.00 FEET, AND A CHORD BEARING AND DISTANCE OF NORTH 44°56'43" EAST, 316.78 FEET, FOR AN ARC DISTANCE OF 351.86 FEET TO THE POINT OF BEGINNING. CONTAINING 98,485.03 SQUARE FEET OR 2.26 ACRES.

AND

A PART OF LOT ONE (1) BLOCK TWO (2) OF GATEWAY PLAZA, AN ADDITION IN THE SW/4 OF SECTION 23, TOWNSHIP 18 NORTH, RANGE 12 EAST, CITY OF JENKS, TULSA COUNTY, STATE OF OKLAHOMA ACCORDING TO THE OFFICIAL RECORDED PLAT DOC. #6614, BEING MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT ONE (1); THENCE NORTH 00°05'30" WEST ALONG THE WEST LINE THEREOF, A DISTANCE OF 222.12 FEET; THENCE CONTINUING ALONG SAID WEST LINE, NORTH 14°35'41" EAST, A DISTANCE OF 143.13 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING ALONG SAID WEST LINE, NORTH 14°35'41" EAST, A DISTANCE OF 159.80 FEET; THENCE NORTH 89°00'13" EAST, A DISTANCE OF 169.96 FEET TO THE EAST LINE OF SAID LOT ONE (1); THENCE SOUTH 00°03'17" EAST ALONG SAID EAST LINE, A DISTANCE OF 157.40 FEET; THENCE SOUTH 89°56'43" WEST, A DISTANCE OF 210.36 FEET TO THE POINT OF BEGINNING. CONTAINING 29,635.20 SQUARE FEET OR 0.68 ACRES.

GATEWAY FIRST BANK
Minor Amendment PUD 83-B-1

EXHIBIT "C"

LEGAL DESCRIPTION OF DEVELOPMENT AREA A-2

A PART OF LOT ONE (1) BLOCK TWO (2) OF GATEWAY PLAZA, AN ADDITION IN THE SW/4 OF SECTION 23, TOWNSHIP 18 NORTH, RANGE 12 EAST, CITY OF JENKS, TULSA COUNTY, STATE OF OKLAHOMA ACCORDING TO THE OFFICIAL RECORDED PLAT DOC. #6614, BEING MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT ONE (1); THENCE NORTH 00°05'30" WEST ALONG THE WEST LINE THEREOF, A DISTANCE OF 222.12 FEET; THENCE CONTINUING ALONG SAID WEST LINE, NORTH 14°35'41" EAST, A DISTANCE OF 302.93 FEET TO THE POINT OF BEGINNING; THENCE ALONG THE BOUNDARY OF SAID LOT ONE (1) FOR THE NEXT TEN CALLS, NORTH 14°35'41" EAST, A DISTANCE OF 238.07 FEET; THENCE NORTH 43°55'01" EAST, A DISTANCE OF 142.23 FEET; THENCE SOUTH 89°59'27" EAST, A DISTANCE OF 16.50 FEET; THENCE NORTH 30°51'13" EAST, A DISTANCE OF 34.94 FEET; THENCE NORTH 45°00'44" EAST, A DISTANCE OF 49.50 FEET; THENCE NORTH 00°06'57" WEST, A DISTANCE OF 7.00 FEET; THENCE SOUTH 89°59'27" EAST, A DISTANCE OF 193.50 FEET; THENCE SOUTH 00°03'17" EAST, A DISTANCE OF 43.27 FEET; THENCE ALONG A CURVE TO THE LEFT HAVING A RADIUS OF 252.00 FEET, A CHORD BEARING AND DISTANCE OF SOUTH 44°56'44" WEST, 356.38 FEET, FOR AN ARC DISTANCE OF 395.84 FEET; THENCE SOUTH 00°03'17" EAST, A DISTANCE OF 106.33 FEET; THENCE LEAVING THE BOUNDARY OF SAID LOT ONE (1), SOUTH 89°00'13" WEST, A DISTANCE OF 169.96 FEET TO THE POINT OF BEGINNING. CONTAINING 60,438.49 SQUARE FEET OR 1.39 ACRES.

GATEWAY FIRST BANK
Minor Amendment PUD 83-B-1

EXHIBIT "D"

LEGAL DESCRIPTION DEVELOPMENT AREA D-1

A PART OF LOT ONE (1) BLOCK FOUR (4) OF GATEWAY PLAZA, AN ADDITION IN THE SW/4 OF SECTION 23, TOWNSHIP 18 NORTH, RANGE 12 EAST, CITY OF JENKS, TULSA COUNTY, STATE OF OKLAHOMA ACCORDING TO THE OFFICIAL RECORDED PLAT DOC. #6614, BEING MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SAID LOT ONE (1); THENCE SOUTH 00°03'17" EAST ALONG THE EAST LINE THEREOF, A DISTANCE OF 142.00 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING SOUTH 00°03'17" EAST ALONG SAID EAST LINE, A DISTANCE OF 159.75 FEET TO A CORNER OF SAID LOT ONE (1); THENCE ALONG THE SOUTHERLY AND WESTERLY LINES OF SAID LOT ONE (1) FOR THE NEXT SIXTEEN CALLS; NORTH 71°18'03" WEST, A DISTANCE OF 41.41 FEET; THENCE NORTH 78°32'03" WEST, A DISTANCE OF 129.81 FEET; THENCE SOUTH 88°35'32" WEST, A DISTANCE OF 97.10 FEET; THENCE SOUTH 83°53'17" WEST, A DISTANCE OF 64.36 FEET; THENCE SOUTH 69°46'41" WEST, A DISTANCE OF 92.37 FEET; THENCE SOUTH 66°58'58" WEST, A DISTANCE OF 120.15 FEET; THENCE SOUTH 45°24'13" WEST, A DISTANCE OF 217.69 FEET; THENCE SOUTH 15°41'37" WEST, A DISTANCE OF 258.19 FEET; THENCE SOUTH 05°43'57" WEST, A DISTANCE OF 107.27 FEET; THENCE SOUTH 03°54'02" EAST, A DISTANCE OF 280.84 FEET; THENCE NORTH 89°54'31" WEST, A DISTANCE OF 169.99 FEET; THENCE NORTH 00°06'57" WEST, A DISTANCE OF 24.75 FEET; THENCE SOUTH 89°54'31" EAST, A DISTANCE OF 19.70 FEET; THENCE NORTH 00°05'30" WEST, A DISTANCE OF 1023.91 FEET; THENCE NORTH 11°13'06" EAST, A DISTANCE OF 382.43 FEET; THENCE NORTH 00°05'30" WEST, A DISTANCE OF 55.56 FEET TO THE NORTHWEST CORNER OF SAID LOT ONE (1); THENCE SOUTH 49°30'47" EAST ALONG THE NORTHERLY LINE OF SAID LOT ONE (1), A DISTANCE OF 488.52 FEET; THENCE ALONG SAID NORTH LINE ON A CURVE TO THE LEFT, HAVING A RADIUS OF 101.00 FEET, A CHORD BEARING AND DISTANCE OF SOUTH 69°45'07" EAST, 69.88 FEET, FOR AN ARC DISTANCE OF 71.35 FEET; THENCE SOUTH 89°59'27" EAST ALONG SAID NORTH LINE, A DISTANCE OF 66.10 FEET; THENCE SOUTH 00°00'00" WEST, A DISTANCE OF 142.00 FEET; THENCE SOUTH 89°59'27" EAST, A DISTANCE OF 315.54 FEET TO THE POINT OF BEGINNING. CONTAINING 453,737.95 SQUARE FEET OR 10.42 ACRES.

GATEWAY FIRST BANK
Minor Amendment PUD 83-B-1

EXHIBIT “E”

LEGAL DESCRIPTION DEVELOPMENT AREA D-2

A PART OF LOT ONE (1) BLOCK FOUR (4) OF GATEWAY PLAZA, AN ADDITION IN THE SW/4 OF SECTION 23, TOWNSHIP 18 NORTH, RANGE 12 EAST, CITY OF JENKS, TULSA COUNTY, STATE OF OKLAHOMA ACCORDING TO THE OFFICIAL RECORDED PLAT DOC. #6614, BEING MORE FULLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID LOT ONE (1); THENCE SOUTH 00°03'17" EAST ALONG THE EAST LINE THEREOF, A DISTANCE OF 142.00 FEET; THENCE SOUTH 89°59'27" WEST, A DISTANCE OF 315.54 FEET; THENCE NORTH 00°00'00" EAST, A DISTANCE OF 142.00 FEET TO THE NORTHERLY LINE OF SAID LOT ONE (1); THENCE SOUTH 89°59'27" EAST ALONG SAID NORTHERLY LINE, A DISTANCE OF 315.40 TO THE POINT OF BEGINNING. CONTAINING 44,796.17 SQUARE FEET OR 1.03 ACRES.

GATEWAY FIRST BANK
Minor Amendment PUD 83-B-1

EXHIBIT “F”

MAP OF DEVELOPMENT AREAS IN PUD 83-B-1



DRAWING SCALE: 1"= 100'
0 50 100 200

Exhibit F

Proposed Development Areas



PLOT DATE: Nov. 03 Feb 2020 FILE: P1181022-GATEWAY BANK/GATEWAY BANK/SAFE(PLO)



AAB Engineering, LLC
AAB
Engineering • Surveying • Land Planning
PO Box 2136 Sand Springs, OK 74063
OK CA#6318 Exp: June 30, 2020
KS CA#2292 Exp: Dec. 31, 2020
Office: (918) 514-4283 Fax: (918) 514-4288

GATEWAY FIRST BANK
Minor Amendment PUD 83-B-1

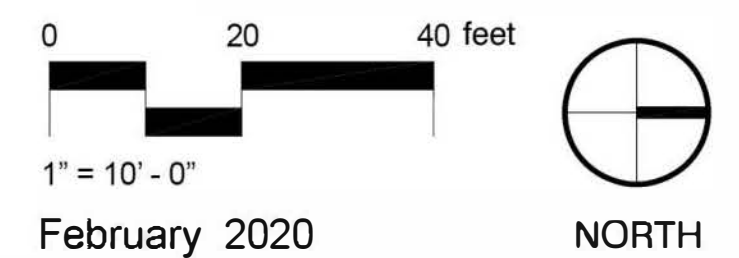
EXHIBIT “G”

CONCEPTUAL LANDSCAPING PLAN FOR DEVELOPMENT AREA A-2

Gateway Plaza

GATEWAY FIRST BANK
PUD 83-B-1
Jenks, Oklahoma

EXHIBIT G



PLANT SCHEDULE

SHADE TREES 2 1/2" MIN. CAL.
EVERGREEN TREES 8' MIN. HT.

TREE SELECTIONS WILL BE VARIETIES
THAT EXCEL IN OKLAHOMA WHICH COULD INCLUDE:

- SHUMARD OAK
- CHINESE PISTACHE
- LOBLOLLY PINE
- LEGACY MAPLE
- ELM (IMPROVED VARIETIES)
- HOLLY TREES



ALABACK DESIGN
LANDSCAPE ARCHITECTS

GATEWAY FIRST BANK
Minor Amendment PUD 83-B-1

EXHIBIT “H”

CONCEPTUAL LANDSCAPING PLAN FOR DEVELOPMENT AREA D-2

PLANT SCHEDULE

SHADE TREES 2 1/2" MIN. CAL.
EVERGREEN TREES 8' MIN. HT.

TREE SELECTIONS WILL BE VARIETIES
THAT EXCEL IN OKLAHOMA WHICH COULD INCLUDE:

- SHUMARD OAK - LEGACY MAPLE
- CHINESE PISTACHE - ELM (IMPROVED VARIETIES)
- LOBLOLLY PINE - HOLLY TREES

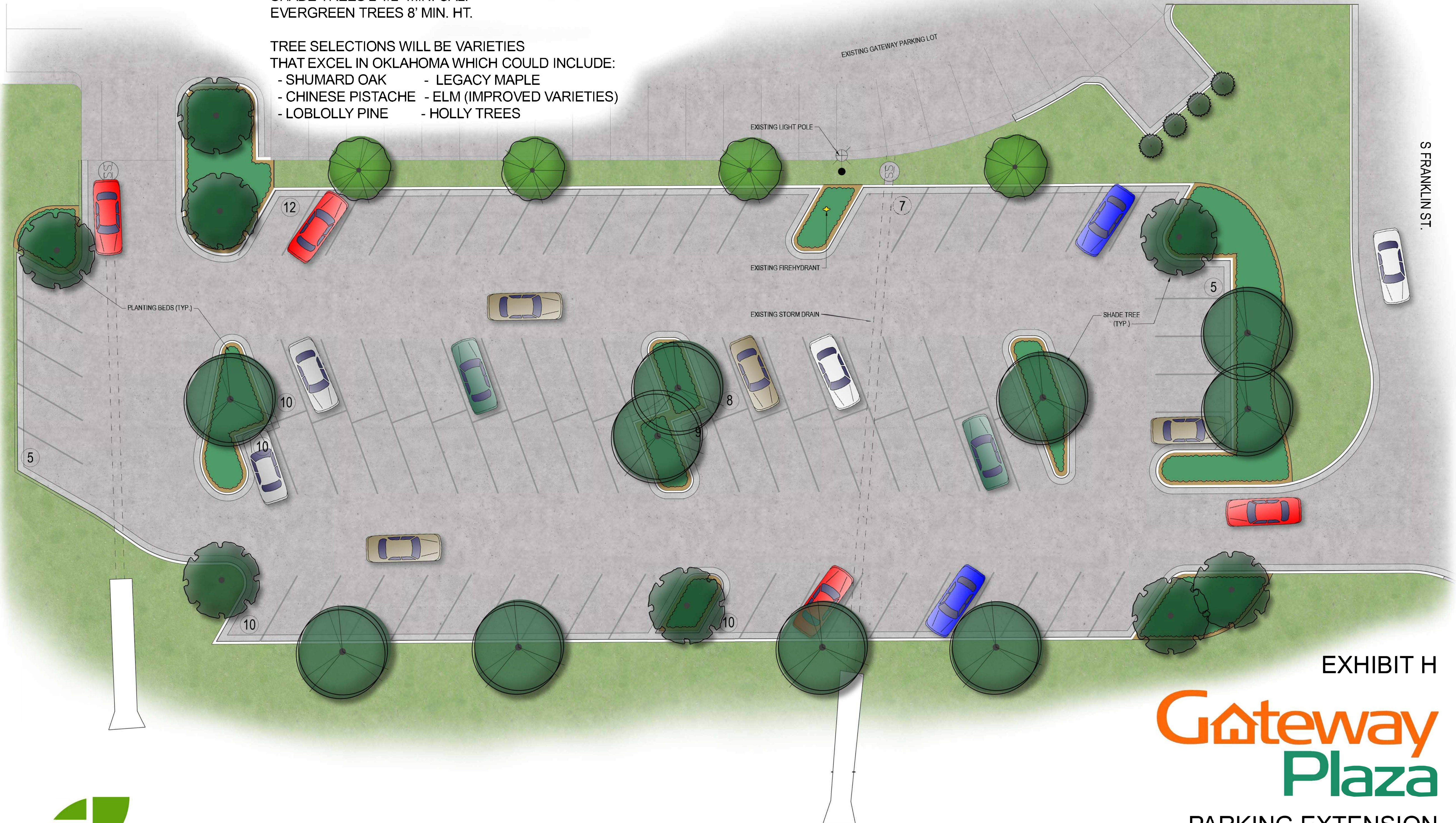


EXHIBIT H

Gateway Plaza

PARKING EXTENSION

PUD 83-B-1

Jenks, Oklahoma

GATEWAY FIRST BANK
Minor Amendment PUD 83-B-1

EXHIBIT “I”

CONCEPTUAL LANDSCAPING PLAN FOR RESERVE AREA B

Gateway Plaza

RESERVE AREA B
PUD 83.B.1
Jenks, Oklahoma

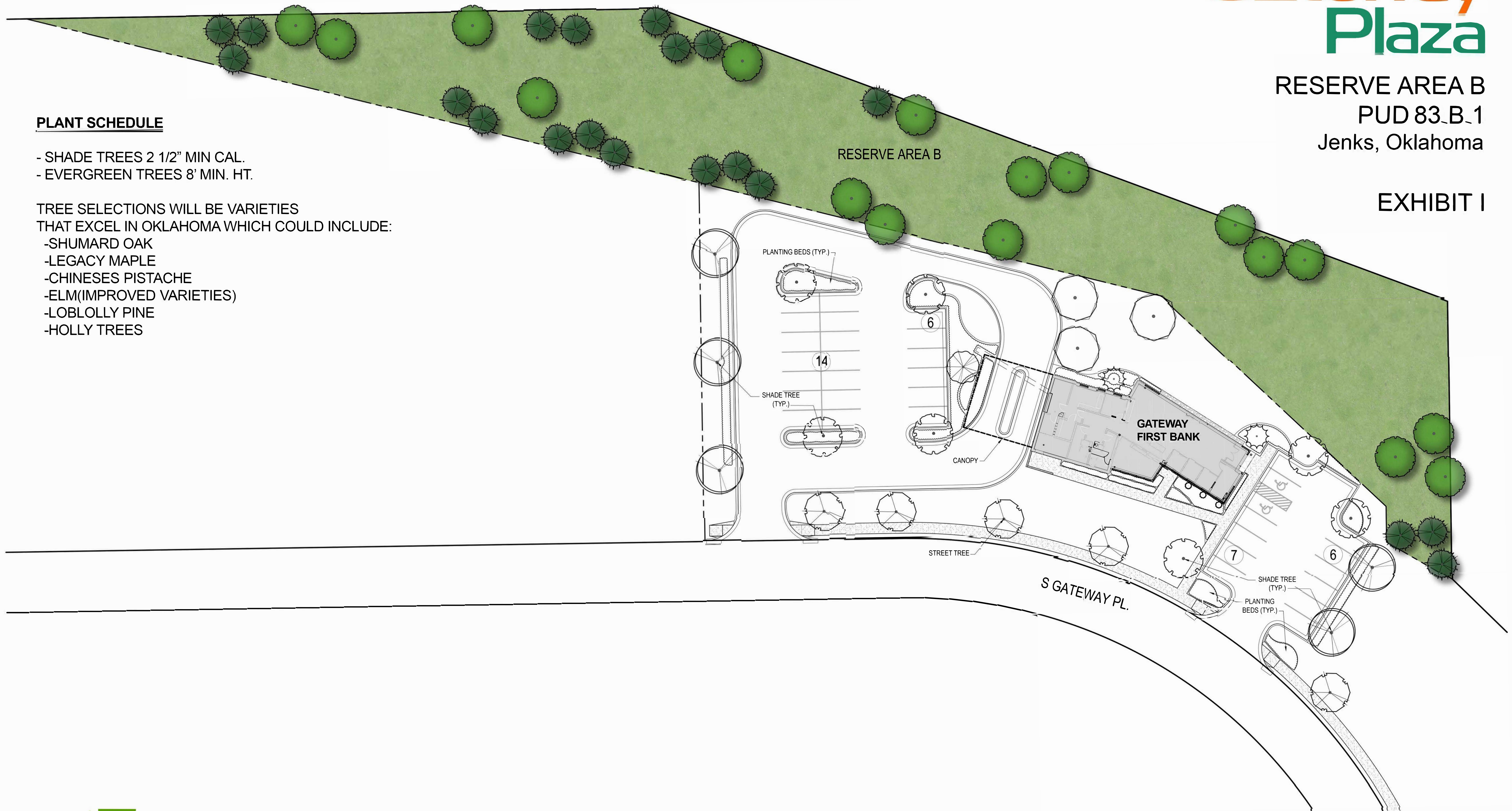
EXHIBIT I

PLANT SCHEDULE

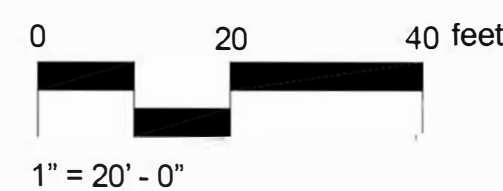
- SHADE TREES 2 1/2" MIN CAL.
- EVERGREEN TREES 8' MIN. HT.

TREE SELECTIONS WILL BE VARIETIES THAT EXCEL IN OKLAHOMA WHICH COULD INCLUDE:

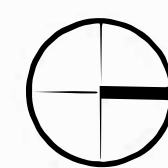
- SHUMARD OAK
- LEGACY MAPLE
- CHINESE PISTACHE
- ELM(IMPROVED VARIETIES)
- LOBLOLLY PINE
- HOLLY TREES



ALABACK DESIGN
LANDSCAPE ARCHITECTS



February 2020



NORTH

**ORDINANCE NO. 1509
(JZ 20-650/PUD 83B1)**

AN ORDINANCE AMENDING ORDINANCE NO. 1287 AND ORDINANCE NOS. 1333, 1368, AND 1386 REZONING A TRACT OF LAND FROM PLANNED UNIT DEVELOPMENT NUMBER 83 AMENDED AND 83B (COMMERCIAL SHOPPING CENTER DISTRICT (CS) AND AGRICULTURE DISTRICT (AG)) TO PLANNED UNIT DEVELOPMENT NUMBER 83B1 (COMMERCIAL SHOPPING CENTER DISTRICT (CS) AND AGRICULTURE DISTRICT (AG)); REPEALING ALL ORDINANCES OR PARTS THEREOF IN CONFLICT HERewith; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY

.....

WHEREAS, on August 19, 2013, the City Council of the City of Jenks passed Ordinance No. 1333 establishing Planned Unit Development 83;

WHEREAS, on November 03, 2014, the City Council of the City of Jenks passed Ordinance No. 1368 establishing Planned Unit Development 83 Amended; and

WHEREAS, on November 16, 2015, the City Council of the City of Jenks passed Ordinance No. 1386 establishing Planned Unit Development 83B.

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

SECTION I. That the following described property in the City of Jenks, Tulsa County, Oklahoma:

Subdivision: Gateway Plaza

LOT 1 LESS BEG SWC LT 1 TH N222.15 E246.50 S122.56 CRV LF12.20 W247.68 POB
BLOCK 2

and

LOT 1 BLOCK 4

Section 23 Township 18 Range 12

General Location: HWY 75 and W Main St

Is hereby rezoned from Commercial Shopping Center District and Agriculture District/Planned Unit Development Number 83 Amended and 83B to Commercial Shopping Center District and Agriculture District/Planned Unit Development Number 83B1.

SECTION II. The Planned Unit Development is hereby amended to allow for a bank to be built in Development Area “A-2” and a parking lot to be built in Development Area “D-2.”

SECTION III. That approval of this rezoning and PUD-83B1 shall be subject to the conditions as set forth in the official minutes of the Jenks City Council meeting approving this ordinance as well as the corresponding Planned Unit Development.

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

SECTION V. If any section, sentence, clause or phrase of this ordinance or any part thereof is for any reason 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.

Approved this 3rd day of March, 2020.

CITY OF JENKS, OKLAHOMA

MAYOR

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

Emergency Clause approved separately this 3rd day of March, 2020.

CITY OF JENKS, OKLAHOMA

MAYOR

Attest:

CITY CLERK

Approved as to form:

CITY ATTORNEY

Police

2/12/20-2/18/20

Patrol

- There were 40 citations, 88 traffic stops, 3 arrests, 324 calls for service, 2 Code Enforcement calls, 11 animal control calls, 10 accidents, and 35 reports taken during this reporting period.
- 3 DUI arrest
- Possession of stolen vehicle
- Trespassing
- 7 Domestic Assault and Battery
- Arrest Warrant
- Counterfeit money
- Curfew violation
- 2 Burglary from auto
- Protective Order violation
- Possession of Liquor
- Dog at large
- Child Abuse
- Kidnapping
- Mental Health Call

Detective Division

- 4 affidavits sent to the DA's office
- Recovered two kidnapping victims (children) from Bethany, OK
- Burglary of Cowboy Corner gas station
- Continuing working with Attorney General Office on Elder Abuse case.
 - Multiple witness interviews
- Meeting with TPD financial crimes unit

Professional Standards

- Officer Hash began CLEET training in Owasso
- Sgt. McNulty and Officer Dillard attended Ok Senate Public Safety Committee meeting.

Fire

Calls

From 2/12 to 2/19, Jenks Fire Rescue responded to 36 Incidents. Of these incidents, 3 were MVA's (Motor Vehicle Accidents), 21 EMS calls, 2 Carbon Monoxide or Gas Leaks, 4 false alarm, 6 were other emergencies.

- 2/12-MVA with no injuries-11700 S Elm, Crews provided traffic control and assistance to wrecker.
- 2/13-Gas Leak-615 W C ST-Crews was able to stop the leak by shutting off the control valve
- 2/13-11600 S Elm-MVA w/injuries-2 vehicle accident, Crew provided vehicle stabilization and provided medical care to 3 patients.
- 2/14-Child Locked in a car-300 S Aquarium Dr.-Crew were able to access the child by unlocking the vehicle from outside the car using the Car Unlock Kit
- 2/14-Overheated motor-12125 S Cedar-Crews responded to the smell of something burning in the residence. Using the thermal imager crews were able to identify the location of the smell coming from the furnace in the attic where they determined the blower motor was going out
- 2/16-Carbon Monoxide Incident-12523 S Ash Ave-Crews isolated the cause to the fireplace where they were able to shut off the gas.

- 2/17-MVA w/injuries-12100 S HWY 75-2 vehicle accident, Crews provided vehicle stabilization and provided medical care to 2 patients.

Planning

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. N. The current east-west easement would run through multiple residential lots if not closed. The perimeter easements will be larger than what is on the Polly T 2nd Addition plat. No issues from TAC members about closing the easement. **Passed Planning Commission 5-0**
- JZ 20-650 PUD 83B1 – Minor Amendment Minor Amendment to allow a parking lot to be constructed just south of the Gateway office building. Additionally, request to allow the first Gateway First Bank location to be constructed on the northwest corner of the existing PUD. The underlying zoning is CS so no zone change is required. However, City Council restricted that portion of the PUD for retail uses so this amendment must be approved in order to allow for a bank use. Gateway has provided a landscape plan and will provide additional trees in a reserve area on the westernmost section of the PUD. After initial evaluation, staff is currently supportive of this application because the development gains significant needed parking and landscaping and we believe the bank use is not a significant departure from the original approved site development. **Passed Planning Commission 4-0, as David Randolph recused himself.**

PLANNING COMMISSION – Mar 05/ CITY COUNCIL – Mar 17

- TUP 20-42: Request by TNT Fireworks for a Temporary Use Permit to sell fireworks on the Sharp Company property. **General Location:** 802 W Main. This firework stand has been here for several years and has put in their application early this year.
- ROWUEC 20-72: Request to close an unused detention and utility easement located with the Jenks Landing II Plat. **General Location:** 111th St & HWY 75 – In the new Jenks Landing II Plat there is a detention and utility easement that takes up about 1/3rd of the south section of the development that was never vacated. With the new JL2 plat, they do not need that detention area as they built a new one. From our GIS, it appears that the old easement was never really utilized. It was built when the Kirk Crossing plat was created and was granted to the City by Kirk of the Hills Corporation in 2013. TAC members have no issues with closing the easement.

Planning Commission – Date TBD

- ARC 19-481 – Request by Melinda Dandridge for approval of site plan and appearance in the Special Theme District. General Location: 402 E Aquarium Pl – **Meeting not scheduled; awaiting changes from applicant**
- 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.**
- Minor amendment to the Core Hospital SUP – add additional parking and provide landscape plan to mitigate any landscaping remove for the parking use. Application has been received, but staff is meeting with them to discuss the application before it is added to the schedule.
- Torrey Lakes PUD Application **General Location:** E 141st St S & S Harvard Ave. Application by TEP for a new subdivision PUD. The overall application was lacking in specifics, and the PUD showed little in the ways of amenities, landscaping, and overall design. Staff had a meeting to discuss the issues with TEP and they will be resubmitting the application at a later date.

Weekly Update
February 24, 2020

- Zone Change request by David Dryer **General Location:** 1223 W Main St. A zone change request has been received for the previously listed address. The request is to change the zoning from RS-1 (Residential Single-Family Low Density District) to either OL (Office Low Intensity District) or OM (Office Medium Intensity District). The two lots to the property's east have already been rezoned to OM (Shelter Insurance and Main Street Family Clinic) and a property two lots to the west has also been changed to OM (1239 W Main, currently up for sale). The owners of the lot are wanting to sell the house and have had interested parties who wish to either use the location for some form of clinic (such as a chiropractic clinic) or for general office space. Staff is currently looking into the request to determine what rezoning would be appropriate for the space, if any. Once that is determined, the application will be placed on the schedule.

OTHER PLANNING DEPARTMENT ACTIVITIES

- Horizon Jenks
 - Staff has received a rough draft of the comp plan for review.

Finance

Utility Billing/Cash Collections

- There have been 6,376 meters read thru February 20th.
- There have been 47 work orders completed thru February 20th.
- Processed ACH file for February utility bill payments, 2,109 accounts for a total of \$143,697.79
- Processed the February billing for January usage, billed 8,708 accounts for a total of \$622,209
- We are working with Core & Main to finalize the agreement for the installation of radio water meters. This agreement will be present to council at an upcoming meeting for their approval.
- Deputy W. Gerow is working with BancFirst to start testing the lockbox service. This service would decrease the time spent manually processing utility payments.

General Ledger/Accounting/Accounts Payable/Payroll

- Completed bank and investment account reconciliations for January 2020 and preparing for February month end.
- Continuing to work with Crawford & Associates on the FY18-19 financial statement preparation
- Working with Arledge & Associates on the FY18-19 audit – they expect to finish their fieldwork in the coming weeks.
- We continue to work with our FEMA program manager to finalize projects and answer any review questions.
- Continuing to work on the budget for the next two fiscal years, we are sorting through department submissions and requests

Senior Citizens

- Received the kitchen appliances that are to be paid from funds awarded by the additional INCOG CENA grant. We paid the invoice and will submit the request for reimbursement to INCOG in the next couple of days.

Records/Admin

- Helped with the setup, printing and posting of agendas for meetings from the previous week.
- Transcribed minutes of previous meetings.
- Helped with public information requests for information.

I.T.

- Preparing to upgrade the network infrastructure at the aquarium, the work will start on Sunday