

MEETING NOTICE AND AGENDA
Sand Springs City Council
October 10, 2016 – 7:00 p.m.
Sand Springs Municipal Building
100 East Broadway – Room 203
Sand Springs, Oklahoma 74063
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 Mayor Burdge.

4. **Pledge of Allegiance**

Pledge of Allegiance will be provided by Vice Mayor Fothergill.

5. **Swearing In Ceremony**

Judge McAtee will administer the Oath of Office to Police Officer Brian Tomsovic.
(Police)

This item is for ceremonial purposes only with no action requested or taken by Council.

6. **Presentation - Policing Plan**

A) **Presentation**

A presentation pertaining to a Memorandum of Understanding between the City of Sand Springs and the Oklahoma State Bureau of Investigation will be provided for Council's information. (Presented by Michael S. Carter, Police Chief)

This item is for informational purposes only with no action requested or taken by Council.

B) Memorandum of Understanding

Council may consider authorization for Police Chief Michael S. Carter to sign the Memorandum of Understanding between the City of Sand Springs and the Oklahoma State Bureau of Investigation. (Presented by Michael S. Carter, Police Chief)

Motion _____ Second _____

C) Food for Fines

A presentation regarding the "Food for Fines" Amnesty program, as a part of the Policing Plan, will be provided for Council's information. (Presented by Kenny Penrod, Deputy Court Clerk)

This item is for informational purposes only with no action requested or taken by Council.

7. Consent Agenda (A-C)

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 26, 2016, regular City Council meeting. (Administration)
- B) Approval of the Utility Easements granted by Same Day Auto Repair and Commander Mills, Inc., as they relate to the Sanitary Sewer Improvements project to serve Same Day Auto Repair. (Public Works)
- C) Acceptance of the Sanitary Sewer Improvements project to serve Same Day Auto Repair as constructed by Mullins Plumbing. (Public Works)

Motion _____ Second _____

8. Correspondence

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

- A) Regular monthly bills. (Finance)

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. CASEtime Movie Night: 10/14, 11/11, 12/09/16
- b. Boo on Broadway: 10/29/16
- c. “Night at the Museum”: 10/29/16 9:00 pm
- d. Street Dept Chipper Days: 11/05, 12/03/16
- 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_____

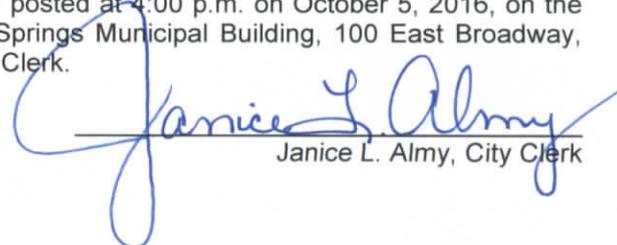
B) Mayor Burdge will reconvene the City council meeting following the Executive Session. (Administration)

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 4:00 p.m. on October 5, 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



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

MEETING DATE: 09/10/2016

SUBJECT:

SWEARING IN CEREMONY

BACKGROUND AND HISTORY:

Officer Brian Tomsovic has been hired by the Sand Springs Police Department and will be sworn into office.

BUGETARY IMPACT:

None

STAFF RECOMMENDATION:

None

COMPILED BY:

Michael S. Carter – Chief of Police

PRESENTED BY:

Michael S. Carter – Chief of Police

ATTACHMENTS:

Oath of Office

POLICE OFFICER'S OATH OF OFFICE

I, Brian Tomsovic having been duly appointed as a Police Officer of the City of Sand Springs and a Peace Officer of the State of Oklahoma, do solemnly swear that I will defend, enforce and obey the Constitution and Laws of the United States, the State of Oklahoma and the Charter and Ordinances of the City of Sand Springs.

That I will obey the lawful orders of my superior officers and the regulations of the Sand Springs Police Department.

That I will protect the Rights, Lives and Property of all citizens and uphold the honor of the Police Profession, with my life, if need be.

This I solemnly swear, this 10th day of October, 2016.

Officer

Witness



Agenda Item_____

**CITY OF SAND SPRINGS
COUNCIL STAFF REPORT
MEETING DATE: 10/10/2016**

SUBJECT:**POLICING PLAN****STAFF RECOMMENDATION:**

- A. Presentation pertaining to a Memorandum of Understanding between the City of Sand Springs and the Oklahoma State Bureau of Investigation.
- B. Authorization by the City Council for Chief of Police Mike Carter to sign the Memorandum of Understanding between the City of Sand Springs and Oklahoma State Bureau of Investigation.
- C. Presentation regarding a "Foods for Fines" Amnesty program, as a part of a Policing Plan.

BACKGROUND AND HISTORY:

The Sand Springs Police Department has been working on goals set forth in the Policing Plan 2016 that has previously been presented to the City Council. One of the goals was for SSPD to find an outside agency to investigate our officer involved shootings and in custody deaths if one were to occur.

Although the Sand Springs Police Department has the capability, for public assurance of impartiality, an agreement of this nature seems to be the best course of action to insure the continuation of public safety that we currently enjoy.

The Sand Springs Municipal Court Division has continued to find ways to work with Police Department and citizens in implementing the Policing Plan which has the goal of helping our citizens work through court issues in a fair and impartial manner.

BUGETARY IMPACT: None**COMPILED BY:** Michael S. Carter – Chief of Police/Kenny Penrod – Deputy Court Clerk**PRESENTED BY:** Michael S. Carter – Chief of Police/Kenny Penrod – Deputy Court Clerk

ATTACHMENTS: Memorandum of Understanding
Policing Plan 2016
"Food For Fines" Amnesty program



Agenda item # _____

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

MEETING DATE: 10/10/2016

SUBJECT:

**MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF SAND SPRINGS AND
OKLAHOMA STATE BUREAU OF INVESTIGATION**

STAFF RECOMMENDATION:

A. Presentation

Presentation pertaining to a Memorandum of Understanding between the City of Sand Springs and the Oklahoma State Bureau of Investigation

B. Memorandum Of Understanding

Authorization by the City Council for Chief of Police Mike Carter to sign the Memorandum of Understanding between the City of Sand Springs and Oklahoma State Bureau of Investigation

BACKGROUND AND HISTORY:

The Sand Springs Police Department has been working on goals set forth in the Policing Plan 2016 that has previously been presented to the City Council. One of the goals was for SSPD to find an outside agency to investigate our officer involved shootings and in custody deaths if one were to occur.

Although the Sand Springs Police Department has the capability, for public assurance of impartiality, an agreement of this nature seems to be the best course of action to insure the continuation of public safety that we currently enjoy.

BUGETARY IMPACT: None

COMPILED BY: Michael S. Carter – Chief of Police

PRESENTED BY: Michael S. Carter – Chief of Police

ATTACHMENTS:

Memorandum of Understanding
Policing Plan 2016

Memorandum of Understanding

This Memorandum of Understanding (MOU) is entered into between the Oklahoma State Bureau of Investigation (hereinafter referred to as OSBI) and the Sand Springs Police Department (hereinafter referred to as “requesting agency”).

Purpose and Acknowledgement

This MOU is devised to formalize the association between agencies and to foster an understanding of each agency’s role. The goal of this MOU is to promote efficiency in operations and provide guidelines necessary to ensure standardization in policies and procedures between the parties. To that end, the MOU outlines the scope of assistance, operational procedures, submission of reports, press statements, and Open Records Act requests.

The parties to this MOU further acknowledge and seek to comply with recommendation 2.2.2 of the final report of The President’s Task Force on 21st Century Policing, which calls for “external and independent criminal investigations in cases of police use of force resulting in death, officer-involved shootings resulting in injury or death, or in custody deaths.”

Scope of Assistance

The parties agree that the occurrence of any of the following predicate events will result in the commencement of OSBI investigative and forensic involvement:

1. The shooting or attempted shooting of a person by a law enforcement officer of the requesting agency acting in the line of duty;
2. The death of an intended arrestee during an arrest attempt by the requesting agency;
3. The death of an arrestee while in the care, custody, or control of the requesting agency; or
4. The death of an arrestee shortly after being in the care, custody, or control of the requesting agency as long as the requesting agency retains the jurisdictional authority to request OSBI assistance.

Operational Procedures

Upon the occurrence of any of the predicate events, the requesting agency on the scene will ensure that emergency medical services are provided to injured persons and that a secure crime scene perimeter is established with restricted access. Only emergency medical personnel, medical examiner personnel, investigating OSBI personnel, and other law enforcement officials as deemed necessary by either party will

be permitted inside the crime scene perimeter. The requesting agency will also provide any necessary crowd control efforts. The requesting agency will then promptly contact the OSBI regional office who will dispatch OSBI investigators to initiate an investigation.

Pending the arrival of the OSBI, the requesting agency will secure the scene, protect and preserve all physical evidence and documentation, and identify and separate all law enforcement and citizen witnesses. The requesting agency may conduct the investigation related to any underlying criminal activity that preceded or occurred at the same time as the predicate event outlined above. The requesting agency will also provide any assistance requested by OSBI during and after the on-scene investigation, including additional evidence collection.

Once the OSBI has been notified by the requesting agency that a predicate event has occurred, the OSBI will assume operational direction of the investigation initiated pursuant to this MOU. The OSBI will adhere to OSBI's Standard Operating Procedure and Investigative Policies for investigating officer-involved shootings/deaths.

The requesting agency will retain overall direction and responsibility for any internal or administrative investigations initiated in response to any of the predicate events. However, the parties agree that the criminal investigation takes precedence over any internal or administrative investigation being conducted by the requesting agency.

Press Statements/Open Records Act Requests

The parties agree that the requesting agency may issue an initial press statement acknowledging an incident, reporting the status of the law enforcement officer(s) involved in the incident, and referral to OSBI's investigative process. As soon as possible, the requesting agency shall indicate to OSBI personnel if it requests OSBI be responsible for statements released to the public. After the initial release, if the requesting agency has designated OSBI as the party responsible for statements released to the public, the requesting agency will release no further statements to the public regarding the case unless approved by the OSBI Public Information Officer or designee.

Any public records requests will be processed by the appropriate agency in accordance with the Open Records Act.

Submission of Reports

OSBI will submit all final reports to the District Attorney's Office and the requesting agency for review. Transmittal of reports and summaries will be done so as to preserve any applicable exceptions from public disclosure and to maintain any confidentiality of information that may apply. OSBI will report the material factual findings of the

investigation but will offer no recommendations or legal conclusions concerning whether the force used, if any, was justified.

Term of Agreement

This MOU shall become effective on the date executed by the final signatory below. Any party may terminate this agreement by providing the others with thirty (30) days advance notice in writing or by mutual agreement by the parties.

In case any one or more of the provisions contained in this MOU shall be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision. This MOU does not alter or invalidate any other responsibilities that either agency may have by statute or otherwise.

Liability

Each agency shall assume responsibility and liability for the acts and omissions of its own officers, agents, or employees in connection with the performance of their official duties under this MOU. It is expressly understood and agreed that no agency or governmental entity executing this agreement in any way agree to alter or waive in whole or in part any privileges or immunities otherwise enjoyed by the agency or governmental entity executing this agreement. All agencies and governmental entities to this agreement agree to hold harmless all other agencies and governmental entities to this agreement for any liability, claim, or damages arising by reason of negligence or other wrongful acts of any officer, agent, or employee of any agency or governmental entity to this MOU.

Oklahoma State Bureau of Investigation

Sand Springs Police Department
Requesting Agency

Stan Florence – Director
Name and Title

Mike Carter, Chief
Name and Title

Signature

Signature

Date

Date

Sand Springs Police Department



Policing Plan 2016

**By
Michael S. Carter – Chief of Police**

Introduction

There has been a national discussion in the United States that has focused on race, bias and social injustice. Our involvement in this topic started when the Department of Justice released a report on Ferguson MO. in March of 2015, and we started planning on what we could do to improve our community based on their findings. This discussion has been reignited by the killing and wounding of officers across the nation. It is my desire to look this discussion and how it relates to the City of Sand Springs. We need to identify what we can do as a City and a department to better ourselves and avoid some of the pitfalls that we have seen across the country.

To this end, I would put forward this premise about our community as it relates to the national discussion; "While race has not played a significant factor in policing/judicial problems in the City of Sand Springs; unintentionally, economic disparity may play a significant role in unequal consequences of violations of the law by people in Sand Springs". With that being said, if even one person feels that they were subject to racial bias by the Sand Springs Police Department, it is OUR responsibility to take steps to better that situation and take steps to make sure we alleviate that concern in the future.

In the matter of racial bias, we have received very few complaints from those citizens who are of color and some of the things proposed later in this document can mitigate the chances that we will have a problem in the future. It is my belief that part of the reason that we do not have many complaints from the minority community is the character of the department; the other is the small number of people who fit into that demographic within Sand Springs. Latest census statistics show Sand Springs as having 2.4% African American and 3.4% Hispanic with the remaining being White, Native American or other. It is my personal belief that some of the feeling of disenfranchisement and persecution of people of color may be exacerbated by poverty, which people of color make up a disproportionate segment of that demographic.

It is also my belief that when a segment of our society, such as economically disadvantaged, feel that they are oppressed or they feel that they do not have the wherewithal to rise above any problems that they have had in the criminal justice system, some will either choose not to participate or will physically and violently resist. If we keep people in jail for minor traffic offenses because they cannot pay the bond amounts for release, it can and sometimes does lead to a spiral that can impact a person for a long time. If a person loses their employment because they were not able to go to work as a result of an arrest, then it becomes much harder for them to pay the very fines we expect them to pay.

Another segment of our community that must be addressed through this initiative is those with mental illness. It is important to treat mental health issues as a medical care situation and to lessen the possibility of potential for violent conflict with the individual. Training and policies must be used to guide officers' actions in this area.

Lastly, officers must be supported in the duties they perform. If an individual seeks to resist or become violent in a criminal way against a police officer, then our system needs to make sure that this behavior is corrected in the most effective and definitive way possible.

If our community adopts the assertions above as fact, then the question becomes what have we done about it, and what can we do in the future to fix problems that still exist.

The following concepts have either been adopted, or are recommendations to be considered for future adoption.

What have we already accomplished?

Body Cameras

The Sand Springs Police Department has been using body cameras for approximately 8 years now. This has been accomplished at much expense to our city, but has been fully embraced by our officers. It is now the norm and will continue to be used as a preventative measure against misconduct by citizens and officers. All parties tend to act better when under the eye of a camera. When an officer violates policies or is guilty of misconduct, they will be disciplined or even prosecuted if appropriate. If a citizen files a false complaint on an officer with malice or reckless disregard for the truth, they will be prosecuted.

Officers Give More Warnings

In 2015/2016, the Sand Springs Police Department has greatly increased the amount of warnings that are given in relation to the total number of traffic stops. This again is to highlight to citizens that our role in law enforcement is to improve safety for everyone, not act as de facto tax collectors for the city or state. This has been embraced by our officers and they have increased the amount of warnings.

Training

Crisis Intervention Team Training (CIT)

Currently approximately 1/3 of Sand Springs officers have been trained in advanced mental health techniques through the Crisis Intervention Team (CIT) model of police response to mental health situations. It is expected by the first quarter of 2017, that **all** Sand Springs Patrol Officers will be trained in this system.

Fair and Impartial Policing Training

The Sand Springs Police Department has two instructors who attended the Fair and Impartial Policing Train the Trainer that was sponsored by the COPS office of the Department of Justice. This training will allow the Sand Springs Police Department to train **all** officers in anti-bias policing. The training centers on the concept that all people have some implicit bias. If this is understood, it may be controlled to lessen the chance that it will be a factor in the policing decisions made by an officer.

Use of Force Training

In 2015, **all** Sand Springs police officers attended use of force simulator training instructed by the Oklahoma Municipal Assurance Group. This training not only covered shoot-don't shoot simulations, but other use of force scenarios such as verbal intervention and less lethal. One topic that caught the officers' attention was using commands that placed officers and suspects at risk for a violent encounter by the very commands issued by the officer.

Verbal Skills Training

The Sand Springs Police Department has taught a verbal skills class to our officers for many years. This training will be refreshed and **all** officers will be exposed to the training again by the first quarter of 2017. This training centers on conflict de-escalation and officer approachability. One criticism of law enforcement in Oklahoma that I believe to be valid is that we do not spend enough time training in verbal skills compared to that we spend in training of use of force.

Custody and Control Training

It has been made mandatory for all Sand Springs Police Patrol Officers to attend annual training on the topic of custody and control techniques. This has helped to insure that our officers are trained and accomplished in these techniques so they may use the minimum force necessary to effect and arrest.

Firearms Training and Certification

The Sand Springs Police Department requires all Sand Springs Police Officers to train and certify twice a year. This allows time to make sure that our officers skills are adequate, but also allows our instructors to train our officers on the department use of force policy. Our officers also are required to have a score of 84% on a more complicated course of fire for their qualifications, which is a higher standard than required by the State of Oklahoma.

Intermediate and Advanced Law Enforcement Certifications

It will be the intent of the Sand Springs Police Department to have all officers participate in and achieve the certification levels offered by CLEET. This is a way of demonstrating to our community the dedication to training and excellence that this department has.

Policy Manual

The Sand Springs Police Department has adopted the Lexipol Policy Manual that has participating departments nationwide. This manual has been modified for the specifics of Sand Springs Police Operations. This gives us the advantage of having a manual that has policies vetted by other professionals and has standards that meet and/or exceed state and national standards.

Our department has made these policies available online for the publics' inspection as we believe that this document should be accessible as Open Record.

Complaint / Discipline Processes

The Sand Springs Police Department has taken steps to make sure that citizens may file a complaint and that the complaint is investigated. We have new forms for the processing of complaints and a due processing tracking form that follows the officer through the discipline process. Discipline is how we maintain the standards at such a high level. While discipline is not an everyday occurrence, when it has been necessary our officers have been accepting of it. The police union has filed only one grievance in 23 years. The police department has also instituted both a special menu item on our phone system for Internal Affairs as well as an online form on our web site in which people can file a complaint or concern.

Business Cards and Officer Uniforms

All Sand Springs Police Department officers have been issued business cards which identify them by name and badge number. These are to be given out on routine contacts as well as to anyone who wishes to file a complaint.

Our department has also intentionally kept a more formal appearance in our regular duty uniform. While the national trend has been to a dressed down daily uniform, we feel that the current uniform is more comfortable for public interaction and promotes the professional image that we wish to project.

Even Greater Transparency

The Sand Springs Police Department has adopted a philosophy of transparency. In 2015, our officers had two shooting incidents, which were the first in over 17 years. In both occasions, details and video were released to the media in just three days. We have also adopted a policy that when a document is requested and electronically available, we do not charge a fee to citizens for requesting the open record, unless it is an extraordinary request with an unusual amount of staff time. We will also look for alternatives that allow for us to get as much correct information to the public as soon as possible. We have been averaging three days to release video to the press in instances of videos that contain use of force.

SWAT Operations – Suicidal Subjects

The Sand Springs Police Department participates in a multi-jurisdictional SWAT team with the cities of Bixby and Sapulpa. The team is called South-West Area Tactical. One of the philosophies adopted by the team is a recommendation from the National Tactical Officer's Association in regard to suicidal subjects. This standard sets that outside of extenuating circumstances; the SWAT team will not respond or engage with a subject who is alone in a residence who has indicated they wish to end their own life. The department may have patrol officers monitor the situation, but will not escalate the situation. The SWAT team has a full complement of crisis negotiators which have received training in advanced levels of mental health. In the history of the team is they have not injured or killed any subject of a call out.

Community Outreach

The Sand Springs Police Department has a philosophy of community involvement through positive contacts. One of the best ways to meet with groups of citizens is to meet with them in the context of Neighborhood Watch meetings. This allows for officers to hear first hand from our community about things that concern them. We will also look for other opportunities to interact with citizens. Social media will play a role in our outreach and can help educate citizens about the role law enforcement plays and limitations we may have.

One program that we will be starting in the future to compliment this philosophy is Talk and Pop with a Cop. This will be a series of meeting across our community that allows the public to speak with officers and other community leaders about our city.

Police Union Contract Provisions

Expanded definition of probation for new officers

Having an adequate amount of time to evaluate new officers and have them as at will employees during that period reduces the potential of retaining a bad officer. This was not only supported by our local union, officers proposed the enhancement to make sure that they were only working with officers that will be good for our community. The contract language says:

Probation Period shall consist of the following:

- 1. 12 months from the date of initial hire if that person was already certified or achieves their certification from the CLEET Collegiate Officers Program.*
- 2. 12 months from the date of graduation from the police academy if employed by the City of Sand Springs while attending the academy.*

Just cause for immediate suspension with or without pay of any officer arrested for a felony or excessive use of force, and the termination of said officer if bound over for trial.

Many departments across the nation have been struggling with how to deal with officers who have been arrested for criminal offenses or who have used excessive force in dealing with suspects. This is exacerbated by the problem that it is not uncommon for the arbitrators of the Federal Mediation and Conciliation Service (FMCS) to leave that behavior unpunished and reverse dismissals. After discussing a particular egregious incident in another community that made national news, the police union and administration came together and formed a solution that keeps the integrity of the discipline process while insuring officer's fair and impartial due process. The contract language that our administration and our FOP Lodge have agreed states in part:

To suspend, demote, discharge or take other appropriate disciplinary action against members of the Police Department for just cause in accordance with appropriate procedures as set out in Article 9 hereof or, in alternative thereto, the Personnel Policy and Procedures for employees of the City of Sand Springs. For purposes of this agreement, the parties stipulate and agree that in addition to what may otherwise constitute just cause, just cause shall exist for immediate suspension with or without pay, at the discretion of the Chief, of any Police Officer who has criminal charges filed against them for any felony or for any misdemeanor charge of assault and battery related to a claim of excessive use of force directed at a suspect or prisoner who is in the custody of the officer. Further upon a finding at a preliminary hearing that the Officer shall be bound over for trial, or upon a waiver of preliminary hearing without an immediate dismissal of the charges, just cause shall exist for termination. Upon acquittal or dismissal of charges, the Officer may be eligible for re-employment with the City with back pay and applicable benefits, at the discretion of the Police Chief;

The elimination of FMCS by adding a process that uses retired judges instead.

As discussed above, it is not uncommon for the arbitrators of the Federal Mediation and Conciliation Service (FMCS) to leave that behavior unpunished and reverse dismissals that were made for unlawful or serious policy violations. The Sand Springs Police Department has been unique in our approach to this matter. Our philosophy is that if our judges are qualified enough to hear cases both criminal and civil, they are qualified to hear these types of arbitrations. The judges have a vested interest in our community would have an interest in seeing that an innocent officer is returned to duty and a problem officer receives appropriate discipline. This provision has only been needed one time and the officer was dismissed for "Incompetence" which is rare in the police community. In that case, the complaining party was the officer's fellow police officers. The contract language that our administration and our FOP Lodge have agreed states in part:

The parties shall submit the matter to arbitration. The FOP shall submit a list of five retired Judges from the State of Oklahoma (Appellate, District, Associate, or Special) from Tulsa County and/or any County which shares a common border with Tulsa County, who shall be the proposed panel for selection. From said list, the City shall select one arbitrator.

The right of officers to watch body camera footage before being asked to give a statement.

There are those that would like to see body cameras be a “gotcha” moment for police officers. The opposite is true at the Sand Springs Police Department. We have agreed with our union that Body cameras are in place as a supplement for them to reveal the truth about a situation. Critics of this type of arrangement will often say that citizens do not get to see the video before making a statement, but that is not true. Citizens cannot be compelled to speak with police as a right of the constitution. Our officers are afforded the same rights as any other human being in the United States. Ultimately, what matters to the department and our community is the truth. This provision also is one of the things that make body cameras popular with our officers. The contract language that deals with this provision is as follows:

All Police Officer’s shall have the right to view, listen to or obtain a copy of any video or audio recording produced by equipment worn or used by that officer on or off duty before making a statement or being interrogated in regard to a complaint or investigation. They may not have the right to view other recordings not made by the officer under investigation. The discretion to allow this will be that of the Chief of Police or his designee.

The parties acknowledge there may be instances in which an individual employee may have a basis to allege that the document or video should not be “immediately” released. In order to fully protect the interest of the employee in those instances, to protect the interest of the public set forth in the Open Records Act, and to allow the City to have a clear direction of how to proceed, the City retains the management right to determine whether a record is subject to public disclosure, and any objection to disclosure should be made as soon as possible and may require legal action by the employee to delay or preclude disclosure. The City acknowledges and will uphold the confidentiality of employment records as allowed by the Open Records Act.

A new program that allows for, “supervisory notices” to document both positive and negative performance of an employee.

It is imperative for there to be an intermediary step that covers employee performance in the areas that do not rise to formal discipline and may be forgotten before an annual evaluation. The Supervisory process also recognizes and encourages positive behavior. This has been well received by our officers and supervisors and gives an officer a clear look at their performance in a time span closer to the event documented than to wait for annual evaluations. The contract language in reference to this program states:

Documentation of ongoing employee performance may be taken care of through a SUPERVISORY NOTICE. This document will detail the officer’s deficiency/achievement on the prescribed form. This will be routed through the chain of command and be placed in a file to be held by the Human Resources Department after approval by the Chief of Police. This file will be kept separate from the normal personnel file. This notice will only be retained on file for 1 year and will be automatically purged. These notices may be used for documentation related to an officer’s evaluation. If the officer feels that the Supervisor Notice is not warranted, he may appeal this decision to the Chief of Police, whose decision will be final. For the purposes of this article, Supervisory notices are not considered discipline, but a management tool to keep employees and management aware of ongoing employee performance. They may be implemented for positive or negative performance.

Support of our Police Officers

One of the things our department is proud of is how we support our officers. We will continue to do so, and will ensure that they receive the best training available, equip them with the best tools that we have the resources for and make available to them progressive policies that utilize cutting edge philosophies to keep them aware of the best tactics. We will not forget that they are citizens just like the people they serve and will not reduce their constitutional rights and protections for the sake of political expediency.

What are our plans for the future?

Traffic Fines and Increased Penalties for Failure to Appear.

The Sand Springs Police Department has never worked on quotas or taken fine revenue into account as it relates to enforcement efforts. It is however an area that taken care to make sure that our fines are reasonable and some of the lowest in the metro area. Our city will continue to monitor this and take appropriate steps to minimize increases. If fines become so intrusive for minor infractions that people feel it is not within their ability to pay them, they may fail to appear at court. If a warrant is issued, that may lead to a person choosing to flee, resist arrest or assault an officer. Fines that are more affordable could lead to more people showing up for court, less warrants and less conflict between officers and citizens. This area was discussed in the DOJ report on Ferguson, MO. We have tried to adapt their findings to areas that we can help people have more confidence in their local government.

With the commitment made above, it needs to be enhanced with a program that would be another incentive for people to appear in court. With fines being kept to minimum levels, then we need to raise the penalty for failing to appear in court. This may take the form of adopting warrant fees that equate to the maximum fine allowed by state statute. This should incentivize the person to appear in court and decrease the chances that someone will be subject to an arrest warrant.

The information above should be explained in detail on the citation so that a person will understand the benefit of appearing in court. If they do, it will lessen the chance that an officer and a citizen are placed together in an arrest situation as well as decrease costs for our municipal court.

Give alternatives to fines

In 2016 the Sand Springs Municipal Court went forward with a program to allow for alternatives to fines or jail time. It was initially met with limited success, but we will continue this effort to see if we can help reduce the strain from people with limited ability to pay fines. The initial program allowed for citizens to help at one of our local festivals and they received credit that reduced or eliminated their obligation to the city. Six people were referred to the program and 2 people took advantage of the program with the other 4 failing to appear. This does not mean that the program will not be successful, but that we need to look at different ways to insure compliance.

Give easy alternatives for recall of existing warrants

The City of Sand Springs will look for ways to give people alternatives to take care of existing warrants. A program will be established to look at community service, time pay orders, and fine reduction if existing warrants are taken care of before law enforcement intervention takes place. We will also continue to allow for citizens who have warrants to voluntarily surrender at the Court Clerk's Office and make arrangements for court appearance, or to enter a plea at the window with a time pay order or community service agreement. This can be accomplished without fear of arrest by the police department.

Limit holding of arrested persons to 72 hours on open charges

If a person is in the Sand Springs municipal jail on municipal open charges, they should be released upon oral recognizance within 72 hours as a matter of policy of the court. As previously discussed, we are being counter-productive towards justice if we hold someone in jail and they lose their employment. This reduces the ability of a person to pay their fines and may have other untold costs such as family strife, medical issues, etc. This is also a good program in our responsibility to use tax dollars more wisely.

If a person has more than two fail to appear warrants involving the same initial charge, space in a county facility should be purchased to hold them until the charge is adjudicated.

If all of the avenues and concessions listed above are made available to a person and they still do not participate in clearing themselves of outstanding charges, they should be held until the charge is resolved. Continuing the cycle of arrest and release would only serve to place them and officers at risk of a violent encounter and/or waste resources. The City of Sand Springs should investigate the possibility of implementing this program.

Limit number of citations given on individual traffic stops

One complaint that critics of law enforcement have about citations is that some officers will write a large amount of citations to a person. The Sand Springs Police Department will institute controls by policy that require supervisor approval when issuing more than three (3) citations to one individual. While there may be occasions that this is necessary, it should be the exception rather than the norm.

Modify how we budget fine revenue

The city as an entity may reduce the perception of relying on revenue from citations by modification of how we budget this area. The city experiences other forms of unexpected revenue that come into the city's possessions, and until someone is convicted and the sentence from the court confirmed as a fine, no funds should be booked as a receivable. This allows all parties involved to understand that our philosophy is to use traffic stops for law enforcement purposes rather than a method for fine collection.

All resisting and assault and battery on a police officer charges will be charged as state offenses.

If we make the allowances above for citizens to feel that they are safe, not oppressed by fines, and have an outlet to file truthful complaints, they have a duty to act as good citizens in return. While our department does not have a reputation of excessive force and we have taken steps to insure we do not in the future; it is incumbent upon our citizens to not resist, assault or otherwise hinder our officers. This must take the form of them complying and if they disagree with the charges placed on them or the overall conduct of an officer, they need to avail of themselves the ability to go to court for redress. If an officer encounters someone who does resist or assaults them, the officer will book the citizen to state court instead of the courtesy of remaining in municipal court. People need to understand that as a civil society, their response to an arrest they feel is unjust must be expressed within the judicial system, not during the arrest. We reject the notion that there is now a right of the public to resist a police officer while he/she is performing their sworn duty.

Include community members in monthly use of force/complaint reviews

One of the things that the Sand Springs Police Department is most proud of is our relationship with the community. A great way for us to utilize this relationship is for us to involve our local ministerial alliance or other community representatives to act as independent monitors for the chief of police. These representatives would act as passive monitors in police use of force or complaint review boards and report any concerns to the Chief of Police. These representatives would receive some training in use of force policies before participating, so they make educated and informed opinions.

Use of Deadly Force Investigations

The Sand Springs Police Department has adopted a philosophy that we will ask for an outside entity to participate in the criminal investigation of our use of deadly force when a suspect is injured or killed. We currently use the Oklahoma State Bureau of Investigation. This philosophy should be extended to include cases in which no injury or death occurs in the incident. We will seek to formalize this relationship with OSBI or another agency in the future.

Accreditation

It is one of the major goals of the Sand Springs Police Department to achieve National or State Accreditation. This will help maintain standards set forth by an organization outside of the internal influence of our department and community. These standards are developed with input from a broad spectrum of perspectives.

Video of officers by citizens

We will seek to produce materials that encourage people to feel that they can exercise their constitutional right to video officers in the performance of their duties, while encouraging people to stay a safe distance from officers to lessen the chance of a conflict or interference with the officers. We will also educate people that they can have access to copies of the videos from body cameras worn by the officers.

Conclusion

While I am sure that some will disagree with some of the items outlined in this document, and others will feel that the provisions discussed will not go far enough to heal wounds that are long in the making; it is our intent to make a tangible effort at addressing situations that may lead to future problems. It is one thing for people to point out that the world is not a perfect place; it is another for an organization to step forward and show the leadership to try something for the benefit of all.

The men and women of the Sand Springs Police Department want to be leaders and to show not only our citizens, but other communities that small efforts can pay large dividends. If even one of these areas can make our community a better place to work and live, than it is incumbent upon us to try them. If a provision turns out to be less effective or have unintended consequences, we can always return to the status quo.

Above all, it is the intent of the Sand Springs Police Department to honor our mission statement which says:

The Mission of the Sand Springs Police Department is the protection of constitutional rights, protection of lives, reduction of criminal activity and fostering of community partnerships. This shall be accomplished by each employee being empowered to provide the best service possible. Our relationship with the Citizens of Sand Springs shall be the foundation for this success. Our legacy within this community will be service with honor, treatment of people with dignity and dedication to excellence.

Sand Springs Municipal Court Food for Fines Drive

In recent years the Sand Springs Municipal Court has issued warrants of arrest for nearly 4,500 individuals for failing to pay or failing to appear for citations. Most of the warrants issued by the court are for traffic violations. The average amount due for each warrant is about \$260 – with more than 3,500 being less than \$200.

Maintenance and execution of these warrants take considerable resources from the Court and Sand Springs Police.

These unpaid fines have the greatest impact on those individuals who simply do not have the financial means to pay. In order to promote the efficient and fair administration of justice, the orderly operation of the Court, and for the benefit of the City and Citizens of Sand Springs, the Court establishes the **Sand Springs Municipal Court Food for Fines Drive**.

The Food for Fines Drive will be a one day only event on November 10th from 8am to 5pm. Defendants will be able to bring canned food and nonperishable items for donation to Sand Springs Community Service. Those making donations will be given \$10 of credit for each item they donate, up to \$200. Court will give credit for these donations just as it would for community service performed in lieu of fine payment.

All those with Failure to Pay warrants, currently on payment plans with the court, and anyone with Failure to Appear warrants for charges that do not require a court appearance will be eligible to participate. Defendants with Failure to Appear warrants for charges that do require a court appearance will still be allowed to participate – their warrants will be recalled, they will be given a receipt for the credit from their donations, and be given a court date for which they must appear.

The Court believes the Food for Fines Drive will allow those who fear arrest for their inability to pay outstanding warrants or fines the opportunity to clear that debt while still providing valuable service to the community. It will also benefit the city by alleviating some of the work of storing, maintaining, and filing warrants for Court staff. Food for Fines will be a help to the Sand Springs Police as well by lowering the number of arrests officers have to make just for active warrants.

SAND SPRINGS MUNICIPAL COURT **FOOD FOR FINES DRIVE**

**HAVE A WARRANT OR OUTSTANDING COURT FINES?
BRING CAN GOODS AND NONPERISHABLE FOOD ITEMS FOR
DONATION TO SAND SPRINGS COMMUNITY SERVICES AND
RECEIVE UP TO \$200 CREDIT FOR YOUR OUTSTANDING FINES
AND WARRANTS**

**WHEN: NOVEMBER 10, 2016 8:00 AM – 5:00 PM
WHERE: SAND SPRINGS MUNICIPAL COURT OFFICE
100 E. BROADWAY, MUNICIPAL BUILDING**

**FOR EVERY CAN GOOD OR NONPERISHABLE FOOD ITEM
DONATED YOU WILL RECEIVE \$10 CREDIT (\$200 MAXIMUM)
TOWARD OUTSTANDING FINES AND WARRANTS. ANY
REMAINING BALANCE AFTER DONATIONS WILL BE
ELIGIBLE FOR A PAYMENT PLAN.**

ITEMS THAT WILL BE ACCEPTED:

**CANNED VEGETABLES (GREEN BEANS, PEAS, CARROTS, CORN) SOUPS
CANNED TUNA MACARONI AND CHEESE PEANUT BUTTER RAVIOLI/SPAGHETTI-O'S**

**FOR MORE DETAILS AND TO CHECK YOUR WARRANT OR PAYMENT
STATUS CONTACT THE COURT CLERK'S OFFICE**

(918) 246 – 2530

**ELIGIBILITY: ALL THOSE WITH FAILURE TO PAY WARRANTS; ALL THOSE CURRENTLY ON A PAYMENT PLAN WITH
THE COURT; ALLTHOSE WITH FAILURE TO APPEAR WARRANTS FOR CHARGES THAT DO NOT REQUIRE COURT
APPEARANCE – ANYONE THAT MUST APPEAR IN COURT WILL BE GIVEN CREDIT FOR THEIR DONATION, HAVE
THEIR WARRANT RECALLED, AND BE GIVEN A COURT DATE.**

MINUTES

**Sand Springs City Council
Regular Meeting
September 26, 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)
Councilman Jim Spoon (5-1)

ALSO PRESENT: Assistant City Manager Daniel Bradley
City Attorney David Weatherford
City Clerk Janice L. Almy

ABSENT: None

The Sand Springs City Council met in regular session on September 22, 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 2:30 p.m. 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 p.m.

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, here.

3. Invocation

Following Roll Call, Vice Mayor Fothergill provided the invocation.

4. Pledge of Allegiance

Councilman Spoon led the Pledge of Allegiance.

5. Presentation(s)**A) American Heritage Bank Recognition**

Mayor Burdge recognized Linda Edwards with American Heritage Bank for its community enhancement contributions to the City of Sand Springs.

Ms. Edwards expressed appreciation of the recognition and commitment to the Sand Springs community.

6. Consent Agenda (A-H)

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 6A through 6H.

A motion was made by Vice Mayor Fothergill and seconded by Councilman Spoon to approve the Consent Agenda Items No. 6A through 6H, as follows:

A) The minutes of the September 7, 2016, special City Council meeting.

B) The minutes of the September 12, 2016, regular City Council meeting.

C) The monthly Transfers of Funds.

D) The Sand Springs Pogue Airport Five-Year FAA/OAC CIP update.

E) The 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.

F) The Floodplain Management Plan Annual Report

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

H) The acceptance of the public improvements in Phase 3 of Stone Creek Estates III subdivision as constructed by A & A Asphalt, Inc. for developer Gibson & Powell Investments, LLC.

Mayor Burdge called for the vote recorded as follows:

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

The motion carried 7-0-0.

7. Financial Reports

Finance Director Kelly Lamberson provided an overview of the monthly financial reports for all funds.

Kelly Lamberson introduced the city's new Purchasing Agent, Michelle Dawes.

Councilman Nollan requested the information regarding the reduction in the Workers Compensation coverage.

Councilwoman Dixon requested information regarding the Hotel/Motel Tax, Case Community Center expenses listed on page 40, and the expense for additional repairs of the Avery Drive Lift Station and 10th Street Culvert.

8. Correspondence (A-B)

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

A) Regular monthly bills.

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, was attached in the addendum to be noted in the minutes of the regular City Council meeting, after which it will become a matter of permanent record as required by the Department of Environmental Quality.

9. City Manager's and Council Members Report

A) List of Upcoming Events:

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

B) Assistant City Manager Daniel Bradley also reported on the following items:

- 1) Splashpads will close for the season this Friday, September 30, 2016.
- 2) Received donation of lights and park staff installed the lights at the Page Triangle.
- 3) Employee Health Fair is scheduled for 09/29/16.
- 4) Fire Fighter Kris Koster will be participating in the Burn Camp – a camp for children with injuries resulting from fires and other type of burns.
- 5) Jay Barnett was promoted to Police Captain.
- 6) Downhill Derby was considered a success.
- 7) Janice Almy introduced Kristen Johnston, Deputy City Clerk/Executive Assistant to the City Manager.
- 8) Janice Almy was recognized at the OMCTFOA Member of the Year for 2016.
- 9) Recognized Police Chief Mike Carter for the Policing Plan.

Vice Mayor Fothergill, Councilwoman Dixon, and Mayor Burdge provide a report on the sessions and events they attended during the Oklahoma

Recess City Council Meeting

Following the various reports, Mayor Burdge recessed the Council Meeting, to be reconvened following the Municipal Authority Meeting at the noted time of 7:25 p.m.

Following the Municipal Authority meeting, Mayor Burdge reconvened the City Council Meeting at the noted time of 7:27 p.m.

10. Executive Session

A) Mayor Burdge informed Council of the consideration of 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 for economic development purposes 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).

A motion was made by Councilman Spoon and seconded by Vice Mayor Fothergill to retire 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 for economic development purposes 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).

Mayor Burdge called for the vote recorded as follows:

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

The motion carried 7-0-0.

Mayor Burdge, Vice Mayor Fothergill, Councilman Jackson, Councilwoman Dixon, Councilman Spoon, Councilman Wilson, Councilman Nollan, Assistant City Manager Daniel Bradley, Police Chief Mike Carter and City Attorney David Weatherford retired into Executive Session at the noted time of 7:28 p.m.

Discussion was held 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 for economic development purposes in accordance with O.S. Title 25, Section 307(B)(3).

Following said discussions, Police Chief Mike Carter exited the Executive Session.

Council members, Assistant City Manager Daniel Bradley and City Attorney David Weatherford then held discussions for the purpose of the annual evaluation of city Manager Elizabeth Gray, in accordance with Title 25, Section 307(B)(1).

B) Following the Executive Session, Mayor Burdge reconvened the Council Meeting at the noted time of 8:17 p.m.

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

11. Adjournment

There being no other discussion, the meeting adjourned at the noted time of 8:18 p.m.

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

**CITY OF SAND SPRINGS
COUNCIL/AUTHORITY STAFF REPORT
MEETING DATE: October 10, 2016**

SUBJECT: SAME DAY AUTO REPAIR

- A.) FINAL APPROVAL OF UTILITY EASEMENTS**
- B.) FINAL ACCEPTANCE OF SANITARY SEWER EXTENSION**

STAFF RECOMMENDATION:

- A. Approve the Utility Easements granted by Same Day Auto Repair and Commander Mills, Inc.**
- B. Accept the sanitary sewer improvements to serve Same Day Auto Repair as constructed by Mullins Plumbing.**

BACKGROUND AND HISTORY:

Same Day Auto Repair has constructed a new building at 100 S. Adams Road and is relocating from 231 S. Adams Road. The new Same Day Auto is located north of the new Sonic on the west side of Adams Road Boulevard. A sanitary sewer extension was constructed to provide sewer service to the new site. Mullins Plumbing constructed the sewer extension consisting of approximately 231 feet of 8-inch public sanitary sewer mains and two manholes.

Daniel Smith, President of Same Day Auto Repair and W. Michael Partain, Commander Mills Director of Real Estate have granted the attached Utility Easements for operation and maintenance of the public sanitary sewer main.

BUDGETARY IMPACT:

Fixed Assets: Construction costs = \$!6,500.00

COMPILED BY: Kurt Baker, Engineering Technician

PRESENTED BY: Derek Campbell

ATTACHMENTS: Inspection Memo
City Council Acceptance Letter
Utility Easements
Maintenance Bond
Assets Sheet



CITY OF SAND SPRINGS

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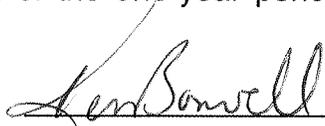
MEMO

TO: Derek Campbell, Public Works Director
FROM: Kurt Baker, Engineering Technician
DATE: October 5, 2016
SUBJECT: Final Acceptance of Same Day Auto Repair Sanitary Sewer Extension

City of Sand Springs personnel have performed a final inspection of the public sanitary sewer improvements constructed to serve Same Day Auto Repair. 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.

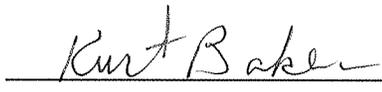
MAINTENANCE BOND



IN POSSESSION

Division Supervisor

CERTIFIED BY:



Engineering Technician

Janice L. Almy, City Clerk



Assistant City Engineer



CITY OF SAND SPRINGS

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

October 11, 2016

Mullin Plumbing, Inc..
118 S. Elm Place
Broken Arrow, Oklahoma 74012

Re: Final Acceptance of Same Day Auto Repair Sanitary Sewer Extension

Gentlemen,:

This letter will serve as notice that on October 10, 2016 the Sand Springs City Council voted to accept the public sanitary sewer improvements to serve Same Day Auto Repair, 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 Bond.

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

Mike Burdge, Mayor

ATTEST:

Janice L. Almy, City Clerk

UTILITY EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That the undersigned Same Day Auto Repair, (hereinafter referred to as "Owner"), the owner of the legal and equitable title to the following described real estate situated in Tulsa County, State of Oklahoma, for and in consideration of the sum of One Dollar (\$1.00), and other good, valuable and sufficient consideration, receipt of which is hereby acknowledged, does hereby grant, bargain, sell, convey and dedicate unto the public a perpetual utility easement over, under, through, upon and across the following tract of real property and premises situated in said county, to-wit:

LEGAL DESCRIPTION

A 15 foot x 15 foot utility easement being part of the E/2 OF THE SE/4 OF SECTION 11, T-19-N, R-11-E OF THE IBM, Tulsa County, OK. and being more particularly described as follows:

COMMENCING at the Northeast corner of Lot Five (5) Alliance Business Park to Tulsa County, Oklahoma, also being a point on the West right-of-way line of South Adams Road; THENCE along the East line of said Lot Five (5) and said West right-of-way the following two (2) courses:

1. South $01^{\circ}30'52''$ East a distance of 192.95 feet to a point of curvature;
2. Southwesterly along a curve to the right having a radius of 36.00 feet (said curve subtended by a cord which bears South $43^{\circ}29'08''$ West a distance of 50.91 feet for an arc distance of 56.55 feet to the most Westerly Southeast corner of said Lot Five (5). also being a point on the North right-of-way line of Alliance Boulevard;

THENCE South $88^{\circ}29'08''$ West, along the South line of said Lot Five (5) and said North right-of-way line a distance of 118.00 feet; THENCE continuing South $88^{\circ}29'08''$ West, along the South line of said Lot Five (5) and said North right-of-way line a distance of 15.00 feet; THENCE North $01^{\circ}30'52''$ West parallel with the East line of said Lot Five (5), a distance of 229.71 feet to a point on the North line of said Lot Five (5) and the POINT OF BEGINNING; THENCE North $01^{\circ}30'52''$ West parallel with the East line of said Lot Five (5), a distance of 15.00 feet ; THENCE North $88^{\circ}45'02''$ East a distance of 15.00 feet; THENCE South $01^{\circ}30'52''$ East parallel with the East line of said Lot Five (5), a distance of 15.00 feet to the North line of said Lot Five (5); THENCE South $88^{\circ}45'02''$ West along the North line of lot 5 a distance of 15.00 feet to the to the POINT OF BEGINNING.

THE BASIS OF BEARING IS THE OKLAHOMA STATE PLANE COORDINATE SYSTEM, NAD-83, NORTH ZONE

Said described tract of land contains an area of 225 square feet , more or less.

This perpetual easement is granted for the purposes of enabling public utility providers, their officers, agents, employees, contractors, permittees and assigns to go upon, survey, erect, construct, install, lay, and thereafter use, operate, inspect, repair, maintain, replace and remove any and all public utilities and all necessary or convenient appurtenances thereto; and includes the permanent right of ingress and egress by public utility providers, their officers, agents, employees, contractors, permittees and assigns for the aforesaid uses and purposes.

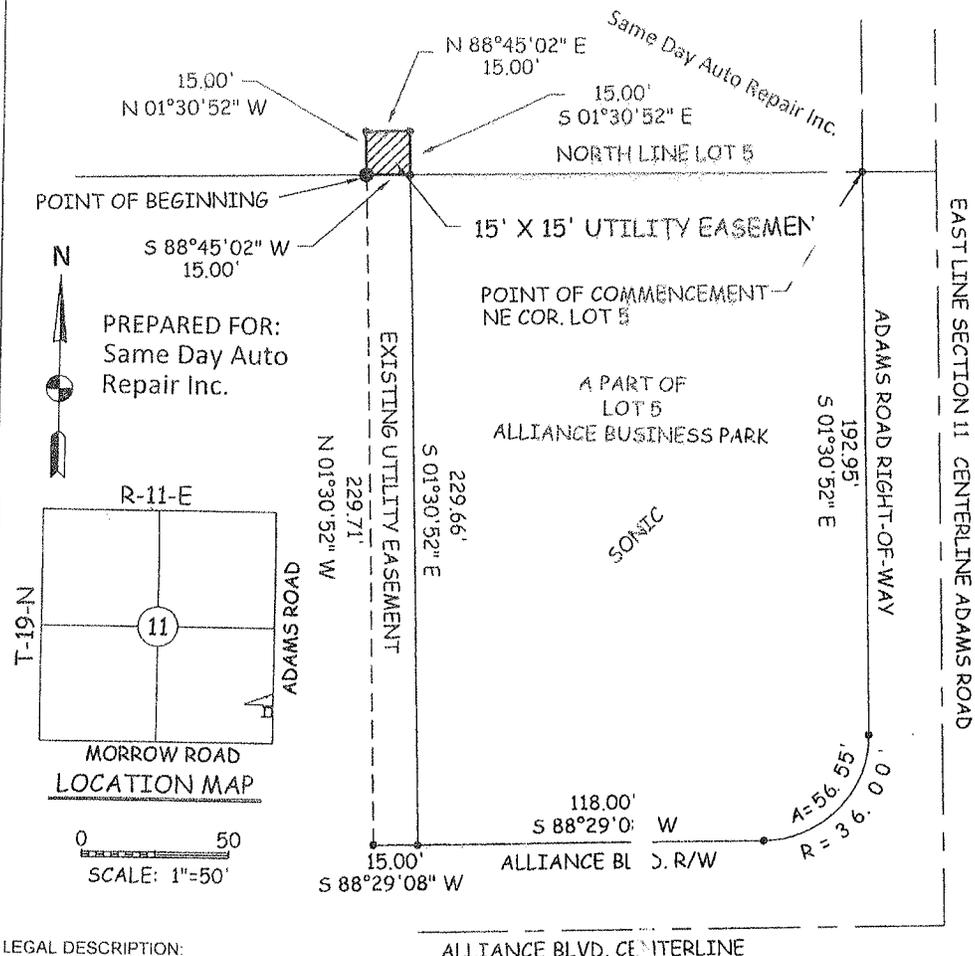
Owner, for themselves and their heirs, administrators, successors and assigns, covenants and agrees not to construct, or permit the construction of any permanent structures (including signs) over, upon or across the above described premises; and further covenants and agrees that in the event the terms of this paragraph are violated by the Owner, or any person in privy with them, such violation will be corrected and eliminated immediately upon receipt of notice from the public utility providers , its successors or assigns, or the public utility providers shall have the right to correct and eliminate such violations, and the undersigned, their heirs, administrators, successors, or assigns shall promptly pay the actual cost thereof; however, pavement for parking and drive purposes may be placed on this easement, provided that, in the event that pavement is damaged or otherwise disturbed, during either construction or maintenance of the utility facilities, no liability for damages or responsibility to restore or replace the pavement shall rest upon the owners or operators of the utility facilities, their officers, agents, employees, contractors, permittees and assigns.

Owner hereby covenants and warrants that, at the time of the delivery of this easement, they are the owner in fee simple of the above described property and that the same is free and clear of all liens and claims whatsoever.

This agreement shall be binding upon the heirs, executors and assigns of the parties hereto.

Exhibit "A" - 15' x 15' UTILITY EASEMENT

A 15 foot x 15 foot utility easement being a part of A tract of land in the E/2 of the SE/4 of Section 11, T-19-N, R-11-E, Tulsa Co., Ok.



LEGAL DESCRIPTION:

A 15 foot x 15 foot utility easement being part of the E/2 OF THE SE/4 OF SECTION 11, T-19-N, R-11-E OF THE IBM, Tulsa County, OK, and being more particularly described as follows:

COMMENCING at the Northeast corner of Lot Five (5) Alliance Business Park to Tulsa County, Oklahoma, also being a point on the West right-of-way line of South Adams Road, THENCE along the East line of said Lot Five (5) and said West right-of-way the following two (2) courses:

1. South 01°30'52" East a distance of 192.95 feet to a point of curvature;
2. Southwesterly along a curve to the right having a radius of 36.00 feet (said curve subtended by a chord which bears South 43°29'08" West a distance of 50.91 feet for an arc distance of 56.55 feet to the most Westerly Southeast corner of said Lot Five (5), also being a point on the North right-of-way line of Alliance Boulevard;

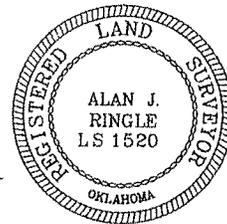
THENCE South 88°29'08" West, along the South line of said Lot Five (5) and said North right-of-way line a distance of 118.00 feet; THENCE continuing South 88°29'08" West, along the South line of said Lot Five (5) and said North right-of-way line a distance of 15.00 feet; THENCE North 01°30'52" West parallel with the East line of said Lot Five (5), a distance of 229.71 feet to a point on the North line of said Lot Five (5) and the POINT OF BEGINNING; THENCE North 01°30'52" West parallel with the East line of said Lot Five (5), a distance of 15.00 feet; THENCE North 88°45'02" East a distance of 15.00 feet; THENCE South 01°30'52" East parallel with the East line of said Lot Five (5), a distance of 15.00 feet to the North line of said Lot Five (5); THENCE South 88°45'02" West along the North line of lot 5 a distance of 15.00 feet to the to the POINT OF BEGINNING. THE BASIS OF BEARING IS THE OKLAHOMA STATE PLANE COORDINATE SYSTEM, NAD-83, NORTH ZONE Said described tract of land contains an area of 225 square feet, more or less.

SURVEYOR

RINGLE PLANNING & SURVEYING INC.
 5615 N. STATE HWY 97
 SAND SPRINGS, OK., 74063
 P 918-637-2452 F 918-245-5795
 tulsarancher@gmail.com
 CA #4164 (expires 06/30/17)

Date MAY 25TH, 2016

Alan J. Ringle
 Alan J. Ringle PLS OK 1520



UTILITY EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That the undersigned COMMANDER MILLS INC., (hereinafter referred to as "Owner"), the owner of the legal and equitable title to the following described real estate situated in Tulsa County, State of Oklahoma, for and in consideration of the sum of One Dollar (\$1.00), and other good, valuable and sufficient consideration, receipt of which is hereby acknowledged, does hereby grant, bargain, sell, convey and dedicate unto the public a perpetual utility easement over, under, through, upon and across the following tract of real property and premises situated in said county, to-wit:

A 15 foot Utility Easement being a part of Lot Five (5), Block One (1), ALLIANCE BUSINESS PARK, an Addition to the City of Sand Springs, Tulsa County, State of Oklahoma, recorded as Plat No. 6044, being more particularly described as follows:

COMMENCING at the Northeast corner of said Lot Five (5) also being a point on the West right-of-way line of South Adams Road; THENCE along the East line of said Lot Five (5) and said West right-of-way the following two (2) courses:

1. South $01^{\circ}30'52''$ East a distance of 192.95 feet to a point of curvature;
2. Southwesterly along a curve to the right having a radius of 36.00 feet (said curve subtended by a cord which bears South $43^{\circ}29'08''$ West a distance of 50.91 feet for an arc distance of 56.55 feet to the most Westerly Southeast corner of said Lot Five (5). also being a point on the North right-of-way line of Alliance Boulevard;

THENCE South $88^{\circ}29'08''$ West, along the South line of said Lot Five (5) and said North right-of-way line a distance of 118.00 feet to the POINT OF BEGINNING; THENCE continuing South $88^{\circ}29'08''$ West, along the South line of said Lot Five (5) and said North right-of-way line a distance of 15.00 feet; THENCE North $01^{\circ}30'52''$ West parallel with the East line of said Lot Five (5), a distance of 229.66 feet to a point on the North line of said Lot Five (5); THENCE North $88^{\circ}45'02''$ East, along said North line, a distance of 15.00 feet; THENCE South $01^{\circ}30'52''$ East parallel with the East line of said Lot Five (5), a distance of 229.66 feet to a point on the South line of said Lot Five (5) to the POINT OF BEGINNING. Said described tract of land contains an area of 3445 square feet or 0.08 acres, more or less. (A map of which is attached hereto as Exhibit "A".

BASIS OF BEARINGS IS THE OKLAHOMA STATE PLANE COORDINATE SYSTEM NAD-83, NORTH ZONE

This perpetual easement is granted for the purposes of enabling public utility providers, their officers, agents, employees, contractors, permittees and assigns to go upon, survey, erect, construct, install, lay, and thereafter use, operate, inspect, repair, maintain, replace and remove any and all public utilities and all necessary or convenient appurtenances thereto; and includes the permanent right of ingress and egress by public utility providers, their officers, agents, employees, contractors, permittees and assigns for the aforesaid uses and purposes.

Owner, for itself and its heirs, administrators, successors and assigns, covenants and agrees not to construct, or permit the construction of any permanent structures (including signs) over, upon or across the above described premises; and further covenants and agrees that in the event the terms of this paragraph are violated by the Owner, or any person in privity with it, such violation will be corrected and eliminated immediately upon receipt of notice from the public utility providers, its successors or assigns, or the public utility providers shall have the right to correct and eliminate such violations, and the undersigned, its heirs, administrators, successors, or assigns shall promptly pay the actual cost thereof; however, pavement for parking and drive purposes may be placed on this easement, provided that, in the event that pavement is damaged or otherwise disturbed, during either construction or maintenance of the utility facilities, no liability for damages or responsibility to restore or replace the pavement shall rest upon the owners or operators of the utility facilities, their officers, agents, employees, contractors, permittees and assigns.

Owner hereby covenants and warrants that, at the time of the delivery of this easement, it is the owner in fee simple of the above described property and that the same is free and clear of all liens and claims whatsoever.

This agreement shall be binding upon the heirs, executors and assigns of the parties hereto.

IN WITNESS WHEREOF, the Owner herein named has hereunto set their hands and seal this 2nd day of June, 2016

OWNER: COMMANDER MILLS INC.

W. Michael Partain
By: W. Michael Partain
Title: Director of Real Estate

STATE OF OKLAHOMA)
)ss:
COUNTY OF Tulsa)

Before me, the undersigned, a Notary Public within and for said County and State, on this 2nd day of June, 2016, personally appeared W. Michael Partain, to me to be the identical person who executed the within and foregoing instrument, in writing and acknowledged to me that he/she executed the same as his/her free and voluntary act and deed on behalf of Commander Mills Inc. for the uses and purposes therein set forth.

IN WITNESS WHEREOF I have hereunto set my hand and affixed my official seal the day and year last above written.



Vicki R. Patterson
Notary Public

My Commission Number: 15010519
My Commission Expires: 11/12/19

=====

ACCEPTED this _____ day of _____, 2016.

CITY OF SAND SPRINGS, OKLAHOMA

Mike Burdge, Mayor

ATTEST:

Janice L. Almy, City Clerk

STATE OF OKLAHOMA)
)ss:
COUNTY OF _____)

Before me, the undersigned, a Notary Public within and for said County and State, on this _____ day of _____, 2016, personally appeared Mike Burdge, to me well known to be the identical person who executed the within and foregoing instrument in writing and acknowledged to me that he executed the same as his free and voluntary act and deed on behalf of the City of Sand Springs, Oklahoma, for the uses and purposes therein set forth.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year last above written.

Notary Public

(SEAL)

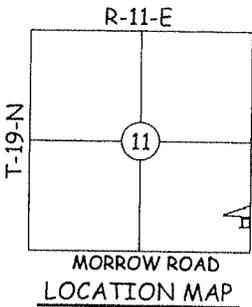
My Commission Number: _____
My Commission Expires: _____

Exhibit "A" - 15' UTILITY EASEMENT

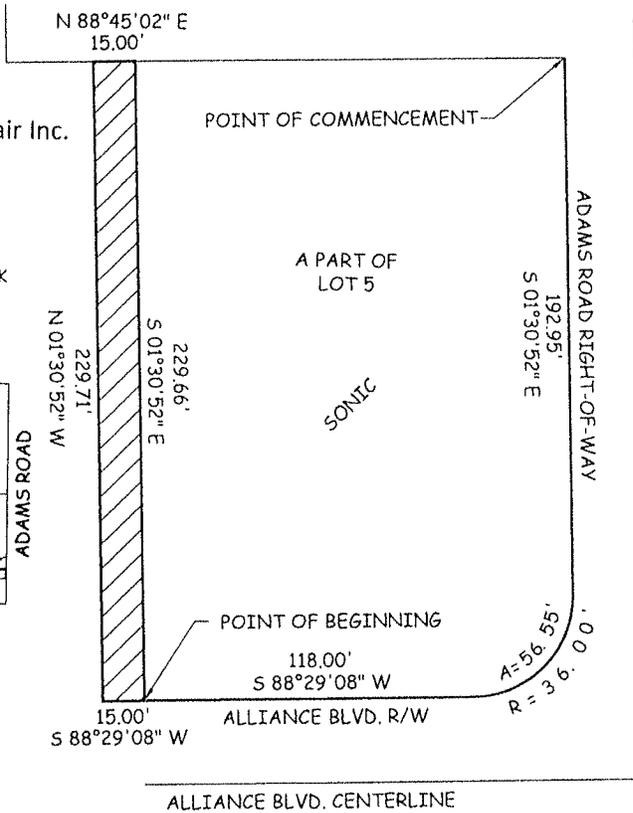
A 15 foot utility easement being a part of Lot Five (5), Block One (1), ALLIANCE BUSINESS PARK, an Addition to the City of Sand Springs, Tulsa County, State of Oklahoma, recorded as Plat No. 6044

PREPARED FOR:
Same Day Auto Repair Inc.

A PART OF
LOT 5
BLOCK 1
ALLIANCE BUSINESS PARK
PLAT # 61490



0 50
SCALE: 1"=50'



ALLIANCE BLVD. CENTERLINE

LEGAL DESCRIPTION:

A 15 foot utility easement being a part of Lot Five (5), Block One (1), ALLIANCE BUSINESS PARK, an Addition to the City of Sand Springs, Tulsa County, State of Oklahoma, recorded as Plat No. 6044, being more particularly described as follows:

- COMMENCING at the Northeast corner of said Lot Five (5) also being a point on the West right-of-way line of South Adams Road; THENCE along the East line of said Lot Five (5) and said West right-of-way the following two (2) courses:
1. South 01°30'52" East a distance of 192.95 feet to a point of curvature;
 2. Southwesterly along a curve to the right having a radius of 36.00 feet (said curve subtended by a cord which bears South 43°29'08" West a distance of 50.91 feet for an arc distance of 56.55 feet to the most Westerly Southeast corner of said Lot Five (5), also being a point on the North right-of-way line of Alliance Boulevard;

THENCE South 88°29'08" West, along the South line of said Lot Five (5) and said North right-of-way line a distance of 118.00 feet to the Point Of Beginning; THENCE continuing South 88°29'08" West, along the South line of said Lot Five (5) and said North right-of-way line a distance of 15.00 feet; THENCE North 01°30'52" West parallel with the East line of said Lot Five (5), a distance of 229.66 feet to a point on the North line of said Lot Five (5); THENCE North 88°45'02" East, along said North line, a distance of 15.00 feet; THENCE South 01°30'52" East parallel with the East line of said Lot Five (5), a distance of 229.66 feet to a point on the South line of said Lot Five (5) to the POINT OF BEGINNING.

Said described tract of land contains an area of 3445 square feet or 0.08 acres, more or less .

BASIS OF BEARINGS IS THE OKLAHOMA STATE PLANE COORDINATE SYSTEM NAD-83, NORTH ZONE

SURVEYOR
RINGLE PLANNING & SURVEYING INC.
5615 N. STATE HWY 97
SAND SPRINGS, OK., 74063
P 918-637-2452 F 918-245-5795
tulsarancher@gmail.com
CA #4164 (expires 06/30/17)

Date APRIL 26, 2016

[Handwritten Signature]
Alan J. Ringle PLS OK 1520



OKLAHOMA SURETY COMPANY

P. O. Box 1409
TULSA, OKLAHOMA 74101

MAINTENANCE BOND

BOND NUMBER 1015060

KNOW ALL MEN BY THESE PRESENTS:

THAT WE, Mullin Plumbing Inc.

_____ as Principal,
and **OKLAHOMA SURETY COMPANY**, an Ohio corporation, having its principal place of business in the City of Tulsa and State of Oklahoma,
as Surety, are held and firmly bound unto The City of Sand Springs

_____ as Obligee,
in the penal sum of Sixteen thousand five hundred and 00/100

_____ Dollars (\$ 16,500.00),
lawful money of the United States of America, for the payment of which, well and truly to be made, we bind ourselves, and each of our heirs, executors,
administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS the said Principal has constructed certain improvements described as follows:

Sanitary sewer main extension to serve Same Day Auto Repair

Which said improvements have been constructed to conform with specifications prepared by _____

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, that, if the said Principal shall maintain said improvements for a
period of One year(s) against any failure due to defective workmanship or defective materials, said One year(s)
period to begin with the date of completion and acceptance of such completed improvements described above, then this obligation shall be null and void,
otherwise to remain in full force and effect, subject however to the following express provision:

The Obligee, by and through its proper representative, shall give the Principal and the Surety written notice of all repairs required to fulfill the terms
of this maintenance guarantee; and the said Principal and Surety shall, after receipt of any such notice, be allowed a reasonable period of time in which
to make any such repairs.

Signed, Sealed and Dated this 27th day of July, 2016

Mullin Plumbing Inc.

Principal

Juanie M. Smith

Witness

By [Signature]

OKLAHOMA SURETY COMPANY

By Jeanne McCutcheon
Jeanne McCutcheon Attorney-in-fact



OKLAHOMA SURETY COMPANY

1437 SOUTH BOULDER, SUITE 200 · TULSA, OKLAHOMA 74119 · 918-587-7221 · FAX 918-588-1253

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That the **OKLAHOMA SURETY COMPANY**, a corporation organized and existing under and by virtue of the laws of the State of Ohio, does hereby nominate, constitute and appoint the person or persons named below, each individually if more than one is named, its true and lawful attorney-in-fact, for it and in its name, place and stead to execute on behalf of the said Company, as surety, any and all bonds, undertakings and contracts of suretyship, or other written obligations in the nature thereof. **Steve Allen, Marvin Loyd and Jeanne McCutcheon**, all of **BROKEN ARROW, OK**

IN WITNESS WHEREOF, the **OKLAHOMA SURETY COMPANY** has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunto affixed this 14 day of April, 2016



OKLAHOMA SURETY COMPANY

ATTEST:

Sharon Hackl

Todd Bazata

SHARON HACKL

Secretary

TODD BAZATA

VICE PRESIDENT

On this 14 day of April, 2016 before me personally appeared TODD BAZATA, to me known, being duly sworn, deposes and says that s/he resides in Broken Arrow, Oklahoma, that s/he is a Vice President of **Oklahoma Surety Company**, the company described in and which executed the above instrument; that s/he knows the seal of the said Company; that the seal affixed to the said instrument is such corporate seal; that it was so affixed by authority of her/his office under the By-Laws of said Company, and that s/he signed his name thereto by like authority.

STATE OF OKLAHOMA }
COUNTY OF TULSA }

SS



Commission # 11008253

My Commission expires: 09-08-19

Julie Callahan

JULIE CALLAHAN

Notary Public

This Power of Attorney is granted by authority of the following resolutions adopted by the Board of Directors of **Oklahoma Surety Company** by unanimous written consent dated September 25, 2009.

RESOLVED: That the President, the Executive Vice President, the several Senior Vice Presidents and Vice Presidents or any one of them, be and hereby is authorized, from time to time, to appoint one or more Attorneys-in-Fact to execute on behalf of the Company, as surety, any and all bonds, undertakings and contracts of suretyship, or other written obligations in the nature thereof; to prescribe their respective duties and the respective limits of their authority; and to revoke any such appointment at any time.

RESOLVED FURTHER: That the Company seal and the signature of any of the aforesaid officers and any Secretary or Assistant Secretary of the Company may be affixed by facsimile to any power of attorney or certificate of either given for the execution of any bond, undertaking, contract of suretyship, or other written obligation in the nature thereof, such signature and seal when so used being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.

CERTIFICATION

I, SHARON HACKL, Secretary of **Oklahoma Surety Company**, do hereby certify that the foregoing Power of Attorney and the Resolutions of the Board of Directors of September 25, 2009 have not been revoked and are now in full force and effect.

Signed and sealed this _____ day of _____, _____.

Sharon Hackl

SHARON HACKL

Secretary



VOID IF BOX IS EMPTY

Mullin Plumbing, Inc

118 S Elm Pl
Broken Arrow, Ok 74012
Phone (918)258-6636
Fax (918)806-8852

June 6th, 2016

Danny Smith
100 S. Adams Road
Sand Springs, Ok. 74063

Re: Same Day Auto

Mullin Plumbing, Inc. respectfully submits the following bid to install new SDR 35 8” piping. The line will be ran from Alliance Boulevard, 231 feet north 10 feet onto property line.

Mullin Plumbing, Inc. will install manhole at connection to city main, will also install manhole at property. We will properly bed in with sand, top and bottom.

In addition, any haul off will be done at cost of \$250 per load on top of quoted bid. If heavy rock is encountered a 2nd proposal may be required.

Total Cost: \$16,500.00 (includes labor and parts)

Job to be paid in full after completion of project.

*****Any unforeseeable problems that may occur throughout the job process may need to be readdressed and a second proposal may be required. (Example: tree removal or line cannot be repaired would need replaced)***

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. Our workers are fully covered by Workman's Compensation insurance. We will not be responsible for any delays due to weather and/or unforeseeable problems that may arise during the course of the repair work that is beyond our control.

If the customer fails to pay Mullin Plumbing, Inc. upon completion of job scope, through no fault of Mullin Plumbing, Inc's., all attorney fees incurred by Mullin Plumbing, Inc. to collect sums owed by the above said customer shall be paid together with interest at the rate of 2% per month until paid in full.

We, the undersigned being legal owner of the above said property, have read understood, and agree to each of the provisions of this contract and hereby acknowledge receipt of a copy of this contract. Payment must be made at time of service or Customer must have approved account application on file in order to bill Net 30 Days.

Customer Signature: _____



Date: _____

8/1/16

**CITY OF SAND SPRINGS
CAPITAL ASSET MANAGEMENT
INFRASTRUCTURE ADDITIONS**

ASSET NUMBER _____

ASSET TAG _____

DATE: 10/3/2016

PREPARED BY: K. Baker

APPROVED BY: _____

SANITARY SEWER LINE: 231 LF OF 8" SANITARY SEWER MAINS & 2 MANHOLES

SANITARY SEWER LINE: _____ L.F. _____ SIZE _____

BRIDGE: _____

DRAINAGE: _____

LIGHTS: _____

STREET: _____ MILES: _____ CONCRETE _____ ASPHALT _____

ACCEPTANCE DATE: 10/10/2016

ADDITION: _____

DEVELOPER'S COST \$ 16,500

REPLACEMENT: _____

RELOCATE: _____ ACTUAL COST: \$ _____

SAME DAY AUTO REPAIR **ATLAS PAGE: 202**

LOCATION: 100 S. ADAMS ROAD

FOR FINANCE DEPARTMENT USE ONLY

GL NUMBER: _____

ASSET CLASS: _____

ASSET SUB ACCT: _____ USEFUL LIFE: _____

NOTES: _____

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 5th day of October, 2016.



Janice L. Almy
Notary Public

My Commission Expires _____

**CITY OF SAND SPRINGS
CITY COUNCIL BILLS**

10/10/2016

210 GENERAL FUND

000761	AMERICAN FIDELITY ASSURANCE	AMF SUPPLEMENTAL-SEP 2016	2,800.66
000801	AMERICAN MUNICIPAL SERVICES CORP	AUGUST 2016	371.70
000802	NEOFUNDS BY NEOPOST	AUGUST 2016	855.07
PR0930	OKLAHOMA FIREFIGHTERS PENSION BRD	PPE 09/23/2016	17,264.07
PR0930	OKLAHOMA POLICE PENSION	PPE 09/23/2016 PP#20	12,772.31
PI1331	TULSA COUNTY PRINT SHOP	WINDOW ENVELOPES	132.79
	TOTAL		34,196.60

MUNICIPAL COURT

170140	SUNGARD PUBLIC SECTOR INC	ASP SRVC - OCT 2016	909.88
	MUNICIPAL COURT ADMINISTRATION TOTAL		909.88

CITY MANAGER

000788	CITY OF SAND SPRINGS	ROTARY-PTY CSH	40.00
000789	CITY OF SAND SPRINGS	BUS MEETING-PTY CSH	38.57
170429	HOMEBUILDERS ASSOCIATION	GEN MEMBERSHIP MTG DINNER	30.00
170133	SS AREA CHAMBER OF COMMERCE	OPEN FOR 9.12.16 -EG,JF,B	10.00
170367	STAPLES ADVANTAGE	BLACK DESK STAPLER	20.21
	CITY MANAGER ADMINISTRATION TOTAL		138.78

CITY CLERK

000842	BANK OF AMERICA	UFIRST UNIFIRST CORP	64.70
000853	BANK OF AMERICA	CDW GOVERNMENT	308.94
000783	CITY OF SAND SPRINGS	ROTARY-PTY CSH	20.00
170070	EXPRESS SERVICES INC	TEMP LABOR W/E 08.21.16	728.00
170070	EXPRESS SERVICES INC	TEMP LABOR W/E 08.28.16	728.00
170367	STAPLES ADVANTAGE	BLACK DESK STAPLER	7.48

**CITY OF SAND SPRINGS
CITY COUNCIL BILLS**

10/10/2016

CITY CLERK CITY CLERK TOTAL

1,857.12

GENERAL ADMINISTRATION

000780	CITY OF SAND SPRINGS	TRVL RECON-PTY CSH	16.77
000781	CITY OF SAND SPRINGS	TRVL RECON-PTY CSH	30.36
170443	METRO TULSA TRANSIT CO	JULY,AUG,SEP 2016 BUS SRV	11,220.00
170133	SS AREA CHAMBER OF COMMERCE	OPEN FOR 9.12.16 -EG,JF,B	20.00
170153	TULSA COUNTY PRINT SHOP	BUSINESS CARDS-PN & PD	50.00
GENERAL ADMINISTRATION GENERAL ADMINISTRATION TOTAL			11,337.13

PLANNING & DEVELOPMENT

000839	BANK OF AMERICA	AMERICAN PLANNING ASSOCI	290.00
PLANNING & DEVELOPMENT ADMINISTRATION TOTAL			290.00

HUMAN RESOURCES

000837	BANK OF AMERICA	RON'S HAMBURGERS & CHILI S	17.37
000838	BANK OF AMERICA	WAL-MART #0838	34.51
000873	BANK OF AMERICA	AMAZON MKTPLACE PMTS	93.36
000771	CITY OF SAND SPRINGS	SS TAG AGENCY-PTY CSH	25.00
000779	CITY OF SAND SPRINGS	SS TAG AGENCY-PTY CSH	50.00
000785	CITY OF SAND SPRINGS	SS TAG AGENCY-PTY CSH	50.00
170026	CONCENTRA MEDICAL CENTERS	DRUG SCREENS-M.P.	50.00
170026	CONCENTRA MEDICAL CENTERS	DRUG SCREENS-KJ	50.00
170026	CONCENTRA MEDICAL CENTERS	DRUG SCREENS-K.R.	50.00
HUMAN RESOURCES ADMINISTRATION TOTAL			420.24

FINANCE

170140	SUNGARD PUBLIC SECTOR INC	ASP SRVC - OCT 2016	3,288.38
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**CITY OF SAND SPRINGS
CITY COUNCIL BILLS**

10/10/2016

FINANCE ADMINISTRATION TOTAL

3,288.38

CITY ATTORNEY

170059	WEATHERFORD, DAVID L	GENERAL LEGAL MATTERS	7,836.00
	CITY ATTORNEY ADMINISTRATION TOTAL		7,836.00

INFORMATION SERVICES

000755	A T & T	AT&T	286.90
000804	A T & T	AT&T	816.45
000847	BANK OF AMERICA	WWW EARTHLINK.NET	21.95
000851	BANK OF AMERICA	EIG DOTSTER	17.49
000852	BANK OF AMERICA	EIG DOTSTER	17.49
000784	CITY OF SAND SPRINGS	MILEAGE-PTY CSH	28.08
000767	COX COMMUNICATIONS CENTRAL II INC	COX	4,083.81
170095	NETLINK SOLUTIONS LLC	IBT SPAM FILTERING,SERVER	120.00
170095	NETLINK SOLUTIONS LLC	IBT SPAM FILTERING,SERVER	1,287.50
170140	SUNGARD PUBLIC SECTOR INC	ASP SRVC - OCT 2016	633.42
	INFORMATION SERVICES ADMINISTRATION TOTAL		7,313.09

FACILITIES MANAGEMENT

170011	ATWOODS-SAND SPRINGS	5-BALL PRIMER GRAY	14.47
170011	ATWOODS-SAND SPRINGS	GLOSS POLYURETHANE	9.98
170011	ATWOODS-SAND SPRINGS	RETUNRED GLOSS VARNISH	-4.99
170011	ATWOODS-SAND SPRINGS	LIME-A-WAY W/DURAGUARD	9.98
000855	BANK OF AMERICA	STAN CARDER PLUMBING INC	130.00
000796	CENTER POINT ENERGY SERVICES INC	CENTER POINT	8.31
000797	CENTER POINT ENERGY SERVICES INC	CENTER POINT	16.63
000798	CENTER POINT ENERGY SERVICES INC	CENTER POINT	2.77
170053	COMMERCIAL CLEANING SERVICES	SEP CLEANING-SENIOR CTR	580.00
170053	COMMERCIAL CLEANING SERVICES	AUG SRV-SENIOR CENTER	580.00
170053	COMMERCIAL CLEANING SERVICES	JULY SRV-SENIOR CENTER	580.00
170101	O'REILLY AUTO PARTS - S.S.	HAND PAD	4.32
170435	OKLAHOMA DEPARTMENT OF LABOR	CITY HALL-ELEVATOR INSPEC	100.00

**CITY OF SAND SPRINGS
CITY COUNCIL BILLS**

10/10/2016

000808	OKLAHOMA NATURAL GAS	ONG SEP BILLS/AUG SRVC	117.21
000809	OKLAHOMA NATURAL GAS	ONG SEP BILLS/AUG SRVC	37.27
000810	OKLAHOMA NATURAL GAS	ONG SEP BILLS/AUG SRVC	119.18
000811	OKLAHOMA NATURAL GAS	ONG SEP BILLS/AUG SRVC	113.53
000812	OKLAHOMA NATURAL GAS	ONG SEP BILLS/AUG SRVC	21.42
000813	OKLAHOMA NATURAL GAS	ONG SEP BILLS/AUG SRVC	98.18
000814	OKLAHOMA NATURAL GAS	ONG SEP BILLS/AUG SRVC	115.89
000815	OKLAHOMA NATURAL GAS	ONG SEP BILLS/AUG SRVC	8.19
000816	OKLAHOMA NATURAL GAS	ONG SEP BILLS/AUG SRVC	67.47
000817	OKLAHOMA NATURAL GAS	ONG SEP BILLS/AUG SRVC	38.26
000818	OKLAHOMA NATURAL GAS	ONG SEP BILLS/AUG SRVC	16.38
000819	OKLAHOMA NATURAL GAS	ONG SEP BILLS/AUG SRVC	97.19
170103	PIONEER SECURITY SYSTEMS INC	OCT 2016-MON FEE-ANIMAL C	37.00
170140	SUNGARD PUBLIC SECTOR INC	ASP SRVC - OCT 2016	633.42
170145	THYSSENKRUPP ELEVATOR CORP	SSMUNICIPAL-ELEV MAINT	1,153.92
FACILITIES MANAGEMENT ADMINISTRATION TOTAL			4,705.98

FLEET MAINTENANCE

170011	ATWOODS-SAND SPRINGS	STARTER ROPE & HANDLE B&S	4.49
170017	BOB HURLEY FORD LLC	A/C SERVICE & DIAG	215.22
170101	O'REILLY AUTO PARTS - S.S.	ASSEMBLY	152.63
170101	O'REILLY AUTO PARTS - S.S.	AIR,FUEL,OIL FILTERS & WI	27.05
170101	O'REILLY AUTO PARTS - S.S.	AIR,CABIN,OIL FILTERS	18.73
170101	O'REILLY AUTO PARTS - S.S.	BATTERY	111.32
170101	O'REILLY AUTO PARTS - S.S.	AIR, OIL FILTERS	11.22
170101	O'REILLY AUTO PARTS - S.S.	OIL,AIR FILTER & DISC PAD	220.38
170101	O'REILLY AUTO PARTS - S.S.	BRAKE ROTOR	87.84
170101	O'REILLY AUTO PARTS - S.S.	BRAKE ROTOR	-87.84
170101	O'REILLY AUTO PARTS - S.S.	CERAMIC PADS	55.74
170101	O'REILLY AUTO PARTS - S.S.	RADIATOR	154.17
170101	O'REILLY AUTO PARTS - S.S.	NEW CV SHAFT	73.63
170101	O'REILLY AUTO PARTS - S.S.	AIR & OIL FILTERS	13.91
170101	O'REILLY AUTO PARTS - S.S.	RETURNED OIL FILTER	-3.54
170101	O'REILLY AUTO PARTS - S.S.	OIL FILTER	3.33
170101	O'REILLY AUTO PARTS - S.S.	BATTERY	132.47
170101	O'REILLY AUTO PARTS - S.S.	ALTERNATOR	475.59
170101	O'REILLY AUTO PARTS - S.S.	ALTERNATOR RETURNED	-17.69
170101	O'REILLY AUTO PARTS - S.S.	2PK-KEYLESS	5.99
170101	O'REILLY AUTO PARTS - S.S.	CERAMIC PAD, BRAKE ROTORS	344.41
170101	O'REILLY AUTO PARTS - S.S.	AIR, OIL, CABIN FILTERS	16.14

**CITY OF SAND SPRINGS
CITY COUNCIL BILLS**

10/10/2016

170101	O'REILLY AUTO PARTS - S.S.	FAN ASSEMBLY	161.39
170101	O'REILLY AUTO PARTS - S.S.	FAN ASSEMBLY RETURN	-161.39
170101	O'REILLY AUTO PARTS - S.S.	RETURN SENSOR	-30.00
170101	O'REILLY AUTO PARTS - S.S.	PWR STG PUMP	93.81
170101	O'REILLY AUTO PARTS - S.S.	AIR,CABIN,OIL FILTERS	18.73
170101	O'REILLY AUTO PARTS - S.S.	WIPER BLADES	32.15
170101	O'REILLY AUTO PARTS - S.S.	BATTERY	101.38
170101	O'REILLY AUTO PARTS - S.S.	PWR STG HOSE	-41.82
170101	O'REILLY AUTO PARTS - S.S.	TERM BOLT	2.49
170101	O'REILLY AUTO PARTS - S.S.	BATTERY	111.32
170101	O'REILLY AUTO PARTS - S.S.	NITRILE GLV	33.98
170101	O'REILLY AUTO PARTS - S.S.	ROLOC DISC	75.12
170140	SUNGARD PUBLIC SECTOR INC	ASP SRVC - OCT 2016	633.42
170170	WINGFOOT COMMERCIAL TIRE SYS LLC	235 / 85R16 WRL	254.86
170170	WINGFOOT COMMERCIAL TIRE SYS LLC	GY 285/70R17 WRL	740.12
170170	WINGFOOT COMMERCIAL TIRE SYS LLC	GY 245/75R16 WRL	549.82
170170	WINGFOOT COMMERCIAL TIRE SYS LLC	GY 245/65R17 WRL	113.90
170170	WINGFOOT COMMERCIAL TIRE SYS LLC	235/75R16 WRL	434.00
170170	WINGFOOT COMMERCIAL TIRE SYS LLC	GY215/85R16 TIRES UNIT568	198.98
	FLEET MAINTENANCE ADMINISTRATION TOTAL		5,337.45

POLICE

000858	BANK OF AMERICA	HYATT HOTELS DALLAS	432.24
000865	BANK OF AMERICA	LOT A	7.00
000879	BANK OF AMERICA	LAW ENFORCEMENT TARGETS	250.03
000876	BANK OF AMERICA	ATWOOD 22 SAND SPRINGS	9.99
000863	BANK OF AMERICA	BEST BUY 00014993	159.99
000866	BANK OF AMERICA	ON THE GO PC - INTERNET	208.99
000859	BANK OF AMERICA	WOODLAND WEST PET RESORT	65.00
000874	BANK OF AMERICA	BOX BOX.NET BUS SRVCS	5.00
000875	BANK OF AMERICA	WWW.READFRONTIER.COM	30.00
000877	BANK OF AMERICA	SURVEYMONKEY.COM	26.00
000772	CITY OF SAND SPRINGS	TRVL RECON-PTY CSH	20.00
000773	CITY OF SAND SPRINGS	TRVL RECON-PTY CSH	20.00
000774	CITY OF SAND SPRINGS	TRVL RECON-PTY CSH	20.00
000775	CITY OF SAND SPRINGS	TRVL RECON-PTY CSH	40.00
000787	CITY OF SAND SPRINGS	TRVL RECON-PTY CSH	40.00
000776	CITY OF SAND SPRINGS	WALMART-PTY CSH	3.23
000777	CITY OF SAND SPRINGS	WALMART-PTY CSH	3.88
170317	DEGAN, SHAWN	09.12-23,2016- NARC COURS	300.00

**CITY OF SAND SPRINGS
CITY COUNCIL BILLS**

10/10/2016

170103	PIONEER SECURITY SYSTEMS INC	OCT 2016-MON FEE-RANGE TR	37.50
170318	STACY, JAMES M	TRVL EXP-COURSE 09.12-23	300.00
POLICE ADMINISTRATION/PATROL TOTAL			1,978.85
000848	BANK OF AMERICA	STANDLEY SYSTEMS LLC	117.49
000894	BANK OF AMERICA	RANKIN VETERINARY HOSP.	40.00
000896	BANK OF AMERICA	SPAY, OK	45.00
000897	BANK OF AMERICA	RANKIN VETERINARY HOSP.	40.00
000898	BANK OF AMERICA	SPAY, OK	45.00
POLICE ANIMAL CONTROL TOTAL			287.49

COMMUNICATIONS

000753	AT&T LONG DISTANCE	AT&T LONG DISTANCE	32.23
000756	AT&T LONG DISTANCE	AT&T CAD WIRELESS	284.14
000878	BANK OF AMERICA	REASOR'S #21	220.69
000860	BANK OF AMERICA	J2 FAX.COM	3.00
170199	MOTOROLA SOLUTIONS	SRV AGRMNT-RADIO OPS-Q2	7,388.67
COMMUNICATIONS ADMINISTRATION TOTAL			7,928.73

FIRE

000880	BANK OF AMERICA	SIGNS & STITCHES	2,682.00
000890	BANK OF AMERICA	WPSG. INC 800-852-6088	1,304.84
000886	BANK OF AMERICA	WAL-MART #0838	16.91
000884	BANK OF AMERICA	WM SUPERCENTER #838	57.01
000882	BANK OF AMERICA	BIG COUNTRY SUPPLY	106.95
000885	BANK OF AMERICA	WAL-MART #0838	88.52
000883	BANK OF AMERICA	KEN KOOL INC	543.44
000887	BANK OF AMERICA	BATTERIES PLUS #95	31.90
000891	BANK OF AMERICA	OREILLY AUTO 00018135	47.87
000893	BANK OF AMERICA	THE HOME DEPOT #3904	141.86
000892	BANK OF AMERICA	PUSH PEDAL PULL-CORPORAT	250.00
170217	BRANSON, LARRY	TUITION REIMBURSMNT-SUM16	450.00
170393	EMSA	1ST QRTLQ SUBSIDY PYMNT	67,537.00
170076	FULLERTON WELDING SUPPLY	K-MED-02 2.2 UN1072	25.50
170247	HILLCREST MEDICAL CENTER	MED PHYSICAL-JM,DC,SP,RS	2,358.00
170396	MOTOROLA SOLUTIONS	APX 6000 PORTABLE RADIO	4,159.59

**CITY OF SAND SPRINGS
CITY COUNCIL BILLS**

10/10/2016

170350	OSU FIRE SERVICE TRAINING	EMS INSTR WRKSHOP-E.SCHRA	50.00
170114	SAM'S CLUB	PAPER TOWELS/BATH TISSUE	205.26
	FIRE ADMINISTRATION TOTAL		80,056.65

EMERGENCY MANAGEMENT

000871	BANK OF AMERICA	AMAZON MKTPLACE PMTS	793.71
000872	BANK OF AMERICA	AMAZON MKTPLACE PMTS	281.24
000861	BANK OF AMERICA	AMAZON MKTPLACE PMTS	1,099.15
000924	INDIAN ELECTRIC COOP INC	INDIAN ELECTRIC BILLS	24.68
	EMERGENCY MANAGEMENT ADMINISTRATION TOTAL		2,198.78

NEIGHBORHOOD SERVICES

000895	BANK OF AMERICA	INT'L CODE COUNCIL INC	29.50
170077	GENESIS OF OKLAHOMA	CONT BASE RATE-CITY HALL	44.00
170140	SUNGARD PUBLIC SECTOR INC	ASP SRVC - OCT 2016	2,529.27
170144	THULIN, HOVEY	ABATEMENT CLEANUPS	405.00
170144	THULIN, HOVEY	ABATEMENT CLEANUP	120.00
	NEIGHBORHOOD SERVICES ADMINISTRATION TOTAL		3,127.77

STREET

170011	ATWOODS-SAND SPRINGS	MINI ROLLER 3IN	13.80
170011	ATWOODS-SAND SPRINGS	CABLE TIE	17.97
170011	ATWOODS-SAND SPRINGS	PUSH BROOM HD MULTI	50.96
000857	BANK OF AMERICA	A & N TRAILER PARTS INC	86.16
000909	BANK OF AMERICA	LOWES #01580	74.63
170064	DUNHAM'S ASPHALT SERVICES, INC	TCKT 1000043	24.03
170064	DUNHAM'S ASPHALT SERVICES, INC	TCKT 1000140	105.02
170070	EXPRESS SERVICES INC	TEMP LABOR W/E 8.21.16	479.20
170070	EXPRESS SERVICES INC	TEMP LABOR W/E 08.28.16	479.20
170072	MOHAWK MATERIALS CO INC	80LB CONCRETE MIX	591.85
170126	SIGNAL TEK INC	TRAFF CNTROL MAIN-JUL2016	782.50
170126	SIGNAL TEK INC	TRAFF CNTRL MAIN-JUNE2016	1,058.75
170126	SIGNAL TEK INC	TRAFF CNTRL MAIN-MAY 2016	400.00

**CITY OF SAND SPRINGS
CITY COUNCIL BILLS**

10/10/2016

170126	SIGNAL TEK INC	TRAFF CNTRL MAIN-MAR2016	1,892.48
	STREET STREET MAINTENANCE TOTAL		6,056.55

PARKS & RECREATION

000899	BANK OF AMERICA	SQ FOOLISH THINGS	8.25
170455	OKLAHOMA REC & PARK SOCIETY	ORPS ANNUAL CONF	275.00
	PARKS & RECREATION ADMINISTRATION TOTAL		283.25

170374	GRAINGER INC	LONG HANDLED DUST PAN	60.22
000821	OKLAHOMA NATURAL GAS	ONG SEP BILLS/AUG SRVC	111.06
170455	OKLAHOMA REC & PARK SOCIETY	ORPS ANNUAL CONF	275.00
170398	OSU AGRICULTURAL CONFERENCES	JEFF E,KEVIN R,JOE M.-OKV	100.00
	PARKS & RECREATION COMMUNITY CENTER TOTAL		546.28

170128	AMERICAN WASTE CONTROL INC	DUMP FEES-SSPRKS DEP	225.00
170011	ATWOODS-SAND SPRINGS	WAND 36" 9 PTRN COLORS	65.98
170011	ATWOODS-SAND SPRINGS	TUNE UP KIT	39.98
170011	ATWOODS-SAND SPRINGS	FUEL LINE KIT	24.28
000849	BANK OF AMERICA	BEST BUY MHT 00002212	164.98
000850	BANK OF AMERICA	BEST BUY 00007625	49.99
000854	BANK OF AMERICA	APL ITUNES.COM/BILL	99.99
000902	BANK OF AMERICA	EREPLACEMENTPARTS.COM	96.16
000900	BANK OF AMERICA	QUIK SERVICES STEEL OF TU	392.00
000790	CITY OF SAND SPRINGS	PARKING-PTY CSH- 9.01.16	10.00
000791	CITY OF SAND SPRINGS	PARKING-PTY CSH- 9.14.16	10.00
170071	FASTENAL	12-24X2- 1/4FPHTK4W/W	54.52
000820	OKLAHOMA NATURAL GAS	ONG SEP BILLS/AUG SRVC	52.19
170455	OKLAHOMA REC & PARK SOCIETY	ORPS ANNUAL CONF	475.00
170398	OSU AGRICULTURAL CONFERENCES	JEFF E,KEVIN R,JOE M.-OKV	200.00
170102	P&K EQUIPMENT-FARMPLAN	TCU35788 ARM	45.91
170106	PROFESSIONAL TURF PRODUCTS	SCREW GREASE ROLLER	653.20
170109	R&R PRODUCTS INC	BIFOCAL SAFETY GLASSES	43.53
170404	WINFIELD SOLUTIONS LLC	PLAYMATE RYE GRASS SEED	195.57
	PARKS & RECREATION MAINTENANCE TOTAL		2,898.28

170011	ATWOODS-SAND SPRINGS	CABLE TIE	28.95
170011	ATWOODS-SAND SPRINGS	COUPLING 1"	87.43
170011	ATWOODS-SAND SPRINGS	HOSE CLAMP	16.33
170011	ATWOODS-SAND SPRINGS	ELBOW 3/4"X3/4"	23.96
170011	ATWOODS-SAND SPRINGS	HOSE Y BRASS SHUT-OFF	12.97

**CITY OF SAND SPRINGS
CITY COUNCIL BILLS**

10/10/2016

000901	BANK OF AMERICA	THE HOME DEPOT #3904	91.73
170230	COMMERCIAL CLEANING SERVICES	AUGUST - SPORTS COMPLEX	258.00
PARKS & RECREATION SPORTS PROGRAMS TOTAL			519.37

MUSEUM

170028	ALLIANCE MAINTENANCE INC	OCT. JANITORIAL-MUSEUM	235.00
170011	ATWOODS-SAND SPRINGS	FIRE EXTINGUISHER	19.99
170088	LOCKE SUPPLY	270-040 4" CHERNE TEST BA	43.55
170448	OKLAHOMA DEPARTMENT OF LABOR	MUSEUM-ELEVATOR INSPECTIO	100.00
000822	OKLAHOMA NATURAL GAS	ONG SEP BILLS/AUG SRVC	98.68
000823	OKLAHOMA NATURAL GAS	ONG SEP BILLS/AUG SRVC	21.42
170103	PIONEER SECURITY SYSTEMS INC	OCT 2016-MON FEE-MUSEUM	20.00
170145	THYSSENKRUPP ELEVATOR CORP	SS MUSEUM - ELEV MAINT	1,153.92
MUSEUM ADMINISTRATION TOTAL			1,692.56

ECONOMIC DEVELOPMENT

000908	BANK OF AMERICA	LOT A	7.00
000906	BANK OF AMERICA	ADOBE CREATIVE CLOUD	49.99
000907	BANK OF AMERICA	DROPBOX 9J8MZRR8DYQN	9.99
000903	BANK OF AMERICA	FACEBK ZZ47HAJ7P2	15.00
000904	BANK OF AMERICA	QT 41 01000413	12.74
000905	BANK OF AMERICA	QT 23 01000231	7.96
000760	REASOR LLC	SALES TAX INCENT AUG 2016	16,543.92
ECONOMIC DEVELOPMENT ADMINISTRATION TOTAL			16,646.60

GRAND TOTAL FOR FUND	\$201,851.81
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410 GO BOND 2014 FUND

PARKS & RECREATION

160788	CMSWILLOWBROOK INC	CONCESSION BLDG	29,304.74
151428	RICK SCOTT CONSTRUCTION	PRATT CIVITAN RVER CTY PA	50,331.80

**CITY OF SAND SPRINGS
CITY COUNCIL BILLS**

10/10/2016

PARKS & RECREATION MAINTENANCE TOTAL

79,636.54

GRAND TOTAL FOR FUND	\$79,636.54
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420 CAPITAL IMPROVEMENT FUND

ECONOMIC DEVELOPMENT

170059	WEATHERFORD, DAVID L	SSDA-VISION 2025	876.00
	ECONOMIC DEVELOPMENT ADMINISTRATION TOTAL		876.00

GRAND TOTAL FOR FUND	\$876.00
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430 GO BOND 2006 FUND

FIRE

170395	TULSA LAND SURVEYING LLC	ALTA SURVEY-SS PRATT FIRE	2,200.00
	FIRE ADMINISTRATION TOTAL		2,200.00

GRAND TOTAL FOR FUND	\$2,200.00
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440 STREET IMPROVEMENT FUND

STREET

090153	CRAIG & KEITHLINE INC	MAIN STREET IMPROVEMENTS	2,057.97
090153	CRAIG & KEITHLINE INC	MAIN ST IMPROVEMENTS	8,917.87
170305	DIRECT TRAFFIC CONTROL INC	RETAINAGE	1,727.61
170461	GENTRY MCDONALD AUSTIN CONSTRUCTION	SHELL CREEK BRIDGE DECK	2,450.00
	STREET STREET MAINTENANCE TOTAL		15,153.45

**CITY OF SAND SPRINGS
CITY COUNCIL BILLS**

10/10/2016

GRAND TOTAL FOR FUND	\$15,153.45
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470 CAPITAL IMPR W & WW FUND

PUBLIC WORKS

161125	CMSWILLOWBROOK INC	SAND SPRINGS MUNICIPAL CO	135,001.16
	PUBLIC WORKS ADMINISTRATION TOTAL		135,001.16

WATER

170415	DEPT OF ENVIRONMENTAL QUALITY	DEQ PERMIT-HWY 51 TANK RE	105.29
170468	DEPT OF ENVIRONMENTAL QUALITY	DEQ PERMIT FOR HWY 51 WTR	463.27
160487	GENTRY MCDONALD AUSTIN CONSTRUCTION	SHELL CREEK DAM-DRAW ON N	6,500.00
170357	TANK INDUSTRY CONSULTANTS	PRUE RD STANDPIPE CON INS	5,395.76
170357	TANK INDUSTRY CONSULTANTS	PRUE RD STNDPIPE CONS INS	6,185.21
	WATER WATER MAINT & OPERATIONS TOTAL		18,649.53

WASTEWATER

170304	SCHUERMAN ENTERPRISES INC	UPGRADE ELEC LINWOOD STAT	1,685.00
	WASTEWATER MAINTENANCE & OPERATIONS TOTAL		1,685.00

161325	TETRA TECH INC	WWTP MOD TO A NEW SBR PLA	26,404.98
161297	WALTERS MORGAN CONSTRUCTION INC	WWTP IMPROVEMENTS	240,949.01
	WASTEWATER TREATMENT TOTAL		267,353.99

GRAND TOTAL FOR FUND	\$422,689.68
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510 SPECIAL PROGRAMS FUND

FIRE

000881	BANK OF AMERICA	LITTLE CAESARS 1944 0003	41.39
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**CITY OF SAND SPRINGS
CITY COUNCIL BILLS**

10/10/2016

000888	BANK OF AMERICA	CHINA OK	20.00
000889	BANK OF AMERICA	SONIC #1256	82.13
FIRE ADMINISTRATION TOTAL			143.52

GRAND TOTAL FOR FUND	\$143.52
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530 GENERAL STCF

COMMUNICATIONS

000862	BANK OF AMERICA	PAM DISTRIBUTING	42.00
000864	BANK OF AMERICA	BEST BUY 00014993	24.99
COMMUNICATIONS ADMINISTRATION TOTAL			66.99

GRAND TOTAL FOR FUND	\$66.99
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540 VISION 2025

PARKS & RECREATION

170441	BSN SPORTS-SPORT SPLY GRP INC	4 ROW 21' LOW RISE BLEACH	12,899.86
160781	STUDIO 45 ARCHITECTS PLLC	RCP & SSEXPRWY CORRIDOR	20,700.00
PARKS & RECREATION MAINTENANCE TOTAL			33,599.86

GRAND TOTAL FOR FUND	\$33,599.86
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GRAND TOTAL	\$756,217.85
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CITY OF SAND SPRINGS
CITY COUNCIL BILLS
WIRE TRANSFERS

10/10/2016

FUND 210 General Fund

10/3/2016 JE394	Health Premium-Oct	122,459.16
10/3/2016 JE408	Aflac-Sept Premium	256.98
9/28/2016 JE383	Record Rock Fire Wire Pmt Aug 29 thru Sept 27	1,366.75
9/26/2016 JE372	Suntrust Pumper Lease-Oct Acct# 405578	5,746.59
	FUND TOTAL	\$ 129,829.48
	GRAND TOTAL	\$ 129,829.48