

**MEETING NOTICE AND AGENDA**  
**Sand Springs City Council**  
**September 26, 2016 – 7:00 pm**  
**Sand Springs Municipal Building**  
**100 East Broadway – Room 203**  
**Sand Springs, Oklahoma 74063**  
[www.sandspringsok.org](http://www.sandspringsok.org)

1. **Call to Order**      Time \_\_\_\_\_

2. **Roll Call**

Ward 1-Nollan \_\_\_\_\_      Ward 2-Dixon \_\_\_\_\_      Ward 3-Burdge \_\_\_\_\_  
Ward 4-Fothergill \_\_\_\_\_      Ward 5-Wilson \_\_\_\_\_      Ward 6-Jackson \_\_\_\_\_  
At Large – Spoon \_\_\_\_\_

3. **Invocation**

Invocation will be provided by Vice Mayor Fothergill.

4. **Pledge of Allegiance**

Pledge of Allegiance will be provided by Councilman Spoon.

5. **Presentation**

A) American Heritage Bank Recognition

Mayor Burdge will recognize American Heritage Bank for their community enhancement contributions to the City of Sand Springs. (Administration)

6. **Consent Agenda (A-H)**

All matters listed under "Consent" are considered by the City Council to be routine and will be enacted by one motion. Any Council member may, however, remove an item from the Consent Agenda by request.

A) Approval of the minutes of the September 7, 2016 special City Council meeting. (Administration)

B) Approval of the minutes of the September 12, 2016 regular City Council meeting. (Administration)

C) Approval of the monthly Transfers of Funds. (Finance)

D) Approval of the Sand Springs Pogue Airport Five-Year FAA/OAC CIP Update. (Airport)

- E) Authorization of an expenditure in the amount not to exceed \$500,000 for the purchase of materials and construction activities related to the 2016 Street Overlays project. (Public Works)
- F) Approval of the Floodplain Management Plan Annual Report. (Public Works)
- G) Approval of the proposed Amendment No. 1 to the Engineering Agreement with Keithline Engineering Group, PLLC for design of the South 113<sup>th</sup> West Avenue Widening, Phase 3 (from the 3500 block to West 41<sup>st</sup> Street South) project. (Public Works)
- H) Acceptance of the public improvements in Phase 3 of Stone Creek Estates III subdivision constructed by A & A Asphalt, Inc. for developer Gibson & Powell Investments, LLC. (Public Works)

Motion \_\_\_\_\_ Second \_\_\_\_\_

## 7. **Financial Reports**

The regular monthly Financial Reports for all funds are provided to Council for their review and information. (Presented by: Kelly Lamberson, Finance Director)

## 8. **Correspondence (A-B)**

The following correspondence is provided to Council for their review and information.

- A) Regular monthly bills. (Finance)
- B) A letter, dated August 25, 2016, from Oklahoma Department of Environmental Quality, Permit No. WT000072160594, City of Sand Springs New Filter Backwash Pump Station, PWSID No. 1020420, for the construction of one (1) 7,200-gpm backwash pump station, associated yard piping and all appurtenances to serve the City of Sand Springs, Tulsa County, Oklahoma. (Public Works)

## 9. **City Manager's and Council Members Report**

The City Manager and Council members will provide updates regarding recent and upcoming events and projects, including events of interest and the general operations of the City. No action is to be taken. (Administration)

- A) List of Upcoming Events:
  - a. Boo on Broadway: 10/29/16
  - b. "Night at the Museum": 10/29/16 9:00 pm

- c. Street Dept Chipper Days: 11/05, 12/03/16
- d. CASEtime Movie Night: 11/11, 12/09/16
- e. Veterans Day Holiday: City Offices Closed 11/11/16
- f. Thanksgiving Holiday: City Offices Closed: 11/24 and 11/25/16
- g. Festival of Lights Christmas Parade: 12/02/16
- h. Employee Recognition Luncheon: 12/07/16
- i. Christmas Holiday: City Offices Closed: 12/23, 12/26/16

10. **Executive Session**

A) Council will consider retiring into Executive Session for the purpose of conferring on matters pertaining to economic development within the RiverWest development area and for the purpose of conferring on other economic development projects in which public disclosure of the matter discussed would interfere with the confidentiality of the business in accordance with O.S. Title 25, Section 307(C)(10); for the purpose of conferring on matters pertaining to appraisal or acquisition of property, in accordance with O.S. Title 25, Section 307(B)(3); and for the purpose of the annual evaluation of City Manager Elizabeth Gray, in accordance with Title 25, Section 307(B)(1). (Administration)

Motion\_\_\_\_\_ Second\_\_\_\_\_

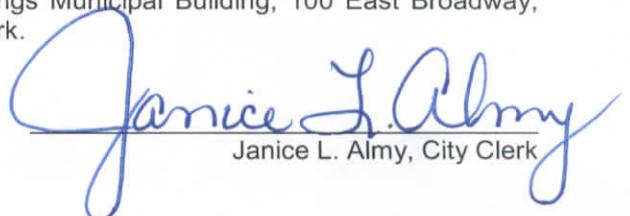
B) Mayor Burdge will reconvene the City council meeting following the Executive Session. (Administration)

C) Council will consider and take any action deemed appropriate as a result of the Executive Session. (Administration)

Motion\_\_\_\_\_ Second\_\_\_\_\_

11. **Adjournment** Time\_\_\_\_\_

This agenda was filed in the office of the City Clerk and posted at 2:30 pm on September 22, 2016 on the digital display board located in the lobby of the Sand Springs Municipal Building, 100 East Broadway, Sand Springs, Oklahoma 74063, by Janice L. Almy, City Clerk.

  
 Janice L. Almy, City Clerk



# CERTIFICATE OF APPRECIATION

THIS CERTIFICATE IS PRESENTED TO

*American Heritage Bank*

FOR YOUR COMMUNITY ENHANCEMENT  
CONTRIBUTIONS TO THE  
CITY OF SAND SPRINGS

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**MINUTES**

**Sand Springs City Council  
Special Meeting  
September 7, 2016 – 5:30 pm  
Sand Springs Municipal Building  
100 East Broadway – Room 102  
(1<sup>st</sup> Floor Conference Room)  
Sand Springs, Oklahoma 74063**

**MEMBERS PRESENT:** Mayor Mike Burdge  
Vice Mayor John Fothergill @5:52 pm  
Councilwoman Patty Dixon  
Councilman Beau Wilson  
Councilman Brian Jackson  
Councilman Jim Spoon

**ALSO PRESENT:** City Manager Elizabeth Gray  
City Attorney David Weatherford  
City Clerk Janice L. Almy

**ABSENT:** Councilman Phil Nollan

The Sand Springs City Council met in special session on September 7, 2016 in Room 102 of the Sand Springs Municipal building pursuant to the agenda filed with the City Clerk’s office and posted at 10:00 am on August 31, 2016 and the Addendum filed with the City Clerk’s office and posted at 4:30 pm on September 1, 2016, on the digital display board located in the first floor lobby of the Sand Springs Municipal Building, 100 East Broadway, Sand Springs, Oklahoma 74063.

**1. Call to Order**

Mayor Burdge called the meeting to order at the noted time of 5:35 pm.

**2. Roll Call**

Mayor Burdge called for an individual roll call with members replying in the following manner:

Councilman Nollan, no response; Councilwoman Dixon, here; Mayor Burdge, here; Vice Mayor Fothergill, no response; Councilman Wilson, here; Councilman Jackson, here; Councilman Spoon, here.

It was noted for the record that Councilman Nollan was absent from said meeting and Vice Mayor Fothergill arrived at the noted time of 5:52 pm.

Following Roll Call, Mayor Burdge moved to Addendum Item No. 1.

**Amendment to Resolution No. 16-30**

A) Amendment to Resolution No. 16-30

City Manager Elizabeth Gray requested direction from Council concerning the requested amendment to Resolution No. 16-30 regarding Councilman Nollan to participate in the 2016 Oklahoma Municipal League Conference in Oklahoma City.

Following discussion a motion was made by Councilman Wilson and seconded by Councilman Jackson to amendment Resolution No. 16-30 regarding Councilman Nollan to participate in the 2016 Oklahoma Municipal League Conference in Oklahoma, as presented, be approved.

Mayor Burdge called for the vote recorded as follows:

Councilwoman Dixon, aye; Mayor Burdge, aye; Councilman Wilson, aye; Councilman Jackson, aye; Councilman Spoon, aye.

The motion carried 5-0-0.

B) Supplemental Appropriation

City Manager Elizabeth Gray requested Council's approval of a Supplemental Appropriation, as amended, in the General Fund for an increase of \$500 in the General Administration – Council Training and Travel budget and a decrease in the Ending Unreserved Fund Balance of \$500 for Councilman Nollan to participate in the 2016 Oklahoma Municipal League Conference in Oklahoma City.

Following discussion a motion was made by Councilman Spoon and seconded by Councilman Wilson that the requested approval of a Supplemental Appropriation, as amended, in the General Fund for an increase of \$500 in the General Administration – Council Training and Travel budget and a decrease in the Ending Unreserved Fund Balance of \$500 for Councilman Nollan to participate in the 2016 Oklahoma Municipal League Conference in Oklahoma City, as amended, be approved.

Mayor Burdge called for the vote recorded as follows:

Councilwoman Dixon, aye; Mayor Burdge, aye; Councilman Wilson, aye; Councilman Jackson, aye; Councilman Spoon, aye.

The motion carried 5-0-0.

### 3. Executive Session

Mayor Burdge informed Council of retiring into Executive Session for the purpose of conferring on matters pertaining to economic development and for the purpose of conferring on other economic development projects in which public disclosure of the matter discussed would interfere with the confidentiality of the business in accordance with O.S. Title 25, Section 307(C)(10); and for the purpose of conferring on matters pertaining to appraisal or acquisition of property in accordance with O.S. Title 25, Section 307(B)(3).

A motion was made by Councilman Spoon and seconded by Councilman Wilson to retire into Executive Session for the purpose of conferring on matters pertaining to economic development and for the purpose of conferring on other economic development projects in which public disclosure of the matter discussed would interfere with the confidentiality of the business in accordance with O.S. Title 25, Section 307(C)(10); and for the purpose of conferring on matters pertaining to appraisal or acquisition of property in accordance with O.S. Title 25, Section 307(B)(3).

Mayor Burdge called for the vote recorded as follows:

Councilwoman Dixon, aye; Mayor Burdge, aye; Councilman Wilson, aye; Councilman Jackson, aye; Councilman Spoon, aye.

The motion carried 5-0-0.

Councilwoman Dixon, Mayor Burdge, Councilman Wilson, Councilman Jackson, Councilman Spoon, City Manager Elizabeth Gray, City Attorney David Weatherford, Police Chief Mike Wood, Fire Chief Mike Wood and City Clerk Janice L. Almy retired into Executive Session at the noted time of 5:42 pm.

Vice Mayor Fothergill joined the Executive Session in progress as the noted time of 5:52 pm.

Discussion was held for the purpose of conferring on matters pertaining to economic development and for the purpose of conferring on other economic development projects in which public disclosure of the matter discussed would interfere with the confidentiality of the business in accordance with O.S. Title 25, Section 307(C)(10); and for the purpose of conferring on matters pertaining to appraisal or acquisition of property in accordance with O.S. Title 25, Section 307(B)(3).

B) Following the Executive Session, Mayor Burdge reconvened the Council Meeting at the noted time of 6:24 pm.

C) Mayor Burdge stated there was no action deemed appropriate as a result of the Executive Session.

4. Adjournment

There being no other discussion, the meeting adjourned at the noted time of 6:25 pm.

---

Janice L. Almy, City Clerk

DRAFT

**MINUTES**

**Sand Springs City Council  
Regular Meeting  
September 12, 2016 – 7:00 p.m.  
Sand Springs Municipal Building  
100 East Broadway – Room #203  
Sand Springs, Oklahoma 74063**

- MEMBERS PRESENT:** Mayor Mike Burdge (6-0)  
Vice Mayor John Fothergill (6-0)  
Councilman Phil Nollan (5-1)  
Councilman Patty Dixon (5-1)  
Councilman Beau Wilson (6-0)  
Councilman Brian Jackson (6-0)
- ALSO PRESENT:** City Manager Elizabeth Gray  
Assistant City Manager Daniel Bradley  
City Attorney David Weatherford  
City Clerk Janice L. Almy
- ABSENT:** Councilman Jim Spoon (5-1)

The Sand Springs City Council met in regular session on September 12, 2016 in Room No. 203 of the Sand Springs Municipal Building pursuant to the agenda filed with the City Clerk's office and posted at 2:00 pm on September 8, 2016, on the digital display board located in the first floor lobby of the Sand Springs Municipal Building, 100 East Broadway, Sand Springs, Oklahoma 74063.

**1. Call to Order**

Mayor Burdge called the meeting to order at the noted time of 7:00 pm.

**2. Roll Call**

Mayor Burdge called for an individual roll call with members replying in the following manner:

Councilman Jackson, here; Councilwoman Dixon, here; Councilman Spoon, here; Vice Mayor Fothergill, here; Mayor Burdge, here; Councilman Wilson, here; Councilman Nollan, no response.

It was noted for the record that Councilman Nollan was absent from said meeting.

**3. Invocation**

Following Roll Call, Mayor Burdge provided the invocation.

**4. Pledge of Allegiance**

Councilwoman Dixon led the Pledge of Allegiance.

**5. Development Agreement - OmniTRAX****A) Presentation**

Tony Manos, Senior Vice President of Industrial Development with OmniTRAX, provided a presentation regarding the development of their property, formerly known as Gerdau or Sheffield Steel.

This item was for informational-purposes.

**B) Development Agreement**

Mayor Burdge informed Council of the requested approval of a Development Agreement between the City of Sand Springs and OmniTRAX for their property, formerly known as Gerdau or Sheffield Steel.

A motion was made by Vice Mayor Fothergill and seconded by Councilman Wilson that the requested approval of a Development Agreement between the City of Sand Springs and OmniTRAX for their property, formerly known as Gerdau or Sheffield Steel, as presented, be approved.

Mayor Burdge called for the vote recorded as follows:

Councilman Nollan, aye; Councilman Wilson, aye; Mayor Burdge, aye; Vice Mayor Fothergill, aye; Councilwoman Dixon, aye; Councilman Jackson, aye.

The motion carried 6-0-0.

Following Item 5, Mayor Burdge recessed the City Council meeting for a ten minute break for photograph and statements for the media regarding OmniTRAX at the noted time of 7:17 pm.

Mayor Burdge reconvened the City Council meeting at the noted time of 7:30 pm.

**6. Presentation(s)****A) AEP/PSO Recognition**

Mayor Burdge and Golf Manager Brian Talley recognized and acknowledged AEP/PSO employees for their work and contributions for the removal and replacement of the netting at the Sand Springs Canyons at Blackjack Ridge Golf Course.

**B) American Heritage Bank Recognition**

Mayor Burdge informed Council that the recognition of American Heritage Bank for their community enhancement contributions to the City of Sand Springs would be passed at this time.

**C) Mayoral Proclamation – Daughters of the American Revolution**

Mayor Burdge read aloud and presented a Mayoral Proclamation to members of the Daughters of the American Revolution, proclaiming the week of September 17 – 23, 2016 to be “Constitution Week” in the City of Sand Springs, Oklahoma.

Members of the Daughters of the American Revolution expressed appreciation of the proclamation, as well as provided copied of the Constitution to Council.

Items No. 6A-C were for recognition-purposes only.

**7. Consent Agenda (A-F)**

Mayor Burdge informed Council that all matters listed under the Consent Agenda to be considered by Council are to be routine and will be enacted by one motion.

Mayor Burdge noted that questions or clarification on any consent agenda items could be addressed prior to taking action. Mayor Burdge requested if Council had questions or needed clarification on any consent agenda item or whether any item needed to be considered separately.

There being no other questions or requests, Mayor Burdge requested a motion regarding Consent Agenda 7A through 7F.

A motion was made by Vice Mayor Fothergill and seconded by Councilman Wilson to approve the Consent Agenda Items No. 7A through 7F, as follows:

A) The minutes of the August 22, 2016 regular City Council meeting.

B) The minutes of the August 24, 2016 special City Council meeting.

C) The minutes of the August 31, 2016 special City Council meeting.

D) Change Order No. One to the Agreement with Direct Traffic Control, Inc. for a decrease in the amount of \$4,044.98 to the contract amount and an increase of eleven (11) calendar days to the contract time for the Roadway Striping project.

E) The acceptance of the improvements as constructed by Director Traffic Control, Inc. for the Roadway Striping project.

F) Resolution No. 17-05, a resolution approving a supplemental appropriation engineering agreement amendment, grant offer, acceptance, authorization payments and authorizing the signature of all related documents as related to the Sand Springs-Pogue Airport Precision Approach Plan Indicators, Electrical Vault and Obstruction Survey.

Mayor Burdge called for the vote recorded as follows:

Councilman Jackson, aye; Councilwoman Dixon, aye; Vice Mayor Fothergill, aye; Mayor Burdge, aye; Councilman Wilson, aye; Councilman Nollan, aye.

The motion carried 6-0-0.

## **8. Appointments**

### **A) Sand Springs Park Advisory Board**

Councilman Wilson left the Council meeting at the noted time of 7:38 pm.

Mayor Burdge informed Council of the appointment of a Ward Five (5) representative to serve an unexpired term to May 2018 on the Sand Springs Park Advisory Board.

A motion was made by Mayor Burdge and seconded by Vice Mayor Fothergill that James Roberts be appointed as a Ward Five representative to serve an unexpired term to May 2018 on the Sand Springs Park Advisory Board.

Mayor Burdge called for the vote recorded as follows:

Councilman Nollan, aye; Mayor Burdge, aye; Vice Mayor Fothergill, aye; Councilwoman Dixon, aye; Councilman Jackson, aye.

The motion carried 5-0-0.

Councilman Wilson returned to the Council meeting at the noted time of 7:40 pm.

**9. Waste Water Treatment Plant Improvement – Bid No. 1012**

Cody Blair, Assistant City Engineer, requested Council's approval of Change Order No. 5 to the Agreement with Walters-Morgan Construction, Inc. for an increase in the amount of \$27,001.22 and an increase in the contract time of 14 calendar days; and authorization for the Mayor to execute said Change Order as it relates to the Waste Water Treatment Plant Improvement project – Bid No. 1012.

Following lengthy discussion, a motion was made by Vice Mayor Fothergill and seconded by Councilman Wilson that the requested approval of Change Order No. 5 to the Agreement with Walters-Morgan Construction, Inc. for an increase in the amount of \$27,001.22 and an increase in the contract time of 14 calendar days; and authorization for the Mayor to execute said Change Order as it relates to the Waste Water Treatment Plant Improvement project – Bid No. 1012, as presented, be approved.

Mayor Burdge called for the vote recorded as follows:

Councilman Jackson, aye; Councilwoman Dixon, aye; Vice Mayor Fothergill, aye; Mayor Burdge, aye; Councilman Wilson, aye; Councilman Nollan, aye.

The motion carried 6-0-0.

**10. 2015 Assistance to Fire Fighters Grant**

A) Acceptance

Fire Chief Mike Wood requested Council's authorization for the Fire Chief to accept Grant No. EMW-2015-FO-04589.

A motion was made by Councilwoman Dixon and seconded by Councilman Nollan that the requested authorization for the Fire Chief to accept Grant No. EMW-2015-FO-04589, as presented, be approved.

Mayor Burdge called for the vote recorded as follows:

Councilman Nollan, aye; Councilman Wilson, aye; Mayor Burdge, aye; Vice Mayor Fothergill, aye; Councilwoman Dixon, aye; Councilman Jackson, aye.

The motion carried 6-0-0.

**B) Supplemental Appropriation**

Fire Chief Mike Wood requested Council's approval of a Supplemental Appropriation within the General Fund for an increase to the Revenue-FEMA 2015 Assistant to Fire Fighters Grant line item in the amount of \$12,274 and an increase to the Expenditure – Fire Department line item in the amount of \$12,273 as it relates to the 2015 Assistant to Fire Fights Grant.

A motion was made by Councilwoman Dixon and seconded by Vice Mayor Fothergill that the requested approval of a Supplemental Appropriation within the General Fund for an increase to the Revenue-FEMA 2015 Assistant to Fire Fighters Grant line item in the amount of \$12,274 and an increase to the Expenditure – Fire Department line item in the amount of \$12,273 as it relates to the 2015 Assistant to Fire Fights Grant, as presented, be approved.

Mayor Burdge called for the vote recorded as follows:

Councilman Jackson, aye; Councilwoman Dixon, aye; Vice Mayor Fothergill, aye; Mayor Burdge, aye; Councilman Wilson, aye; Councilman Nollan, aye.

The motion carried 6-0-0.

**11. Correspondence**

The following correspondence was provided to Council for their review and information:

A) Regular monthly bills.

B) An email, dated September 6, 2026, from Roger Bush, West Side Alliance Soccer Club, recognizing the great shape the city's soccer fields were in for their Labor Day Weekend soccer event.

**12. City Manager's and Council Members Report**

A) List of Upcoming Events:

- 1) Street Dept Chipper Days: 10/10, 11/05, 12/03/16
- 2) CASEtime Movie Night: 10/14, 11/11, 12/09/16
- 3) Rotary Downhill Derby: 09/17/16
- 4) Boo on Broadway: 10/29/16
- 5) "Night at the Museum": 10/29/16 – 9:00 pm
- 6) Veterans' Day Holiday: City Offices Closed 11/11/16
- 7) Thanksgiving Holiday: City Offices Closed: 11/24-25/16
- 8) Festival of Lights Christmas Parade: 12/02/16
- 9) Employee Recognition Luncheon: 12/07/16
- 10) Christmas Holiday: City Offices Closed: 12/23, 12/26/16

B) City Manager Elizabeth Gray also reported on the following items:

- 1) "Thank You" to all that worked on the various economic development projects.
- 2) Great Raft Race held during the Labor Day weekend.
- 3) The upcoming Oklahoma Municipal League Conference.

**13. Adjournment**

There being no other discussion, the meeting adjourned at the noted time of 8:04 pm.

---

Janice L. Almy, City Clerk

DRAFT

**CITY OF SAND SPRINGS  
MONTHLY TRANSFERS  
September, 2016**

	<b>ANNUAL BUDGET</b>		<b>MONTH</b>	<b>YEAR TO</b>
	<b><u>FROM</u></b>	<b><u>TO</u></b>	<b><u>TRANSFER</u></b>	<b><u>DATE</u></b>
<b>TRANSFERS PER BOND INDENTURE</b>				
FROM: General Fund	\$ 5,472,971		\$ 371,928	\$ 1,149,682
TO: Mun Auth Water Utility Fund		3,085,195	247,952	766,455
Street Impr Fund		1,542,598	123,976	383,227
Public Safety Cap Impr Fund (Jan 2017)		691,509	-	-
Economic Dev Cap Impr Fund (Jan 2017) (sales tax)		153,669	-	-
<b>TRANSFERS PER COUNCIL ACTION</b>				
FROM: General Fund	\$ 762,000		\$ 1,000	\$ 400,595
TO: General Short Term Capital Fund(E911)		12,000	1,000	3,000
Tax Increment District Fund		750,000	-	397,595
FROM: Sinking Fund (Interest)	\$ 1,500		\$ -	\$ 50
TO: General Fund		1,500	-	50
FROM: Capital Impr W&WW Fund	\$ 800,000		\$ 66,667	\$ 200,000
TO: Mun Auth Water Util Fund		800,000	66,667	200,000

**SAND SPRINGS MUNICIPAL AUTHORITY  
MONTHLY TRANSFERS  
September, 2016**

	ANNUAL BUDGET		<u>MONTH TRANSFER</u>	<u>YEAR TO DATE</u>
	<u>FROM</u>	<u>TO</u>		
<b>TRANSFERS PER BOND INDENTURE</b>				
FROM: Mun Auth Water Utility Fund	\$	-	\$	-
FROM: Mun Auth Wastewater Utility Fund	\$	-	\$	-
<b>TRANSFERS PER TRUSTEE ACTION</b>				
FROM: Mun Auth Water Utility Fund	\$	4,615,195	\$	375,452 \$
TO: Cap Impr W&WW Fund (sales tax)		3,085,195	247,952	766,455
Mun Auth Golf Course Fund		250,000	20,833	62,500
Capital Improvement Fund		30,000	2,500	7,500
Mun Auth Airport Fund		50,000	4,167	12,500
General Fund		980,000	81,667	245,000
Water Meter Replacement Fund		200,000	16,667	50,001
Airport Construction Fund		20,000	1,667	5,000
FROM: Mun Auth Solid Waste Utility Fund	\$	700,000	\$	58,333 \$
General Fund		700,000	58,333	175,000
FROM: Mun Auth Stormwater Utility Fund	\$	1,000,000	\$	83,333 \$
TO: Stormwater Capital Impr Fund		1,000,000	83,333	250,000
FROM: Mun Auth Golf Course Fund	\$	25,500	\$	2,988 \$
TO: Golf Course Capital Improvement Fund		25,500	2,988	5,988



# CITY OF SAND SPRINGS

100 E. Broadway St. • P.O. Box 338 • Sand Springs, Oklahoma 74063  
Phone: 918.246.2500 • sandspringsok.org

CITY OF SAND SPRINGS  
COUNCIL/AUTHORITY STAFF REPORT  
MEETING DATE: September 26, 2016

**SUBJECT:**

**SAND SPRINGS POGUE AIRPORT (SSPA) 5-YEAR FAA/OAC CIP UPDATE**

**STAFF RECOMMENDATION:**

Approve the SSPA 5-year CIP Plan update.

**BACKGROUND AND HISTORY:**

Each year the Federal Aviation Administration (FAA) and Oklahoma Aeronautics Commission (OAC) requests the City of Sand Springs submit an update to the SSPA 5-year Capital Improvement Projects (CIP) Plan for their review and consideration for funding through grants from the FAA and OAC Airport Improvement Program (AIP).

**EXECUTIVE SUMMARY:**

The Sand Springs - Airport Advisory Board reviewed this item on September 8, 2016.

The Public Works Advisory Committee reviewed this item on September 20, 2016

**BUGETARY IMPACT:**

The proposed projects would require matching funds of up to ten (10) percent from the sponsor on AIP eligible projects

**COMPILED BY:** Ken Madison      **APPROVED BY:** Derek Campbell, P.E.

**Attachments:**

Proposed 5-year CIP Plan Update for SSPA

**SAND SPRINGS-POGUE AIRPORT  
DEVELOPMENT PLAN PROJECTS  
September 2016**

**FY 2017-2021 CAPITAL IMPROVEMENT PROJECTS**

							FAA/OAC
							Priority
							Rating
							1-100
							Scale
	Project Description	Total Costs	Recommended Financing Method				
	FY 2017-2021 Projects		Sponsor (a)	Private (b)	State (c)	Federal (d)	
1	<b>Year 1 (2017)</b>						<b>46.2</b>
	Construct, Replace PAPI's, Electric Vault & Aeronautical Survey RNAV/GPS 17	\$300,000.00	\$30,000.00	\$0.00	\$0.00	\$270,000.00	
	<b>Year 1 (Total)</b>	<b>\$300,000.00</b>	<b>\$30,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$270,000.00</b>	
2	<b>Year 2 (2018)</b>						<b>n/a</b>
	Construct Stormwater Retention Area NW Apron Area	\$225,000.00	\$22,500.00	\$0.00	\$0.00	\$202,500.00	
	<b>Year 2 (Total)</b>	<b>\$225,000.00</b>	<b>\$22,500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$202,500.00</b>	
3	<b>Year 3 (2019)</b>						<b>n/a</b>
	Bank/Rollover funds for FY 2020						
	<b>Year 3 (Total)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
4	<b>Year 4 (2020)</b>						<b>n/a</b>
	Bank/Rollover funds for FY 2020	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	<b>Year 4 (Total)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
5	<b>Year 5 (2021)</b>						<b>65.6</b>
	Implement Taxiway Alpha/West Apron Pavement Rehabilitation/Overlay	\$2,400,000.00	\$240,000.00	\$0.00	\$0.00	\$2,160,000.00	
	Replace Taxiway Alpha Incandescent Lights with LED Lights	\$930,000.00	\$93,000.00	\$0.00	\$0.00	\$837,000.00	
	<b>Year 5 (Total)</b>	<b>\$3,330,000.00</b>	<b>\$333,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,997,000.00</b>	
<b>CIP Projects Total</b>		<b>\$4,155,000.00</b>	<b>\$385,500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,469,500.00</b>	

Notes:  
Cost estimates, based upon 2016 data, are intended for preliminary planning purposes and do not reflect a detailed engineering evaluation.

- (a) Local Funding - Private, current revenues, cash reserves, bonds, etc.
- (b) Third Party Funding
- (c) Oklahoma Aeronautics Commission (OAC)
- (d) FAA AIP (Airport Improvement Program) - Unless Otherwise Noted



# CITY OF SAND SPRINGS

100 E. Broadway St. • P.O. Box 338 • Sand Springs, Oklahoma 74063  
Phone: 918.246.2500 • sandspringsok.org

Consent **C6E**  
Agenda item # \_\_\_\_\_

CITY OF SAND SPRINGS  
COUNCIL/AUTHORITY STAFF REPORT  
MEETING DATE: September 26, 2016

**SUBJECT:**  
**2016 STREET OVERLAYS – AUTHORIZATION TO EXPEND FUNDS**

**STAFF RECOMMENDATION:**

Authorize an expenditure in an amount not to exceed \$500,000 for the purchase of materials and construction activities related to the 2016 Street Overlays project.

**BACKGROUND AND HISTORY:**

The Street Improvement Fund includes a project to provide an asphalt overlay for 17 local street segments. Staff has discussed this project with the Tulsa County Engineer's office, requesting assistance similar to the previous overlay projects. They will provide labor and equipment for the placement of the asphalt. An Interlocal Agreement for this project was approved by the Sand Springs City Council on July 27<sup>th</sup> 2015, and by the Tulsa County Board of County Commissioners on August 10<sup>th</sup> 2015. Nine of the 17 street segments will require cold-milling prior to overlaying. Staff has estimated that this project will require approximately 10,000 tons of asphalt for placement of a 2-inch overlay. We will also need to purchase about 8,000 gallons of asphalt emulsion (tack oil), to be applied immediately prior to the placement of the asphalt. Staff anticipates that the total cost for these materials will reach approximately \$500,000. The Public Works Advisory Committee reviewed this item on September 20<sup>th</sup> 2016.

**BUGETARY IMPACT:**

Funds are available within the project line item.

**COMPILED BY:** T.J. Davis, Project Administrator

**PRESENTED BY:** T.J. Davis, Project Administrator

**ATTACHMENTS:** Budget Worksheets

# City of Sand Springs, OK

## 2" Street Overlay Projects for FY2016

Equipment by Tulsa County: Materials by City of Sand Springs

Street Name	Segment	Width	Length	Overlay \$/ft	Milling \$/ft	Striping \$/ft	Ramps \$/ft	Total \$/ft
Garfield Avenue	10th Street to North of Main Street	26	3000	47.7	36.8			84.5
Main Street	10th Street to Garfield Avenue	26	3000	47.7	36.8			84.5
13th Street	Garfield Avenue to Main Street	26	500	7.9				7.9
			6,500	\$ 103.3	\$ 73.7	\$ -	\$ -	\$ 176.9

Street Name	Segment	Width	Length	Overlay \$/ft	Milling \$/ft	Striping \$/ft	Ramps \$/ft	Total \$/ft
Skylane Drive	33rd Street to 41st Street	24	3800	55.7				55.7
35th Street	Skylane Drive to Maple Ave	26	1275	20.3				20.3
Maple Avenue	35th Street to 33rd Street	26	1050	16.7				16.7
Nassau Avenue	35th Street to 38th Street	32	1600	31.3	24.2		7.5	63.0
35th Place	East and West off Nassau	26	1000	15.9	12.3			28.2
36th Street	East and West off Nassau	26	650	10.3	8.0			18.3
37th Street	East and West off Nassau	26	1000	15.9	12.3			28.2
37th Place	East off Nassau	26	800	12.7	9.8			22.5
113th W. Avenue	41st Street to 44th Street	24	1300	19.1		5.0		24.1
44th Street	113th W. Avenue to Maple Avenue	24	4000	58.7	13.6			72.3
Cedarwood Drive	41st Street to 42nd Place	26	500	7.9				7.9
42nd Place	East and West off Cedarwood Drive	26	650	10.3				10.3
Rolling Oaks Drive	41st Street to North of 34th Street	30	5800	106.3	82.2			188.5
36th Street	Loop off Rolling Oaks Drive	26	1000	15.9	12.3			28.2
			24,425	\$ 397.0	\$ 174.6	\$ 5.0	\$ 7.5	\$ 584.1
	Grand Total		30,925	\$ 500.3	\$ 248.2	\$ 5.0	\$ 7.5	\$ 761.0

BUDGET DETAIL- CAPITAL PROJECTS

STREET IMPROVEMENT FUND

CITY OF SAND SPRINGS  
STREET IMPROVEMENT FUND  
FY 2017 PROPOSED BUDGET

	FY2016 BUDGET (as amended)	FY2016 ACTUAL 02/29/2016	FY2016 PROJECTED 06/30/2016	FY2017 BUDGET REQUESTED
<b>Revenues:</b>				
Intergovernmental Rev	\$ 1,750,000	\$ -	\$ 1,750,000	\$ -
Interest Earned	25,000	32,318	33,790	33,790
<b>Total Revenues</b>	<b>\$ 1,775,000</b>	<b>\$ 32,318</b>	<b>\$ 1,783,790</b>	<b>\$ 33,790</b>
<b>Expenditures:</b>				
Public Improvements	\$ 10,755,933	\$ 1,074,927	\$ 10,753,562	\$ 1,706,534
<b>Total Expenditures</b>	<b>\$ 10,755,933</b>	<b>\$ 1,074,927</b>	<b>\$ 10,753,562</b>	<b>\$ 1,706,534</b>
<b>Excess (deficiency) of revenues over expenditures</b>	<b>\$ (8,980,933)</b>	<b>\$ (1,042,609)</b>	<b>\$ (8,969,772)</b>	<b>\$ (1,672,744)</b>
<b>Other Fin Sources (Uses):</b>				
General Fund 1/2 penny sales tax	\$ 1,542,598	\$ 1,023,114	\$ 1,542,598	\$ 1,542,598
GO Bond 2006 Fund	39,531	19,766	39,531	-
<b>Total Other Fin Sources (Uses)</b>	<b>\$ 1,582,129</b>	<b>\$ 1,042,880</b>	<b>\$ 1,582,129</b>	<b>\$ 1,542,598</b>
<b>Net Change in Fund Balance</b>	<b>\$ (7,398,804)</b>	<b>\$ 271</b>	<b>\$ (7,387,643)</b>	<b>\$ (130,146)</b>
<b>Beginning Fund Balance</b>	<b>\$ 7,566,362</b>	<b>\$ 7,566,362</b>	<b>\$ 7,566,362</b>	<b>\$ 178,719.00</b>
<b>Ending Fund Balance</b>	<b>\$ 167,558</b>	<b>\$ 7,566,633</b>	<b>\$ 178,719</b>	<b>\$ 48,573</b>
Assigned - Designated for Improvements	\$ 167,558	\$ 7,566,633	\$ 178,719	\$ 48,573
<b>Total Ending Fund Balance</b>	<b>\$ 167,558</b>	<b>\$ 7,566,633</b>	<b>\$ 178,719</b>	<b>\$ 48,573</b>

	BUDGET		ACTUAL			FY2017 BUDGET REQUESTED
	L-T-D	PRIOR YEARS	CURR YEAR	CURR YEAR	LIFE TO DATE	
<b>REVENUE SOURCES/USES:</b>						
Transfers In- Sales Tax	\$ 10,945,387	\$ 9,402,789	\$ 1,542,598	\$ 1,023,114	\$ 10,425,903	\$ 1,542,598
Transfers In- Other Funds	1,139,320	1,099,789	39,531	19,766	1,119,555	-
Intergovernmental Revenue*	2,215,455	465,455	1,750,000	-	465,455	-
Contributions & Donations	6,600	6,600	-	-	6,600	-
Interest Earned	258,659	233,659	25,000	32,318	265,977	33,790
Other Revenues	150,000	150,000	-	-	150,000	-
Transfers to Other Funds	(60,000)	(60,000)	-	-	(60,000)	-
<b>TOTAL</b>	<b>\$ 14,655,421</b>	<b>\$ 11,298,292</b>	<b>\$ 3,357,129</b>	<b>\$ 1,075,198</b>	<b>\$ 12,373,490</b>	<b>\$ 1,576,388</b>

\* See detail on following page

	BUDGET	ACTUAL	BUDGET	ACTUAL		FY2017 BUDGET REQUESTED
	L-T-D	PRIOR YEARS	CURR YEAR	CURR YEAR	LIFE TO DATE	
<b>PROJECTS:</b>						
Main Street Improv (\$6.2M est)	7,683,329	582,855	7,100,474	116,696	699,551	-
Airport Access Road (\$5M est)	450,000	-	450,000	-	-	70,000
Highway 97 Widening	411,758	90,668	321,090	277,600	368,268	-
113th W Ave Widening- Phase 1	752,326	262,029	490,297	30,297	292,326	120,000
Roadway Striping	237,906	212,906	25,000	-	212,906	-
School Crosswalk Striping	20,813	10,813	10,000	-	10,813	10,000
Park Road Trail (est \$794k)	198,680	-	198,680	19,523	19,523	-
Project Design Assistance	22,083	14,917	7,166	3,700	18,617	6,534
113th W Ave Widening- Phase 2	417,743	42,845	374,898	64,898	107,743	520,000
113th W Ave Widening- Phase 3	180,000	82,141	97,859	12,859	95,000	610,000
Traffic Signal Upgrades (41st & Hwy)	213,000	18,000	195,000	190,591	208,591	100,000
River West Street Construction	2,749,789	2,359,320	390,469	316,184	2,675,504	-
Bridge Rehabilitation	150,000	-	150,000	22,850	22,850	50,000
Retaining Wall	20,000	-	20,000	17,629	17,629	-
2016 Street Overlays	765,000	-	765,000	-	-	-
Pavement Rehab	60,000	-	60,000	-	-	-
41st Street Improvements	100,000	-	100,000	2,100	2,100	20,000
Underpass Improvements (Hwy97, /	-	-	-	-	-	200,000
<b>TOTAL</b>	<b>\$ 17,400,647</b>	<b>\$ 6,644,714</b>	<b>\$ 10,755,933</b>	<b>\$ 1,074,927</b>	<b>\$ 7,719,641</b>	<b>\$ 1,706,534</b>



# CITY OF SAND SPRINGS

100 E. Broadway St. • P.O. Box 338 • Sand Springs, Oklahoma 74063  
Phone: 918.246.2500 • sandspringsok.org

**C6F**

Consent  
Agenda item # \_\_\_\_\_

CITY OF SAND SPRINGS  
COUNCIL/AUTHORITY STAFF REPORT  
MEETING DATE: September 26, 2016

**SUBJECT:**  
**FLOODPLAIN MANAGEMENT PLAN ANNUAL REPORT**

**STAFF RECOMMENDATION:**  
Approve the Floodplain Management Plan Annual Report.

**BACKGROUND AND HISTORY:**

Sand Springs participates in the Community Rating System (CRS) program as administered by the Federal Emergency Management Agency (FEMA). The CRS program was established in 1990 to reward communities that regulate floodplain development beyond the minimum standards established by the National Flood Insurance Program, and City residents are currently provided a 20% discount toward the purchase of flood insurance. The City annually submits recertification documentation and participates in a thorough reverification audit every five years.

Due to the frequency and severity of flooding in the Meadow Valley subdivision, FEMA has designated Sand Springs as a "repetitive loss community". There were 37 homes in this subdivision that suffered two or more flood claims, in excess of \$1,000 each within a 10-year period, and are identified as repetitive loss properties. Using the FEMA Hazard Mitigation Grant Program and local funds provided by a bond election, in 2005 we completed the acquisition and demolition of 28 homes in this subdivision, 24 of which were on the repetitive loss list. The designation as a repetitive loss community required the City to prepare a Floodplain Management Plan, which was adopted in 2001, and updated in 2005, 2010 and 2015. To maintain our eligibility with the CRS program, we must submit an annual report regarding the Floodplain Management Plan. The Emergency Planning Committee reviewed this item on August 15<sup>th</sup> 2016.

**BUGETARY IMPACT:**  
None

**COMPILED BY:** T.J. Davis, Project Administrator

**PRESENTED BY:** T.J. Davis, Project Administrator

**ATTACHMENTS:** Floodplain Management Plan Annual Report

# City of Sand Springs

## Floodplain Management Plan Annual Report

September 26, 2016

### 1. Plan Adoption

On September 24, 2001, the Sand Springs City Council adopted Resolution No. 02-06 regarding the City of Sand Springs Floodplain Management Plan. That plan was prepared by the Floodplain Administrator, with input from the Meadow Valley Flood Emergency Operation Plan Committee, following a process of reviewing alternatives and selecting the best mix of projects for the City. On September 26, 2005, the Sand Springs City Council approved the City of Sand Springs Floodplain Management Plan Update. The updated plan was prepared by the Floodplain Administrator, with input from the Emergency Planning Committee. On September 27, 2010, and September 28, 2015, the Sand Springs City Council approved the consecutive City of Sand Springs Floodplain Management Plan Update. Annually, the Floodplain Administrator prepares a report regarding the status of activities recommended in the plan. Said report is reviewed by the Emergency Planning Committee, approved by the City Council, released to the local media, made available to the public, and submitted with the Community Rating System (CRS) recertification. Copies of the original plan, updated plan, and annual reports are on file in the Public Works office.

### 2. Plan Activities

Section VII of the plan describes ten activities recommended for implementation by the City. The status of each of these activities is reported below.

#### A. Regulations:

The Public Works Department has continued to regulate new development and new construction to ensure that the National Flood Insurance Program standards are met or exceeded. They have exercised sound engineering practices to protect existing flood prone properties from being affected by additional runoff generated by new development.

#### B. Drainage System Maintenance:

The Streets & Drainage Division of the Public Works Department surveyed and performed debris removal along Fisher Creek on 11-09-15, and 02-08-16. A total of 12 man-hours were spent conducting this work.

#### C. Property Acquisition:

In November of 2005, the Meadow Valley Voluntary Acquisition Program was completed at a total cost of 2.25 million dollars. This program used a combination of 75% Hazard Mitigation Grant Program (HMGP) funds, as made available from FEMA and administered by the Oklahoma Department of Emergency Management, and 25% local funds as approved by the citizens of Sand Springs in a general obligation bond election. 28 previously flooded structures were acquired and demolished through this program, 24 of which were previously identified as "repetitive loss structures".

There are 13 repetitive loss structures remaining in this neighborhood, and another 23 structures that are built below the base flood elevation. The City has continued to seek grants and funding for the local match to acquire these identified structures.

D. Flood Warning Siren:

The siren located within the Meadow Valley subdivision is part of the early warning siren system operated by the City of Sand Springs. Periodic testing of the system is coordinated by the Emergency Management Department.

E. Emergency Telephone Notification System:

The Police Department contracts for the operation of an emergency notification system known as CivicReady. This system is capable of informing residents of flood warnings via published land lines, registered private land lines, registered cellular numbers, and text-receiving devices.

F. Automated Rain and Stream Gauges:

The Public Works Department maintains a series of automated rain and stream gauges that provide real time conditions along Fisher Creek and the contributing Anderson Creek, assisting in the prediction of flood threats.

G. Emergency Response Plan:

The Emergency Management Department updates the Meadow Valley Flood Response Plan as necessary. This plan is also referenced in the Multi-Hazard Mitigation Plan as adopted by the City of Sand Springs.

H. Flood Protection:

On December 4, 2000, the Mayor sent a letter to the U.S. Army Corps of Engineers requesting the study of the feasibility of alternative solutions to the flooding problems along Fisher Creek, as they affect the Meadow Valley subdivision. In January of 2001, the City received written confirmation that the Corps will conduct the requested study when funding becomes available. In written correspondence provided in February of 2002, the Corps stated that this requested study is still on their backlog list of potential projects.

The Mayor's December 2000 letter also requested that the Corps evaluate the effectiveness of constructing a large upstream detention facility as a possible solution to the Meadow Valley flood problem. In March of 2001, Corps personnel informed City staff that funding had been allocated and the detention feasibility study initiated. On April 8, 2002, the Sand Springs City Council accepted the Meadow Valley Subdivision Detention Pond Special Study. The study evaluated the construction of two ponds, comprising a total of 140 acres, excavated to a depth of 9 feet. Hydraulic models show that these ponds would reduce the flood levels in the Meadow Valley subdivision by a maximum of 0.4 feet. The Corps concluded that the construction of these ponds would not be cost effective and, therefore, would not be recommended.

I. Public Information and Assistance:

The Public Works Department annually sends a specific floodplain notification letter to all residences located in or adjacent to the special flood hazard area. Copies of a

sample resident notice are posted at the Municipal Building and the Public Works Administrative Building. Local realtors, lenders and insurance agents are routinely offered flood map interpretation assistance. Floodplain information is included on the City web page.

J. Community Awareness Meetings:

The City did not conduct a meeting this last year to discuss hazard awareness.

3. Plan Recommendations

The City should continue to perform the tasks outlined in the regulations, drainage system maintenance, and public information and assistance plan activities. The Emergency Response Plan should be updated as necessary, periodic testing of the warning sirens should be conducted, operation of the emergency notification system should continue to be funded, and the automated rain/stream gauges maintained. The City should continue to seek funding for additional voluntary acquisition of flood prone properties, and remain in contact with the U.S. Army Corps of Engineers regarding the study of other feasible projects. The City should periodically meet with the citizens to discuss hazard awareness.



# CITY OF SAND SPRINGS

100 E. Broadway St. • P.O. Box 338 • Sand Springs, Oklahoma 74063  
Phone: 918.246.2500 • sandspringsok.org

CITY OF SAND SPRINGS  
COUNCIL/AUTHORITY STAFF REPORT  
MEETING DATE: September 26, 2016

**SUBJECT:**

**South 113<sup>th</sup> West Avenue Widening, Phase 3  
(from the 3500 block to West 41<sup>st</sup> Street South)  
Amendment No. 1 to the Engineering Agreement with Keithline Engineering Group, PLLC**

**STAFF RECOMMENDATION:**

Approve the proposed Amendment No. 1 to the Engineering Agreement with Keithline Engineering Group, PLLC for design of the South 113<sup>th</sup> West Avenue Widening, Phase 3 (from the 3500 block to West 41<sup>st</sup> Street South) project.

**BACKGROUND AND HISTORY:**

Over the last several years, the City of Sand Springs has been successful in making application through the Indian Nations Council of Governments (INCOG) for Urbanized Area Surface Transportation Funds (STP) for construction of roadway widening and improvements to South 113<sup>th</sup> West Avenue between SH-51 and 41<sup>st</sup> Street. Project components include a new 3-lane pavement section, including select intersection improvements, curb and gutter, sidewalks with ADA access ramps, drainage system, waterline relocation, new driveways, signing, and traffic markings in accordance with ODOT and City of Sand Springs specifications. For purposes of funding and design, the overall project was submitted in three phases: Phase I (SH-51 south to the 3300 block), Phase II (3300 block south to the 3500 block), Phase III (3500 block south to 41<sup>st</sup> Street).

Of great benefit in securing the STP funding for Phase 3 was Council's support of expediting at least the initial plan-in-hand level of design for the proposed Phase 3 improvements (3500 block south to West 41<sup>st</sup> Street). This decision helped to improve the City's chances for STP funding of this Phase by demonstrating that a level of preliminary design had already been completed.

On May 20, 2013, Council approved an Engineering Services Agreement with Keithline Engineering Group, PLLC in the amount of \$95,000.000 for project design services through the Plan-in-Hand Review and Environmental Review steps for Phase 3 improvements to the 113<sup>th</sup> West Avenue corridor including subconsultant fees for surveying and geotechnical investigations. Services not included in the scope of work at that time included preparation of Right-of-Way Plans and Exhibits, Utility Review Plans, Final Review Plans, and Final Construction Plans. It was determined that fees for these services would be negotiated as an amendment to this Agreement at a future date.

**EXECUTIVE SUMMARY**

With the City having been successful in application for STP funding of Phase 3, Keithline Engineering Group, PLLC has prepared the attached Amendment No. 1 to the Engineering Agreement in the amount of \$75,941.38 to extend services through the Preliminary Design & Final Design phases. Staff has reviewed the Amendment for consistency with the fee structure for the other Phases of the project and recommends Council approval.

This item was reviewed with PWAC at their September 20, 2016 meeting.

**BUGETARY IMPACT:**

This project is funded in the Street Improvement Fund (see attached Budget Sheet).

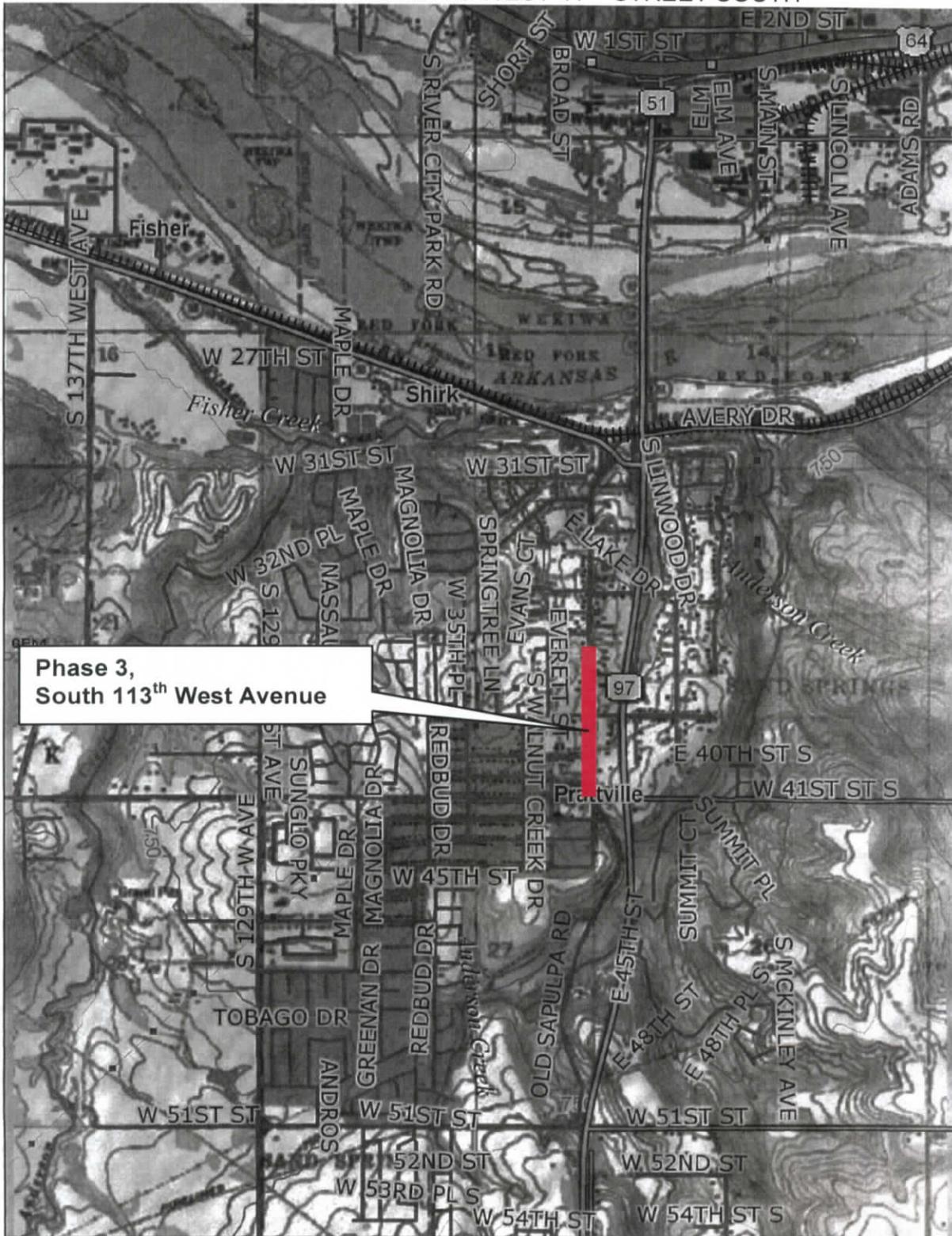
**COMPILED BY:** Cody D. Blair  
Assistant City Engineer

**PRESENTED BY:** T.J. Davis  
Projects Administrator

**Attachments:**

- Location Map (1 page)*
- Amendment No. 1 (3 pages)*
- Budget Sheet (1 page)*

LOCATION MAP FOR  
**SOUTH 113<sup>TH</sup> WEST AVENUE WIDENING, PHASE 3**  
 FROM THE 3500 BLOCK TO WEST 41<sup>ST</sup> STREET SOUTH

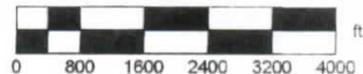


Phase 3,  
 South 113<sup>th</sup> West Avenue

Data use subject to license.

© DeLorme, DeLorme Topo USA® 7.0.

www.delorme.com



Data Zoom 12-0



**KEITHLINE ENGINEERING GROUP, PLLC**

REG. PROFESSIONAL ENGINEERS, OKLAHOMA  
Member of NSPE, ASCE, AWWA, ACI, OFMA, ASDSO, ACEC

8556 EAST 101<sup>ST</sup> STREET SUITE C  
TULSA, OKLAHOMA 74133  
Main: 918 369 7911 / Fax: 364 3086 / C: 520 0069  
Email: [dan@KEngineering-US.com](mailto:dan@KEngineering-US.com)

August 10, 2016

Derek Campbell, P.E., Public Works Director  
City of Sand Springs Public Works Department  
P. O. Box 338  
Sand Springs, OK 74063

Subject: Add Preliminary and Final Design Services  
Amendment No. 1  
South 113<sup>th</sup> West Avenue Improvements – Phase III

Dear Mr. Campbell:

Keithline Engineering Group is pleased to provide additional professional engineering services to finalize the construction documents by adding the following engineering work to the above referenced project.

- 1). Preliminary Design Phase, Attachment 'A'
- 2). Final Design Phase, see Attachment 'A'

Our proposal is a cost plus service agreement with a guaranteed maximum for the engineering work as presented in Attachment 'A'. The Phase III Amendment No. 1 guaranteed maximum cost fee is:

Seventy Five Thousand Nine Hundred Forty One and No/100 Dollars..... ( \$ 75,941.38)

KE thanks you for the opportunity to provide this information to the City and looks forward to meet with you and your staff to discuss the final design of South 113<sup>th</sup> West Avenue Widening Project.

Sincerely yours,

Approved and Accepted:

**KEITHLINE ENGINEERING GROUP, PLLC**

**CITY OF SAND SPRINGS**

Daniel A. Keithline, P.E.

Principal

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

Title: Mayor

DAK/ms

C: Cody Blair, City Engineer

**SOUTH 113TH WEST STREET IMPROVEMENTS from 3500 to W. 41st Street S. to SH-97**  
Amendment No. 1 - Extra Work - Preliminary & Final Design Plus North side of W. 41st St.

ENGINEER: Keithline Engineering Group  
Tulsa, Oklahoma

8/10/2016

COST ESTIMATE FOR ENGINEERING SERVICES

ATTACHMENT 'A'

**WORK TASK DESCRIPTION AND ENGINEERING COST ESTIMATE**

WORK TASK DESCRIPTION	Total Hours	HOURLY ESTIMATE						Subtotal Cost with Reimbursable	Cost Per Phase
		Project Engineer	Sr. Engineer	E.I./Sr. Technician	Technician	Survey Crew	Clerical		
<b>Plan-In-Hand</b>									
Manager & Review Survey, Property Pins, WIS & Process Survey Base Sheets	0								
Develop RW Base Map & Property Reports	0								
Title Sheet, Location Map, Traffic Data	0								
Typical Sections	0								
ODOT Pay Items	0								
Geometrics and Survey Data Sheets	0								
Roadway - Plan & Profile	0								
Drainage Map & Layout	0								
Tree Intersections along 113th	0								
Water, Sewer and Private Utilities	0								
Cross Sections	0								
Manage & Review Geotechnical Investigation	0								
PH Cost Estimates	0								
PH & Environmental Submittal, Review, Meeting & Minutes (Deliverable 1 & 2)	0	0	0	0	0	0	0	0	\$0.00
<b>Preliminary Design (RW &amp; Utility Plans)</b>									
Complete Proposed Surface Model	38	16							
Ownerships & Easements of Record	25	8	6						
Incorporate PH Comments	18	2		8					
Complete Pavement Design	68	10	10	16	32				
Final Typical Sections	10	6		4					
Geometrics and Survey Data Sheets	49	9	8	16	16				
Roadway - Plan & Profile	84	24	4	32	16	8			
Drainage System	54	6	12	16	20				
Water Relocations	50	10	8	16	16				
Traffic Control - Temporary and Permanent	74	6	12	40	16				
Drainage Detailing	56	12	4	24	16				
Finalize Limits of Right-of-Ways	16	8	2	4	4	2			
Final Cross-Sections	38	8	8	16	4	2			
Construction Sequence (labouring) & Schedule	26	12		8	4	2			
Removal Plan	10	2		4	4				
Traffic Control (Signals, Signing, Striping, etc.)	12	2		6	4				
Misc. Streetscape Enhancements	7	1		4	2				
Complete Water Line Relocation	14	2		8	4				
Summary Tables, Pay Items and Draft Notes	10	2		4	4				
Preliminary Estimate of Quantities & Costs	10	2		8					
Submit, Meet and Incorporate Comments - Preliminary Plan Review	10	2		8					
Complete Right-of-Way Map after Preliminary Plan Approval	10	2		8					
<b>Submit R/W Legal Descriptions &amp; Exhibits (full &amp; partial takes) Deliverable 3</b>	10	2		8					
<b>Submit Private Utility Coordination Plans (Deliverable 4)</b>	12	4		8					
<b>Subtotal - Preliminary Design Phase</b>	<b>712</b>	<b>158</b>	<b>74</b>	<b>262</b>	<b>202</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>\$64,144</b>
<b>Subtotal - Preliminary Design Phase</b>									<b>\$64,144</b>
									<b>KE</b>
									<b>Expenses</b>
									<b>Tulsa Survey</b>
									<b>GFAC Eng.</b>
									<b>Tulsa Survey</b>



Project 441304-113th  
 Account types  
 Assets  
 Expenditures  
 Liabilities  
 Revenues  
 Encumbrances  
 Miscellaneous info  
 Pending transactio  
 Pre-encumbrances  
 Project detail balan

**Project Information**  
 Description: 113th W Ave Widening-Ph 3  
 Status: Active  
 Estimate: .00  
 Type: CP Capital Project  
 Sub type: ST Streets  
 Start/stop dates: 5/01/2013 -  
 Ist month of FY: 05  
 Source of funds: 1/2 Penny Sales Tax

**Project Year-to-Date**  
 FY: 2017  
 Budget: 610,000.00  
 Actual: .00  
 Unposted: .00  
 Pre-encumbrance: .00  
 Encumbrance: .00  
 Pending: .00

**Project Life-to-Date**  
 FY(s): 0000 - 9999 Balance 695,001.00  
 Budget: 790,001.00  
 Actual: 82,141.40  
 Unposted: .00  
 Pre-encumbrance: .00  
 Encumbrance: 12,858.60  
 Pending: .00

There are no user defined code fields for this project

Account Number	Description	Budget	Actual	Balance
440-5220-431.40-10	Public Improvements	690,000.00	.00	690,000.00
440-5220-431.40-21	Engineering/Architect Fee	100,001.00	95,000.00	5,001.00

→ \$ 695,001.00 ←



**CITY OF SAND SPRINGS  
COUNCIL/AUTHORITY STAFF REPORT**

MEETING DATE: September 26, 2016

**CONSENT AGENDA**

**SUBJECT:** Stone Creek Estates III - Phase 3  
 Final Acceptance of Public Improvements

**STAFF RECOMMENDATION:**

Staff recommends Council accept the public improvements in Phase 3 of Stone Creek Estates III subdivision constructed by A & A Asphalt, Inc.. for developer Gibson & Powell Investments, LLC.

**BACKGROUND AND HISTORY:** Stone Creek Estates III is a 42 acre, 153 lot subdivision located on the south side of West 51<sup>st</sup> Street approximately 0.25 mile west of Highway 97. Phase 1, which was constructed in 2007, consists of 76 lots on 22 acres; Phase 2, constructed in 2012 contains 40 lots on 10 acres; Phase 3 will provide 37 lots on 10 acres.

**EXECUTIVE SUMMARY**

A & A Asphalt, Inc. has completed construction of public water, sanitary sewer, paving and drainage improvements to serve Phase 3 of the addition. Phase 3 consist of approximately 1,300 linear feet of 26-foot wide concrete curbed asphalt street paving, 726 total feet of various size storm sewer, 1,378 feet of 8-inch sanitary sewer mains, and 1,260 total feet of 6-inch and 8-inch water mains.

**BUDGETARY IMPACT:** Fixed Assets/Construction Cost = \$468,881.

**COMPILED BY:** Kurt Baker

**APPROVED BY:** Derek Campbell

**Attachments:** Project Inspection Memo  
 Project Acceptance Letters  
 Maintenance Bonds  
 Assets Sheets





# CITY OF SAND SPRINGS

100 E. Broadway St. • P.O. Box 338 • Sand Springs, Oklahoma 74063  
Phone: 918.246.2500 • sandspringsok.org

## MEMO

**TO:** Elizabeth Gray, City Manager  
Derek Campbell, Public Works Director

**FROM:** Kurt Baker, Engineering Technician *KB*

**DATE:** September 21, 2016

**SUBJECT:** Final Acceptance of Stone Creek III – Phase 3  
Paving and Drainage Improvements

City of Sand Springs personnel have performed a final inspection of the Paving and Drainage improvements constructed in Phase 3 of Stone Creek III subdivision. The improvements have been constructed according to the approved plans and specifications.

Staff is in possession of the required two-year maintenance bond for 100 percent of the amount of the construction cost, and Staff is prepared to assume maintenance of these improvements upon expiration of the two-year period, if accepted by the Sand Springs City Council.

MAINTENANCE BOND  
IN POSSESSION  
CERTIFIED BY:

\_\_\_\_\_  
Janice L. Almy, City Clerk

*Paul E. Whitten*  
\_\_\_\_\_  
Division Supervisor

*John R. Whitzler*  
\_\_\_\_\_  
Construction Inspector

*Cody W. Shaw*  
\_\_\_\_\_  
Assistant City Engineer

*Derek Campbell*  
\_\_\_\_\_  
Public Works Director



# CITY OF SAND SPRINGS

100 E. Broadway St. • P.O. Box 338 • Sand Springs, Oklahoma 74063  
Phone: 918.246.2500 • sandspringsok.org

## MEMO

**TO:** Elizabeth Gray, City Manager  
Derek Campbell, Public Works Director

**FROM:** Kurt Baker, Engineering Technician *KB*

**DATE:** September 21, 2016

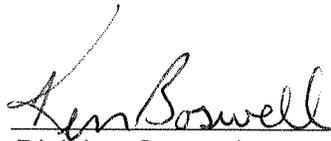
**SUBJECT:** Final Acceptance of Stone Creek III – Phase 3  
Water and Sanitary Sewer Improvements

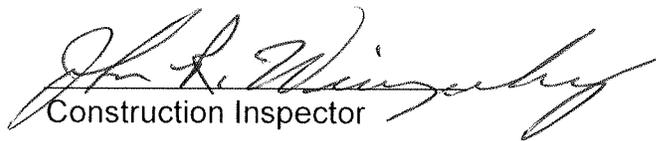
City of Sand Springs personnel have performed a final inspection of the water and sanitary sewer improvements constructed in Phase 3 of Stone Creek III subdivision. The improvements have been constructed according to the approved plans and specifications.

Staff is in possession of the required one-year maintenance bond for 100 percent of the amount of the construction cost, and Staff is prepared to assume maintenance of these improvements upon expiration of the one-year period, if accepted by the Sand Springs City Council.

MAINTENANCE BOND  
IN POSSESSION  
CERTIFIED BY:

\_\_\_\_\_  
Janice L. Almy, City Clerk

  
\_\_\_\_\_  
Division Supervisor

  
\_\_\_\_\_  
Construction Inspector

  
\_\_\_\_\_  
Assistant City Engineer

  
\_\_\_\_\_  
Public Works Director



# CITY OF SAND SPRINGS

100 E. Broadway St. • P.O. Box 338 • Sand Springs, Oklahoma 74063  
Phone: 918.246.2500 • sandspringsok.org

September 27, 2016

A & A Asphalt, Inc.  
P.O. Box 1323  
Broken Arrow, Oklahoma 74013

Re: Final Acceptance of Stone Creek Estates III – Phase 3  
Water and Sanitary Sewer Improvements

Gentlemen:

This letter will serve as notice that on September 26, 2016 the Sand Springs City Council voted to accept the Water and Sanitary Sewer Improvements in Phase 3 of Stone Creek Estates III subdivision, which have been constructed according to the approved plans and specifications.

With this acceptance, the City of Sand Springs will assume maintenance of these improvements upon expiration of the one-year maintenance bonds.

If additional information is required, please call Sand Springs City Hall at 246-2500.

---

Mike Burdge, Mayor

ATTEST:

---

Janice L. Almy, City Clerk



# CITY OF SAND SPRINGS

100 E. Broadway St. • P.O. Box 338 • Sand Springs, Oklahoma 74063  
Phone: 918.246.2500 • sandspringsok.org

September 27, 2016

A & A Asphalt, Inc.  
P.O. Box 1323  
Broken Arrow, Oklahoma 74013

Re: Final Acceptance of Stone Creek Estates III – Phase 3  
Paving and Drainage Improvements

Gentlemen:

This letter will serve as notice that on September 26, 2016 the Sand Springs City Council voted to accept the Paving and Drainage Improvements in Phase 3 of Stone Creek Estates III subdivision, which have been constructed according to the approved plans and specifications.

With this acceptance, the City of Sand Springs will assume maintenance of these improvements upon expiration of the two-year maintenance bonds.

If additional information is required, please call Sand Springs City Hall at 246-2500.

---

Mike Burdge, Mayor

ATTEST:

---

Janice L. Almy, City Clerk

AFFIDAVIT OF FINANCE DIRECTOR  
FOR BILLS AND SALARIES STATEMENT

I, the undersigned, am the duly appointed and acting Finance Director/ Treasurer, in and for the City of Sand Springs, Oklahoma, and upon oath do depose and say that each purchase order listed in the attached statement for bills and salaries was itemized in detail, verified and filed for allowance with the amount shown thereon pursuant to the Statutes of the State of Oklahoma and requirements of the Charter and Ordinances of the City of Sand Springs, Oklahoma: that each purchase order has indicated thereon that all items have been delivered and/or the services have been rendered and that each purchase and contract was made pursuant to all applicable law and the Charter and Ordinances of the City of Sand Springs, Oklahoma, so help me God.

*Kelly A Lamberson*

Kelly A. Lamberson  
Finance Director / City Treasurer

Subscribed and sworn to before me this 21<sup>st</sup> day of

September, 2016.

*Janice L Almy*  
Notary Public



My Commission Expires \_\_\_\_\_

---

---

**CITY OF SAND SPRINGS  
CITY COUNCIL BILLS**

---

---

**09/26/2016**

**210 GENERAL FUND**

000540	CLEET	AUGUST 2016	918.76
PR0916	FRATERNAL ORDER OF POLICE	PPE 09/09/2016	700.00
PR0916	INT'L ASSOC OF FIREFIGHTERS	PPE 09/09/2016	652.00
000539	OK UNIFORM BLDG CODE COMMISSION	FEE FOR JULY 2016	136.00
PR0916	OKLAHOMA FIREFIGHTERS PENSION BRD	PP#19 PPE 09/09/2016	17,351.20
PR0916	OKLAHOMA POLICE PENSION	PP#19 PPE 09/09/2016	13,079.61
000541	OSBI	AUGUST 2016	996.01
PR0916	SS FIREFIGHTERS STATION FUND	PPE 09/09/2016	251.00
PR0916	TULSA AREA UNITED WAY INC	PAYROLL SUMMARY	159.43
PR0916	TULSA AREA UNITED WAY INC	PAYROLL SUMMARY	167.45
	<b>TOTAL</b>		<b>34,411.46</b>

**MUNICIPAL COURT**

000565	BANK OF AMERICA	UFIRST UNIFIRST CORP	198.75
	<b>MUNICIPAL COURT ADMINISTRATION TOTAL</b>		<b>198.75</b>

**CITY MANAGER**

000544	BANK OF AMERICA	ICSCNY	295.00
000698	VERIZON WIRELESS	VERIZON WIRELESS	73.57
	<b>CITY MANAGER ADMINISTRATION TOTAL</b>		<b>368.57</b>

**CITY CLERK**

170152	TULSA COUNTY CLERK	TULSA CNTY FILING FEES	753.00
000699	VERIZON WIRELESS	VERIZON WIRELESS	40.01
	<b>CITY CLERK CITY CLERK TOTAL</b>		<b>793.01</b>

---

---

**CITY OF SAND SPRINGS  
CITY COUNCIL BILLS**

---

---

**09/26/2016**

**GENERAL ADMINISTRATION**

000557	BANK OF AMERICA	UFIRST UNIFIRST CORP	31.25
000547	BANK OF AMERICA	PIZZA HUT	48.00
000548	BANK OF AMERICA	WM SUPERCENTER #838	76.37
000549	BANK OF AMERICA	RIB CRIB 34	268.75
170308	TULSA REGIONAL CHAMBER	ANNUAL MEMBERSHP INV RENE	2,478.00
<b>GENERAL ADMINISTRATION GENERAL ADMINISTRATION TOTAL</b>			<b>2,902.37</b>

**PLANNING & DEVELOPMENT**

000571	BANK OF AMERICA	UFIRST UNIFIRST CORP	169.50
000550	BANK OF AMERICA	OKCOUNTYRECORDS COM	25.00
170290	SIGN IT INC	SUP 129TH & 51ST-ZONING S	85.00
170155	TULSA WORLD MEDIA COMPANY	RFP-712 N GARFIELD AVE.	43.52
000714	VERIZON WIRELESS	VERIZON WIRELESS	40.01
<b>PLANNING &amp; DEVELOPMENT ADMINISTRATION TOTAL</b>			<b>363.03</b>

**HUMAN RESOURCES**

170345	ADMIRAL EXPRESS INC	CUSTOM STAMPE-BUS ADDR	24.59
170006	AMERICAN CHECKED INC	BACKGROUND CHECKS	10.00
170006	AMERICAN CHECKED INC	BACKGROUND CHECKS	40.00
170006	AMERICAN CHECKED INC	CRIM SEARCH	7.00
000558	BANK OF AMERICA	UFIRST UNIFIRST CORP	21.25
000567	BANK OF AMERICA	UFIRST UNIFIRST CORP	61.75
000545	BANK OF AMERICA	WAL-MART #0838	51.96
000576	BANK OF AMERICA	INCIPIO TECHNOLOGIES INC	90.99
170066	EMPLOYER'S UNITY LLC	QRTLY UNEMPLYMNT CLMS MNG	340.75
170252	EON APPLICATIONS INC	EON APPLICATION SOFTWARE	279.85
000700	VERIZON WIRELESS	VERIZON WIRELESS	40.01
<b>HUMAN RESOURCES ADMINISTRATION TOTAL</b>			<b>968.15</b>

**FINANCE**

170309	ADMIRAL EXPRESS INC	EXEC SWIVEL CHAIRS,MSH,BK	1,008.00
--------	---------------------	---------------------------	----------

---

---

---

---

**CITY OF SAND SPRINGS  
CITY COUNCIL BILLS**

---

---

**09/26/2016**

000559	BANK OF AMERICA	UFIRST UNIFIRST CORP	17.23
000566	BANK OF AMERICA	UFIRST UNIFIRST CORP	603.80
170397	BAST, MICHAEL L	CC TERMINALS SET UP	597.00
170153	TULSA COUNTY PRINT SHOP	SS PURCHASE ORDERS FY17	41.14
000701	VERIZON WIRELESS	VERIZON WIRELESS	80.02
<b>FINANCE ADMINISTRATION TOTAL</b>			<b>2,347.19</b>

**INFORMATION SERVICES**

000577	BANK OF AMERICA	STANDLEY SYSTEMS LLC	527.46
000575	BANK OF AMERICA	WAL-MART #0838	19.43
000578	BANK OF AMERICA	EIG DOTSTER	17.49
000530	COX COMMUNICATIONS CENTRAL II INC	COX	167.69
000533	COX COMMUNICATIONS CENTRAL II INC	COX	134.95
000534	COX COMMUNICATIONS CENTRAL II INC	COX	116.21
000535	COX COMMUNICATIONS CENTRAL II INC	COX	227.61
000702	VERIZON WIRELESS	VERIZON WIRELESS	96.81
<b>INFORMATION SERVICES ADMINISTRATION TOTAL</b>			<b>1,307.65</b>

**FACILITIES MANAGEMENT**

170283	ADMIRAL EXPRESS INC	CORR PEN, TABS	12.28
000657	AMERICAN ELECTRIC POWER	AEP ELECTRIC	24.55
000672	AMERICAN ELECTRIC POWER	AEP MISC BILLS	677.06
000673	AMERICAN ELECTRIC POWER	AEP MISC BILLS	155.33
000674	AMERICAN ELECTRIC POWER	AEP MISC BILLS	338.54
000722	AMERICAN ELECTRIC POWER	AEP MASTER BILL	2,833.19
000723	AMERICAN ELECTRIC POWER	AEP MASTER BILL	374.36
000724	AMERICAN ELECTRIC POWER	AEP MASTER BILL	920.15
000725	AMERICAN ELECTRIC POWER	AEP MASTER BILL	357.98
000726	AMERICAN ELECTRIC POWER	AEP MASTER BILL	163.61
000727	AMERICAN ELECTRIC POWER	AEP MASTER BILL	140.14
000728	AMERICAN ELECTRIC POWER	AEP MASTER BILL	387.48
000729	AMERICAN ELECTRIC POWER	AEP MASTER BILL	182.14
000581	BANK OF AMERICA	ASSOCIATED PARTS & SPLY	109.95
000582	BANK OF AMERICA	ASSOCIATED PARTS & SPLY	43.25
000584	BANK OF AMERICA	MARTIN'S SERVICE INC	389.00
000585	BANK OF AMERICA	DAVCO MECHANICAL CONTRACT	187.50
000586	BANK OF AMERICA	WOODCRAFT 539	18.89

---

---

---

---

**CITY OF SAND SPRINGS  
CITY COUNCIL BILLS**

---

---

**09/26/2016**

170103	PIONEER SECURITY SYSTEMS INC	SEP 2016 - MON FEE-ANIMAL	37.00
170146	TIMMONS OIL CO INC	RED DIESEL - 200 GAL	388.29
000703	VERIZON WIRELESS	VERIZON WIRELESS	40.01
<b>FACILITIES MANAGEMENT ADMINISTRATION TOTAL</b>			<b>7,780.70</b>

**FLEET MAINTENANCE**

170001	A-1 RENTAL & SUPPLY CO,INC	FUEL PUMP	26.63
170012	AUTOZONE	TWINSTROBZ AMBER	29.24
170012	AUTOZONE	A1 UNIVERSAL BL	14.32
170023	CHEROKEE HOSE & SUPPLY	3/4" 2W HOSE X 1"FJ	69.40
170023	CHEROKEE HOSE & SUPPLY	1/2" R2T HYDRAULIC HOSE	21.66
170025	COMDATA	FUEL PURCHASES	19,801.52
170062	DISCOUNT MOBILE AUTO GLASS	WINDSHIELD, LABOR & KIT	269.00
170075	FLEET SERVICE OF TULSA	UNIT 206 HYDRAULIC REPAIR	4,039.28
<b>FLEET MAINTENANCE ADMINISTRATION TOTAL</b>			<b>24,271.05</b>

**POLICE**

000730	AMERICAN ELECTRIC POWER	AEP MASTER BILL	112.57
000598	BANK OF AMERICA	STAPLES 00111310	50.93
000599	BANK OF AMERICA	STAPLES 00111310	20.93
000587	BANK OF AMERICA	URBAN TAILS	50.00
000591	BANK OF AMERICA	GAMMATECH COMPUTER CORP	890.00
000596	BANK OF AMERICA	GALLS HQ	449.20
000597	BANK OF AMERICA	OSU MED CTR-CASHIER	60.00
000595	BANK OF AMERICA	WOOBX	330.00
170063	DRAKE SYSTEMS, INC	COPIES OVERAGE-PD	76.56
170086	LEXISNEXIS RISK DATA MANAGEMENT	AUG 2016 MON SEARCHES	25.00
170103	PIONEER SECURITY SYSTEMS INC	SEP 2016-MON FEE-RANGE TR	37.50
170143	THOMAS ALLEN CUPPS TRUST	OCT 2016 - MCK PRK LEASE	300.00
170373	TIMOTHY A FREEMAN	TAC TRING -09.03.16 MEALS	140.00
<b>POLICE ADMINISTRATION/PATROL TOTAL</b>			<b>2,542.69</b>

000633	BANK OF AMERICA	WAL-MART #0838	2.05
000629	BANK OF AMERICA	SPAY, OK	50.00
000630	BANK OF AMERICA	SPAY, OK	35.00
000632	BANK OF AMERICA	SPAY, OK	55.00

---

---

**CITY OF SAND SPRINGS  
CITY COUNCIL BILLS**

---

---

**09/26/2016**

000634	BANK OF AMERICA	SPAY, OK	55.00
	<b>POLICE ANIMAL CONTROL TOTAL</b>		<b>197.05</b>

**COMMUNICATIONS**

000590	BANK OF AMERICA	COSTCO WHSE #1207	107.94
000592	BANK OF AMERICA	WM SUPERCENTER #838	20.82
000593	BANK OF AMERICA	REASOR'S #21	194.85
000594	BANK OF AMERICA	WAREHOUSE MARKET - 35	34.35
170061	DEPARTMENT OF PUBLIC SAFETY	SEP OLETS MONTHLY LEASE	350.00
170080	INCOG-E911	TERMINAL CHARGES	4,720.73
000652	VERIZON WIRELESS	VERIZON	40.01
000653	VERIZON WIRELESS	VERIZON	40.01
000693	VERIZON WIRELESS	VERIZON WIRELESS-PD	1,069.91
	<b>COMMUNICATIONS ADMINISTRATION TOTAL</b>		<b>6,578.62</b>

**FIRE**

170011	ATWOODS-SAND SPRINGS	OIL-ABSORBENT	89.85
000617	BANK OF AMERICA	WPSG. INC 800-852-6088	1,224.80
000619	BANK OF AMERICA	NATIONAL FIRE FIGHTER WIL	377.30
000620	BANK OF AMERICA	GALLS	37.92
000601	BANK OF AMERICA	SQ FMAO	110.00
000602	BANK OF AMERICA	SEQUOYAH LODGE	178.00
000609	BANK OF AMERICA	RESIDENCE INN D/T BRIC	392.00
000615	BANK OF AMERICA	BEST BUY 00014993	179.98
000616	BANK OF AMERICA	WAL-MART #0838	100.86
000606	BANK OF AMERICA	WAL-MART #0838	7.67
000603	BANK OF AMERICA	PHYSIO CONTROL INC	94.71
000607	BANK OF AMERICA	PHYSIO CONTROL INC	225.00
000611	BANK OF AMERICA	THE BOX BROKERS	41.25
000612	BANK OF AMERICA	CHANNING BETE CO AHA	671.99
000579	BANK OF AMERICA	AMAZON MKTPLACE PMTS	-72.75
000608	BANK OF AMERICA	BATTERIES PLUS #95	19.95
000610	BANK OF AMERICA	BATTERIES PLUS #95	53.90
000623	BANK OF AMERICA	ATWOOD 22 SAND SPRINGS	13.98
000600	BANK OF AMERICA	BILLS MARINE	263.45
000605	BANK OF AMERICA	NSC NORTHERN SAFETY CO	58.75
000613	BANK OF AMERICA	CONRAD FIRE EQUIPMENT	370.51

---

---

---

---

**CITY OF SAND SPRINGS  
CITY COUNCIL BILLS**

---

---

**09/26/2016**

000614	BANK OF AMERICA	KEN KOOL INC	2,165.66
000618	BANK OF AMERICA	WW GRAINGER	99.50
000621	BANK OF AMERICA	WW GRAINGER	10.34
000622	BANK OF AMERICA	WW GRAINGER	71.67
000604	BANK OF AMERICA	BHM OK NEWSPAPERS	67.60
170268	OSU FIRE SERVICE TRAINING	SWIFT WTR RESUE TECH TRNG	935.00
000705	VERIZON WIRELESS	VERIZON WIRELESS	559.98
000704	VERIZON WIRELESS	VERIZON WIRELESS	622.18
<b>FIRE ADMINISTRATION TOTAL</b>			<b>8,971.05</b>

**EMERGENCY MANAGEMENT**

000675	AMERICAN ELECTRIC POWER	AEP MISC BILLS	34.57
000731	AMERICAN ELECTRIC POWER	AEP MASTER BILL	294.29
000589	BANK OF AMERICA	LOUIE'S AT BROOKAVEN LLC	18.53
000624	BANK OF AMERICA	FREDDY'S FROZEN #6009	7.39
000625	BANK OF AMERICA	OK EMER MANA ASSOC	50.00
000626	BANK OF AMERICA	TORCHYS TACOS - NORMAN	9.75
000627	BANK OF AMERICA	CHILIS NORMAN RELO	12.69
000628	BANK OF AMERICA	EMBASSY SUITES NORMAN	267.00
000654	INDIAN ELECTRIC COOP INC	INDIAN ELECTRIC	21.45
000651	VERIZON WIRELESS	VERIZON	40.01
<b>EMERGENCY MANAGEMENT ADMINISTRATION TOTAL</b>			<b>755.68</b>

**NEIGHBORHOOD SERVICES**

000631	BANK OF AMERICA	BATTERIES PLUS #95	132.37
170144	THULIN, HOVEY	ABATEMENT CLEANUPS	1,332.47
170144	THULIN, HOVEY	ABATEMENT CLEANUP	330.00
000706	VERIZON WIRELESS	VERIZON WIRELESS	40.03
<b>NEIGHBORHOOD SERVICES ADMINISTRATION TOTAL</b>			<b>1,834.87</b>

**STREET**

000658	AMERICAN ELECTRIC POWER	AEP ELECTRIC	4,676.67
000676	AMERICAN ELECTRIC POWER	AEP MISC BILLS	1,425.21

---

---

---

---

**CITY OF SAND SPRINGS  
CITY COUNCIL BILLS**

---

---

**09/26/2016**

000732	AMERICAN ELECTRIC POWER	AEP MASTER BILL	275.20
170011	ATWOODS-SAND SPRINGS	ENAMEL TRAC PAINT	35.89
000560	BANK OF AMERICA	UFIRST UNIFIRST CORP	87.50
000570	BANK OF AMERICA	UFIRST UNIFIRST CORP	187.50
170064	DUNHAM'S ASPHALT SERVICES, INC	TCKT 999378 & 999358	165.99
170064	DUNHAM'S ASPHALT SERVICES, INC	TYPE C - TCKT 998527	66.75
170064	DUNHAM'S ASPHALT SERVICES, INC	TYPE C - TCKT 999298	92.12
170064	DUNHAM'S ASPHALT SERVICES, INC	TYPE C - TCKT 998991	24.48
170064	DUNHAM'S ASPHALT SERVICES, INC	TYPE C - TCKT 999279	44.50
170064	DUNHAM'S ASPHALT SERVICES, INC	TYPE C - TCKT 999576	88.56
170064	DUNHAM'S ASPHALT SERVICES, INC	TYPE C - TCKT 999599	45.39
170064	DUNHAM'S ASPHALT SERVICES, INC	TYPE C - TCKT 999674	53.85
170064	DUNHAM'S ASPHALT SERVICES, INC	TYPE C - TCKT 999828	118.37
170126	SIGNAL TEK INC	TRAFF CNTRL MAIN-AUG 2016	570.00
	<b>STREET STREET MAINTENANCE TOTAL</b>		<b>7,957.98</b>

**PARKS & RECREATION**

000637	BANK OF AMERICA	CUTTINGMATS NET	81.56
000635	BANK OF AMERICA	DOMINO'S 6431	67.44
170063	DRAKE SYSTEMS, INC	BASE RATE & Overage-PARKS	125.73
000707	VERIZON WIRELESS	VERIZON WIRELESS	80.02
	<b>PARKS &amp; RECREATION ADMINISTRATION TOTAL</b>		<b>354.75</b>

000659	AMERICAN ELECTRIC POWER	AEP ELECTRIC	3,950.27
000638	BANK OF AMERICA	ZUMBA FITNESS	360.00
000640	BANK OF AMERICA	THE HOME DEPOT #3904	393.84
000639	BANK OF AMERICA	POPCO CONCESSIONS	160.20
170339	BSN SPORTS-SPORT SPLY GRP INC	PICKELBALL TRNMT SET	239.19
	<b>PARKS &amp; RECREATION COMMUNITY CENTER TOTAL</b>		<b>5,103.50</b>

000733	AMERICAN ELECTRIC POWER	AEP MASTER BILL	230.52
000677	AMERICAN ELECTRIC POWER	AEP MISC BILLS	108.95
170128	AMERICAN WASTE CONTROL INC	DUMP FEES - RCP	900.00
170011	ATWOODS-SAND SPRINGS	CLEVIS STRAIGHT	54.95
170011	ATWOODS-SAND SPRINGS	WASP AND HORNET KILLER	54.27
000583	BANK OF AMERICA	THE HOME DEPOT #3913	254.91
000670	WATER IMPROVEMENT DIST #14	AUG - WTR DISTR #14	23.34
	<b>PARKS &amp; RECREATION MAINTENANCE TOTAL</b>		<b>1,626.94</b>

170104	PORTA JOHN CO INC	MON RENTAL-KEYSTONE ANCIE	181.50
--------	-------------------	---------------------------	--------

---

---

**CITY OF SAND SPRINGS  
CITY COUNCIL BILLS**

**09/26/2016**

170104	PORTA JOHN CO INC	MON RENTAL-KEYSTONE ANCIE	181.50
170390	PRATER, ROBERT W	6 HRS KAFSRV WORK	120.00
<b>PARKS &amp; RECREATION SPECIAL EVENTS TOTAL</b>			<b>483.00</b>
000678	AMERICAN ELECTRIC POWER	AEP MISC BILLS	447.05
000679	AMERICAN ELECTRIC POWER	AEP MISC BILLS	321.26
000734	AMERICAN ELECTRIC POWER	AEP MASTER BILL	163.02
000735	AMERICAN ELECTRIC POWER	AEP MASTER BILL	121.40
000736	AMERICAN ELECTRIC POWER	AEP MASTER BILL	110.58
000737	AMERICAN ELECTRIC POWER	AEP MASTER BILL	104.97
170011	ATWOODS-SAND SPRINGS	BAGGED PLAY SAND	14.95
170011	ATWOODS-SAND SPRINGS	MULCH TREE RING	29.93
<b>PARKS &amp; RECREATION SPORTS PROGRAMS TOTAL</b>			<b>1,313.16</b>

**MUSEUM**

170028	ALLIANCE MAINTENANCE INC	SEP JANITORIAL	235.00
000680	AMERICAN ELECTRIC POWER	AEP MISC BILLS	713.91
000681	AMERICAN ELECTRIC POWER	AEP MISC BILLS	62.44
170103	PIONEER SECURITY SYSTEMS INC	SEP 2016-MON FEE - MUSEUM	20.00
170111	POWELL, RICK	OCT 2016-MUS STRG RENTAL	600.00
<b>MUSEUM ADMINISTRATION TOTAL</b>			<b>1,631.35</b>

**ECONOMIC DEVELOPMENT**

000546	BANK OF AMERICA	USPS 39722702133604448	30.65
<b>ECONOMIC DEVELOPMENT ADMINISTRATION TOTAL</b>			<b>30.65</b>

**GRAND TOTAL FOR FUND \$115,093.22**

**420 CAPITAL IMPROVEMENT FUND**

**ECONOMIC DEVELOPMENT**

000682	AMERICAN ELECTRIC POWER	AEP MISC BILLS	47.35
--------	-------------------------	----------------	-------



---

---

**CITY OF SAND SPRINGS  
CITY COUNCIL BILLS**

---

---

**09/26/2016**

**WASTEWATER MAINTENANCE & OPERATIONS TOTAL 28,000.00**

161082	COMPOSITECH FILTERS	PADDLE,PALM TRACKING	45,650.00
161082	COMPOSITECH FILTERS	FILTERS-BLADE,SERNAGIOTTO	49,876.79
170320	PRACTICAL SOLUTIONS INC	REHAB / BELT FILTER PRESS	16,200.00
<b>WASTEWATER TREATMENT TOTAL</b>			<b>111,726.79</b>

---

**GRAND TOTAL FOR FUND \$157,514.50**

---

**510 SPECIAL PROGRAMS FUND**

**POLICE**

170384	ENZBRENNER, TODD	FITNESS FACILITY REIMBURS	100.00
170383	KIMURA, ERIC	FITNESS FACILITY REIMBURS	100.00
<b>POLICE ADMINISTRATION/PATROL TOTAL</b>			<b>200.00</b>

---

**GRAND TOTAL FOR FUND \$200.00**

---

**GRAND TOTAL \$284,176.07**

---

---

**CITY OF SAND SPRINGS  
CITY COUNCIL BILLS  
WIRE TRANSFERS**

**9/26/2016**

**FUND 210 GENERAL FUND**

9/2/2016 JE260	Child Supp Pmts Bi-wkly	696.35
9/2/2016 JE260	Child Supp Pmts Bi-wkly	106.15
9/2/2016 JE261	Nationwide p/d 9/2/16	434.98
9/2/2016 JE261	Nationwide p/d 9/2/16	3,390.00
9/2/2016 JE262	ICMA Roth p/d 9/2/16	170.00
9/2/2016 JE263	ICMA p/d 9/2/16	224.43
9/2/2016 JE264	OMRF p/d 9/2/16	14,055.08
9/2/2016 JE264	OMRF p/d 9/2/16	400.92
9/2/2016 JE266	Payroll p/d 9/2/16	104,840.44
9/2/2016 JE267	Payroll p/d 9/2/16	52,390.25
9/2/2016 JE269	Federal Tax p/d 9/2/16	28,734.48
9/2/2016 JE270	Federal Tax p/d 9/2/16	18,839.69
9/2/2016 JE272	State Tax p/d 9/2/16	4,785.22
9/2/2016 JE273	State Tax p/d 9/2/16	2,281.86
7/22/2016 JE274	State Tax -man ck-Branson	10.00
8/31/2016 JE294	CC Fees-Merit-Aug	80.90
8/31/2016 JE321	CC Fees-AmEx-August	0.22
9/13/2016 JE322	Aflac-August Premium	256.98
7/31/2016 JE324	Acct Analys Serv Chg-July	1,666.19
8/31/2016 JE325	Acct Analys Serv Chg-Aug	1,781.91
8/31/2016 JE327	CC Fees-AMS-Aug	87.67
	<b>FUND TOTAL</b>	<b>\$ 235,233.72</b>



OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

SCOTT A. THOMPSON  
Executive Director

Office of City Manager  
SEP 01 2016  
City of Sand Springs

MARY FALLIN  
Governor

August 25, 2016

Ms. Elizabeth A. Gray, City Manager  
City of Sand Springs  
100 East Broadway  
Sand Springs, Oklahoma 74063

Re: Permit No. WT000072160594  
City of Sand Springs New Filter Backwash Pump Station  
PWSID No. 1020420

Dear Ms. Gray:

Enclosed is Permit No. WT000072160594 for the construction of one (1) 7,200-gpm backwash pump station, associated yard piping and all appurtenances to serve the City of Sand Springs, Tulsa County, Oklahoma.

The project authorized by this permit should be constructed in accordance with the plans approved by this Department on August 25, 2016. Any deviations from the approved plans and specifications affecting capacity, flow or operation of units must be approved, in writing, by the Department before changes are made.

Receipt of this permit should be noted in the minutes of the next regular meeting of the City of Sand Springs, after which it should be made a matter of permanent record.

We are returning one (1) set of the approved plans to you, one set (1) to your engineer and retaining one (1) set for our files.

Respectfully,

Qusay R. Kabariti, P.E.  
Construction Permit Section  
Water Quality Division

QRK/RC/ag

Enclosure

c: Rick Austin, Regional Manager, DEQ  
REGIONAL OFFICE AT TULSA  
Srinivasan Sundaramoorthy P.E., Tetra Tech FHC





SCOTT A. THOMPSON  
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

MARY FALLIN  
Governor

PERMIT No. WT000072160594

WATER TREATMENT

PWSID No. 1020420

PERMIT TO CONSTRUCT

August 25, 2016

Pursuant to O.S. 27A 2-6-304, the City of Sand Springs is hereby granted this Tier I Permit to construct one (1) 7,200-gpm backwash pump station, associated yard piping and all appurtenances to serve the City of Sand Springs new filter backwash pump addition, located in Section 14, T-19-N, R-11-E, Tulsa County, Oklahoma, in accordance with the plans approved on August 25, 2016.

Sludge will be disposed of in accordance with applicable rules and regulations regarding the disposal of waste sludges.

By acceptance of this permit, the permittee agrees to operate and maintain the facility in accordance with the Public Water Supply Operation rules (OAC 252:631), and to comply with the State Certification laws, Title 59, Section 1101-1116 O.S. and the rules and regulations adopted thereunder regarding the requirement for certified operators.

This permit is issued subject to the following provisions and conditions.

- 1) That the recipient of the permit is responsible that the project receive supervision and inspection by competent and qualified personnel.
- 2) That construction of all phases of the project will be started within one year of the date of approval or the phases not under construction will be resubmitted for approval as a new project.
- 3) That no significant information necessary for a proper evaluation of the project has been omitted or no invalid information has been presented in applying for the permit.
- 4) That the Oklahoma Department of Environmental Quality shall be kept informed on occurrences which may affect the eventual performance of the works or that will unduly delay the progress of the project.
- 5) That the issuing of this permit does not relieve the responsible parties from any damage which may accrue as the result of the location and operation of the plant in this area.





SCOTT A. THOMPSON  
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

MARY FALLIN  
Governor

PERMIT No. WT000072160594

WATER TREATMENT

PWSID No. 1020420

PERMIT TO CONSTRUCT

- 6) That before placing this facility into service, at least two samples of the water, taken on different days, shall be tested for bacteria to show that it is safe for drinking purposes.
- 7) That any deviations from approved plans or specifications affecting capacity, flow or operation of units must be approved by the Department before any such deviations are made in the construction of this project.
- 8) That the water leaving the plant will be non-corrosive as determined by a calcium carbonate saturation index (langelier index), and the water shall contain at least 1.0 mg/l free chlorine or 2.0 mg/l of combined chlorine.
- 9) The issuance of this permit does not relieve the responsible parties of any obligations or liabilities which the permittee may be under pursuant to prior enforcement action taken by the Department.
- 10) That the permittee is required to inform the developer/builder that a DEQ Storm Water Construction Permit is required for a construction site that will disturb one (1) acre or more in accordance with OPDES, 27A O.S. 2-6-201 et seq. For information or a copy of the GENERAL PERMIT (OKR10) FOR STORM WATER DISCHARGES FROM CONSTRUCTION ACTIVITIES, Notice of Intent (NOI) form, Notice of Termination (NOT) form, or guidance on preparation of a Pollution Prevention Plan, contact the Storm Water Unit of the Water Quality Division at P.O. Box 1677, Oklahoma City, OK 73101-1677 or by phone at (405) 702-8100.

Failure to appeal the conditions of this permit in writing within 30 days from the date of issue will constitute acceptance of the permit and all conditions or provisions.

A handwritten signature in blue ink, appearing to read 'Rocky Chen', is written over a horizontal line.

Rocky Chen, P.E., Engineering Manager, Construction Permit Section  
Water Quality Division

Handwritten initials in blue ink, possibly 'ORC', are written to the right of the signature line.

